



KURT P. HENKE
Fire Chief

Sacramento Metropolitan Fire District

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BOARD OF DIRECTORS – ACTION SUMMARY **Thursday, January 26, 2012 – 6:00 p.m.**

City of Rancho Cordova City Hall-Council Chambers
2729 Prospect Park Drive
Rancho Cordova, California

CALL TO ORDER

The meeting was called to order by President Jones. Board Members present: Clark, Goold, Jones, Kelly, Monk, Newcomer, Orzalli, Pierson, Scheidegger. Staff: Fire Chief Henke, Board Clerk Tilson, Attorney John Lavra.

PLEDGE TO FLAG

METRO CABLE 14 ANNOUNCEMENT

The open session meeting is videotaped for cablecast on Metro Cable 14. Replay on Saturday, January 28 at 1:00 PM and Monday, January 30 at 9:00 PM on Channel 14; Webcast at www.sacmetrofire.ca.gov. A DVD copy is also available for checkout from any library branch.

The open session meetings are also available for viewing on the District website at www.sacmetrofire.ca.gov

PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN DISTRICT JURISDICTION INCLUDING ITEMS ON OR NOT ON THE AGENDA

Old Fire Station 111 Event

Roger Mitchell stated he was representing the crew restoring Rio Linda's second fire truck and the old Station 111. He thanked the Board and Fire Chief Henke for the District's continuing support of the project. He stated an event was hosted for Supervisor Roberta MacGlashan on January 18. Fire Chief Henke was present and spoke with great enthusiasm regarding the project. Many phone calls were received complimenting Sacramento Metropolitan Fire District and the Rio Linda-Elverta Recreation and Park District for working hand-in-hand trying to save an old building, keeping it in public ownership, as well as restoring the vehicles that are supposed to go into this project. Supervisor MacGlashan indicated she would like to sit down at a future date with everyone involved to see how this is working.

Leila – Rescue Dog Type One Certification

Firefighter Kyle Thomas presented his USAR rescue dog, Leila. Last Sunday they were certified as a Type One or Level One disaster search team. It is a Federal requirement and Leila is capable of being deployed throughout the nation, state, local, and international. She is technically owned by the National Search Dog Foundation and was paired with him in June 2010. Leila was born in October 2008 and is trained as a point source live human detector. The work they do is at no cost to the District and is done on his own time. There are about 250 dogs nationwide at this time.

In response to Director Goold, Firefighter Thomas stated he could get a video from the National Search Dog Foundation and post it on the District website to illustrate the work of such a great natural asset.

CONSENT AGENDA:

1. **Board Meeting Action Summary—January 10, 2012**
2. **Special Board Meeting Action Summary—January 11, 2012**
3. **Board Meeting Action Summary—January 12, 2012**
4. **Resolution No. 2012-04 – Designating the Finance Committee As the District Audit Committee**
 - ***Board Action:***
Clark/Scheidegger—Approve the Consent Agenda items. Directors Clark, Goold, Jones, Kelly, Monk, Newcomer, Orzalli, Pierson, Scheidegger, AYE. Motion passed.

ACTION ITEM(S):

1. **Bid Award – FB11-34 – Ground Remote Control Robot—(A/C Cockrum)**
 - The Sacramento Metropolitan Fire District operates a Hazardous Materials (Haz Mat) response team made up of District Personnel that are deployed to incidents requiring the identification of Hazardous Materials, often in unknown hazardous environments. Sacramento Metro Fire works in cooperation with Sacramento City Fire and Police, the Sacramento Sheriff's Department and the FBI on a variety of all hazard incidents to include issues of foreign and domestic terrorism. Metro Fire received a grant award for one of four robots to be purchased in the region. Each of the four robots offers diverse capabilities. The robot Metro Fire decided on is designed for ease of transport, and rapid deployment into an unknown environment to provide valuable visual and audible signals to the robot operator's remote monitor.

- In early 2011 the District applied for funds through the FY2011 State Homeland Security Grant Program (SHSGP) and received an award for the purchase of a Ground Remote Control Robot. This amount has been allocated in our FY 2012 budget and the District will be completely reimbursed for the purchase through the grant.
- Formal bids were requested and the District received three bids listed below:

Macro USA	\$37,114
Robotex	\$21,981
TiaLinx Inc.	\$80,000

- Although Robotex submitted a lower cost unit, after review of the specifications submitted for all units, staff recommends the Board award the bid to Macro USA, meeting all specifications. Total cost of the robot will be \$37,114 including freight.
- **Board Action:**
Goold/Clark—Approve the staff recommendation. Directors Clark, Goold, Jones, Kelly, Monk, Newcomer, Orzalli, Pierson, Scheidegger, AYE. Motion passed.

