



ADAM A. HOUSE
Fire Chief

Sacramento Metropolitan Fire District

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ADOPTED ACTION SUMMARY MINUTES – REGULAR MEETING

BOARD OF DIRECTORS
SACRAMENTO METROPOLITAN FIRE DISTRICT

Thursday, March 13, 2025

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 6:01 pm by President Wood. Board members present: Clark, Costa, Jones, Saylor, Stark, Webber, and Wood. Board members absent: Gould, and Rice. Staff present: Chief House and Board Clerk Rittburg.

PUBLIC COMMENTS

One (1) public comment was received.

CONSENT ITEMS

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

- Action Summary Minutes**
Recommendation: Approve the Action Summary Minutes for the Regular Board Meeting of February 27, 2025.
Action: Adopted the Action Summary Minutes.

PRESENTATION ITEMS

- Strategic Planning: Building a Better Metro Fire**
(Jeff Frye, Chief Development Officer)
Recommendation: Receive presentation.
Action: Presentation received.
- Utilizing Technology to Advance Service Delivery Sustainability Initiatives**
(Jake Whealen, Geographic Information Data Analyst)
Recommendation: Receive presentation.
Action: Presentation received.

ACTION ITEMS:

1. **Adopt Resolutions – Fiscal Year 2024/25 Midyear Budget**

(Dave O’Toole, Chief Financial Officer)

- A. Resolution – 2024/25 Midyear Budget for the General Operating Fund 212A
- B. Resolution – 2024/25 Midyear Budget for the Capital Facilities Fund 212D
- C. Resolution – 2024/25 Midyear Budget for the Grants Fund 212G
- D. Resolution – 2024/25 Midyear Budget for the Leased Properties Fund 212L
- E. Resolution – 2024/25 Midyear Budget for the IGT Fund 212M

Recommendation: Receive presentation and adopt the FY 2023/24 Budget Resolutions.

Action: Moved by Director Clark, seconded by Costa, and carried unanimously by members present to adopt **Resolution 2025-008**, 2024/25 Midyear Budget for the General Operating Fund 212A.

Action: Moved by Director Clark, seconded by Stark, and carried unanimously by members present to adopt the **Resolution 2025-009**, 2024/25 Midyear Budget for the Capital Facilities Fund 212D.

Action: Moved by Director Clark, seconded by Stark, and carried unanimously by members present to adopt the **Resolution 2025-010**, 2024/25 Midyear Budget for the Grants Fund 212G.

Action: Moved by Director Clark, seconded by Stark, and carried unanimously by members present to adopt the **Resolution 2025-011**, 2024/25 Midyear Budget for the Leased Properties Fund 212L.

Action: Moved by Director Clark, seconded by Stark, and carried unanimously by members present to adopt the **Resolution 2025-012**, 2024/25 Midyear Budget for the IGT Fund 212M.

2. **Adopt Amended Resolution – Industrial Disability Retirement – Retiree Captain Jason Cahill**

Recommendation: *After discussion in Closed Session*, consider adopting the amended Resolution finding Captain Jason Cahill has suffered job related injuries and is eligible for an Industrial Disability Retirement.

Action: None, item to be voted on after discussion in Closed Session.

REPORTS

1. **PRESIDENT’S REPORT - (President Wood)**

No Report

2. **FIRE CHIEF'S REPORT — (Deputy Chief Mitchell)**

Good evening, Directors, Colleagues, and Members of the Public.

Announcement

Chief House and a few staff are attending the FIERO PPE Symposium this week (3/9-3/13). This conference provides essential knowledge for fire departments to improve PPE selection, management, and safety while reducing exposure risks and maximizing gear longevity.

Updates & Acknowledgments

- **Reassignment of Captain Mark Nunez:** Congratulations to Captain Mark Nunez for being selected to fill the Public Information Officer (PIO) assignment effective March 16, 2025. Captain Nunez introduced himself and expressed excitement about his new role as PIO.

Battalion Chief Parker Wilbourn will be reassigned to Suppression on A Shift effective March 16, 2025. The District would like to thank Chief Wilbourn for his dedication and commitment while working in the Public Information Officer position.

- **Firefighter of the Year:** This evening, Battalion Chief Parker Wilbourn is honored at the Annual Citrus Heights Chamber of Commerce Community Awards Dinner, for his selection as Metro Fire's 2024 Suppression Firefighter of the Year recipient.

