



TODD HARMS  
Fire Chief

# Sacramento Metropolitan Fire District

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

## ACTION SUMMARY MINUTES – SPECIAL MEETING

### BOARD OF DIRECTORS SACRAMENTO METROPOLITAN FIRE DISTRICT

Thursday, April 23, 2020

Held Remotely at Cisco Webex Meetings

+1-408-418-9388

Access Code: 965 257 643 #

#### CALL TO ORDER

The meeting was called to order at 6:10pm by President Sheetz. Board members present: Clark, Goold, Jones, Kelly, Orzalli, Saylor, Sheetz, and Wood. Board members absent: Division 9. Staff present: Chief Harms, General Counsel Lavra, and Clerk Penilla.

**PUBLIC COMMENT:** None

#### CONSENT ITEMS

**Action:** Moved by Wood, seconded by Goold, 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 April 9, 2020.  
**Action:** Approved Action Summary Minutes.
- 2. Equipment Lease Financing**  
**Recommendation:** Adopt a Resolution authorizing the Fire Chief to enter into an Equipment Lease with JPMorgan Chase Bank, N.A.  
**Action:** Adopted Resolution No. 2020-015.
- 3. Resolution – Extending Proclamation of a Local Emergency Regarding Novel Coronavirus (COVID-19) and Ratifying the Order of the County of Sacramento**  
**Recommendation:** Adopt a resolution extending the proclamation of a local Emergency and ratifying the Order of the County of Sacramento.  
**Action:** Adopted Resolution No. 2020-016.
- 4. Memorandum of Understanding (MOU) with SRFEC for a Disaster Recovery Site**  
**Recommendation:** Adopt a Resolution authorizing the Fire Chief to execute an MOU with the SRFEC.  
**Action:** Adopted Resolution No. 2020-017.

#### ACTION ITEMS

- 1. Fire Chief Employment Agreement – Todd Harms – (General Counsel Lavra)**  
**Recommendation:** Receive Presentation/Approve Employment Agreement.  
**Action:** Moved by Goold, seconded by Wood and carried (Aye: Clark, Goold, Jones, Kelly, Orzalli, Sheetz, Wood; Noe: Saylor; Absent: Division 9) to approve the employment agreement.
- 2. COVID-19 Related Hardship Leave Policy (Deputy Chief Casentini)**  
**Recommendation:** Approve the COVID-19 Related Hardship Leave Policy

The Board had discussion related to the impact in adopting this policy. Chief Harms responds and suggests giving monthly updates to the Board including usage, and what the use looks like with a dollar amount.

**Action:** Moved by Goold, seconded by Wood and carried unanimously by members present, to approve the COVID-19 Related Hardship Leave Policy.

**Closed Session was taken out of Order, convened to Closed Session at 6:27pm, and reconvened at 6:51pm.**

**3. Board Director Vacancy – Division 9**

**A. Recommendation:** Interview Candidates to Fill Position

President Sheetz explained the interview and selection process:

Candidates will have three minutes for an opening statement, followed by any Board Member questions specific to that statement or their letter of interest and resume. Two candidates will be selected to move on to the question and answer phase. During this phase each Board Member will ask candidates a minimum of one question. When the question and answer phase is complete, the Board will make a motion, followed by a second, roll will be called. The successful candidate will be sworn in by Chief Harms.

Candidates participating in the interview process were as follows:

Robert Allen  
Matt Rosenberg  
Walt White

A vote was cast by each Board member for two candidates. Board Clerk Penilla tallied the votes and announced the final candidates:

Matt Rosenberg (5 votes)  
Walt White (8 votes)

The final phase of the interview process was conducted with the two remaining candidates participating in a question and answer period.

**B. Recommendation:** Appoint Director / Administer Oath of Office

**Action:** Moved by Kelly, seconded by Clark, and did not carry (Ayes – Clark, Kelly, Saylor; Noes – Goold, Jones, Orzalli, Sheetz, Wood; Absent –Division 9) to nominate Matt Rosenberg to fill the vacant Director seat for Division 9; term of office to expire December 2020.

**Action:** Moved by Goold, seconded by Wood, and carried (Ayes – Goold, Jones, Orzalli, Sheetz, Wood; Noes – Clark, Kelly, Saylor; Absent –Division 9) to nominate Walt White to fill the vacant Director seat for Division 9; term of office to expire December 2020.

Chief Harms administered the Oath of Office to Walt White, appointed Director to Division 9; term of office to expire December 2020. Director White participated for the remainder of the meeting.

## REPORTS

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

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

Chief Harms was brief and reminded everyone that our membership is adapting to the current environment. We are continuing communication with clear and consistent guidelines and updates in order to achieve the best possible service to the community. He is looking to "What's Next", and feels we are in a good position for the next step.