2. Bid Award – FB11-40 – Structural Firefighting Boots—(A/C Wagner)

- Staff is requesting authorization to identify approved vendors from the Request for Formal Bid process to provide Structural Firefighting Boots. The request was for an ongoing purchase of three (3) different makes and models with the understanding that not every vendor may be able to bid on all requested boots.
- The District conducted a wear test of several structural firefighting boots during 2011. Leather boots were found to wear longer than the standard rubber boots that the district currently purchases. Of the leather boots tested, three (3) were chosen as the boots that meet the District's needs.

- The District published a request for bids and received the following three bids:

Vendor	Pro Warrington 9010	Globe Shadow	Haix Fire Hunter Xtreme
Municipal Emergency Services	\$293	No Bid	No Bid
Allstar Fire Equipment	No Bid	No Bid	\$259
LN Curtis	No Bid	\$293	No Bid

- Staff contacted the manufacturers and the above vendors were the sole source distributor of each boot.
- These ongoing purchases are budgeted for each year, (\$32,000 in FY 2011/2012), and boots will only be issued on an as needed basis.
- Discussion included the fact of low maintenance on leather boots.
- In response to Director Goold, Assistant Chief Wagner stated in the future we will talk to the vendors about the possibility of smaller agencies being allowed to piggy back on to our contracts.
- Staff recommended the Board approve the above three companies as District approved vendors to supply leather structural firefighting boots.
- ***Board Action:***
Goold/Scheidegger—approve the staff recommendation. Directors Clark, Goold, Jones, Kelly, Monk, Newcomer, Orzalli, Pierson, Scheidegger, AYE. Motion passed.

3. Revisions to Current Board Policies—(Wells)

- A. Family and Medical Leave Policy #21.003.02 (formerly #390.01)
- B. Equal Employment Opportunity Policy #21.004.02 (formerly #310.01)

- Both policies were reviewed by the Policy Committee at its October 27, 2011 meeting and were revised to incorporate recommended changes.

A minor modification was made today to the Family and Medical Leave Policy to remove on Page 1, Paragraph 1 under Definitions the words, “a qualified” leave.

In the Equal Employment Opportunity Policy on Page 2, Paragraph 2 under Procedures, add a footnote to References #1.

- Staff recommended both policies be approved with minor changes noted.
- ***Board Action:***
Clark/Monk—approve the staff recommendation. Directors Clark, Goold, Jones, Kelly, Monk, Newcomer, Orzalli, Pierson, Scheidegger, AYE. Motion passed.

4. Renewal of Aircraft Support Contract with DynCorp—(D/C Holbrook)

- Proposal to renew the service contract for the maintenance of the two (2) Bell UH-1H helicopters.
- Under the contract, DynCorp International, LLC, will provide the necessary personnel to maintain the two (2) Bell UH-1H helicopters. SMFD personnel will monitor the contractor's performance and service provided. The majority of maintenance work will be performed at Station 115, located at McClellan Field.
- The term of the contract is 23 months, with a 12 month optional renewal period. The contract terminates on December 31, 2013. The optional renewal period shall commence January 1, 2014, and terminate December 31, 2014.

Either party may cancel the agreement at any time by giving a 30-day notice to the other party.

- Under the contract, DynCorp International, LLC shall furnish labor, materials, tools, and/or permits or authorizations necessary to maintain two (2) Bell UH-1H helicopters in accordance with a maintenance schedule developed by SMFD. A work schedule shall be provided to DynCorp upon execution of the contract.
- Separate from the agreement, SMFD may contract for operational and logistical support. SMFD may contract outside the agreement or directly with other vendors for the purchase of parts for all needs related to the agreement for overhaul or repair of parts and components related to the aircraft.
- The contract requires approximately one employee. The current estimate includes a FAA Certified Airframe & Power-plant Technician. SMFD will determine the exact number and qualifications of contractor employees based on our needs.

- In addition, DynCorp International, LLC shall maintain the following insurance coverage: general liability for bodily injury and property damage; motor vehicle liability; Workers' Compensation and Employer's Liability coverage for all its employees who will be engaged in the performance of the contract; Aircraft Liability; Hangar-keeper's Legal Liability; Warehouseman's Legal Liability; and cargo coverage for SMFD property.
- DynCorp shall be compensated for expenses incurred, including travel, per diem, and taxes. Upon execution of the contract, SMFD would agree to pay DynCorp International, LLC upon submission of an itemized, signed original invoice, payable within forty-five (45) calendar days.
- The current pricing summary for an Aircraft Mechanic (Lead) is as follows:

Hourly Rate:	\$73.12
Over-time Rate:	\$57.27
Double-Time Rate:	\$76.36

The above rates are subject to annual CPI for Wage Earners (CPI-W) increase on April 1, 2012. Exhibits "B" and "C" of the contract contain further fiscal details.

