



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, October 28, 2021

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 6:00 pm by President Kelly. Board members present: Clark, Goold, Jones, Kelly, Saylor, Sheetz, and Wood. Board members absent: Orzalli and White. Staff present: Fire Chief Harms, General Counsel Lavra, and Interim Clerk Dehoney.

Director White joined the meeting at 6:02 pm.

PUBLIC COMMENT: None

Prior to hearing the Consent Agenda, President Kelly stated that Item #4 on the Consent Agenda would be moved to Action Item #3.

CONSENT ITEMS

Action: Moved by Goold, 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 October 14, 2021.
Action: Approved Action Summary Minutes.
- 2. Notice of Award – RFB 21-05 Multi-Site Asbestos Abatement Project – Station 27, 63, 65, 106 and 109 Asbestos Projects**
Recommendation: Approve the contract award to Parc Specialty Contractors in the amount of \$42,770.00.
Action: Approved the contract award to Parc Specialty Contractors in the not to exceed amount of \$42,770.00.
- 3. Notice of Award – RFB 21-06 Multi-Site Flooring Project – Station 27, 63, 65, 106 and 109 Flooring Projects**
Recommendation: Approve the contract award to DFS Flooring in the amount of \$78,519.00.
Action: Approved the contract award to DFS Flooring in the not to exceed amount of \$78,519.00.
- 4. FY 2021/21 Development Impact Fee Report**
Recommendation: Adopt a Resolution accepting the Development Impact Fee Report for FY 2020/21 and making the required finding pursuant to Government Code §66000 et seq.
Action: Adopted Resolution No. 2021-101.

5. **Surplus Vehicle Designation**
Recommendation: Adopt a Resolution establishing a list of surplus vehicles, and sell or donate the vehicles as deemed appropriate by the Fire Chief.
Action: Adopted Resolution No. 2021-102.

6. **Purchase Approval – Boardroom Audio/Visual Equipment**
Recommendation: Approve the District to procure upgrade and replacement Boardroom A/V equipment and installation services from AVI-SPL through the utilization of OMNIA Partners contract 2010.001535.
Action: Approved the District to procure upgrade and replacement Boardroom A/V equipment and installation services from AVI-SPL.

ACTION ITEMS

1. **Ratification of Resolution to Extend Teleconference of Board Meetings (Government Code 54953(e) (3)) (President Kelly)**
Recommendation: Consider adopting a Resolution which would extend the ability to teleconference without compliance with Government Code paragraph (3) of subdivision (b) of section 54953 from October 28, 2021-November 28, 2021 or until further re-ratified.
Action: Moved by Goold, seconded by Sheetz, and carried unanimously by members present to adopt Resolution No. 2021-103.

2. **FY2021/22 Budget Amendments – General Operating Fund 212A and Grants Fund 212G (Administrative Specialist Erin Castleberry)**
Recommendation: Adopt two Resolutions amending the FY021/22 General Operating Fund 212A and Grants Fund 212G for the FY2019 AFG award for Fire Ground Survival Training.
Action: Moved by Goold, seconded by Sheetz, and carried unanimously by members present to adopt Resolution No.'s 2021-104 to 105.

3. **Notice of Award – AFG20 Cardiac Monitor/Defibrillators – Stryker**
Recommendation: Approve the purchase of 90 LIFEPAK 15 V4 units from Stryker in accordance with the FY2020 AFG award.
Action: Moved by Goold, seconded by Sheetz, and carried unanimously by members present to approve the purchase in accordance with the FY2020 AFG award.

PUBLIC HEARING

1. **Division Redistricting (Redistricting Partners)**
Recommendation: Conduct a Public Hearing to review the Sacramento Metropolitan Fire District's Board of Directors Division lines draft map proposal.
Action: A public hearing was conducted to review the Draft Map Proposal, no action taken.

PRESENTATION ITEMS

1. **5 Years of Service to Fire Chief Harms (President Kelly)**
Recommendation: Receive presentation, no action required.
Action: No action taken.

