



Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite 200 • Mather, CA 95655 • Phone (916) 859-4300 • Fax (916) 859-3702

ACTION SUMMARY MINUTES – REGULAR MEETING

BOARD OF DIRECTORS SACRAMENTO METROPOLITAN FIRE DISTRICT

Thursday, July 27, 2023

Held at the following locations:

10545 Armstrong Avenue – Board Room

Mather, California

&

Remotely Via Zoom

CALL TO ORDER

The meeting was called to order at 6:04 pm by President Clark. Board members present: Clark, Costa, Goold, Jones, Saylor, Sheetz, and Webber. Board members absent: Rice and Wood. Staff present: Interim Chief Haverty, and Board Clerk Marni Rittburg.

PUBLIC COMMENTS

Public comments were received.

CONSENT ITEMS

Action: Moved by Director Webber, seconded by Costa, and carried unanimously by members present to adopt the consent calendar as follows:

1. **Action Summary Minutes**

Recommendation: Approve the Action Summary Minutes for the Regular Board Meeting of June 22, 2023.

Action: Approved the Action Summary Minutes

2. **Approval of the Purchase of Microsoft Office Licenses**

Recommendation: Approve the District to procure the Microsoft Office licenses from Dell using the Riverside County's Master Agreement No. 8084445 – Contract ID PSA-0001524.

Action: Approved the District to procure the Microsoft Office licenses from Dell using the Riverside County's Master Agreement No. 8084445 – Contract ID PSA-0001524.

ACTION ITEMS

1. **Final Reading and Adoption of Ordinance 2023-02 Accepting the Nexus Study to update the Fee Schedule For Operational Permits, Plan Review, New Construction**

Inspections, General Fire and Life Safety Inspections, and Other Miscellaneous Services.

(Assistant Chief Law)

Recommendation: Remove Ordinance 2015-02 and Adopt Ordinance 2023-02, Amending Fee Schedule for Operational Permits, Plan Review, New Construction Inspections, General Fire and Life Safety Inspections, and Other Miscellaneous Services.

Action: Moved by Director Jones, seconded by Webber, and carried unanimously by members present to remove Ordinance 2015-02 and Adopt **Ordinance 2023-02**, Amending the Fee Schedule for Operational Permits, Plan Review, New Construction Inspections, General Fire and Life Safety Inspections, and Other Miscellaneous Services.

2. Award Recommendation - RFP 23-02 Workers' Compensation Third-Party Administration and Cost Containment Services

(Purchasing Agent Courtney Moore & HR Manager Melisa Maddux)

Recommendation: Authorize the Fire Chief to enter into a contract for TPA services with Intercare Holdings Insurance Services, Inc.

Action: Moved by Director Goold, seconded by Jones, and carried unanimously by roll call vote of members present to Authorize the Fire Chief to enter into a contract for TPA services with Intercare Holdings Insurance Services, Inc.

3. Adopt Resolution Authorizing the Fire Chief to Approve Medical Treatment for Workers' Compensation Injuries

(Interim Chief Haverty)

Recommendation: Authorize the Fire Chief to approve medical treatment for Workers' Compensation Injuries.

Action: Moved by Director Webber, seconded by Jones, and carried unanimously by roll call vote of members present to adopt **Resolution 2023-045** Authorizing the Fire Chief to approve medical treatment for Workers' Compensation Injuries.

REPORTS

1. PRESIDENT'S REPORT - *(President Clark)*

No Report

2. FIRE CHIEF'S REPORT - *(Interim Chief Haverty)*

1. New Hire

a. Please join me in welcoming Gerald Demontmollin hired as an EMT in the Metro Medic Program (MMP) effective July 16 and Alec Grodecki as a Paramedic in the MMP effective July 17.

b. Please join me in welcoming Jenna Kendrick hired as an Office Technician in the Logistics Division effective July 24.

2. Miscellaneous

- a. Fire Camp: A huge thank you to the Community Relations Division, and the suppression personnel, Incident Command staff, and the support of all the Divisions in the District for their involvement in facilitating another successful Fire Camp.
 - The 4-day youth camp instills self-confidence and teamwork, teaches life skills, and gives the kids a basic understanding of the firefighting profession.
 - In attendance this year were 80 campers (ages 11-13), suppression counselors and IC staff, helpers, friends and family members of all the campers (approx. 200-300 people).
 - We've been doing this program since 1997 – 2 decades and have connected with/mentored approx. 1500 kids since camp's inception.
- b. July 26: Yesterday, Chief Rodriguez led a meeting with Fire Chiefs from the Sacramento region elected from Cosumnes CSD, Supervisor Pat Hume and all of the hospital executives in a collaborative effort to discuss wall times, and to identify realistic strategies to reduce wall times within Sacramento County. Sacramento County currently has the highest wall times within California. It is with continued partnership efforts like this meeting and feasible joint-effort alternatives that we can make the necessary changes to improve patient care and reduce wall times.
- c. Transition briefings for BC House are still underway, as he becomes more informed of the District's Administrative functions, liabilities and current positions on various topics.

