



TODD HARMS  
Fire Chief

# Sacramento Metropolitan Fire District

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## ACTION SUMMARY MINUTES – REGULAR MEETING

**BOARD OF DIRECTORS**  
**SACRAMENTO METROPOLITAN FIRE DISTRICT**  
**Thursday, April 9, 2020**  
**Held Remotely at Cisco Webex Meetings**  
**+1-408-418-9388**  
**Access Code: 963 959 866#**

### CALL TO ORDER

The meeting was called to order at 6:09pm by President Sheetz. Board members present: Clark, Goold, Jones, Kelly, Orzalli, Saylor, Sheetz, and Wood. Board members absent: Division 9. Staff present: Chief Harms, General Counsel Lavra, and Clerk Penilla.

**PUBLIC COMMENT:** None

### CONSENT ITEMS

**Action:** Moved by Wood, seconded by Clark, and carried unanimously by members present to adopt the Consent Calendar as follows:

- 1. Action Summary Minutes**  
**Recommendation:** Approve the Action Summary Minutes for the Regular Board meeting of March 26, 2020.  
**Action:** Approved Action Summary Minutes.
- 2. Arden-Arcade Property and Business Improvement District (AAPBID)**  
**Recommendation:** Adopt a Resolution authorizing the Fire Chief to sign the attached petition on behalf of Metro Fire, and if successful authorize the Fire Chief to vote on the protest ballot.  
**Action:** Adopted Resolution No. 2020-013.

### ACTION ITEMS

- 1. Families First Coronavirus Response Act (Deputy Chief Casentini)**  
**Recommendation:** Adopt a Resolution authorizing employee leave related to the Families First Coronavirus Response Act.  
**Action:** Moved by Wood, seconded by Saylor, to adopt Resolution No. 2020-014 authorizing employee leave related to the Families First Coronavirus Response Act.

### REPORTS

- 1. PRESIDENT'S REPORT:** No report.
- 2. FIRE CHIEF'S REPORT:**  
Chief Harms thanked the Board for their support, including their text messages. He thanked staff for the individual and station communications, and regular communication through weekly County Operations meetings, Shift Operations with Battalion Chiefs, EOC, and General Staff/Managers biweekly meetings.

Chief Harms continues by letting the Board know staff is working on a number of things to keep staff updated and safe throughout the pandemic including:

- An update from the EOT at the end of every shift.
- Temperature screenings for all employees, and mental health awareness with Coach Gallagher.
- Testing for membership if they believe to have contracted Covid-19.
- Messaging from the Public Information Officer, including through social media, and extensive work in the Russian community.
- Staff is taking a hard look at the budget, including the remainder of the current FY budget, and seeking reimbursement for anything related to Covid-19.

Moving forward, service delivery is the number one objective, along with safety of the membership through maintaining PPE supplies, and forecasting what moving forward looks like.

Chief Harms asks Deputy Chief Casentini to share information about a policy they are working on for the next Board Meeting. DC Casentini shares a policy is being developed for firefighters in line with the Families First Coronavirus Response Act. This will be used for those who experience a hardship in childcare or caring for Covid-19 family members. The policy should be ready in a few weeks.

Director Jones asks about the physician's assistant (PA) or nurse being used in the Community Care Response Unit, specifically how are we staffing the CCRU with these positions. Deputy Chief Bridge responds to this questions, which leads to the Operations Report

### **OPERATIONS REPORT**

Deputy Chief Bridge opens his report by explaining the CCRU has been in the works for ten years. Fire agencies from the Sacramento area were able to respond to the pandemic by putting three units in the system, the first being with Metro Fire on April 1<sup>st</sup> and the second unit deploying on Monday, and Cosumnes deploying the third unit. Metro Fire's Captain Perryman, who is a licensed PA, will train other physicians on the CCRU. Captain Perryman has tested between 15-20 people in the community, who may not have the ability to get to a test site like the one at Cal Expo. The Department of Public Health is sponsoring the test kits for the CCRU and Cal Expo.

Additionally, the EOT is a valuable resource sharing information within Metro Fire and at the State and Federal levels. Lastly, he thanks the membership for showing up every day, and for support services because this could not happen without everyone working together.

### **3. SMFD – FIREFIGHTERS LOCAL 522 REPORT:**

Captain McGoldrick shares with the Board that they are 100% staffed and committed to the highest of level of service to the community.

### **4. COMMITTEE AND DELEGATE REPORTS**

*All Committee Meetings will be held at the Sacramento Metropolitan Fire District Board Room, 10545 Armstrong Avenue, Mather, California unless otherwise specified.*

#### **A. Executive Committee – (President Sheetz)**

Next Meeting: TBD

- B. Communications Center JPA – (DC Shannon)**  
Next Meeting: April 14, 2020 at 9:00 AM
- C. California Fire & Rescue Training JPA – (DC Shannon)**  
Next Meeting: June 18, 2020 at 4:00 PM
- D. Finance and Audit Committee – (Director Orzalli)**  
Next Meeting: TBD
- E. Policy Committee – (Director Goold)**  
Next Meeting: TBD

**BOARD MEMBER QUESTIONS AND COMMENTS**

Director Jones hopes everyone stays safe.

Director Clark hopes all members are well protected and prays that no one becomes infected.

Director Wood is so proud to see Captain Perryman get the MIH program off the ground.

Director Orzalli thanks everyone for the great job they are doing.

Director Goold thanks everyone for working on policies so they can be discussed and implemented during a time like this.

Director Saylor encourages everyone to stay safe!

Director Kelly is awed by the work the organization is doing. He looks forward to the day we can meet again in person.

Director Sheetz is proud of Captain Perryman for spearheading the MIH program.

**The Board convened to Closed Session at 6:43 pm.**

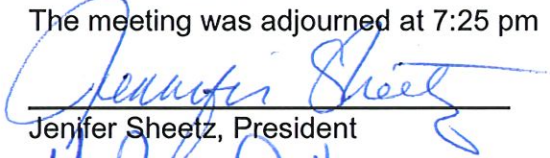
**CLOSED SESSION**

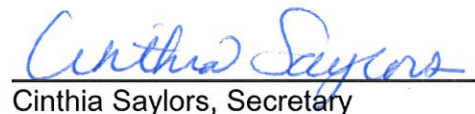
- 1. PERSONNEL MATTERS – PUBLIC EMPLOYEE EMPLOYMENT**  
**Pursuant to California Government Code Section 54957**  
**Fire Chief Employment**  
**Action:** The Board took no reportable action.

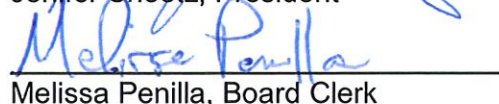
**Director Goold did not join via teleconference after closed session. All other Board Members reconvened to Open Session at 7:24 pm.**

**ADJOURNMENT**

The meeting was adjourned at 7:25 pm

  
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Jennifer Sheetz, President

  
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Cynthia Saylor, Secretary

  
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Melissa Penilla, Board Clerk