OPERATIONS REPORT – (BC Jason Vestal)

Shift Commander Spotlight:

BC Vestal recognized our members that responded to the Palisades Incident (Pacific Palisades and Malibu) on 01/07/25 and the Eaton Incident (Altadena and Pasadena) on 01/08/25:

Strike Team 4801A (Palisades Incident), along with OES Engines from Sacramento Fire Department and Cosumnes CSD

Metro E23: Captain Craig Blevins, Engineer Jaden Fitts, FF Matthew Bogovich, FF Justin Pagluica

OES E382: Captain Joel Roberts, Engineer Keith Danel, FF David Monical, FF Dillon Fader

Strike Team Leader: Jason Vestal
Strike team Leader Trainee: Shawn Daly

Task Force 4802 (Eaton Incident)

OES E8433: Captain David Bare, Engineer Bud Powell, FF Tanner Chadwell, FF Dylan Jensen

ADMINISTRATIVE REPORT

No Report

SUPPORT SERVICES – (Deputy Chief Wagaman)

No Report

3. SMFD – FIREFIGHTERS LOCAL 522 REPORT (Captain Sean Scollard, Local 522 Vice President)

Captain Sean Scollard congratulated Captain Nunez on his new role as PIO. Thank you to the crews and their families that responded to the Palisades Incident.

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 Goold)

No Report

B. Communications Center JPA – (Out-of-Class Deputy Chief Fiorica)

The Communications Center JPA Board last met two days ago, on March 11, 2025. The following items were discussed or acted on:

- Staff provided a presentation on their new core values and mission statement. The core values and mission statement were updated with significant input by the members. The new core values and mission statement more accurately reflect who they are, what they stand for, and how they serve the community with dedication and excellence.

There were no other reportable actions.

The next meeting is scheduled for Tuesday, March 25th at 9 AM in these chambers.

C. Finance and Audit Committee – (Director Jones)

No Report

D. Policy Committee – (Director Costa)

Met tonight to review the revised Policy Development and Implementation administrative policy which was revised to reflect appropriate divisions and other language.

BOARD MEMBER QUESTIONS AND COMMENTS

Director Jones thanked all the presenters this evening and for the preparation that went into it.

Director Saylor echoed Director Jones comments.

Director Webber congratulated Captain Nunez on his new role as PIO and you have a great team behind you.

President Wood expressed gratitude to the crew at Station 109 that let me spend a Sunday afternoon with them a few weeks back. The Firefighters Burn Institute will be holding their 3rd annual Cornhole Tournament on April 19, 2025, all the information is on their website.

CLOSED SESSION:

The Board recessed to closed session at 7:27 p.m. on the following matters:

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

1. Nathaniel Hazlett and the Sacramento Metropolitan Fire District
Claim # 4A2310YN0WY-0001 – Workers Compensation Settlement Authority
Melisa Maddux, Chief Human Resources Officer

Action: Moved by Webber, seconded by Clark, and carried unanimously by members present to give authority to its third-party administrator to conclude a settlement of the matter.

2. PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION § 54956.9 (A) – ONE (1) MATTER OF INDUSTRIAL DISABILITY RETIREMENT:

1. Jason Cahill and the Sacramento Metropolitan Fire District
Claim # A2305MHPDS0001 – Industrial Disability Retirement
Melisa Maddux, Chief Human Resources Officer

CLOSED SESSION REPORT OUT:

The Board reconvened to open session at 7:38 p.m. General Counsel John Lavra reported the Board met in closed session on two items: 1. W.C. Settlement Authority N Hazlett the Board voted unanimously to give authority to its third-party administrator third-party administrator. 2. Industrial Disability Retirement of Jason Cahill, no reportable action was taken in closed session and will proceed with vote in open session now.

ACTION ITEM CONTINUED TO AFTER CLOSED SESSION:

2. Adopt Amended Resolution – Industrial Disability Retirement – Retiree Captain Jason Cahill

Recommendation: *After discussion in Closed Session*, consider adopting the amended Resolution finding Captain Jason Cahill has suffered job related injuries and is eligible for an Industrial Disability Retirement.

Action: Moved by Director Webber seconded by Clark, and carried unanimously by members present to adopt **Resolution 2025-013**.

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

<https://metrofire.ca.gov/2025-03-13-board-meeting>

https://www.youtube.com/channel/UC9t-uKlc_oOUGNrmogdQ_QA

ADJOURNMENT

The meeting was adjourned at 7:40 p.m.



Ted Wood, President



Robert Webber, Secretary



Marhi Rittburg, CMC
Board Clerk