Sacramento Metropolitan Fire District

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TODD HARMS
Fire Chief

ACTION SUMMARY MINUTES – REGULAR MEETING

BOARD OF DIRECTORS
SACRAMENTO METROPOLITAN FIRE DISTRICT
Thursday, January 23, 2020
10545 Armstrong Avenue – Board Room
Mather, California

CALL TO ORDER

The meeting was called to order at 6:00 pm by President Sheetz. Board members present: Barnes, Clark, Goold, Kelly, Saylors, Sheetz, and Wood. Board members absent: Jones, Orzalli. Staff present: Chief Harms, Clerk Penilla.

PLEDGE TO FLAG

President Sheetz announced at the beginning of the meeting that Closed Session Item #1A DeFelice v. SMFD has been removed from the agenda.

PUBLIC COMMENT:

Ms. Katrina Rood thanked first responders for coming to her assistance when her home's fire sprinklers went off. They were very calming and reassuring that everything would be okay.

CONSENT ITEMS

Action: Moved by Clark, seconded by Wood, 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 December 12, 2019.
   Action: Approved Action Summary Minutes.

2. **Notice of Award – RFP 19-16 Microsoft Licenses**
   Recommendation: Award RFB 19-16 Microsoft Licenses to CDW Government LLC.
   Action: Awarded RFB 19-16 Microsoft Licenses to CDW Government LLC.

REPORTS

1. PRESIDENT'S REPORT:

President Sheetz shared the executive committee met earlier and made no changes to the standing committees. However, if a Board Member wishes to change committees to let her know.

2. FIRE CHIEF'S REPORT:

Chief Harms opened by congratulating the members that were selected for Member of the Year, Peer Recognition and Commendation, and Company Commendation for 2019. Awards will be presented at our Awards Gala on February 20, 2020

Retirement

Retirements during the month of December included 312 total years of service.

- Firefighter Matt Randazzo – 25 years of service
- Firefighter Paul Isaacson – 26 years of service
- Engineer Craig Von Chance-Stutler – 28 years of service
- Engineer Anthony Fink – 29 years of service
- Firefighter David Farrell – 28 years of service
- Captain John Schanzenbach – 27 years of service
- Fire Inspector Tracy Olcese – 28 years of service
- Facilities Assistant Jamie Bedal – 21 years of service
- Logistics Technician Gary Lascelles – 26 years of service
- Captain Brian Evers – 28 years of service
- Engineer Mark Dezordo – 28 years of service
- Engineer James Mrozinski – 18 years of service

New Hire

Effective 1/6, Lateral Firefighter/Paramedic's Matthew Christensen and Calvin LaCurelle

Recruitment

Reassignment Opportunity: EMS Shift Captain, Final Filing Date 2/4

Reassignment

Effective 1/1, Assistant Chief Tyler Wagaman was assigned to the Communications Center to serve as the Chief Executive Director. Battalion Chief Chris Greene was selected to fill the B-Shift Shift Commander vacancy in an out-of-class upgrade assignment on a temporary basis.

Meetings

January 6th, Fire Station 32 Dedication to Fire Captain John de Graaff. John was hired by the Fair Oaks Fire District on November 1, 1977 at the age of 23, and had a very long and strong career with Metro Fire and predecessor agencies. This was the third station dedication, and his son asked to speak in his honor at the event.

January 13-14: UL & IAFF – Meeting the Safety Challenges of the Future Built Environment. The IAFF Foundation Burn Fund and UL are collaborating to present several topics at the Meeting the Safety Challenges of the Future Built Environment Forum. This event is an opportunity to network with business and industry leaders, discuss emerging issues and concerns in the fire service and provide input on efforts to ensure future technologies meet desired building performance levels. Topics include flammable refrigerants, FSRI Firefighter Safety Research Institute (FSRI), smoke alarms, tall wood buildings, and electric car buildings.

Upcoming Events

February 19, 20 & 21 - Metro Fire will be hosting an F.I.E.R.O. PPE Workshop and two Fire Department Safety Officers Association (FDSOA) certification classes, Incident Safety Officer (ISO) and Health and Safety Officer (HSO).

> F.I.E.R.O. Fire PPE Regional Workshops are held periodically around the country, this class has capacity for 100 attendees and is already sold out. The workshops provide comprehensive instruction on the selection, care, and maintenance of your PPE in a single-day, close-to-home format. The workshops are geared for firefighters, training and safety officers and any staff who are responsible for PPE in your department. The NFPA 1851 standard on the selection, care and maintenance of firefighting PPE is the focus and your workshop topics will be tailor-made to fit your department's education needs.
>
> The ISO and HSO classes are a two-day comprehensive and fast-paced programs that prepare members to understand the role of and serve as an Incident Safety Officer or Health and Safety Officer. These academies include situational exercises, ProBoard Certification exam, and a one-year membership to FDSOA.

The Sacramento Metropolitan Public Safety Foundation received a grant for $11,500 to purchase additional supplies to continue the Milo and Moxie Program in schools.

