



**KURT P. HENKE**  
Fire Chief

# Sacramento Metropolitan Fire District

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## **ACTION SUMMARY MINUTES – REGULAR MEETING**

### **BOARD OF DIRECTORS SACRAMENTO METROPOLITAN FIRE DISTRICT Thursday, January 23, 2014 10545 Armstrong Avenue – Board Room Mather, California**

#### **CALL TO ORDER**

The meeting was called to order at 6:00 p.m. by President Orzalli. Board members present: Clark, Goold, Kelly, Monk, Orzalli, Pierson, Scheidegger and Wood. Board members absent: Jones. Staff present: Chief Henke, Interim Board Clerk Kelly and General Counsel Larva.

#### **PLEDGE TO FLAG**

**PUBLIC COMMENT:** None.

#### **CONSENT ITEM:**

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

#### **1. Retirement Commendations**

**Recommendation:** Adopt Resolutions commending the following individuals upon their retirement and for their years of skilled performance and deepest commitment to the fire service.

1. Bruce Thomas, Captain
2. Raymond Kurt Hudnall, Captain
3. William L. Turner, Battalion Chief
4. Jeffery S. Rowland, Captain
5. Allen J. Sigl, Fire Inspector II
6. Glen R. Heustess, Firefighter
7. Douglas G. Bine, Firefighter
8. Kerry M. Freeman, Firefighter
9. Ted J. Wittmayer, Engineer
10. Sheldon N. Fields, Firefighter
11. Phillip M. Allen, Captain
12. Gordon J. Emde, Captain
13. Donald R. Carroll, Engineer
14. Richard A. Hoene, Engineer
15. Deborah M. Kelly, Accounting Supervisor
16. Harold D. Gardner, Captain
17. Harold R. Bowers, Mechanic
18. Michael K. Wigginton, Captain
19. Mark J. Manzoli, Firefighter
20. Brian G. James, Captain
21. James Stewart, Mechanic

22. Thomas C. Michul, Firefighter
23. Joseph M. Chesnut, Engineer
24. Jeffrey P. Vitti, Captain
25. Kevin C. Peterson, Firefighter
26. James Van Brunt, Captain
27. Curtis W. Gray, Captain
28. Lawrence S. Arellanez, Firefighter
29. Christopher N. Anaya, Engineer
30. Gregory E. Tonin, Captain
31. Mark A. Gossett, Engineer
32. Ryan S. Lowry, Engineer
33. Donald A. Hoeckelberg, Mechanic
34. Rocky G. Moreno, Engineer
35. James H. Johnson, Captain
36. Kevin M. Snider, Captain
37. Dale R. Angelo, Captain
38. Charlene Cockrum, Staffing Specialist
39. David B. Hubbard, Firefighter

**Action:** Adopted Resolution Nos. 2014-03 to 2014-41 commending retirees.

**2. Action Summary Minutes**

**Recommendation:** Approve the Action Summary Minutes for the Board meetings of January 9, 2014 and January 16, 2014.

**Action:** Approved Action Summary Minutes as submitted.

**3. Bid Award – Recruit Academy Structural PPE-Coats and Pants Ensemble**

**Recommendation:** Award Bid to JAECO Safety for the purchase of 60 Recruit Academy Structural PPE – Coats and Pants Ensembles in the amount of \$95,243.

**Action:** Awarded Bid to JAECO Safety.

**ACTION ITEMS**

**1. Deferred Compensation Committee Vacancy (Captain Simonick)**

**Recommendation:** Adopt a Resolution appointing Sarah Ortiz to fill a vacancy on the Deferred Compensation Committee.

**Action:** Moved by Goold, seconded by Pierson, and carried unanimously by the members present to adopt Resolution No. 2014-42 appointing Sarah Ortiz.

**PRESENTATIONS**

**1. Leadership Initiative (Deputy Chief Holbrook)**

**Recommendation:** Receive Presentation.

**Discussion:** Deputy Chief Holbrook made a presentation regarding the Leadership Initiative. He informed the Board that the purpose of this initiative, made up on fire service and civilian employees, is to encourage, lead and influence at all levels, and to instill pride in ownership and accountability. Deputy Chief Holbrook showed a short video and asked that members of this initiative stand for an introduction.

