



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, December 10, 2020 Held Remotely Via Zoom

CALL TO ORDER

The meeting was called to order at 6:03 pm by President Sheetz. Board members present: Clark, Goold, Jones, Kelly, Orzalli, Saylor, Sheetz, Wood, and White. Board members absent: None. Staff present: Chief Harms, General Counsel Lavra, and Clerk Penilla.

PUBLIC COMMENT: Mr. David Warren commented about the COVID-19 pandemic and urged Metro Fire to support the statewide mask wearing mandate. This will aid first responders in keeping a level of protection between themselves and the public they serve.

CONSENT ITEMS

Action: Moved by Wood, seconded by Clark, 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 November 12, 2020.
Action: Approved Action Summary Minutes.
- 2. Certified Election Results – Presidential General Election, November 3, 2020**
Recommendation: Accept certified results of the November 3, 2020 Presidential General District Election as provided by the Certificate of Facts from the Registrar of Voters, County of Sacramento.
Action: Accepted the certified results.
- 3. 2021 Schedule of Regular and Special Board Meetings**
Recommendation: Approve the 2021 schedule of regular and special board meetings and cancel meetings that fall on or near holidays.
Action: Approved the 2021 schedule.
- 4. Revised Resolution affecting Senior Safety Management and Safety Management Employees**
Recommendation: Adopt a resolution with the proposed revisions affecting Senior Safety Management and Safety Management Employees.
Action: Adopted Resolution No. 2020-074.
- 5. Revised Resolution affecting Non-Safety Senior Management, Management and Unrepresented Confidential Employees**
Recommendation: Adopt a resolution with the proposed revisions affecting Non-Safety Senior Management, Management and Unrepresented Confidential Employees
Action: Adopted Resolution No. 2020-075.
- 6. Pay Schedule effective January 1, 2021**
Recommendation: Approve the pay schedule effective January 1, 2021.
Action: Approved the pay scale.

7. **Maintenance Contract for Lifepak 15 Monitor/Defibrillator Inventory**
Recommendation: Approve a one year maintenance contract with Stryker ProCare Program for the Lifepak 15 inventory.
Action: Approved the one year agreement with Stryker ProCare Program.

8. **Temporary Construction Easement – Watt/Myrtle**
Recommendation: Adopt a resolution authorizing the execution of the Temporary Construction Easement.
Action: Adopted Resolution No. 2020-076.

PRESENTATION ITEMS

1. **Swearing-In Ceremony (*Chief Harms*)**
Recommendation: Swear-In elected officials for Divisions 2, 4, 5, 6, 8 and 9 (short-term) for the 2020-2024 term.
Action: No action taken.

2. **Sacramento Metropolitan Fire District – 20th Anniversary (*Chief Harms*)**
Recommendation: Receive presentation, no action required.
 With a history spanning almost 100 years, the Sacramento Metropolitan Fire District (Metro Fire) is an organization comprised of 16 predecessor agencies. Officially formed on December 1, 2000, with the reorganization of the American River and Sacramento County Fire Protection Districts, Metro Fire became the seventh largest fire agency in the State of California. As 16 separate entities we had developed our own cultures and traditions and, with the reorganization in December 2000, we became one distinct body who forged together to serve our communities and accelerate the 'Metro Way' culture with honor, integrity, and devotion to duty.
Action: No action taken.

3. **20 Years of Service to Director Goold and Director Jones (*Chief Harms*)**
Recommendation: Receive presentation, no action required.
 A huge thank you to Director Gold and
Action: No action taken.

ACTION ITEMS

1. **Election of Board Officers (*Board Clerk Penilla*)**
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, 2021.
Action: Moved by Goold, seconded by Jones, and carried unanimously by the members present to elect Director Kelly as President.

 Moved by Kelly, seconded by Wood, and carried unanimously by the members present to elect Director Saylor as Vice President.

 Moved by Jones, seconded by Wood, and carried unanimously by the members present to elect Director Clark as Secretary.

2. Project Authorization – Future Fire Station 68

(Chief Development Officer, Jeff Frye and Administrative Specialist, Erin Castleberry)

Recommendation: Authorize the project to move forward with the anticipated \$9million total budget; approve the bid award 20-12 New Construction – Fire Station 68 to McCuen Construction; approve the sole source award of WestNet for the installation of the station alerting system; and authorize the Fire Chief to execute all necessary agreements, submit all required documents, and pay all required fees for the completion of the project.

Action: Moved by Wood, seconded by Jones, and carried unanimously by the members present to approve staff's recommendation and adopt Resolution No. 2020-077.

3. Notice of Award – RFP 20-21 Community Risk Assessment and Community Risk Reduction Plan *(Deputy Fire Marshal, Chrishana Fields)*

Recommendation: Approve the contract award to Facets Consulting and authorize the Fire Chief to execute an agreement in accordance with the terms and conditions of RFP 20-21.

Action: Moved by Wood, seconded by Clark, and carried unanimously by the members present to approve staff's recommendation.

