



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, February 12, 2026, at 6:00 p.m.
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 p.m. by President Costa. Board members present: Clark, Costa, Goold, Jones, Saylor, Stark, and Webber. Board members on Zoom: Rice. Board members absent: Wood. Staff present: Chief House and Board Clerk Rittburg.

PUBLIC COMMENTS

No public comments were received.

CONSENT ITEMS

Moved by Director Goold, seconded by Stark, 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 Special Board Meeting of December 6, 2025, and the Regular Board Meeting of December 11, 2025.
Action: Adopted the Action Summary Minutes.
- 2. Contract Approval – Piggyback Agreement with Gallagher Benefit Services, Inc. for Classification and Total Compensation Study to Support Negotiations Pursuant to the Local 522 Memorandum of Understanding**
Recommendation: Authorize the Fire Chief, or his designee, to negotiate, execute, and administer a piggyback agreement materially similar to the attached agreement with Gallagher Benefit Services, Inc. for a Classification and Compensation Study.
Action: Approved.
- 3. Revision of Board Policy 01.005.04 – Workplace Harassment Policy**
Recommendation: Approve the revisions to the Workplace Harassment Policy.
Action: Approved.

ACTION ITEMS:

1. **Purchase Approval – Air Unit**
(*Shea Pursell, Fleet Manager*)
Recommendation: Approve the Purchase of an Air Unit from Burtons Fire, utilizing Sourcewell contract #092025-RSD.
Action: Moved by Director Goold, seconded by Jones, and carried unanimously by members present to approve the purchase.
2. **Purchase Approval – Two (2) 3000 Gallon Water Tenders**
(*Shea Pursell, Fleet Manager*)
Recommendation: Approve the Purchase of two (2) 3000 Gallon Water Tenders from Fouts Fire utilizing HGACBuy contract #FS12-23, D13.
Action: Moved by Director Webber, seconded by Jones, and carried unanimously by members present to approve the purchase.
3. **Adopt Resolution – Acknowledging Compliance with Health & Safety Code Section 13146.4 (SB 1205)**
(*Fire Marshal Amy Nygren*)
Recommendation: Receive the presentation and adopt a Resolution acknowledging receipt of the annual report regarding the inspection of public and private schools and certain residential occupancies for the calendar year 2025.
Action: Moved by Director Jones, seconded by Clark, and carried unanimously by members present to adopt **Resolution 2026-001** acknowledging receipt of the annual report regarding the inspection of public and private schools and certain residential occupancies for the calendar year 2025.
4. **Adopt Resolution – Contract Award – RFP 25-07 Multi-Site Fire Station Design Package 1**
(*Administrative Analyst Erin Castleberry*)
Recommendation: Adopt a Resolution approving a contract award to COAR Design Group and authorize the Fire Chief or his designee to negotiate, execute and administer an agreement materially similar to the attached agreement, and further recommends that the Board authorize the Fire Chief or his designee to negotiate, execute and administer an agreement with the next highest scoring proposer if, after having bargained in good faith, the District is unable to reach an agreement with the highest scoring proposer.
Action: Moved by Director Goold, seconded by Saylor, and carried unanimously by members present to adopt **Resolution 2026-002** approving a contract award to COAR Design Group.
5. **Adopt Resolution – Industrial Disability Retirement – Battalion Chief Kim Brian Fong**
Recommendation: After discussion in Closed Session, consider adopting a Resolution finding BC Kim Brian Fong has suffered job-related injuries incapacitating him for the performance of duties as a Battalion Chief, and direct staff to continue working with BC Fong through his Industrial Disability Retirement process with CalPERS.
Action: None, item to be voted on after discussion in Closed Session.
6. **Adopt Resolution – Emergency Work Approval – 10545 Armstrong Avenue**
(*Deputy Chief Mitchell*)
Recommendation: Adopt a Resolution finding that an emergency does exist and authorize contracting without a competitive solicitation for bids pursuant to PCC Section

22050 for the repair, demolition, and clean-up services required to restore 10545 Armstrong Avenue to a condition safe for occupancy.

