



# Sacramento Metropolitan Fire District

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ADAM A. HOUSE  
Fire Chief

## ADOPTED ACTION SUMMARY MINUTES – REGULAR MEETING

### POLICY COMMITTEE THURSDAY, FEBRUARY 12, 2026 SACRAMENTO METROPOLITAN FIRE DISTRICT & Remotely Via Zoom

#### CALL TO ORDER

The meeting was called to order at 5:32 p.m. by Director Clark. Committee members present: Clark, and Goold. Director Saylor arrived at 5:36 p.m. Committee members absent: Wood. Staff present: Chief House and Board Clerk Rittburg.

**PUBLIC COMMENTS:** None

#### CONSENT AGENDA

**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 meeting of December 11, 2025.

**Action:** Approved the Action Summary Minutes.

#### ACTION ITEMS

1. **Election of Officers**

**Recommendation:** Elect a Chair and Vice Chair to the 2026 Policy Committee.

**Action:** No action; this item was postponed to a future meeting.

2. **Board Policy 01.022.02 – Meal and Refreshment Policy**

*(Chief Human Resources Officer Melisa Maddux)*

**Recommendation:** Review Meal and Refreshment Policy and move to full Board for approval.

**Action:** Moved by Goold, seconded by Saylor, to move the edited policy to the full Board for approval.

#### PRESENTATION ITEMS

1. **2025 Policy Year-End Review**

*(Chief Human Resources Officer Melisa Maddux)*

**Recommendation:** Receive presentation.

**Action:** Presentation received on the 23 policies that were completed in 2025.

#### ADJOURNMENT

The meeting adjourned at 5:52 p.m.



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Director Clark, Chair



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Marni Rittburg, CMC, CPMC

Clerk of the Board