OPERATIONS REPORT *(Deputy Chief Adam Mitchell)*

1. STANDARD OF COVER UPDATE

- The draft document (Chapters 1-4) is completed and will be under technical review by a group of SMEs and Local 522 until August 18th. TONS OF WORK!
- We are on track to finalize the complete document (Chapters 1-7) by the second Board meeting in September (9/28) for a presentation. We will return to the Board the first meeting in October (10/12) for policy recommendations and adoption.
- The complete document will provide a look at current capabilities and response, using 2022 data, current risk profiles down to the station level, define performance standards, measure how we are currently doing against the standards, and result in prioritized recommendations to consider as we move into the next section of the strategic plan (CIP and staffing plan).

- Output from the CIP and staffing plan will be a financial plan/timeline for the future to address the differences between current and needed services.

2. EMS UPDATE

A. Provided by Chief Rudnicki.

EMS UPDATE 7.27.23

- Board presentation
 - o Placer County Hospital Update
 - o Training - MMP Academy Update
 - o Challenge Coin Delivery
 - o MIH Delivery



ADMINISTRATIVE REPORT (Interim Chief Haverty for *Deputy Chief Ty Bailey*)

- Fire Camp 2023: July 11-24
 - Largest community outreach program
 - 4 day – day camp
 - 80 kids
 - Ages 11-13
 - 25 Firefighters as counselors and IC staff
 - Big thank you to Director Wood and Director Clark for their continued support for Fire Camp by coming out Friday.
 - Big thank you to the District for supporting this event as in order to coordinate Fire Camp it takes help and assistance from almost all divisions (logs, fleet, ops, finance, facilities, dispatch, reserves and IT)
If anyone has feedback on ways to improve Fire Camp next year and/or expand outreach programs in the district, email Brenda Briggs.

FINANCE

- The District's Procurement Office, staffed by Courtney Moore, and has been successfully transitioned to the Finance Division, a move made effective July 1, 2023.
- Related to our District pension cost obligations, CalPERS recently announced a 5.8% investment return last year, a sharp turnaround from the negative 6.1% return last year. Nevertheless. The 5.8% return was less than CalPERS' annual investment target rate of 6.8%. CalPERS will issue the District's pension cost estimate for next fiscal year in September.

HUMAN RESOURCES

- Office Technician in Logistics Division started on 7/24/23
- Fire Mechanic Recruitment closes 7/31/23
- Paramedic Recruitment closes 7/31/23
- FF recruitment closed on July 7 and we had 47 qualified applicants for 24-1

BACKGROUNDS

- MMP 23-2
 - 5 Paramedics in Backgrounds
- MMP 23-2 B
 - 8 candidates scheduled for Background orientation on 7/25/23
- Misc. in Backgrounds
 - 2 Administrative Specialists
 - 1 Legislative Analyst

SUPPORT SERVICES REPORT (*Deputy Chief Tyler Wagaman*)

No Report

3. SMFD – FIREFIGHTERS LOCAL 522 REPORT (*Captain Sean Scollard for Vice President Matt Cole*)

Captain Scollard thanked Courtney Moore in Procurement and executive staff for the collaborative approach with the Third-Party Administration (TPA) process and allowing Local 522 to have a seat at the table and to the Board for approving that action item. Also, we wanted to thank the administrative staff and the Board for authorizing the Fire Chief to approve medical treatment for workers' compensation injuries and taking care of our members. Thank you to all who volunteered their time at Fire Camp and at the California State Fair.

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 Clark*)

Next Meeting: TBD

No Report.

B. Communications Center JPA – (*AC Greene*)

The Communications Center JPA Board's scheduled Special Board Meeting on July 24, 2023 was cancelled and rescheduling is pending.

The Communications Center JPA Board met on June 27th for its Regular Board meeting and took no action.

The Communications Center JPA Board will meet on August 22, 2023 for its regularly scheduled meeting at SMFD's Boardroom.

C. Finance and Audit Committee – (*Director Wood*)

The Finance and Audit Committee met this evening and received presentations from CFO Dave O'Toole. Will meet on August 24, 2023.