### OPERATIONS REPORT

Deputy Chief Bridge lets everyone know we are holding steady with between 250 and 300 calls per day. The stay-at-home order effective March 19<sup>th</sup> restricted training. However, he is happy to report the paramedic intern program has resumed with guidelines in place to keep everyone safe, while still providing the much needed training.

An update on the MIH, or the community care response units, CC109 started initially in the system along with CC71, followed by CC102 and Sac City Fire's unit. They have come in contact with 265 patients, and swabbed 78%, with 56 patients testing positive, or 27%. There has been 11 patients transported, so most people they have been in contact with are relatively stable.

3. **SMFD – FIREFIGHTERS LOCAL 522 REPORT:**

Captain McGoldrick congratulates Director White and is looking forward to working with him. He touched on the COVID-19 policy approved earlier, he thanks Administration for coming to the Union, and looks forward to setting limits and having some oversight. The membership has stepped up and continues to keep staffing at full levels, and is comforted knowing Administration has their back.

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 Sheetz)**

Next Meeting: TBD

B. **Communications Center JPA – (DC Shannon)**

DC Shannon thanks the Board for approving the MOU on the consent agenda earlier tonight. He also shares the dispatcher academy will begin on May 4<sup>th</sup> with eight recruits.

Next Meeting: April 14, 2020 at 9:00 AM

C. **California Fire & Rescue Training JPA – (DC Shannon)**

DC Shannon shares that JPA has completely moved out of Armstrong and into the Gold Canal location.

Next Meeting: June 18, 2020 at 4:00 PM

D. **Finance and Audit Committee – (Director Orzalli)**

Next Meeting: TBD

E. **Policy Committee – (Director Goold)**

Next Meeting: TBD

## **BOARD MEMBER QUESTIONS AND COMMENTS**

The Board collectively welcomes Director White and congratulates him on the appointment. They thank candidates, Mr. Allen and Mr. Rosenberg, for applying and participating in the interview process.

Director White appreciates the trust and looks forward to working with everyone, especially during these challenging times.

Director Jones wants to focus on getting through this pandemic and look at the long-term issues going forward.

Director Clark thanks staff and the IT Division for connecting everyone to participate in this meeting. Lastly, he hopes everyone stays safe.

Director Wood thanks Art Hong and Melissa Penilla for working to make sure the WebEx meeting goes smoothly, especially with the Division 9 appointment tonight. He thanks those who are working within the MIH program and all the effort that goes in to making that program work.

Director Orzalli thanks the community for the participation in the Division 9 appointment process and recognizes the quality of resumes received. He thanks staff for getting him prepared for the WebEx meeting.

Director Goold welcomes Director White, and looks forward to the unique perspective he will bring to the Board. He thanks President Sheetz for leading the way throughout the appointment process, especially during the pandemic. He encourages the at risk membership to reach out if they need anything during this time.

Director Saylor thanks staff for making these meetings possible and to President Sheetz for her leadership.

Director Kelly echoes comments to staff related to the WebEx meetings. He thanks Deputy Chief Casentini for bringing forward the COVID-19 Hardship Policy. He appreciates the leadership of President Sheetz.

Director Sheetz thanks the IT Division, they have been fantastic. She appreciates the applicants for Division 9, the quality of candidates made the Board's decision very difficult tonight. Please be safe everyone.

**Taken out of order. The Board convened to Closed Session at 6:27 pm.**

### **CLOSED SESSION**

**1. Pursuant to California Government Code Section 54956.9 (a) –one (1) matter of Workers Compensation Settlement Authority.**

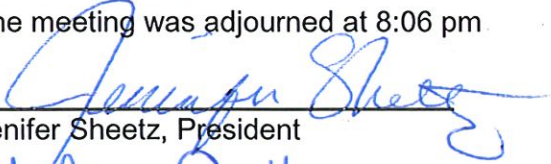
John Carr and the Sacramento Metropolitan Fire District  
Claim # SMDO - 549503 – Workers Compensation Settlement Authority  
Colin Connor of Lenahan, Lee, Slater, Pearse and Majernik

**Action:** On a motion by Goold, seconded by Wood, and carried unanimously by members present to give the District's third party negotiator settlement authority.

**The Board reconvened to Open Session at 6:51 pm.**

**ADJOURNMENT**

The meeting was adjourned at 8:06 pm.

  
\_\_\_\_\_  
Jenifer Sheetz, President

  
\_\_\_\_\_  
Melissa Penilla, Board Clerk

  
\_\_\_\_\_  
Cinthia Saylor, Secretary