4. Industrial Disability Retirement – Engineer Michael Welch

Recommendation: After discussion in Closed Session, consider adopting a Resolution finding Engineer Michael Welch has not suffered job related injuries and is not eligible for an Industrial Disability Retirement.

Action: On a motion by Goold, seconded by Clark, and carried (Ayes: Clark, Goold, Jones, Kelly, Saylor, Sheetz, Wood, and White; Absent: Orzalli) to adopt Resolution No. 2020-078.

REPORTS

1. PRESIDENT'S REPORT:

President Sheetz thanked Chief Harms, Clerk Penilla, and Art Hong for their assistance with virtual meetings this year. She also thanked her constituents for reelecting her to Division 5.

2. FIRE CHIEF'S REPORT:

Chief Harms congratulated Deputy Chief Shannon on his last Board Meeting, as he prepares to retire next week. He is very appreciative of his performance over the last several years, he was glad to have him as a colleague, and looks forward to their continued friendship.

Promotions

Captain Ryan McMahon effective 12/12

Facilities Manager John Raeside effective 12/31

Retirement

Effective 11/13, Captain Jeremy Hord – 19 years of service

Effective 11/20, BC Dave Durham – 29 years of service

Effective 11/21, Engineer Michael Welch – 31 years of service

Effective 11/23, FF Chris Hanson – 30 years of service

Promotional Opportunity

Supervising Investigator, Final Filing Date 12/31

Supervising Inspector, Final Filing Date 12/31

Career Development Opportunity

EMS Battalion Chief Day Assignment, Final Filing Date 12/10

Meetings

Professional Development – recently completed the State of the District with three sessions to discuss what’s currently happening at Metro Fire.

12/16, Executive Staff meeting with Sac City Fire (Fire Chiefs and DCs)

12/16, Met with Citrus Heights Police Chief (Lawrence) and City Manager (Boyd)

12/1, Rancho Cordova 2x2 Meeting

12/3, Attended virtually – Greater Sacramento Annual Celebration

12/3, CA Metro Fire Chiefs Monthly Conference Call

12/9 Labor Management Collaboration Meeting (LMCM)

Metro Fire 2020 Holiday Donation Drive

This year we have seen our fair share of major historic events, all of which have impacted our members and communities differently. Because of this there has been a substantial increase in the number of families who are seeking assistance. Staff wanted to create a Holiday Drive as a way for members of Metro Fire to collaboratively participate in engagement opportunities that would support the communities we serve. Over the course of identifying opportunities it became apparent that, due to Sacramento County Public Health Orders, the most effective and efficient way to get involved is through online charity donations.

Through a partnership with Local 522 and the Sac Metro Firefighters Association, staff selected three charities within our jurisdiction that we asked members to support through a battalion donation challenge:

Battalions 7 and 9 - Raley’s Food for Families

Battalions 13 and 5 - Citrus Heights Holiday Referral

Battalion 14 and Professional Staff - Rancho Cordova Christmas in Cordova

So far the total is over \$5,000 and we are finalizing the count. A special thanks to Local 522 made a donation of \$1,500 split among all three charities, and the Association who will be matching all donations made today, up to \$1,000.

Thank you to everyone who has donated. It is truly heartwarming to see the tremendous outpouring of support for our communities.

OPERATIONS REPORT

Deputy Chief Mitchell provided an update on COVID-19 which is constantly evolving. They are working with medical directors for guidance and educational materials related to the vaccinations. We are currently testing 10-75 members per day depending on exposures and contact tracing. A big thank you to Captain Perryman and Assistant Chief Law for facilitating the testing process. As the commitment to member health continues to be on the forefront, Metro Fire's Emergency Operations Team is being reactivated. To date we've completed approximately 803 tests, with 67 members testing positive. To give an idea on the severity since November 1st, 400 tests have been completed, with 51 positive members since then.

With COVID-19 testing and positive statistics being so high, staffing has been impacted. There have been upwards of 80 people off at times, and we've needed to follow our staffing guidelines to support the appropriate brown outs. We will continue to follow best practices, especially as we support holiday events in the community.

Recently Battalion 5 had a structure fire where someone was reported missing. Metro Fire conducted a search and rescue and found the patient very quickly for code 3 transport. DC Mitchell is happy to report the patient has been extubated and is talking to hospital staff. This is a good opportunity to teach the community about the importance of working smoke detectors.

Lastly, DC Mitchell shared that the nomination period for 2020 Awards and Commendations is open. We are not sure what that ceremony will look like just yet, but we will find a way to recognize those members who have gone above and beyond.

3. SMFD – FIREFIGHTERS LOCAL 522 REPORT:

Captain McGoldrick thanked Joel Roberts and Shawn Condit for their dedication to Local 522, as they decided not to run for reelection. He congratulates Sean Scollard and Pete Votava for their recent election.

He is glad to see Station 68's construction progressing. As someone who worked out of the trailer when it was first on location, he is excited to see it in the final phase of getting a permanent home.

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: January 14, 2021 at TBD

B. Communications Center JPA – (DC Shannon)

DC Shannon shared that the center recently went through several COVID related staffing issues, they are working to put together a plan going forward. Assistant Chief Bailey is now the Executive Director at the JPA with DC Wagaman taking over in Support Services.