D. Policy Committee – (*Director Costa*)

Will meet on August 10, 2023, No Report.

BOARD MEMBER QUESTIONS AND COMMENTS

Director Jones thanked the CERT representatives, Linda Ford, Harry Belt and Ken Sakamoto and Boat 65 for assisting in the Great American Triathlon and the safety of all the participants and spectators. Thank you for the Workers' Compensation items and all the hard work done to improve that benefit.

Director Webber thanked Interim Chief Haverty for all the time and hard work he has provided over the last several months to the District. Director Webber stated he is looking forward to the August 10th Board meeting and welcoming Chief House. He expressed gratitude toward the Human Resources division and all the staff that worked diligently on the Worker's Compensation programs.

Director Sheetz thanked AC Jon Rudnicki and BC Scott Perryman for the information provided this evening and helping the constituent with their medical emergency.

Director Goold thanked the person that took the time to call Metro Fire and thank us for our work. Also, thank you to the 12-year-old who wrote the fantastic letter about Fire Camp that Chief Haverty read tonight. Thank you to the community member who took time out of her day to come tonight to thank us for doing our jobs.

President Clark said it is an honor and privilege to serve on this Board and be part of such a great organization.

CLOSED SESSION:

The Board recessed to Closed Session at 7:12 p.m. on the following matters:

1. PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION § 54956.9 (A) – ONE (1) MATTER OF WORKERS COMPENSATION SETTLEMENT AUTHORITY.

Rick Griggs and the Sacramento Metropolitan Fire District
Claim # 402105BGF6B-0001, – Workers Compensation Settlement Authority
Colin Connor of Lenahan, Slater, Pearse & Majernik, LLP

Action: Moved by Director Goold, seconded by Webber, and carried unanimously by members present to provide authority to its third-party administrator to effectuate a settlement of the claim.

2. PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION § 54956.9 (A) – FOUR (4) MATTERS OF WORKERS COMPENSATION COMPROMISE AND RELEASE.

1. Thomas Hutchinson and the Sacramento Metropolitan Fire District
Claim # 4A2211JPCT8-0001 – Workers Compensation Settlement Authority Colin Connor of Lenahan, Slater, Pearse & Majernik, LLP

Action: Moved by Director Goold, seconded by Webber, and carried unanimously by members present to provide authority to its third-party administrator to settle the claim.

2. Troy Nogosek and the Sacramento Metropolitan Fire District
Claim # SMDI – 8957A1; SMDI – 8957A2; SMDP – 549654; SMDP - 549780 –
Workers' Compensation Settlement Authority

Breanna Owen of Lenahan, Slater, Pearse & Majernik, LLP

Action: Moved by Director Costa, seconded by Webber, and carried unanimously by members present to provide authority to its third-party administrator to settle the claim.

3. Craig Sweeney and the Sacramento Metropolitan Fire District
Claim # SMDO -549498; SMDP – 549661; 4A2209N355S-0001 – Workers’
Compensation Settlement Authority
Breanna Owen of Lenahan, Slater, Pearse & Majernik, LLP
Action: Moved by Director Goold, seconded by Saylor, and carried unanimously by
members present to provide authority to its third-party administrator to settle the claim.

4. Richard Turner and the Sacramento Metropolitan Fire District
Claim # 4A22010MQBHY-0001; 4A22010MQ9T-0001 – Workers’ Compensation
Settlement Authority
Colin Connor of Lenahan, Slater, Pearse & Majernik, LLP
Action: Moved by Director Webber, seconded by Costa, and carried unanimously by
members present to provide authority to its third-party administrator to settle the claim.

3. PERSONNEL MATTERS – PUBLIC EMPLOYEE EMPLOYMENT
Pursuant to California Government Code § Sections 54957 and 54957.6
Fire Chief Contract and Discussion
Negotiator: John Lavra, General Counsel.

CLOSED SESSION REPORT OUT

The board reconvened to open session at 8:52 p.m. and reported that the Board gave settlement authority to its third-party administrator on all of the Workers Compensation items. On item number three (3), Personnel Matters, there was no reportable action taken in closed session.

To view the video of the meeting, please visit the Metro Fire Website or our YouTube channel:


<https://metrofire.ca.gov/2023-07-13-board-meeting>
https://www.youtube.com/channel/UC9t-uKlc_oOUGNrmogdQ_QA

ADJOURNMENT

The meeting was adjourned at 8:54 p.m.



D'Elman Clark, President



Ted Wood, Secretary



Marni Rittburg, CMC, Board Clerk