



Todd Harms  
Fire Chief

**Cinthia Saylor**  
Board President  
Division 1

**D'Elman Clark**  
Board Vice President  
Division 6

**Vacant**  
Board Secretary

**Grant Goid**  
Board Member  
Division 2

**Elected Official**  
Board Member  
Division 3

**Ted Wood**  
Board Member  
Division 4

**Jennifer Sheetz**  
Board Member  
Division 5

**Brian Rice**  
Board Member  
Division 7

**Gay Jones**  
Board Member  
Division 8

**Elected Official**  
Board Member  
Division 9

# Sacramento Metropolitan Fire District

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

## BOARD OF DIRECTORS - REGULAR MEETING

**Thursday, December 8, 2022 – 6:00 PM**

**Sacramento Metropolitan Fire District**

**10545 Armstrong Avenue**

**Board Room – Second Floor**

**Mather, California**

**&**

**Remotely Via Zoom**

**Phone: (669) 900-6833**

**Webinar ID: 875 1535 5024#**

**Passcode: 568 510 933#**

*The mission of the Sacramento Metropolitan Fire District is to provide professional and compassionate protection, education and service to our community.*

The Governor has declared a State of Emergency to exist in California as a result of the threat of COVID-19 (aka the “Coronavirus”). The Governor issued Executive Order N-25-20 and N-29-20, which directs Californians to follow public health directives including canceling large gatherings. Per the State of Emergency effective March 2, 2020, the Board of Directors of the Sacramento Metropolitan Fire District proclaimed that a local emergency exists, and authorized remote teleconference meetings from November 10, 2022 through December 9, 2022 pursuant to Brown Act provisions.

The Public’s health and well-being are the top priority for the Board of Directors of the Sacramento Metropolitan Fire District and you are urged to take all appropriate health safety precautions. **If you would like to view the meeting via the Zoom Application, please contact Board Clerk Penilla via email at the address listed below.**

Members of the public seeking to attend and to address the Board who require reasonable accommodations to access the meeting, based on disability or other reasons, should contact the following person at least forty-eight (48) hours in advance of a Regular meeting to make arrangements for such reasonable accommodations:

**Melissa Penilla**  
Board Clerk  
(916) 859-4305

[penilla.melissa@metrofire.ca.gov](mailto:penilla.melissa@metrofire.ca.gov)

The Board will convene in open session at 6:00 p.m.



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REGULAR BOARD MEETING

THURSDAY, DECEMBER 8, 2022

## CALL TO ORDER

## ROLL CALL

## PLEDGE TO FLAG – HONOR GUARD TO PRESENT COLORS

## METRO CABLE ANNOUNCEMENT

The Open Session Meeting is videotaped for cablecast on Metro Cable 14. Replay on Saturday, December 10<sup>th</sup> at 2:00 pm and Monday, December 12<sup>th</sup> at 6:00pm on Channel 14; Webcast at [metro14live.saccounty.net](http://metro14live.saccounty.net).

## 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** (Per Section 31 of the Board of Directors Policies and Procedures).*

*In accordance with Section 31 of the Board of Directors Policies and Procedures, 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 ITEMS

*Matters of routine approval including but not limited to action summary minutes, referral of issues to committee, committee referrals to the full Board, items that require yearly approval, declaration of surplus equipment, and other consent matters. Consent Agenda is acted upon as one unit unless a Board member requests separate discussion and/or action.*

## CONSENT ITEMS

	<u>Page No.</u>
1. <b>Action Summary Minutes</b> <b>Recommendation:</b> Approve the Action Summary Minutes for the Regular Board meeting of November 10, 2022.	<b>6</b>
2. <b>Action Summary Minutes</b> <b>Recommendation:</b> Approve the Action Summary Minutes for the Special Board meeting of November 12, 2022.	<b>12</b>
3. <b>Action Summary Minutes</b> <b>Recommendation:</b> Approve the Action Summary Minutes for the Special Board meeting of November 15, 2022.	<b>13</b>
4. <b>2023 Schedule of Regular and Committee Board Meetings</b> <b>Recommendation:</b> Approve the 2023 schedule of regular and committee board meetings and cancel meetings that fall on or near holidays.	<b>14</b>
5. <b>Quarterly Investment Report from September 2022</b> <b>Recommendation:</b> Receive and file the investment report for the 1 <sup>st</sup> quarter of Fiscal Year 2022-23.	<b>16</b>



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6. **Certified Election Results – General Election, November 8, 2022** 18\*\*  
\*\* PDF Separate Attachment  
**Recommendation:** Accept certified results of the November 8, 2022 General District Election as provided by the Certificate of Facts from the Registrar of Voters, County of Sacramento and County of Placer.
7. **Purchase of Motorola 800 MHz Radios** 19  
**Recommendation:** Approve the purchase of new Motorola 800 MHz Radios and related accessories not to exceed the budgeted amount of \$165,000.
8. **Award Recommendation – RFP 22-05 Real Estate Brokerage Services** 20  
**Recommendation:** Adopt a resolution authorizing the Fire Chief to execute non-exclusive agreements for real estate brokerage services with Turton Commercial Real Estate, CBRE Inc., and Cushman and Wakefield for an initial term of five years.

