Sacramento Metropolitan Fire District

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ADOPTED
ACTION SUMMARY MINUTES

EXECUTIVE COMMITTEE
SACRAMENTO METROPOLITAN FIRE DISTRICT
Thursday, February 12, 2026
Sacramento Metropolitan Fire District
10545 Armstrong Avenue
Boardroom – Second Floor
Mather, California
&
Remotely Via Zoom

CALL TO ORDER
The meeting was called to order at 4:30 pm by President Costa. Committee members present: President Costa, and Vice President Webber. Committee members on Zoom: Secretary Rice. Committee members absent: None. Staff present: Chief House and Board Clerk Rittburg.

PUBLIC COMMENT: None

<u>CONSENT AGENDA</u>

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

1. **Action Summary Minutes**
   Recommendation: Approve the Action Summary Minutes for meeting of January 8, 2026.
   Action: Approved the Action Summary Minutes.

<u>PRESENTATION & DISCUSSION ITEMS</u>

1. **Board Policies & Procedures – Developments/Updates**
   a. Board Policy on Executive Committee to meet more frequently
   Action: Direction was provided to amend the Board of Directors Policies & Procedures, page nine, 29 a. Board Committees, to convene monthly at 4:30 p.m. on the second Thursday of each month. In addition, amend Appendix B, Executive Committee Charter to reflect the frequency of meetings. Will bring to the full Board for adoption at a future meeting.

2. **Strategic Plan Discussion**
   Action: President Costa and Office of Fire Chief to email Strategic Planning Consultant Mr. Weiss, directing him to work directly with Chief Development Officer Jeff Frye to get the final two documents needed to move the strategic plan forward.

3. **Concise Communication**
   a. Priorities
   b. Due Dates
   c. Direction

Action: Discussed internal communications, transparency between labor and management, external communications, and communications with stakeholders to ensure everyone understands what our goals and priorities are. Discussed streamlining communications, developing a communication plan, and an operational dashboard. Will discuss expanding communications at the March meeting.

ADJOURNMENT

The meeting adjourned at 5:14 pm.

John Costa

John Costa, President

Marni Rittburg

Marni Rittburg, Clerk of the Board