Action: Moved by Director Goold, seconded by Saylor, and carried unanimously by members present to adopt **Resolution 2026-003** authorizing contracting without a competitive solicitation for bids pursuant to PCC Section 22050 for the repair, demolition, and clean-up services required to restore 10545 Armstrong Avenue to a condition safe for occupancy.

REPORTS

1. **PRESIDENT'S REPORT** - (*President Costa*)

President Costa highlighted that he had an opportunity to meet with Chief House and the executive team. We discussed some of the board direction and the status of that direction. He thanked the Chief and the team for their patience and for their willingness to meet and make sure we continue to address the direction of the board. Also, President Costa attended the Citizens Academy last night, and it continues to be well done. Great questions and engagement from that committee were outstanding.

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

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

Fill the Boot for Burns Boot Drive

- The event was held February 4–7.
- The Chief's Challenge took place on February 7, with a total of \$23,173.56 collected.
- Congratulations to Chief Prete from Sacramento County Airports for taking the win this year.
- The grand total raised during the four-day event was \$184,844.65.
- Thank you to our members, partner agencies, and the many community members who contributed and volunteered their time. Your generosity and commitment to this important cause are truly appreciated.

New Hire:

Please join me in welcoming:

- Kamara Graham, hired for the position of Medical Director, effective February 1. Kamara will be joining us at the February 26 Board meeting for an introduction.
- Laura Santens, hired for the position of Office Technician in the Office of the Fire Chief (public counter), effective February 2.

Chief House introduced a video of Congressman Ami Bera who spoke on the floor of the United States House of Representatives today in honor of our 25th anniversary.

That concludes my report for this evening.

OPERATIONS REPORT – (*Deputy Chief Wagaman*)

No Report

ADMINISTRATIVE REPORT – (Deputy Chief Fiorica)

No Report

SUPPORT & EMERGENCY MEDICAL SERVICES – (Deputy Chief Mitchell)

No Report

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

Captain Sean Scollard expressed appreciation for the video shown by the Chief and acknowledged Congressman Bera for supporting and recognizing the organization. Commented on the success of the Chili Cookoff, noting it was held in the summer despite prior discussions about changing the theme. Attended the Boot Drive opening ceremonies and thanked all participants and organizations involved. Recognized the transition of leadership from long-time firefighter volunteers to newer members stepping up to continue the event. Attended CPF District 3 and 4 meetings. Highlighted the progress of AB 1383, which has passed the Assembly and moved to the Senate. Emphasized the importance of this legislation for pension reform and thanked firefighters statewide and CPF for their advocacy efforts, including participation in Fire Ops 101 at the Capitol. Attended the Health and Wellness Fair and commended organizers and vendors for a successful event with positive feedback from membership. Reported on the general membership meeting held earlier today at the union hall. Noted many agencies are currently in or have recently completed contract negotiations. Provided upcoming union travel and event updates: Visit to Congressman Bera in Washington, D.C. in early March; Strive for Excellence Summit in Las Vegas for union training and firefighter skill sessions; 10th District meeting in April, and CPF Convention in May.

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 Costa)

President Costa stated the Executive Committee met and directed staff to update the Board Policies and Procedures to reflect a consistent monthly meeting schedule. Additional procedural updates will also be incorporated. The policies were last updated in 2016, and the revised version will return to the Board for review and approval.

The committee also reviewed the status of the Strategic Plan. Staff reported that adjustments to the planning process are needed to bring the effort back on track. Once those process issues are addressed, the Strategic Plan update and revised schedule will return to the Executive Committee and then to the full Board for review and approval.

Communication was discussed as a key Board priority. The committee emphasized the importance of clear and concise communication to support both Board priorities and staff workload. Initial efforts will focus on improving internal communication, including communication with the Board. Jeff Fry will lead the development of a communication plan for committee and Board review. The plan will include timelines and processes to ensure the Board is kept informed on priorities and progress. The Executive Committee will serve as the primary mechanism for coordinating communication between the Board and

staff leadership. The committee also acknowledged ongoing efforts related to labor-management coordination. The Chief and Board leadership have established a regular monthly meeting schedule to support continued communication and collaboration, consistent with the Board's direction. President Costa expressed appreciation for the contributions and input of committee members, staff, and labor representatives in supporting these efforts.