2. **Strategic Plan Update** (*Chief Development Officer Jeff Frye*)
Recommendation: Receive presentation, no action required.
Action: No action taken.

REPORTS

1. **PRESIDENT'S REPORT**—(*President Kelly*) – No Report
2. **FIRE CHIEF'S REPORT**—(*Chief Harms*)

Chief Harms began his report by congratulating Chief Development Officer Jeff Frye on 5 years of service with the District and presenting him with his 5-year pin.

Promotions

Congratulations to the following members for being promoted to Captain, effective November 1st:

Brett Randle
Michael Rowan
Gregory Lynch
Kyle Gordon
Taylor Loheit
Eric Sacht
Timothy McNew
Jerrad Grider

Recruitment

Fire Investigator II (internal and external) Final Filing Date November 15, 4 PM

Meetings

PDP – State of the District, Budget Overview, Future of Metro Fire

Cancer Awareness Engine photo ops: elected officials (County Board of Supervisors, Rancho Cordova, Citrus Heights)

2x2 Meetings with Rancho Cordova and Citrus Heights

OPERATIONS' REPORT – (*DC Mitchell*)

Chief Mitchell began his report by discussing last weekend's historic rain storm which was touted as a 250 year event with record rainfall levels over a 24 hour period. He happily reported that most storm related incidents were handled by single unit or low complexity responses. For the storm period, there was a significant increase in non-medically related incidents, including flooding, fallen trees, and downed power-lines

In alignment with the rest of the County, Chief Mitchell relayed that Metro Fire has transitioned out of peak staffing for wildland season as of this morning at 0800. This really only affects the dispatch levels, however we still have the ability to request additional resources or modify responses if weather changes moving forward.

He also provided an update on CERT including recognizing eight of our CERT Members who provided standby assistance during the severe weather event on 10/24. Additionally, as of the

beginning of October we have two CERT Members that have completed the training to be Level 2 members and there are 10-12 people enrolled in the CERT Basic class that began October 1.

Chief Mitchell closed his report by relaying some of the District statistics including:

- A. 4,045 total calls since our last report on October 14, 2021 (Average of 288 calls/day – up 6.2% from 2020)
 - i. Building Fires – all jurisdictions: 13
 - ii. Working fires (Metro only): 3
- B. Busiest engine: E53 with 220 responses
- C. Busiest medic: M224 with 204 responses

3. SMFD – FIREFIGHTERS LOCAL 522 REPORT

No report.

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 Kelly)

Next Meeting: TBD

B. Communications Center JPA – (DC Mitchell)

Report Out: October 26, 2021 at 1:00 PM

Chief Mitchell relayed that the JPA had a Special Board meeting on Tuesday, October 26th to discuss the Executive Director Contract, rotation of position, and an update to the ED and Nepotism policies. He also relayed that 8 recruits are graduating tomorrow, Friday 10/29/21 at 4:00pm. He reported on a few CAD milestones including training which begins next week on November 1st. This training is a key project for our cut over to command point CAD and includes Data Files Maintenance. The Metro Fire CAD Coordinators will participate in this 40-hour training class being completed by the SRFEC vendor Peraton. Lastly, they are currently in process and plan to hire 10 dispatch recruits in January 2022.

Next Meeting: November 9, 2021 at 9:00 AM

C. California Fire & Rescue Training JPA – (Chief Harms)

Report Out: October 26, 2021 at 10:30 AM

Chief Harms reported that the board received an update on the finances for the JPA which indicate revenue is still exceeding expenses. Also, class attendance is still high. They also received a presentation on the financial audit performed in anticipation of the dissolution which indicated the JPA has not been following best practices which they are currently working with their attorneys on rectifying. They are also working on digitizing their records for historical purposes even after the JPA has been dissolved.

