



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, November 14, 2024

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 Goold. Board members present: Costa, Goold, Saylors, Sheetz, Webber, and Wood. Board members absent: Clark, Jones and Rice. Staff present: Chief House and Board Clerk Rittburg.

PUBLIC COMMENTS

One (1) public comment was received.

CONSENT ITEMS

Moved by Director Wood 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 the Regular Board Meeting of October 10, 2024.
Action: Adopted the Action Summary Minutes.
2. **Revision of Board Policy 01.001.03 – Non-Discrimination Policy**
Recommendation: Approve the revisions to the Non-Discrimination Policy #01.001.03.
Action: Approved.
3. **Adopt Resolution – Contract Award – Construction Management Services**
Recommendation: Adopt Resolution approving a contract award to Kitchell/CEM, Inc. and authorize the Fire Chief or his designee to negotiate, execute and administer an agreement materially similar to the attached agreement. Authorize the Fire Chief or his designee to negotiate, execute and administer an agreement with the next highest ranked proposer if, after having bargained in good faith, the District

is unable to conclude a final agreement with the highest ranked proposer within 10 calendar days.

Action: Adopted **Resolution 2024-131**.

4. Adopt Resolutions – Employer’s Contribution Under the Public Employees’ Medical and Hospital Care Act (CalPERS)

A. Resolution – Fixing SMFD’s Vesting Contribution Under Section 22896 of the Public Employees’ Medical and Hospital Care Act - 000 All Employees

B. Resolution – Fixing the Employer Contribution at an Equal Amount for Employees and Annuitants Under the Public Employees’ Medical and Hospital Care Act - 000 All Employees

C. Resolution – Fixing the Employer Contribution at an Equal Amount for Employees and Annuitants Under the Public Employees’ Medical and Hospital Care Act - 700 All Employees (Non-PERS)

Recommendation: Adopt Resolutions establishing the health premium contributions to reflect the new benefit cap with CalPERS effective January 1, 2025.

Action: Adopted **Resolution 2024-132**, **Resolution 2024-133** and **Resolution 2024-134**.

ACTION ITEMS

1. Adopt Resolution – 2024 Response Standards and Service Level Objectives

(Planning & Development/Operations)

Recommendation: Adopt Resolution adopting the 2024 Response Standards and Service Level Objectives.

Action: After a presentation, moved by Director Wood, seconded by Costa, and carried unanimously by members present to adopt **Resolution 2024-135** adopting the 2024 Response Standards and Service Level Objectives.

2. Adopt Resolution – Commending Director Sheetz

(Deputy Chief Bailey and Board Clerk Rittburg)

Recommendation: Adopt Resolution commending Director Jennifer Sheetz for her eight years of service on the Board.

Action: This item was moved to the end of the meeting by President Goold.

REPORTS

1. PRESIDENT’S REPORT - (President Goold)

No Report.

2. FIRE CHIEF’S REPORT — (Deputy Chief Bailey)

Good evening, President Goold, Directors, Colleagues, and Members of the Public.

Regarding Director Sheetz:

- Chief House couldn’t be here this evening, but asked that I, on his behalf, thank Jennifer Sheetz for her years of dedicated service and leadership on the Metro Fire Board.

- Since joining the Metro Fire Board in 2016, Director Sheetz has shown unwavering dedication to our community, providing exceptional leadership as Board President and in her roles on the Finance and Policy Committees.
- Her focus on equity and inclusion has strengthened our commitment to serving all members of our diverse community.
- Jennifer's collaborative spirit and advocacy have built valuable partnerships that will benefit Metro Fire and the people we serve.
- On behalf of Metro Fire, we thank her deeply for her years of service and dedication.

Deputy Chief Bailey presented Director Sheetz with a gift from Chief House.

OPERATIONS REPORT – (Deputy Chief Mitchell)

Deputy Chief Mitchell introduced Assistant Chief Keeley who provided a demonstration and general overview of Tablet Command Pro and how it is used by our incident commanders.

ADMINISTRATIVE REPORT – (Out-of-Class Deputy Chief Johnson)

No Report

SUPPORT SERVICES – (Deputy Chief Bailey)

No Report

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

Captain Scollard thanked Director Sheetz for her amazing service to the District and passed along gratitude from 522 President Trevor Jamison who couldn't be here this evening. The Measure O numbers are looking good and the next numbers will be released on Friday. Thank you to the Board, BC Matt Cole, the community, our political partners and the entire membership. It was a team effort.

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 Goold)

No Report

B. Communications Center JPA – (Deputy Chief Bailey)

We met on November 12, 2024 and our next meeting is December 10, 2024 at 9 AM.

C. Finance and Audit Committee – (Director Webber)

No Report

D. Policy Committee – (Director Costa)

The Policy Committee met tonight on two policies: 1. the revised Administrative District Vehicle Use Policy was approved. 2. Board Policy, Family Medical Leave Policy was moved forward and will come to the Board for approval at a future meeting.

ACTION ITEM

2. Adopt Resolution – Commending Director Sheetz

(Deputy Chief Bailey and Board Clerk Rittburg)

Recommendation: Adopt Resolution commending Director Jennifer Sheetz for her eight years of service on the Board.

Action: Moved by Director Wood, seconded by Costa, and carried unanimously by members present to adopt Resolution **2024-130**.

BOARD MEMBER QUESTIONS AND COMMENTS

Director Costa thanked Director Sheetz for everything you've done. You were the first Board Members to introduce yourself and welcome me when I joined the Board.

Director Saylor commended Director Sheetz for always being very professional and you taught me how to be a better Board Member.

Director Webber stated he has learned a great deal from Director Sheetz in the short time we have been serving together. You always ask the right questions and sometimes the tough the questions.

Director Wood said he can't believe it's been eight years since Director Sheetz joined the Board. No matter the topic, you have always stayed steady and calm. I appreciate you and you will be missed.

Director Goold stated that Director Sheetz is a quality human being and we've been lucky to have her sit on the Board for the past eight years. We will feel the void when she is no longer on the dais. To say she will be missed is an understatement.

Director Sheetz spoke regarding her time on the Board and expressed her heartfelt gratitude to her family and to her wonderful husband for their unwavering support these past eight years. It has truly been an honor to serve this Board and our community. The experience and knowledge I've gained during my tenure have been invaluable though not without their challenges. You can listen to Director Sheetz full comments by viewing the meeting, the link is below.

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

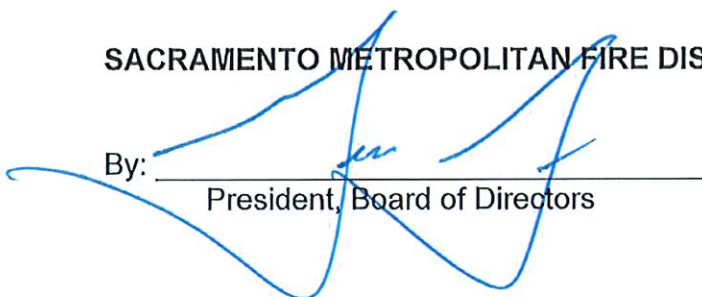
<https://metrofire.ca.gov/2024-11-14-board-meeting>

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

ADJOURNMENT

The meeting was adjourned at 7:09 p.m.

SACRAMENTO METROPOLITAN FIRE DISTRICT

By: 

President, Board of Directors



Jennifer Sheetz, Secretary



Marni Rittburg, CMC
Board Clerk