B. Communications Center JPA – (Deputy Chief Fiorica)

No Report

C. Finance and Audit Committee – (Director Jones)

No Report

D. Policy Committee – (Director Clark)

The Policy Committee met tonight and postponed the election of officers to the next meeting. We moved the Meal and Refreshment Policy to the full Board for approval. Received a 2025 Policy Year-End Review presentation from Chief Human Resources Officer Melisa Maddux.

BOARD MEMBER QUESTIONS AND COMMENTS

Director Jones congratulated every single person who was involved in the terrific fundraiser, the Fill the Boot for Burns Boot Drive. It reflects so well, not only just on our particular District, but everyone within this regional community. She expressed gratitude for supporting the Burn Institute.

Director Stark stated he was happy to attend the kickoff for the Fill the Boot for Burns Boot Drive. He was really impressed. It was another great event with a lot of enthusiasm and he is really excited that a bunch of money was raised. Looking forward to it next year.

President Costa thanked staff and everybody in this organization as we ask a lot of questions and we ask a lot of you. Thanked staff for their professionalism and leaning in. We can't make good decisions without good information and staff are the subject matter experts. He expressed gratitude for continuing to lean in and help guide us.

CLOSED SESSION:

The Board recessed to closed session at 6:44 p.m. on the following matter(s):

**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
- F. District Negotiator: Jack Hughes, Liebert Cassidy Whitmore
Employee Organization: EMT and Paramedic Memorandum of Understanding

2. PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION 54956.9 (a) – ONE (1) MATTER OF WORKERS' COMPENSATION SETTLEMENT AUTHORITY

Matt Miller and the Sacramento Metropolitan Fire District
Claim # 4A2309XX4RK0001
Workers' Compensation Settlement Authority
Breanna Owen, Lenahan, Slater, Pearse & Majernik, LLP

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

3. PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION 54956.9 (a) – ONE (1) MATTER OF INDUSTRIAL DISABILITY RETIREMENT.

Kim Fong and the Sacramento Metropolitan Fire District
Claim # 25-189710 – Industrial Disability Retirement
Joseph Fiorica, Deputy Chief of Administration

4. Public Employee Performance Evaluation: Fire Chief
Pursuant to Government Code Sections 54957(b)(1)

CLOSED SESSION REPORT OUT:

The Board reconvened in open session at 8:29 p.m. General Counsel John Lavra reported that the Board met in closed session on four items:

1. Conference with Labor Negotiator; the Board met with its designated negotiator; no reportable action was taken in closed session.
2. Workers' Compensation Settlement Authority for Matt Miller, the Board voted unanimously to approve a Workers' Compensation Settlement and give authority to its third-party administrator to effectuate a settlement of that claim.
3. One Matter of Industrial Disability Retirement, of BC Kim Brian Fong, no reportable action was taken in closed session and the Board will proceed with the vote in open session now on that matter.
4. Public Employee Performance Evaluation of the Fire Chief; no reportable action was taken in closed session.

ACTION ITEM CONTINUED TO AFTER CLOSED SESSION:

5. **Adopt Resolution – Industrial Disability Retirement – Battalion Chief Kim Brian Fong**
Recommendation: After discussion in Closed Session, consider adopting a Resolution finding BC Kim Brian Fong has suffered job-related injuries incapacitating him for the performance of duties as a Battalion Chief, and direct staff to continue working with BC

Fong through his Industrial Disability Retirement process with CalPERS.

Action: Moved by Director Stark, seconded by Jones, and carried unanimously by members present to adopt **Resolution 2026-004** finding BC Kim Brian Fong has suffered job related injuries incapacitating him for the performance of duties.

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

<https://metrofire.ca.gov/2026-02-12-board-meeting>

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

ADJOURNMENT

The meeting was adjourned at 8:30 p.m.



John Costa, Board President



Brian Rice, Secretary



Marni Rittburg, CMC
Board Clerk