



**KURT P. HENKE**  
Fire Chief

**Matt Kelly**  
Board President

**Randy Orzalli**  
Board Vice President

**Grant B. Goold**  
Board Secretary

**Gary Monk**  
Board Member

**Ted Wood**  
Board Member

**Jack Scheidegger**  
Board Member

**D'Elman Clark**  
Board Member

**Gay Jones**  
Board Member

**Dave Pierson**  
Board Member

# Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite 200 · Mather, California 95655 · Phone (916) 859-4300 · Fax (916) 859-3700

## AGENDA

### BOARD OF DIRECTORS - REGULAR MEETING

**Thursday, September 12, 2013 – 6:00 p.m.**

**Sacramento Metropolitan Fire District  
10545 Armstrong Avenue  
Board Room – Second Floor  
Mather, California**

#### CALL TO ORDER

#### PLEDGE TO FLAG

#### METRO CABLE ANNOUNCEMENT

The Open Session Meeting is videotaped for cablecast on Metro Cable 14. Replay on Saturday, September 14, 2013 at 1:00 PM and Monday, September 16, 2013 at 6:00 PM on Channel 14; Webcast at [www.sacmetrocable.tv](http://www.sacmetrocable.tv).

The open session Meetings are also available for viewing on the District website at [www.metrofire.ca.gov](http://www.metrofire.ca.gov)

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

*The Board of Directors of the Sacramento Metropolitan Fire District appreciates and encourages public interest and welcomes questions and opinions at its meetings. Public members desiring to address the Board are requested to first be recognized by the presiding officer and identify themselves for the record. The presiding officer may in the interest of time and good order limit the number of public member presentations. Speakers' comments will be limited to three minutes (Policy No. 119.01).*

*In accordance with Public Communications Policy No. 119.01, members of the Public requesting their written comments be read into the meeting record must be present or have a representative present to read their comments during the time allotted.*

#### CONSENT AGENDA

*Matters of routine approval including but not limited to board meeting synopses, deposit reports, general ledger expense lists, workers' compensation expense reports, payroll reports, referral of issues to committee, other consent matters, and ratified to committee, other consent matters, and ratification of district claims. Consent Agenda is acted upon as one unit unless a Board member requests separate discussion and/or action.*



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## REGULAR BOARD MEETING AGENDA

THURSDAY, SEPTEMBER 12, 2013

### CONSENT ITEM(S)

	<u>Page No.</u>
1. <b>Action Summary Minutes</b> <b>Recommendation:</b> Approve the Action Summaries for Board meetings of August 22, 2013 and September 4, 2013.	5
2. <b>Lease Agreement – Emergency Vehicle Operations Course</b> <b>Recommendation:</b> Approve Lease Agreement with McClellan Business Park in the amount of \$4,500 for use of the Mega Lot to provide Emergency Vehicle Operations Course (EVOC) and Driver Training.	13
3. <b>Emergency Vehicle Operations Course Instructional Services</b> <b>Recommendation:</b> Approve an Expenditure in the amount of \$45,000 with the California Fire and Rescue Training Authority (CFRTA) for Emergency Vehicle Operations Course (EVOC) Instructional Services.	20
4. <b>Purchase – Leader Emergency Vehicle Type II Ambulances</b> <b>Recommendation:</b> Approve the Purchase of four (4) Leader Emergency Vehicle Type II Ambulances in the amount of \$405,133.84.	25
5. <b>Purchase – SUV Vehicle Replacements</b> <b>Recommendation:</b> Approve the Purchase of five (5) Chevrolet Tahoe SUVs with special service packages from Winner Chevrolet in the amount of \$166,823.75.	27
6. <b>Purchase – Mobile Equipment Type IV Wildland Units</b> <b>Recommendation:</b> Approve the Purchase of two (2) Boise Mobile Equipment Type IV Wildland Units from Boise Mobile Equipment in the amount of \$272,453.	29
7. <b>Public Education Workshops</b> <b>Recommendation:</b> Authorize the selection of the National Fire Protection Association (NFPA) as the provider for Public Education Workshops required under the Community Wildfire Protection Plan (CWPP) funded by an Assistance to Firefighters Grant (AFG) in the amount of \$66,800.	31
8. <b>California Surplus Property Program</b> <b>Recommendation:</b> Adopt a Resolution designating the Fire Chief, Deputy Chiefs of Operations and Support Services and the Fleet Maintenance Manager as designated representatives authorized to acquire Surplus Property through the California State Agency for Surplus Property.	34
9. <b>Cancellation of Board Meetings</b> <b>Recommendation:</b> Approve cancellation of the November 28, 2013 and December 26, 2013 Board Meetings due to holidays.	43