Location: 3121 Gold Canal Drive
Mather, CA 95670

Next Meeting: November 18, 2021 at TBD

- D. **Finance and Audit Committee** – (*Director Wood*)
Report Out: October 28, 2021 at 5:00 PM
Director Wood thanked CalPERS employee Matt Goss for his presentation at the meeting this evening. He relayed that the CERBT is currently 17% funded and continues to grow. The Committee also heard a presentation on the Annual Pension Valuation and finished with relaying that our financials through August 31, 2021 are on track and if it continues in the same direction will leave us with a 14.1% reserve at the end of the fiscal year.
Next Meeting: TBD
- E. **Policy Committee** – (*Director Goold*)
Next Meeting: TBD
- F. **Redistricting Ad Hoc Committee** – (*Vice President Saylor*s)
Next Meeting: TBD

BOARD MEMBER QUESTIONS AND COMMENTS

All of the Directors wished Chief Wagaman a speedy and complete recovery and relayed that their thoughts were with him and his family during this time.

Director White congratulated Chief Harms and Jeff Frye on their 5 years of service as well as the newly promoted Captains and dispatchers who recently graduated. He also wished everyone a happy First Responders Day. In addition to wishing Chief Wagaman a speedy recovery, Director White relayed his history with Chief Wagaman and Chief Wagaman's love for the fire service which started at a very young age. He thanked him for his continued service.

Director Jones echoed Director White's comments in congratulating Chief Harms and Jeff Frye on their 5 years of service. She also thanked Jeff Frye for his update on the Strategic Plan and recognized the copious amount of hours that go into a presentation of this type. She commended the teamwork on keeping the Strategic Plan on track. She echoed the sentiments of Chief Harms in relaying the excellent relationship building that is occurring during the 2x2 meetings with both Rancho Cordova and Citrus Heights.

Director Sheetz congratulated the newly promoted Captains and Chief Harms and Jeff Frye on their 5 years of service.

Director Wood also wished everyone a happy First Responders Day and asked that the Wagaman family reach out to them for anything they need.

Director Goold asked that we reflect on this time of year and recognize the people in our areas who may be less fortunate than us and take the time to help make their lives better in any way we can.

Director Saylor thanked staff for their excellent presentations during the meeting.

Director Kelly thanked Chief Harms for his exemplary service and congratulated Jeff on his 5 years.

The board recessed to closed session at 7:25 PM.

CLOSED SESSION

1. **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION – Significant Exposure to litigation pursuant to California Government Code Section 54956.9 (b): Four cases**
 - A. Claim Against Public Entity Pursuant to Government Code Section 910
Kao Saechao v. Sacramento Metropolitan Fire District
Deputy Chief Casentini
Action: On a motion by White, seconded by Sheetz, and carried unanimously by members present to reject the claim.
 - B. Claim Against Public Entity Pursuant to Government Code Section 910
Madelynn Saechao v. Sacramento Metropolitan Fire District
Deputy Chief Casentini
Action: On a motion by Jones, seconded by Clark, and carried unanimously by members present to reject the claim.
 - C. Claim Against Public Entity Pursuant to Government Code Section 910
Nai Saechao v. Sacramento Metropolitan Fire District
Deputy Chief Casentini
Action: On a motion by Jones, seconded by Sheetz, and carried unanimously by members present to reject the claim.
 - D. Claim Against Public Entity Pursuant to Government Code Section 910
Nathan King v. Sacramento Metropolitan Fire District
Deputy Chief Casentini
Action: On a motion by Jones, seconded by Sheetz, and carried unanimously by members present to reject the claim.
2. **Public Employee Performance Evaluation: Fire Chief**
Pursuant to Government Code Sections 54957(b)(1) and 54954.5(e)
Action: No action taken.

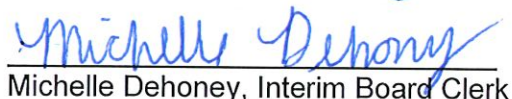
The board reconvened to open session at 8:09 PM.

ADJOURNMENT

The meeting was adjourned at 8:10 pm.


Matt Kelly, Board President


D'Elman Clark, Secretary


Michelle Dehoney, Interim Board Clerk