The anticipated cost over the 23-month contract is \$140,000.

- Staff recommended the Board of Directors authorize staff to proceed and execute the Aircraft Support Contract with DynCorp International, LLC.
- ***Board Action:***
Goold/Pierson—approve the staff recommendation. Directors Clark, Goold, Jones, Kelly, Monk, Newcomer, Orzalli, Pierson, Scheidegger, AYE. Motion passed.

5. Fire Chief Employment Agreement – Kurt P. Henke—(Jones/Lavra)

- Attorney John Lavra stated for the record the vote on approval of the contract contains a minor modification in Paragraph 6, Subpart A, fourth and fifth line to read, "Fire Chief may carry over a maximum of twenty (20) months of *accrued and* unused leave into the next . . ." The Clerk of the Board will make the change upon approval of the contract.
- ***Board Action:***
Kelly/Pierson—approve the employment agreement as amended. Directors Clark, Goold, Jones, Kelly, Monk, Newcomer, Orzalli, Pierson, Scheidegger, AYE. Motion passed.

PRESENTATION ITEM(S): None

PRESIDENT'S REPORT—(Gay Jones)

- A condolence letter was sent on behalf of the Board regarding the tragic loss of Steve Eberts.
- Thank you letters were sent to Steve Demers and Denis Murray for their assistance on the redistricting.
- Will be attending the City of Rancho Cordova Retreat next Monday and Tuesday.

FIRE CHIEF'S REPORT—(Fire Chief Henke)

- WebEx Meetings successfully continue in communicating with the employees.
- Last week we had the big kick off project for the training needs analysis for the Simulator with Elbit Systems. A contingent from the State of Israel and a variety of regional partners attended. There is a resulting trip to the State of Israel which will be attended by Deputy Chief Arend, Deputy Chief Holbrook, Assistant Chief Wagner, and Chief Development Officer Larry Davis. He is unable to attend due to issues here at Metro. This is all a part of the grant and there is no cost to Metro Fire to go over there.
- January 18, 2012 – Appreciated being at the old Fire Station 111 event with Supervisor MacGlashan, former Congressman Osi, and Roger Mitchell. Around 50 people attended from the Rio Linda/Elverta community. Metro's own mechanics donate their time in restoring the apparatus and he thanked the whole group out there.
- January 18, 2012 – Attended the League of Cities Welcome Reception in the evening.
- January 20, 2012 – attended the League of Cities Public Safety Policy Committee Meeting.
- January 25, 2012 – met with Troy Givans from the County
- January 25, 2012 – Metro Fire hosted the California Fire Chiefs Association Operations Section meeting at Headquarters.

Upcoming Meetings/Events –

- January 28, 2012 – Guns and Hoses Football Game, 1:00 p.m. at Sac State
- January 30, 2012 – Staff and members of the Board will be attending the Sacramento Metro Chamber 20th Annual State of the City Address
- February 2 – 9, 2012 – Trip to State of Israel

- **Employee of the Year Recipients:**
 - Line – Firefighter/Paramedic Tim Beard
 - Support – Database Technician Brynn Wren
 - Reserve Firefighter – Warehouse Supervisor/Reserve Firefighter
Mark Siebert
 - **Peer Recognition Award Recipients:**
 - Engineer Mike Angotti
 - Engineer/Paramedic Eric Haus
 - Engineer/Paramedic Daniel Hoy
 - Engineer Chuck Nicholas
 - Engineer Vince Elko
 - Captain Kevin Snider
 - Electronics Tech Frank Rodriguez
 - Warehouse Supervisor Mark Siebert
- Congratulations to these employees.
- In regards to moving this District forward on contracts in general, he appreciates that we are going to start to set the standard for the future in addressing the tough economic times we are facing.
 - Appreciated the Board's vote of confidence tonight and looking forward to the future.

OPERATIONS REPORT – D/C CHRIS HOLBROOK

Fire Incidents –

- 19 structure fires since the last meeting.

EMS –

- Metro – 2,035 EMS dispatches resulting in 1,395 transports.
- AMR – 572 EMS dispatches resulting in 443 transports.

Recruit Academy –

- Invited everyone to attend the upcoming Recruit Academy Graduation Ceremony to be held February 10, 2012, 4:00 p.m. at the Crest Theatre.

GENERAL COUNSEL'S REPORT – None

LOCAL 522 REPORT – Captain Jeff Hickman

- Local 522 currently is going through an election process for Vice President. He or Chuck Ingram will be representing the Local until then.