**PRESIDENT'S REPORT**

No report.

## **FIRE CHIEF'S REPORT**

Fire Chief Henke congratulated the recipients for 2013 Employee of the Year:

- Captain Kevin Wegener – Suppression Recipient
- Mark Jones – Logistics/Purchasing Manager – Support Recipient

Chief Henke also acknowledged personnel that received nominations and will receive Peer Recognition Awards:

- Captain Brian Evers
- Captain Scott McKenney
- Captain Kelly Tassone
- Chris Armstrong, Health and Fitness Manager
- Nanette Goodwin, Office Technician

Chief Henke announced these awards will be presented at an Annual Awards Luncheon on Wednesday, February 12<sup>th</sup>.

### Upcoming Meetings/Events to be attended by Staff:

- The Chief will be holding WebEx meetings with staff throughout the month

### Save the Date:

- January 25<sup>th</sup> – Guns and Hoses Football Game, 1 p.m., CSUS Stadium
- January 25<sup>th</sup> – Annual Pioneer Mutual Hook and Ladder Crab Feed – 6 p.m., St Mary's Parish Hall
- February 14<sup>th</sup> -17<sup>th</sup> – Fill the Boot, Sunrise Blvd. and Greenback Lane, Chief's Challenge, February 15<sup>th</sup>, 9 a.m. – 10 a.m.

### Promotions:

Lara Kelley, Staffing Specialist, effective February 1<sup>st</sup>

### Recruitments:

- Board Clerk (internal/external) filing deadline January 31<sup>st</sup>
- Accounting Technician (internal/external) filing deadline January 31<sup>st</sup>

## **OPERATIONS REPORT**

Deputy Chief Holbrook reported that since the last Board meeting, staff has responded to 2,754 dispatches with a transport rate of 76%. He also reported that there have been 12 working fires since the last report.

## **GENERAL COUNSEL'S REPORT**

No report.

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

Ty Bailey reported that representatives from Local 522 are working with the Human Resources Department to ensure that all side letters of agreement are included in the most current Memorandum of Understanding.

He invited members of the Board to attend Fire Ops 101 being held on March 5<sup>th</sup> from 9 a.m. to 3 p.m. on the Sacramento Capital grounds. He reported that attendees will have an opportunity to dress in firefighting attire and will be able to go through the burn building. He also announced a Tropical Affairs Gala to be held on June 28<sup>th</sup>.

## **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** — (Orzalli)  
Next Meeting: TBD
2. **Communications Center JPA**—(Cockrum)  
Next Meeting: January 21, 2014 – 11:00 A.M.  
Chief Cockrum reported this meeting was cancelled and the next meeting will be held on January 28, 2014.
3. **California Fire & Rescue Training JPA** — (Kelly)  
Director Kelly reported the JPA met earlier today. The next meeting is scheduled for March 27, 2014.
4. **Finance Committee**—(Jones)  
Next Meeting: February 13, 2014 – 5:00 P.M.
5. **Policy Committee** — (Pierson)  
Director Pierson reported that the Policy Committee met earlier this evening and reviewed a proposal for a Leadership Legacy Recognition Policy and is the process of reviewing the Board's Policies and Procedures. The next meeting is scheduled for February 27, 2014.

## **BOARD MEMBER QUESTIONS AND COMMENTS**

Several members of the Board offered their congratulations to all of the 2013 retirees and expressed appreciation to the members of the Leadership Initiative.

## **CLOSED SESSION:**

The Board recessed into Closed Session at 6:35 p.m. The Board reconvened in Open Session at 7:30 p.m.

1. **Conference with Legal Counsel – Anticipated Litigation (1 case) – FLSA Wages and Claims**  
Pursuant to Government Code Section 54956.9(d) and 54954.5 (c)  
**Action:** No reportable action taken.
2. **Employee Discipline/Dismissal/Release**  
Pursuant to Government Code Sections 54957(b)(1) and 54954.5(e)  
**Action:** No reportable action taken.

**ADJOURNMENT**

The meeting adjourned at 7:37 p.m.

  
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Randy Orzalli, President

  
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Dave Pierson, Secretary

  
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Sherry M. Kelly, Interim Clerk of the Board