



Mark A. Wells
Fire Chief

Sacramento Metropolitan Fire District

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ACTION SUMMARY MINUTES – REGULAR MEETING

BOARD OF DIRECTORS SACRAMENTO METROPOLITAN FIRE DISTRICT

Thursday, June 9, 2016
10545 Armstrong Avenue – Board Room
Mather, California

CALL TO ORDER

The meeting was called to order at 6:03 p.m. by President Scheidegger. Board members present: Barnes, Jones, Kelly, Mitchell, Orzalli, Scheidegger, and Wood. Board members absent: Clark and Goold. Staff present: Chief Wells, Board Clerk Penilla, and General Counsel Lavra.

PLEDGE TO FLAG

PUBLIC COMMENT:

Mr. Stephen Williams addressed the Board on behalf of his significant other, Ms. Philene Derdowski, who is suffering from multiple sclerosis. They contacted Metro Fire for lift assist on a few occasions. One recent occasion was on a hot day and Ms. Derdowski needed assistance getting from the vehicle to the home. While the crew was on scene to assist with the lift, an employee approached Mr. Williams and requested that he find alternative means to lift Ms. Derdowski. Mr. Williams was frustrated with this comment and wanted to bring it to the Board and staff's attention, as there are lift assist policies and responding personnel may not be aware of those guidelines.

CONSENT ITEMS

Action: Moved by Wood, seconded by Jones, and carried unanimously by the members present to adopt the Consent Calendar as follows:

- 1. Action Summary Minutes**
Recommendation: Approve the Action Summary Minutes for the Board meeting of May 12, 2016.
Action: Approved the Action Summary Minutes.
- 2. Action Summary Minutes**
Recommendation: Approve the Action Summary Minutes for the Special Board meeting of May 26, 2016.
Action: Approved the Action Summary Minutes.

- 3. Catastrophic Leave Bank Policy**
Recommendation: Adopt the proposed Catastrophic Leave Bank Policy as recommended by the Policy Committee.
Action: Adopted the Catastrophic Leave Bank Policy.
- 4. Intergovernmental Transfer (IGT) Program – July 1, 2014 through June 30, 2015**
Recommendation: Adopt the resolution to authorize the Fire Chief enter into necessary agreements to participate in the IGT Program covering the period of July 1, 2014 through June 30, 2015.
Action: Adopted Resolution No. 2016-052 authorizing the Fire Chief to enter into the necessary IGT Program agreements.
- 5. Listing Agreement with CBRE – 10545 Armstrong Avenue**
Recommendation: Authorize the Fire Chief to approve the Lease Listing Agreement.
Action: Authorized the Fire Chief to approve the Lease Listing Agreement.
- 6. Disclosure of Material Expenditure – Aviation Liability Insurance – Ace Westchester Fire Insurance Company**
Recommendation: Authorize payment of \$70,397 to ACE Westchester Fire Insurance Company for aviation liability insurance.
Action: Approved staff's recommendation.
- 7. Disclosure of Material Expenditure – Insurance Brokerage Services – Wells Fargo Insurance Services**
Recommendation: Authorize payment of \$40,000 to Wells Fargo Insurance Services for brokerage services.
Action: Approved staff's recommendation.
- 8. Disclosure of Material Expenditure – Fiduciary Liability Insurance – RLI Insurance Company**
Recommendation: Authorize payment of \$14,465 to RLI Insurance for fiduciary liability insurance.
Action: Approved staff's recommendation.
- 9. Disclosure of Material Expenditure – Storage Tank Pollution Liability – ACE/Illinois Union Insurance Company**
Recommendation: Authorize payment of \$5,543 to ACE/Illinois Union Insurance Company for storage tank pollution liability.
Action: Approved staff's recommendation.
- 10. General District Election – November 8, 2016**
Recommendation: Adopt the revised Resolution calling the November 8, 2016 Election and clarifying where the candidate will pay for candidate statement fees.
Action: Adopted the revised Resolution No. 2016-053 calling the November 8, 2016 Election and clarifying where candidates pay for candidate statement fees.

