



TODD HARMS
Fire Chief

Sacramento Metropolitan Fire District

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ACTION SUMMARY MINUTES – REGULAR MEETING

BOARD OF DIRECTORS
SACRAMENTO METROPOLITAN FIRE DISTRICT
Thursday, January 24, 2019
10545 Armstrong Avenue – Board Room
Mather, California

CALL TO ORDER

The meeting was called to order at 6:00 pm by Vice President Sheetz. Board members present: Barnes, Clark, Goold, Orzalli, Kelly, Saylor, and Sheetz. Board members absent: Jones, and Wood. Staff present: Fire Chief Harms, Interim Clerk Dehoney, and General Counsel Lavra.

PLEDGE TO FLAG

PUBLIC COMMENT: Representatives from Service Employees International Union-United Service Workers West (SEIU-USWW), Ms. Rosario Ramirez, Ms. Lucila Toral, Ms. Leonor Chihuahua and Ms. Rosalina Garcia provided information packets to the Board of Directors and continued their discussion from the public comment during the 1/10/19 board meeting regarding their concerns with the recent SMFD Request for Proposals (RFP) for janitorial services. They encouraged Metro Fire to hire a union employer to provide janitorial services as union companies provide protection for their employees including healthcare, sick and holiday leave and fair wages.

CONSENT ITEMS

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

- 1. Action Summary Minutes**
Recommendation: Approve the Action Summary Minutes for the Board meeting of January 10, 2019.
Action: Approved the Action Summary Minutes.
- 2. Revision to Positions and Authorization Document for an Assistant Chief and Battalion Chief of Special Operations and Training**
Recommendation: Authorize the Positions and Authorization Document to reflect staff's recommendation.
Action: Approved the Positions and Authorization Document with staff's changes.

Vice President Sheetz announced Action Item #1 would not be discussed and would be tabled to a subsequent meeting.

ACTION ITEM

- 1. Adopt a Resolution to Retire Surplus Equipment (Controller Ron Empedrad)**
Recommendation: Adopt a Resolution authorizing the retirement of twenty-five (25) Capital Assets as recommended by staff.
Action: Item was not discussed and will be tabled to a subsequent meeting.

PRESENTATION ITEMS

1. **Fiscal Year 2017/18 Community Annual Report (CAR)** (*Controller Ron Empedrad*)
Recommendation: Receive presentation, no action required.
Action: No action taken.
2. **Station 101 Dedication in Memory of James C. Saunders** (*Captain Andrew Whaley*)
Recommendation: Receive presentation, no action required.
Action: No action taken.

REPORTS

1. **PRESIDENT'S REPORT:** No report.
2. **FIRE CHIEF'S REPORT:**

Appointment

Effective 2/1, Assistant Chief Adam House

Upcoming

Fire Fighters Burn Institute Fill the Boot for Burns:

- 2/7 – 2/10 with the Chief's Challenge on Saturday 2/9 at 10 am

Congratulations

On behalf of the Member of the Year Selection Committee, Chief Harms announced the following selections for Member of the year 2018 for each respective category to be presented at the Awards Gala on February 21, 2019. In addition to the names listed below, there were 15 additional staff who will receive Peer Recognition Awards and several groups who received awards or commendations throughout 2018 who will also be honored.

Firefighter Matt Sammons – Suppression recipient
Payroll Analyst Robyn Almeida – Professional Staff recipient
Administrative Specialist Carmen Gandara – EMS recipient
No nominations were received for a Volunteer of the Year recipient

2018 Response Statistics

Total incidents in 2018 = 96,495

- A difference of 4,785 from 2017 (101,280 total incidents); an approx. 5% decrease.
- There were 3,043 fewer medic transports, which is a decrease of about 5.53% from 2017.
 - Fires = 2,713 – 2.9% of all calls
 - EMS = 65,013 – 70% of all calls
 - All other calls = 28,769
 - Busiest Engine = E53 with 4,682 calls
 - Busiest Medic = M53 with 4,860 calls
 - Busiest Battalion =

- B7 with 44,272 calls (all units in battalion)
- B7 Battalion Chiefs with 1,168 calls

Chief Harms discussed his thoughts on the response statistics in relation to workloads and relayed that generally speaking, a company who runs less than 3,500 calls per year allows for the members to do several things including: continuing in their first due area, training, station maintenance, and preparation for promotional opportunities. As the calls and workloads increase, these items become more difficult to focus on. He mentioned that during the EMS 2020 meetings, their main goal is to look at call volume and standards of coverage in order to balance workloads while still providing consistent transport rates.

Miscellaneous

Chief Harms had discussions with the staff of each division and asked them to identify some achievements for 2018. During these discussions, the following were identified in addition to making service delivery a priority and putting an emphasis on training and support:

- Logistics replaced all extrication equipment
- Communications upgraded Mobile CAD
- Fleet performed 147 major services, an increase from 90 in 2017
- Information Technology reimaged 147 MDC's
- Facilities focused on cross-training and completed 1,200 facilities requests
- Operations implemented modified dispatch, returned to task level training, strengthened our relationship with the International Association of Fire Chiefs and initiated the authoring of a command book
- Community Risk Reduction Division successfully completed the fire code amendment cycle with the City of Rancho Cordova, City of Citrus Heights and Sacramento County
- Human Resources successfully consolidated all side letters with 522 into the contract
- Finance assumed all check writing and payroll data entry for Metro Fire from the County and completed the Comprehensive Annual report for its inaugural year

Lastly, Chief Harms challenged the Board to start thinking about items that need to be addressed in developing our new strategic plan when looking towards the future of Metro Fire. Some areas he identified for consideration were a capital facilities funding program in relation to our station assessment and addressing the health safety and mental health of our members.

