



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 8, 2022

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 6:03 pm by President Saylor. Board members present in person: Clark, Goold, Jones, Saylor, Sheetz, Wood. Board members present virtually via Zoom: None. Board members absent: Division 3, Division 9 and Rice. Staff present: Chief Harms and Board Clerk Penilla.

**PUBLIC COMMENT** - None

#### CONSENT ITEMS

**Action:** Moved by Clark, seconded by Wood, 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 10, 2022.  
**Action:** Approved the Action Summary Minutes.
2. **Action Summary Minutes**  
**Recommendation:** Approve the Action Summary Minutes for the Special Board meeting of November 12, 2022.  
**Action:** Approved the Action Summary Minutes.
3. **Action Summary Minutes**  
**Recommendation:** Approve the Action Summary Minutes for the Special Board meeting of November 15, 2022.  
**Action:** Approved the Action Summary Minutes.
4. **2023 Schedule of Regular and Committee Board Meetings**  
**Recommendation:** Approve the 2023 schedule of regular and committee board meetings and cancel meetings that fall on or near holidays.  
**Action:** Approved the 2023 schedule for meetings.
5. **Quarterly Investment Report from September 2022**  
**Recommendation:** Receive and file the investment report for the 1<sup>st</sup> quarter of Fiscal Year 2022-23.  
**Action:** Received and filed the report.
6. **Certified Election Results – General Election, November 8, 2022**  
**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.

**Action:** Accepted the certified results.

**7. Purchase of Motorola 800 MHz Radios**

**Recommendation:** Approve the purchase of new Motorola 800 MHz Radios and related accessories not to exceed the budgeted amount of \$165,000.

**Action:** Approved the purchase not to exceed \$165,000.

**8. Award Recommendation – RFP 22-05 Real Estate Brokerage Services**

**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.

**Action:** Adopted Resolution No. 2022-099.

**PRESENTATION ITEM**

**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.

**Action:** Chief Harms swore in Director Saylor, Director Webber, and Director Costa for the 2022-2026 term. Director Webber and Director Costa participated in the remainder of the meeting.

**2. Present Chief Harms with Retirement Resolution (*President Saylor*)**

**Recommendation:** Receive presentation, no action required.

**Action:** Presentation received, no action taken.

**3. Honor Guard (*Captain Steve Mayer*)**

**Recommendation:** Receive presentation, no action required.

**Action:** Presentation received, no action taken.

**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
- B. Resolution – Memorandum of Understanding by and between SMFD and the Battalion Chief's Organization
- C. Resolution – Memorandum of Understanding by and between SMFD and the Administrative Support Personnel (ASP)
- D. Resolution – Memorandum of Understanding by and between SMFD and EMT and Paramedic
- E. Resolution – Senior Safety Management and Safety Management Employees
- F. Resolution – Non-Safety Senior Management, Management, and Unrepresented Confidential Employees

**Recommendation:** Adopt Labor Negotiation Resolutions.

Taken out of order, action taken after reconvening from closed session.

**Action:**

- A. Moved by Costa, seconded by Rice, and carried unanimously by all members to adopt Resolution No. 2022-100 for the Memorandum of Understanding by and between SMFD and the Sacramento Area Firefighters Local 522.
- B. Moved by Webber, seconded by Costa, and carried unanimously by all members to adopt Resolution No. 2022-101 for the Memorandum of Understanding by and between SMFD and the Battalion Chief's Organization.
- C. Moved by Costa, seconded by Rice, and carried unanimously by all members to adopt Resolution No. 2022-102 for the Memorandum of Understanding by and between SMFD and the Administrative Support Personnel (ASP).
- D. Moved by Costa, seconded by Webber, and carried unanimously by all members to adopt Resolution No. 2022-103 for the Memorandum of Understanding by and between SMFD and EMT and Paramedic.
- E. Moved by Rice, seconded by Webber, and carried unanimously by all members to adopt Resolution No. 2022-104 for Senior Safety Management and Safety Management Employees.
- F. Moved by Costa, seconded by Webber, and carried unanimously by all members to adopt Resolution No. 2022-105 for Non-Safety Senior Management, Management, and Unrepresented Confidential Employees.

**2. Ratification of Resolution to Extend Teleconference of Board Meetings (Government Code 54953(e) (3)) (President Saylor)**

**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.

**Action:** Moved by Sheetz, seconded by Wood, and carried unanimously by members present to adopt Resolution No. 2022-106.

**3. 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, 2023.

**Action:** Moved by Wood, seconded by Jones, and carried unanimously by the members present to elect Director Clark as President.

Moved by Clark seconded by Wood, and carried (Aye: Clark, Costa, Jones, Saylor, Sheetz, Webber, and Wood; Abstain: Gould; Absent: Rice) to elect Director Gould as Vice President.

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

**4. Resolution – Commending Director White (Chief Harms and Board Clerk Penilla)**

**Recommendation:** Adopt Resolution commending Director White.

**Action:** Moved by Jones, seconded by Wood, and carried unanimously by the members present to adopt Resolution No. 2022-107.

## REPORTS

### 1. PRESIDENT'S REPORT—(*President Saylor*)

The 2023 Cap-to-Cap program is taking place April 21<sup>st</sup> through April 26<sup>th</sup>. Please review your calendars and let Board Clerk Penilla know if you are interesting in attending. This event fills up quickly, so we will reserve spots early in 2023.

### 2. FIRE CHIEF'S REPORT—(*Chief Harms*)

**Director Rice joined at 6:31pm during the Chief's Report.**

Chief Harms shares his experience as Fire Chief from the past six years. He and his wife Katie took the risky path to come to Metro Fire and they are very happy they did. He also thanked his long-time friends who were in the audience. Chief Harms is looking forward to returning to Arizona and spending time with his grandkids. This has been a highlight in his career, and he thanked the membership for their service and commitment to Metro Fire, and the support staff who keep this organization moving forward.