PRESENTATION ITEMS

- 1. 5 Years of Service to Director Jack Scheidegger (Chief Wells)**
Recommendation: Receive presentation. No action required.
Action: Chief Wells presented Director Scheidegger with his 5 years of service pin, no action required.

ACTION ITEMS

- 1. FY2015 Assistance to Firefighters Grant (AFG) Award (Administrative Specialist Castleberry)**
Recommendation: Approve staff's recommendation and adopt resolution to accept the AFG FY2015 grant.
Action: Moved by Jones, seconded by Wood, and carried unanimously by the members present to approve staff's recommendation and adopted Resolution No. 2016-054 to accept the grant.
- 2. Fiscal Year 2016/17 Preliminary Budget (CFO Thomas)**
****PCF Separate Attachment**
 - A. Resolution – 2016/17 Preliminary Budget for the General Operating Fund 212A
 - B. Resolution – 2016/17 Preliminary Budget for the Capital Facilities Fund 212D
 - C. Resolution – 2016/17 Preliminary Budget for the Grants Fund 212G
 - D. Resolution – 2016/17 Preliminary Budget for the Development Impact Fees Fund 212I
 - E. Resolution – 2016/17 Preliminary Budget for the Leased Properties Fund 212L
 - F. Resolution – 2016/17 Preliminary Budget for the IGT Fund 212M**Recommendation:** Receive Presentation/Adopt FY 2016/17 Budget Resolutions.
Action:
 - A. Moved by Wood, seconded by Barnes, and carried unanimously by the members present to adopt Resolution No. 2016-055 for the General Operating Fund 212A.
 - B. Moved by Wood, seconded by Jones, and carried unanimously by the members present to adopt Resolution No. 2016-056 for the Capital Facilities Fund 212D.
 - C. Moved by Wood, seconded by Jones, and carried unanimously by the members present to adopt Resolution No. 2016-057 for the Grants Fund 212G.
 - D. Moved by Wood, seconded by Jones, and carried unanimously by the members present to adopt Resolution No. 2016-058 for the Development Impact Fees Fund 212I.
 - E. Moved by Kelly, seconded by Wood, and carried unanimously by the members present to adopt Resolution No. 2016-059 for the Leased Properties Fund 212L.
 - F. Moved by Kelly, seconded by Wood, and carried unanimously by the members present to adopt Resolution No. 2016-060 for the IGT Fund 212M.
- 3. Disclosure of Material Expenditure – Excess Workers' Compensation Insurance – Safety National Casualty Corporation (Holbrook)**
Recommendation: Receive Presentation and approve Staff Recommendation
Action: Moved by Kelly, seconded by Wood, and carried unanimously by the members present to authorize payment not to exceed \$452,466 to Safety National Casualty Corporation.

4. **Disclosure of Material Expenditure – Commercial Insurance – Special District Risk Management Authority (Holbrook)**
Recommendation: Receive Presentation and approve Staff Recommendation
Action: Moved by Kelly, seconded by Wood, and carried unanimously by the members present to authorize payment not to exceed \$425,156.35 to Special District Risk Management Authority.

REPORTS

1. **PRESIDENT'S REPORT:**

Director Scheidegger announced that recruitment for the position of Fire Chief has closed, we received 25 applicants. More information to come.

2. **FIRE CHIEF'S REPORT:**

Meetings/Events attended

6/2, Aspen 1, had a discussion with the County and City regarding possible tax sharing agreements and continued service to the area of S. Watt and Jackson Hwy.