OPERATIONS REPORT

Assistant Chief Hein relayed that there have been 3,493 total calls since the last report on January 10th including six building fires. He discussed the Professional Development Program which continued this month focusing on "Command Philosophy" with four sessions being held over the last two days and the live fire training which took place last week at Station 52.

3. SMFD – FIREFIGHTERS LOCAL 522 REPORT:

Vice President Jamison commended the representatives of SEIU-USWW who spoke during the public comment for their appeal to the Board. He also commended Captain Whaley for bringing his passion to the station dedication project and for his presentation to the Board. He discussed his recent attendance at the annual Affiliate Leadership Training Symposium (ALTS) conference in L.A. and expressed his pride in attending and representing Metro Fire. Occasions like these allow our agency to become more involved and identify opportunities for Metro Fire within the

region. He relayed that 522 understands that the negotiations are an immense process but they are motivated to have a good discussion and get things done.

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 – (Sheetz)**
Next Meeting: TBD

- B. **Communications Center JPA – (AC Wagaman)**
Report Out: January 22, 2019 at 8:00 AM
Assistant Chief Wagaman reported that Executive Director Theusen and Deputy Director Soares contracts were unanimously approved by the Board and another individual has been identified for Admin Deputy Director position and will be announced soon.
Next Meeting: February 12, 2019 at 8:00 AM

- C. **California Fire & Rescue Training JPA – (DC Shannon)**
Report Out: January 17, 2019 at 4:00 PM
Fire Chief Harms reported on behalf of Chief Shannon that the CRFTA budget is on track, class enrollment is up 94% and they are looking at redoing their strategic plan in the near future.
Next Meeting: April 18, 2019 at 4:00 PM
Location: California Exercise Simulation Center (CESC)
10545 Armstrong Avenue, Suite 320
Mather, CA 95655

- D. **Finance and Audit Committee – (Kelly)**
Report Out: January 24, 2019 at 5:30 PM
Director Kelly reported that the Finance & Audit Committee received a report from Controller Ron Empedrad outlining the financial report through October 31, 2018 and held an election of officers for the Committee.
Next Meeting: February 28, 2019 at 5:30 PM

- E. **Policy Committee – (Goold)**
Next Meeting: February 14, 2019 at 5:30 PM

BOARD MEMBER QUESTIONS AND COMMENTS

Director Saylor thanked staff for the evening's presentations and congratulated Chief House on his promotion.

Director Goold echoed the sentiments of Director Saylor in thanking staff for the evening's presentations.

Director Orzalli commended staff, in particular Captain Whaley, for all of the fantastic work being done.

Director Barnes discussed the 45th Annual Pig Bowl event which will be held Saturday, January 26th at Sacramento State. The event begins at 10AM and kickoff is at 1PM. The theme this year

is remembering the fallen heroes from law enforcement and fire. Director Barnes thanked Chief Harms and 522 for their support and relayed that over the years, the Pig Bowl has raised over 1.5 million dollars for local charities.

Director Clark congratulated Chief House on his promotion and commended Captain Whaley for the work he is doing with the station dedications. He suggested that Metro Fire should consider installing a wall of heroes for all those who have perished in the line of duty. He thanked staff for their reports during the meeting.

Director Kelly thanked the Finance division for their presentation on the Community Annual Report and congratulated Chief House on his promotion. He then suggested that consideration be given to agendize the concerns presented, during the public comment at the last two meetings, by the representatives of SEIU-USWW. He also requested further information from the Executive Staff on who we have decided to work with and their qualifications. He suggested a pre-qualification process for bidders in order to avoid hiring companies who may provide unfair treatment of their employees.

Director Sheetz thanked staff for their presentations during the meeting and relayed her enjoyment in hearing about the 2018 successes. She also congratulated Chief House on his promotion and relayed that she is looking forward to honoring the employees who will be recognized at the 2018 Awards Gala.

Recessed to closed session at 7:06 pm with a moment of silence honoring fallen Davis police officer Natalie Corona.

CLOSED SESSION

- 1. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION – Significant Exposure to litigation pursuant to California Government Code Section 54956.9 (b): Two cases**
 - A.** Claim Against Public Entity Pursuant to Government Code Section 910
Pamela Walton v. Sacramento Metropolitan Fire District
Michelle Dehoney, Interim Board Clerk

Action: Moved by Goold, seconded by Clark, and carried unanimously by members present to deny the claim and refer the matter to the District's insurance carrier.
 - B.** Claim Against Public Entity Pursuant to Government Code Section 910
Megan Davis v. Sacramento Metropolitan Fire District
Michelle Dehoney, Interim Board Clerk

Action: Moved by Goold, seconded by Clark, and carried unanimously by members present to deny the claim and refer the matter to the District's insurance carrier.
 - 2. CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION – Pursuant to California Government Code Section 54956.9 (a): Five (5) cases**
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- A. Griffin v. Sacramento Metropolitan Fire District, et al.
Case No. 34-2017-00214654
- B. Dandurand v. Sacramento Metropolitan Fire District, et al.
Case No. 34-2018-00226577-CU-PA-GDS
- C. Hanes et al. v. Sacramento Metropolitan Fire District, et al.
Case No. 34-2018-0226783
- D. Singh v. Sacramento Metropolitan Fire District, et al.
Case No. 34-2018-00238753
- E. Garibay Valdes et al. v. Sacramento Metropolitan Fire District, et al.
Case No. 34-2018-00237038

Action: No action taken.

Reconvened to open session at 7:44 pm.

ADJOURNMENT

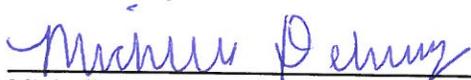
The meeting was adjourned at 7:45 pm



Gay Jones, President



Matt Kelly, Secretary



Michelle Dehoney, Interim Board Clerk