Fill the Boot Reminder - Saturday, February 8th - The Chief's Challenge from 9:00am-10:00am

Strategic Plan Update

Since the Board met to develop a new strategic plan several initiatives have been worked on. Chief Harms reported the following:

People of Metro Fire – Culture – Focus groups development to aid in the Metro Way
People of Metro Fire – Professional Development – PDP four sessions on Tactics and Strategy
People of Metro Fire – Health and Well-Being – Attendance at a national meeting in Scottsdale
Service Delivery – Administrative Coordination – AC Wagaman has been assigned to the Comms Center
Capital Assets – Vehicles and Apparatus – Fleet went back east to inspect two new tenders
Capital Assets – Real Property – Reviewing development within Sacramento County and Metro Fire's jurisdictional boundaries
External Engagement – Communications – Processing public records requests

OPERATIONS REPORT

Deputy Chief Bridge reported out for the Operations Division. For 2019 Metro Fire responded to 97,366 total calls, of which 67,400 were for EMS services. Since the Board Meeting in December we have responded to 11,000 calls with over 30 structure fires. The busiest engine is E53 with 631 responses, and M23 with 556 responses. There are several units, including E41, M41, E24, M24, E101, M101, E23, M53, E103, and M103 that have a similar number of responses, meaning we've had a busy start to 2020.

The Professional Development Program is working to cross divisional boundaries with a focus on target hazards with Community Risk Reduction Division. Additionally, Chief Greene with oversight of Special Operations worked with Program Manager Hoy to develop a Hazmat newsletter.

3. SMFD – FIREFIGHTERS LOCAL 522 REPORT:

Vice President McGoldrick congratulated the retirees, and thanked Trevor Jamison for his leadership and dedication in the role of Vice President. Captain McGoldrick attended the station dedication at 32, and shared about the impact an individual can have on 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)*
Report Out: January 23, 2020 at 5:30 PM
Previously reported during the President's report.
Next Meeting: TBD

B. Communications Center JPA – *(DC Shannon)*
Report Out: January 14, 2020 at 9:00 AM
DC Shannon replaced AC Wagaman on the Communications Center's Board, and welcomes AC Wagaman as the Executive Director. The Board recently approved the Executive Director contract. Lastly, DC Shannon thanked Interim Director Bentovoja for his service out of retirement.
Next Meeting: January 28, 2020 at 9:00 AM

C. California Fire & Rescue Training JPA – *(DC Shannon)*
Report Out: January 16, 2020 at 4:00 PM
DC Shannon shared a snapshot on the training world, with plans to offer 129 courses and train 1,875 students in 2020, this is a significant improvement from the previous fiscal years. Additionally, the lease for the space they are currently in is coming to an end March 31st, they will begin looking for a new home.
Next Meeting: April 16, 2020 at 4:00 PM

D. Finance and Audit Committee – *(Director Kelly)*
Next Meeting: February 27, 2020 at 5:30 PM

E. Policy Committee – *(Director Goold)*
Next Meeting: TBD

BOARD MEMBER QUESTIONS AND COMMENTS

The Board collectively congratulated the retirees, and wished them all the best in retirement.

Director Goold shared his hopes for succession planning so information is passed to new members, it is difficult from an institutional standpoint to lose all that knowledge at once.

Director Wood thanked Ms. Rood for coming to the Board Meeting and sharing her thanks. He also expressed appreciation to the responding crews for the care of his niece and nephew who were involved in a vehicle accident.

Director Clark wished everyone a happy new year, and congratulated Director Sheetz in her role as Board President, and Captain McGoldrick in his role as Vice President. He also thanked the crew who came to the Star King Elementary School over the holidays.

Director Barnes thanked Chief Harms for inviting him to a meeting, he is impressed with his leadership. The Pig Bowl Guns and Hoses Game is this weekend, and he is very appreciative of the work everyone has put in to make this event come together. They will be honoring safety families and partnering with the Make-A-Wish Foundation to make a young man's wish come true. At 46 years, this is the longest running game of its kind, and he is very proud to be a part of it.

Director Saylors congratulated Director Sheetz on her role as Board President.

Director Kelly wishes everyone a great weekend.

Director Sheetz is looking forward to serving as the Board President, and she is planning on attending the Gala in February, and Fill-The-Boot campaign.

CLOSED SESSION

The Board convened to Closed Session at 6:35 pm.

General Counsel Lavra joined closed session via teleconference.

1. **Conference with Legal Counsel – Pending Litigation – Pursuant to California Government Code Section 54956.9(a): 2 Cases**
   A. DeFelice v. Sacramento Metropolitan Fire District, et al.
   Case No. 34-2019-00248043
   This item was removed from the agenda.

   B. Cormier v. Sacramento Metropolitan Fire District, et al.
   Case No. 34-2019-00247803
   Action: The Board took no reportable action.

The Board reconvened to Open Session at 7:02 pm

ADJOURNMENT
The meeting was adjourned at 7:04 pm.

Jenifer Sheetz, President

Cinthia Saylors, Secretary

Melissa Penilla, Board Clerk