## PRESENTATION ITEMS

1. **Board Member Swearing-In Ceremony (*Chief Harms*)** \*  
**Recommendation:** Swear-In elected officials for Divisions 1, 3, 7, and 9 for the 2022-2026 term.
2. **Present Chief Harms with Retirement Resolution (*President Saylor*)** \*  
**Recommendation:** Receive presentation, no action required.
3. **Honor Guard (*Captain Steve Mayer*)** \*  
**Recommendation:** Receive presentation, no action required.

## ACTION ITEMS

1. **Labor Negotiations - Memorandums of Understanding and Unrepresented Resolutions** \*\*  
\*\* PDF Separate Attachment for items A-D
  - A. Resolution – Memorandum of Understanding by and between SMFD and the Sacramento Area Firefighters Local 522 33
  - B. Resolution – Memorandum of Understanding by and between SMFD and the Battalion Chief’s Organization 34
  - C. Resolution – Memorandum of Understanding by and between SMFD and the Administrative Support Personnel (ASP) 35
  - D. Resolution – Memorandum of Understanding by and between SMFD and EMT and Paramedic 36
  - E. Resolution – Senior Safety Management and Safety Management Employees 37
  - F. Resolution – Non-Safety Senior Management, Management, and Unrepresented Confidential Employees 51**Recommendation:** Adopt Labor Negotiation Resolutions.



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2. **Ratification of Resolution to Extend Teleconference of Board Meetings (Government Code 54953(e) (3)) (President Saylor)** **68**  
**Recommendation:** Consider adopting a Resolution which would extend the ability to teleconference without compliance of Government Code paragraph (3) of subdivision (b) of section 54953 from December 8, 2022 – January 6, 2023 or until further re-ratified.
  
3. **Election of Board Officers (Board Clerk Penilla)** **70**  
**Recommendation:** Nominate and elect members of the Board to serve as:  
a) President, b) Vice President, and c) Secretary for one (1) year terms to commence January 1, 2023.
  
4. **Resolution – Commending Director White (Chief Harms and Board Clerk Penilla)** **72**  
**Recommendation:** Adopt Resolution commending Director White.

## REPORTS

1. **PRESIDENT'S REPORT—(President Saylor)**
  
2. **FIRE CHIEF'S REPORT—(Fire Chief Harms)**  
**OPERATIONS' REPORT – (Deputy Chief Mitchell)**
  
3. **SMFD – FIREFIGHTERS LOCAL 522 REPORT – (BC Matt Cole, Local 522 Vice President)**
  
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 Saylor)**  
Next Meeting: January 12, 2023 at 5:30 pm
  
  - B. **Communications Center JPA – (DC Wagaman)**  
Next Meeting: December 13, 2022 at 9:00 AM
  
  - C. **Finance and Audit Committee – (Director Wood)**  
Next Meeting: January 26, 2023 at TBD
  
  - D. **Policy Committee – (Director Goad)**  
Next Meeting: TBD

## BOARD MEMBER QUESTIONS AND COMMENTS

## CLOSED SESSION

1. **Conference with Labor Negotiator Pursuant to California Government Code Section 54957.6**
  - A. District Negotiator: Jack Hughes, Liebert Cassidy Whitmore  
Employee Organization: Sacramento Area Fire Fighters Local 522



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- B.** District Negotiator: Jack Hughes, Liebert Cassidy Whitmore  
Employee Organization: Battalion Chiefs Bargaining Group,  
Sacramento Area Fire Fighters Local 522
- C.** District Negotiator: Jack Hughes, Liebert Cassidy Whitmore  
Employee Organization: Administrative Support Personnel (ASP)  
Affiliate of Sacramento Area Fire Fighters Local 522
- D.** District Negotiator: Jack Hughes, Liebert Cassidy Whitmore  
Employee Organization: Safety Senior Management, Management  
and Unrepresented Confidential Employees
- E.** District Negotiator: Jack Hughes, Liebert Cassidy Whitmore  
Employee Organization: Non-Safety Senior Management, Management  
and Unrepresented Confidential Employees

**CLOSED SESSION REPORT OUT**

**ADJOURNMENT**

**NEXT BOARD MEETING(S):**

*Unless specified differently, all meetings of the Board are held at Sacramento Metropolitan Fire District, 10545 Armstrong Avenue, Mather, CA*

- Regular Board Meeting – January 12, 2023 at 6:00 PM


*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 AGENDA ITEMS:** TBD

**Posted on December 5, 2022**

**Melissa Penilla, Clerk of the Board**

\* No written report

\*\*  Separate Attachment

**DISABILITY INFORMATION:**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Clerk of the Board at (916) 859-4305. Notification at least 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.