



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, January 25, 2018
10545 Armstrong Avenue – Board Room
Mather, California**

CALL TO ORDER

The meeting was called to order at 6:07 pm by President Barnes. Board members present: Barnes, Clark, Gould, Kelly, Orzalli, and Sheetz. Board members absent: Gayle, Jones, and Wood. Staff present: Acting Chief Bridge, Board Clerk Penilla, and General Counsel Lavra.

PLEDGE TO FLAG

PUBLIC COMMENT: None

CONSENT ITEMS

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

1. **Action Summary Minutes**
Recommendation: Approve the Action Summary Minutes for the Board meeting of January 11, 2018.
Action: Approved the Action Summary Minutes.
2. **State of California Eligibility Application for State and Federal Surplus Property Program**
Recommendation: Adopt a Resolution authorizing the Fire Chief to execute the application for eligibility for the State and Federal Surplus Property Program.
Action: Adopted Resolution No. 2018-003.

PRESENTATION ITEMS

1. **Fiscal Year 2016/17 Annual Reports**
(Ron Empedrad, Controller and Ingrid Sheipline, CPA)
 - A. **Comprehensive Annual Financial Report (CAFR)**
Recommendation: Receive Presentation. No action required.
Action: Received presentation, no action taken.
 - B. **Compliance Reports**
Recommendation: Receive Presentation. No action required.
Action: Received presentation, no action taken.

REPORTS

1. **PRESIDENT'S REPORT:** No report.

2. **FIRE CHIEF'S REPORT:**

Chief Harms and Deputy Chief Shannon are attending Unified Fire Authority's Fire District's Roundtable meeting beginning January 25th and returning on January 28th. Deputy Chief Bridge will be the Board's point of contact while he is out of town.

Reassignment

Effective 1/15, Firefighter/Paramedic Phillip Hart – EMS Day Position

Effective 2/8, Captain Kiley Keeley – EMS 24 C Shift

Career Development Opportunity

EMS Day Battalion Chief, Final Filing Date 1/31, 4:00 PM

Recruitment

Lateral Fire Inspector I and II, Final Filing Date 2/2, 4:00 PM

Fire Inspector I, Final Filing Date 2/9, 4:00 PM

Health & Fitness Program Manager, Final Filing Date 2/9, 4:00 PM

Members of the Year – 2017 Selections

- Engineer Dat Pham – Suppression
- Assistant Fleet Manager Tim Swank – Professional Staff
- Retired Captain Bob Bruce – EMS (This is a new category this year.)
- Reserve Firefighter Ryan Spiegelberg – Volunteer

The following individuals received nominations for either Member or EMS Member of the Year and will receive Peer Recognition Awards:

- Administrative Specialist Michelle Dehoney
- Engineer Doug Dolezal
- Supervising Inspector Chrishana Fields
- Administrative Specialist Carmen Gandara
- Mechanic Matthew Moose
- Firefighter Joe Schmitt
- Engineer Kevin Summers
- Captain Tracey Valentine
- Office Technician Cora Zielinski

Awards will be presented to these individuals at an Awards Gala on March 1st. More details on the Gala will follow.

Meetings Attended

Chief Harms continues to meet with command and day staff, and Union Representatives.

1/16, IAFC International Fellowship Program – Chief Harms opened by welcoming participants

1/18, Chief Harms attended Mayor Steinberg's State of the City address

1/22, First day for Firefighter Academy 18-1

- 18 recruits

1/22, First day for SRP 18-1 Academy

- 11 recruits

Upcoming

Fill the Boot begins 2/8, and runs through 2/11

- 2/10 – Chiefs Challenge will be from 9:00AM – 10:00AM. Chief is accepting donations, with donations going towards the Firefighter's Burn Institute.

OPERATIONS REPORT

Assistant Chief Wagaman reported out since the Board Meeting on January 11, 2018, Metro Fire has responded to 3,666 total calls, with four structure fires. There were 2,896 EMS dispatches with a transport rate of 61%. AMR responded to 363 dispatches, and transported 57% of the time.

The Operations Division is preparing a 2017 overview for the Board Meeting on February 8th, which will highlight the 101,283 calls that Metro Fire responded to.

Assistant Chief Hein gave an update on EMS, which included information on influenza, wall times, flex medics, and Single Role Academy. AC Hein responded to questions from Director Orzalli regarding the Single Role Academy, and Director Goold regarding call vs transport ratios.

Director Gayle arrived at 6:28 PM during AC Hein's EMS presentation.

3. SMFD – FIREFIGHTERS LOCAL 522 REPORT:

Firefighter Jamison addressed the IAFC when the program began. Today the participants went through the burn props. The membership has really stepped up to assist with this program.

In regard to EMS, this is an area that will always challenge Metro Fire, he sees the membership stepping up with Flex Medics, and the leadership, specifically Chief Harms with EMS 20/20.