### OPERATIONS' REPORT

Deputy Chief Mitchell congratulated the newest Board Members, Director White, and Chief Harms for his leadership over the last six years. He shared that we responded to 8,949 total incidents since our last report on November 10, 2022; an average of 319 calls per day. Of those, 275 were fire incidents, an average of just under 10 calls per day.

As for medic draw down and surge contract he reported we have seen a steep rise in call volume and transports in the last two weeks related to flu, colds, RSV, COVID. We were at draw down 74 times which is measured by how many times EMS24 was notified by dispatch. For example, on last week we were notified 17 times, and one time we were at 100% drawdown with 0 medics in the system for a few minutes. We have requested surge coverage eight times in the last two weeks. Fills were two (2) once, one (1) five times, and zero(0) once. We have found so far that in times of drawdown, the surge companies are in the same situation with call volume and wall times, which diminishes the availability of their units. We have been, and continue to be committed to, supporting our members while collaborating with our regional partners to address these issues in the short term.

As for recent training, all 3 shifts were involved in the regional rescue drill this week involving the heavy rescue companies from Metro, Sac City, Cosumnes, Folsom, West Sac and Roseville. The scenario was a level 3 RIC deployment at a commercial fire with a structural collapse and 2 Firefighters trapped. Crews had to breach a concrete wall and navigate a debris' field to reach the victims then extricate. The scenario took approximately three hours to complete. The drill was hosted by Sac City, and our members performed extremely well while demonstrating high levels of proficiency. Great job!

Lastly, Chief Mitchell shared about a recent EMS incident where outcome was very favorable thanks to the responding crew.

### 3. SMFD – FIREFIGHTERS LOCAL 522 REPORT

Vice President Cole thanked the Honor Guard for coming to the meeting tonight and for their informative presentation. He also thanked Director White for his service to the Board and appreciates what he provided to the community.

A special thank you to Chief Harms, for being the longest serving Fire Chief for Metro Fire. He also thanked Mrs. Harms for taking the risk. He thanked Chief Harms for what he did for the membership, and always cared about the men and women of Metro Fire.

He thanked the Board who will be serving in 2023, he is very excited about what the future holds. Thank you to Chief Haverty for answering the call, he is excited to see how things flourish.

Lastly, he thanked the membership, especially everyone in the room tonight. He is looking forward to a happy 2023!

### 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

Deputy Chief Wagaman reported out as the delegate for dispatch. The JPA Board met for two presentation items, an audit presentation from Richardson and Co. with eight recommendations all of which have been met, and a change in the Board Clerk position. They also took action on approving a contract for janitorial services.

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

Next Meeting: January 26, 2023 at TBD

**D. Policy Committee – (Director Gool)**

Next Meeting: TBD

### BOARD MEMBER QUESTIONS AND COMMENTS

The Board collectively congratulated Chief Harms, and thanked both him and Mrs. Harms for their service to Metro Fire for the past six years.

Director Jones thanked Captain Steve Mayer and the Honor Guard along with everyone who serves throughout the nation, Director White for serving the Board over the last few years, President Saylor for her leadership this year. She welcomes Director Webber and Director Costa, congratulates the newly appointed Executive Committee for 2023, and welcomes Interim Chief Haverty.

Director Rice congratulated Chief Harms especially for their work together when he was President of Local 522. As we move forward into the New Year Director Rice is looking forward to working with staff to address poor staffing models, and working with our workers' comp TPA

to refer to employees by their appropriate rank. He highly respects the men and women in the Boardroom tonight, he was once in their shoes, and is going to work with the membership to make the future of Metro Fire better.

Director Sheetz welcomes Chief Haverty and the new Board Members, and wished Director White well in his future endeavors. She thanked President Saylor for her leadership during these unprecedented times. Lastly, she wished everyone a safe Christmas and thanked all the members who would be spending the holiday away from their loved ones, thank you for their sacrifice.

Director Wood welcomed Directors Webber and Costa, and thanked Captain Lawrence and the crew at engine 62 and medic 62, BC Cole for coordinating station visits, and President Saylor. He appreciates the communication that was established over the years, and has enjoyed watching the Peer Support Program over the last few years. He wishes everyone a Merry Christmas and encourages everyone to take care of each other.

Director Webber thanked everyone for a warm welcome, and wishes Chief Harms well into retirement. He thanked Captain Mayer for bringing the presentation on the Honor Guard tonight. Lastly, he thanked his family and the Metro Fire family for all the support in this new role.

Director Goold speaks to Chief Harms' tenure as a "Grand Slam" in selecting him as the Fire Chief. He thanked the men and women who put their name in for the position of Interim Fire Chief, and made the Board's decision very difficult in who will fulfill the role. He commended the negotiations team for being at this point of the year and having nearly completed the agreements. He asks for the men and women to think about those who are lonely during this holiday season, and reach out to them and let them know you care and they are not alone.

Director Clark thanked the Board for their nomination as the next Board President, he thanked President Saylor for her leadership in 2022. He welcomed the new Board Members, and thanked the Honor Guard for their presentation tonight.

**The Board recessed to closed session at 7:15 pm.**

## **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
  - 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

**Action:** No reportable action taken.

**The board reconvened to open session at 7:43 pm and heard action item number 1.**

**ADJOURNMENT** - The meeting was adjourned at 7:50 pm.

  
Cynthia Saylor, President

  
Melissa Penilla, Board Clerk