- Reminder – Guns and Hoses charity football game – January 28, 2012, 1:00 p.m., at CSUS
- Promotions will be made tomorrow with details later.
- Thanked the Board for approving leather boots which are more comfortable, lighter for work, and last longer.
- Labor is very supportive working hand-in-hand with the operational team. The strong leadership under Fire Chief Henke is definitely noticed by the firefighters out there.
- Congratulated Fire Chief Henke and glad the Board worked through setting the standard.

COMMITTEE AND DELEGATE REPORTS:**Executive Committee—(President Jones)**

- Next Meeting: February 9, 2012 at 5:45 p.m. Agenda issues:
 - Approval of Committee Appointments
 - Necessity of any Ad Hoc Committees

Communications Center Delegate—(Deputy Chief Duane Arend)

- Next Meeting: January 31, 2012 – 9:00 AM

California Fire & Rescue Training Authority—(Kelly)

- Next Meeting: February 8, 2012 – 10:00 AM (subject to change)
Location: California Emergency Management Agency, Media Room
3650 Schriever Avenue, Mather CA 95655

Finance Committee—(Jones)

- Next Meeting: February 9, 2012 – 5:00 PM

Policy Committee—(Orzalli)

- Reported on today's meeting.
- Next Meeting: February 23, 2012 – 5:00 PM
Location: City of Rancho Cordova City Hall – Council Chambers
2729 Prospect Park Drive
Rancho Cordova, CA

BOARD MEMBER QUESTIONS AND COMMENTS:**Monk:**

- On January 2, 2012, John Hopkins passed away. He retired from Sacramento County Fire in 1994. He read a portion of the obituary from the Sacramento Bee highlighting his life and accomplishments.

President Jones stated the meeting would be closed with a moment of silence.

Goold:

- Reflected on the great example this evening of how our men and women are out in the community and not compensated. These are the unsung heroes. Kudos to all in our organization who perform community service.

Kelly:

- It's an honor to be associated with people who take steps to bringing our compensation package for chief executives in line with the economic times.
- Will be attending the State of the City Address tomorrow.
- Will be attending the Pig Bowl on Saturday.

Orzalli:

- Restructuring of the Administrative Staff is a landmark decision and he appreciates the sacrifices everyone made to make this happen.

Newcomer:

- Thanked the Fire Chief for his staff time with him last Tuesday.
- Thanked all of the employees for the work they do.
- Congratulated the employees who received Peer Recognition and the other awards.

Scheidegger:

- Recognized the Fire Chief and staff for the fine work and the movement we are showing the community in terms of structuring his contract and wished him the very best.
- Enjoyed meeting Leila tonight and need to take time to recognize and thank the people and staff that make this program work. The community needs to be mindful of the resource these people bring.

Clark:

- Congratulated Firefighter Kyle Thomas and Leila on the National Search Dog Certification.
- Thanked staff and all the employees of this District for their hard work day in and day out.
- He will try to attend the Guns and Hoses game on Saturday.

Pierson:

- This last week he had the opportunity to sit in on a Board with the State Fire Marshal and others and put someone through the same process that former Director Granados went through for his Fire Chief Certification. He was impressed and encouraged our Fire Chief to go through that. It is worthwhile to get that certification.
- What impresses him the most is our management and labor working together. It is amazing what we have accomplished. Would like to do something to recognize our staff.

Jones:

- Thanked Roger Mitchell for his continued support and participation.
- Thanked Kyle Thomas and Leila for their work.
- Congratulated the employees who were recognized.
- Sincerely recognizes the professionalism and dedication to public service that our senior staff and Fire Chief have shown in the restructuring process to make Metro the best emergency response organization in this area.

CLOSED SESSION 6:20 PM

[Taken out of Order]

RECONVENE TO OPEN SESSION 7:42 PM

Report by Attorney John Lavra:

1. CONFERENCE WITH LABOR NEGOTIATOR

Pursuant to California Government Code Section 54957.6

Agency Designated Representatives: Board President Jones, Director Clark, Director Goold

Unrepresented Employee: Fire Chief's Contract

No action was taken.

2. CONFERENCE WITH LABOR NEGOTIATOR

Pursuant to California Government Code Section 54957.6

A. District Negotiator: Fire Chief Kurt Henke
Employee Organization: Safety Senior Management, Management and
Unrepresented Confidential Employees

B. District Negotiator: Fire Chief Kurt Henke
Employee Organization: Non-Safety Senior Management, Management and
Unrepresented Confidential Employees

No action was taken.

ADJOURNMENT –The meeting was adjourned at 8:50 p.m. with a moment of silence in memory of John Wille Hopkins Jr.

Gay Jones, President

Randy Orzalli, Secretary

Charlotte Tilson, Clerk of the Board