Upcoming Meetings/Events

6/13, SRP 16-2 Academy Start

6/30, Town Hall Meeting

Retirements

5/26, Captain Brad Dessert, 22 years of service

5/29, Assistant Chief Pat Ellis, 28 years of service

New Hire

Effective 5/24, Amy Peterson, Office Technician in Fleet

Effective 6/1, Santiago Naranjo, Computer Systems Technician

Recruitment

- Congratulations to 13 Captains who were successful in the Battalion Chief promotional exam
- Reserve Firefighter – continuous filing
- Logistics Technician, Final Filing Date 6/10, 4:00 PM
- Facilities Manager, Final Filing Date 6/10, 4:00 PM
- Plan Intake Specialist, Final Filing Date 6/14, 4:00 PM

PIO

- 5/20, Local officials, including Metro Fire, gathered at Discovery Park to promote Sacramento County Regional Parks; Life Looks Good on You and Kids Don't Float public awareness campaign. Parks Department launched the campaigns to encourage people of all ages to wear a life jacket when they wade, swim or boat in the American and Sacramento Rivers.

- 6/4, Antelope Summerfest 4:00 – 8:00PM Antelope Community Park Sidewalk CPR – approximately 120 contacts
- Continued efforts to rescue a cat, named Bunny, who has been stuck in an oak tree for nine days. Using the incident as a training opportunity for rescue crews.

Operations Report

Deputy Chief Bridge reported out since May 26th there have been approximately 4,000 calls, with 21 structure fires and approximately 3,000 EMS related calls with a transport rate of 72%.

3. GENERAL COUNSEL’S REPORT: No report.

4. SMFD – FIREFIGHTERS LOCAL 522 REPORT: No report.

5. 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 – (Scheidegger)

Next Meeting: Thursday, June 23, 2016 at 4:00 P.M.

B. Communications Center JPA – (Bridge)

Report Out: Tuesday, May 31, 2016 at 9:00 A.M.

The preliminary budget was passed during the meeting on May 31st.

Next Meeting: Tuesday, June 28, 2016 at 9:00 A.M.

C. California Fire & Rescue Training JPA – (Kelly)

Next Meeting: June 16, 2016 at 4:00 P.M.

Location: California Exercise Simulation Center (CESC)
10545 Armstrong Avenue, Suite 320
Mather, CA 9655

D. Finance Committee – (Wood)

Next Meeting: Thursday, July 28, 2016 at 5:00 P.M.

E. Policy Committee – (Orzalli)

Report Out: Thursday, June 9, 2016 – 5:30 P.M.

Approved the Chief Deputy job description for review by the full Board.

Next Meeting: Thursday, July 14, 2016 – 5:00 P.M.

BOARD MEMBER QUESTIONS AND COMMENTS

The Board collectively congratulated CFO Thomas, the Finance Division, and contributing staff for their work on the Preliminary Budget. They also congratulated the Grant Team for the recent AFG Award.

Director Jones informed the group that a meeting resulting from Cap-to-Cap took place on Monday. Chief Johnson and Captain Perryman met with health care providers on alternative care measures. She thanked all parties involved for striving toward better outcomes in our community.

Director Mitchell thanked Board Clerk Penilla for assisting him with a required training.

Director Kelly and Director Orzalli congratulated Director Scheidegger on his 5 years of service.

Director Orzalli informed the group that a constituent contacted him regarding the business inspection fees. He reminded everyone that decisions to collect fees impact the business community.

Director Barnes expressed his excitement in being the first agency in the region to have a chest compression device on all front line medics.

Director Wood thanked Mr. Williams for his time and public comment.

CLOSED SESSION:

The Board recessed to Closed Session at 7:19 p.m.

- 1. PERSONNEL MATTERS – PUBLIC EMPLOYEE EMPLOYMENT**
Pursuant to California Government Code Section 54957
Fire Chief Selection Process

Director Orzalli left the meeting at 7:38 p.m.

Action: No action taken.

The Board reconvened to the Open Session at 7:47 p.m.

ADJOURNMENT

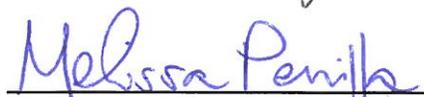
The meeting adjourned at 7:50 p.m.



Jack Scheidegger, President



Jim Barnes, Secretary



Melissa Penilla, Clerk of the Board