Next Meeting: TBD

- C. **California Fire & Rescue Training JPA – (DC Shannon)**
Next Meeting: TBD
Location: 3121 Gold Canal Drive, Rancho Cordova, CA 95670

- D. **Finance and Audit Committee – (Director Orzalli)**
Next Meeting: January 28, 2021 at 5:00 PM

- E. **Policy Committee – (Director Goold)**
Report Out: December 10, 2020 at 5:00 PM
Director Goold shared the committee heard presentations on the Social Media and Telework Policies. They are both administration policies, so they only need committee review.
Next Meeting: TBD

BOARD MEMBER QUESTIONS AND COMMENTS

The Board collectively congratulated Deputy Chief Shannon on his retirement and thanked President Sheetz for her leadership as Board President, especially in navigating the challenges brought on by the pandemic. They also wished everyone a happy holiday season and encouraged everyone to celebrate safely.

Director White expressed concern and encouraged the public to follow the rules in wearing masks and keep each other safe. He congratulated Metro Fire on celebrating 20 years, he was happy to see retired Chief Martinez in the video. He also congratulated the reelected Directors and those appointed to the 2021 Executive Committee. Lastly, he thanked the crew for coming to the community event in Rancho Murrieta, he is happy to see staff continue to work through the challenges of this year.

Director Jones congratulated Metro Fire on celebrating 20 years. She attended the Rancho Cordova 2X2 where they went over several items including CRRD, indoor/outdoor dining, and Station 68. She thanked DC Mitchell for his attentive response related to COVID.

Director Clark thanked Director Goold and Director Jones for 20 years of leadership on the Board, they have been a great asset to Metro Fire. He reminded everyone to give to those less fortunate during the holiday season, and he thanked Captain McGoldrick for his assistance in the upcoming visit to Starr King. He closed by thanking the Board for the nomination to the Secretary position on the Executive Committee.

Director Wood also attended the Rancho Cordova 2X2 and appreciates continuing positive relationships with elected officials and all those who participate in those meetings.

Director Orzalli thanked Mr. Warren for his comments during tonight's meeting and encouraged the Board to consider Mr. Warren's asks.

Director Goold thanked Chief Harms for his leadership and vision this year. He also wanted to challenge everyone to recognize compassion fatigue and stay compassionate during the holiday season.

Director Saylor thanked everyone for their presentation and looks forward to continuing service on the Executive Committee.

Director Kelly congratulated everyone who was sworn into their elected positions tonight. He thanked staff for their work in creating the 20th Anniversary video series, and congratulated Director Gould and Director Jones in celebrating 20 years with Metro Fire. He thanked the Board for their confidence in nominating him to serve as the Board President for 2021.

Director Sheetz echoed the sentiments of her fellow Directors. She congratulated Pete Votava and Sean Scollard for their election to the Local 522 leadership team.

Board recessed to Closed Session at 7:33 pm.

CLOSED SESSION

1. CONFERENCE WITH LABOR NEGOTIATOR

Pursuant to California Government Code Section 54957.6

- A. District Negotiator: Fire Chief Todd Harms
Employee Organization: Sacramento Area Fire Fighters Local 522
- B. District Negotiator: Fire Chief Todd Harms
Employee Organization: Battalion Chiefs Bargaining Group,
Sacramento Area Fire Fighters Local 522
- C. District Negotiator: Fire Chief Todd Harms
Employee Organization: Administrative Support Personnel (ASP)
Affiliate of Sacramento Area Fire Fighters Local 522
- D. District Negotiator: Fire Chief Todd Harms
Employee Organization: Safety Senior Management, Management
and Unrepresented Confidential Employees
- E. District Negotiator: Fire Chief Todd Harms
Employee Organization: Non-Safety Senior Management, Management
and Unrepresented Confidential Employees

Action: No reportable action taken.

2. CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION –

Pursuant to California Government Code Section 54956.9(a): One case

Case No. 34-2020-00286706-CU-BC-GDS
Medic Ambulance Service, Inc. v. Sacramento Metropolitan Fire District
General Counsel Lavra

Action: No reportable action taken.

3. Pursuant to California Government Code Section 54956.9 (a) – one (1) matter of Industrial Disability Retirement.

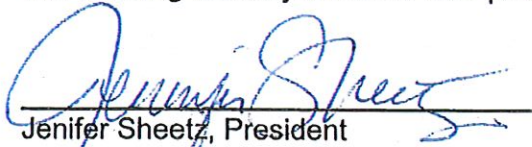
Michael S Welch and the Sacramento Metropolitan Fire District
SMDQ - 550177 – Industrial Disability Retirement
Deputy Chief Gregory Casentini

Action: No reportable action taken.

The Board reconvened to Open Session at 8:15 pm. Director Orzalli did not rejoin for regular session.

ADJOURNMENT

The meeting was adjourned at 8:28 pm.


Jenifer Sheetz, President


Cinthia Saylor, Secretary


Melissa Penilla, Board Clerk