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## REGULAR BOARD MEETING AGENDA

THURSDAY, SEPTEMBER 12, 2013

### ACTION ITEM(S)

Page No.

*Normally are matters that have previously been presented to the Board of Directors for consideration and are now scheduled for board decision. Members of the public may address the Board on Action Items as they are presented.*

1. **Records Retention Policy (Wells)** 44  
**Recommendation:** Approve a Records Retention Management Policy
2. **Family and Medical Leave Act Policy (Wells)** 123  
**Recommendation:** Adopt a Resolution revising the Family and Medical Leave Act Policy

### PRESENTATION ITEM(S) - None

*Are matters scheduled for presentation to the Board of Directors for information or for action at a subsequent board meeting. Time sensitive matters may be scheduled for immediate board action if approved by at least five members of the Board of Directors. Members of the public may address the Board on Presentation Items as they are presented.*

### PRESIDENT'S REPORT—(Kelly)

### FIRE CHIEF'S REPORT—(Henke)

### GENERAL COUNSEL'S REPORT—(Lavra)

### SACRAMENTO METROPOLITAN FIRE DISTRICT – FIREFIGHTERS LOCAL 522 REPORT

### 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.

1. **Executive Committee—(Kelly)**  
Next Meeting: TBA
2. **Communications Center JPA—(Cockrum)**  
Next Meeting: September 24, 2013 – 9:00 AM
3. **California Fire & Rescue Training JPA—(Kelly)**  
Next Meeting: September 20, 2013 – 10:00 AM (Tentative)  
Location: 9320 Tech Center Drive  
Sacramento CA 95826
4. **Finance Committee—(Scheidegger)**  
Next Meeting: September 12, 2013 – 5:00 PM
5. **Policy Committee—(Pierson)**  
Next Meeting: TBD

### BOARD MEMBER QUESTIONS AND COMMENTS

### RECESS TO CLOSED SESSION



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**REGULAR BOARD MEETING AGENDA**

**THURSDAY, SEPTEMBER 12, 2013**

**CLOSED SESSION GOVERNMENT CODE:**

1. **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION - Significant Exposure to Litigation pursuant to Government Code Section 54956.9(b): Two (2) Cases**
  - A. Claim against Public Entity pursuant to Government Code Section 910  
Carolyn Dorrough vs. Sacramento Metropolitan Fire District
  - B. Claim against Public Entity pursuant to Government Code Section 910  
Michael Methvin vs. Sacramento Metropolitan Fire District

**CLOSED SESSION REPORT**

**ADJOURNMENT**

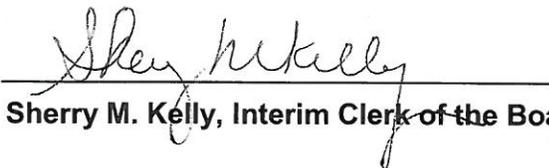
**NEXT BOARD MEETING(S):**

**Regular Board Meeting: September 26, 2013**  
**Location: Sacramento Metropolitan Fire District**  
**10545 Armstrong Avenue**  
**Mather, CA**

*The following action and presentation items are scheduled for the next board meeting agenda. Board members are requested to identify additional action or presentation items they desire to be scheduled on the agenda.*

**ANTICIPATED ACTION AND PRESENTATION ITEM(S): To Be Determined**

**Posted on September 9, 2013**

  
**Sherry M. Kelly, Interim Clerk of the Board**