FF Jamison responded to an inquiry regarding the injured firefighter, explaining that he is recovering from his second surgery and in good spirits. The Board sends him their best.

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 – (Barnes)

Next Meeting: TBD

B. Communications Center JPA – (AC Johnson)

Assistant Chief Johnson briefed the Board on a special meeting that took place earlier. They approved two contracts for the interim executive team. They received and approved the first CAFR report, this was a clean report. He was also happy to share they received assistance from Metro Fire's Finance Division during this process.

In closing AC Johnson gave some 2017 year-end totals, the Comms Center answered over 400,000 calls, with 68% of them coming from cell phones. From those calls 195,000 incidents were processed. They were successful in saving 182 lives with instructions over the phone prior to the medics arriving.

Next Meeting: January 30, 2018 at 9:00 AM

C. California Fire & Rescue Training JPA – (Kelly)

Report Out: Thursday, January 18, 2018 at 4:00 PM

Director Kelly reported out for DC Shannon, the JPA met and discussed several items, all very interesting and doing well.

Next Meeting: Thursday, March 15, 2018 at 4:00 PM

Location: California Exercise Simulation Center (CESC)
10545 Armstrong Avenue, Suite 320
Mather, CA 95655

D. Finance and Audit Committee – (Kelly)

Report Out: Thursday, January 25, 2018 at 5:30 PM

Director Kelly reported out on the presentation they received earlier regarding the CalPERS Annual Evaluation from CFO Thomas. They will select officers at a later meeting when everyone is present.

Next Meeting: TBD

E. Policy Committee – (Goold)

Next Meeting: Thursday, February 8, 2018 at 5:30 PM

BOARD MEMBER QUESTIONS AND COMMENTS

Director Kelly commended the Controller for assisting the Communications Center in their audit, appreciates the help even when he is conducting Metro Fire's audit.

Director Orzalli met with Local 522, he appreciated the new spirit of solutions for the benefit of the community and labor. He thanked CFO Thomas for her great work.

Director Goold shared his thoughts on the excellent and outstanding work by the Finance and Audit Division. On behalf of the citizens he represents, thank you! Thank you to every person who works at Metro Fire, you all make his job as a Director very easy.

Director Gayle asked what the purpose of an audit is, and what Metro Fire looked for in this audit. He reviewed the information from Richardson and Co. and still questioned the purpose and findings.

Director Sheetz congratulated the members of the year, and is looking forward to attending the Awards Gala on March 1st. She wished the best of luck to everyone who entered the academies.

Director Barnes appreciates the transparency of the audit. He commends the Communications Center for saving the life of a baby, with instructions over the phone during a law enforcement call. Lastly, he is looking forward to the 44th Annual Pig Bowl this Saturday, and thanked everyone who supports this event. There will be a special tribute to the local fallen law enforcement officers and firefighters, including Cal Fire's Cory Iverson, Sac City Airport Firefighter Tim Anderson, and Auburn Fire's employee who is still battling cancer.

CLOSED SESSION

The Board recessed to Closed Session at 6:55 PM.

Director Gayle left at 6:57 PM and did not attend Closed Session.

1. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION – Significant Exposure to litigation pursuant to California Government Code Section 54956.9 (b): Three cases

- A. Claim Against Public Entity Pursuant to Government Code Section 910
Maria Elena Garibay-Valdez v. Sacramento Metropolitan Fire District
Greg Casentini, Deputy Chief Administration

Action: Moved by Goold, seconded by Sheetz, and carried unanimously by members present to deny the claim and refer the matter to the District's insurance carrier.

- B. Claim Against Public Entity Pursuant to Government Code Section 910
Adael Patino Garibay v. Sacramento Metropolitan Fire District
Greg Casentini, Deputy Chief Administration

Action: Moved by Goold, seconded by Sheetz, and carried unanimously by members present to deny the claim and refer the matter to the District's insurance carrier.

- C. Claim Against Public Entity Pursuant to Government Code Section 910
Brianna Patino Garibay v. Sacramento Metropolitan Fire District
Greg Casentini, Deputy Chief Administration

Action: Moved by Goold, seconded by Sheetz, and carried unanimously by members present to deny the claim and refer the matter to the District's insurance carrier.

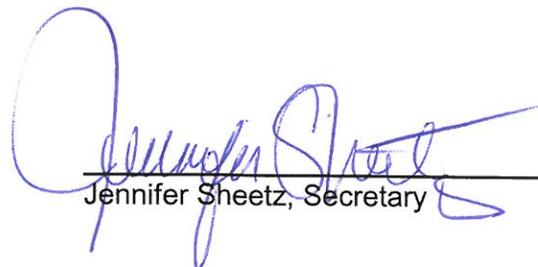
The Board reconvened to Open Session at 7:02 PM.

ADJOURNMENT

The meeting was adjourned at 7:03 PM.



Jim Barnes, President



Jennifer Sheetz, Secretary



Melissa Penilla, Clerk of the Board