



KURT P. HENKE
Fire Chief

Sacramento Metropolitan Fire District

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BOARD OF DIRECTORS – ACTION SUMMARY **Thursday, February 9, 2012 – 6:00 p.m.**

City of Rancho Cordova City Hall-Council Chambers
2729 Prospect Park Drive
Rancho Cordova, California

CALL TO ORDER

The meeting was called to order by President Jones. Board Members present: Clark, Goid, Jones, Kelly, Monk, Newcomer, Orzalli, Pierson, Scheidegger. Staff: Fire Chief Henke, Board Clerk Tilson, Attorney John Lavra.

PLEDGE TO FLAG

METRO CABLE 14 ANNOUNCEMENT

The open session meeting is videotaped for cablecast on Metro Cable 14. Replay on Saturday, January 28 at 1:00 PM and Monday, January 30 at 9:00 PM on Channel 14; Webcast at www.sacmetrofire.ca.gov. A DVD copy is also available for checkout from any library branch.

The open session meetings are also available for viewing on the District website at www.sacmetrofire.ca.gov

PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN DISTRICT JURISDICTION INCLUDING ITEMS ON OR NOT ON THE AGENDA

OLD FIRE STATION 111 – FIRE CHIEF’S AWARD CAR SHOW FUNDRAISER – ROGER MITCHELL

Mr. Mitchell distributed three publications. This included a cover page to the Northern California Regional Group of the Horseless Carriage Club of America. This Board and administration allowed the use of Sac Metro Fire’s name for the Fire Chief’s Award fundraiser at an antique car show. There is an article about the car show and the 1914 Mitchell Speedster that won the award. There is also a brochure from the Rio Linda Elverta Recreation and Park District with a half page ad about the restoration of Rio Linda’s second fire truck and the District’s efforts to help with the station. A fourth article will be published nationally and the District will be getting some recognition on a national basis regarding the old fire station in Rio Linda.

AWARDS—(Fire Chief Henke)**LIFE SAVING COMMENDATION – BRANDON GREENE**

On February 4, 2011, Metro Fire units responded to 7575 Madison Avenue and found a patient in cardiac arrest receiving CPR from a bystander, Mr. Brandon Greene. Medic 21 arrived and continued CPR and shocked the patient. At that point it was decided to use the Lucas Device, a mechanical CPR device used by firefighters. The patient regained pulses and was transported to Mercy San Juan Hospital.

The patient, Edna Seagar, was present to recognize Brandon Greene. Her recovery was attributed to the quick actions of Brandon Greene, the teamwork provided by Engine and Medic 21, and the use of the Lucas Device.

Mr. Greene was presented with a Life Saving Commendation Certificate for his extraordinary efforts to protect and preserve human life.

AWARD OF EXCELLENCE – GARY CRUEGER, TOM POLIQUIN, GEORGE WALKER OF PSC

In July of 2011, Metro Fire units responded to a hazardous materials fire at the PCS facility in Rancho Cordova. Regional Vice President Gary Crueger was on site and had personal contact with the firefighters to help mitigate the incident along with Director Monk from Aerojet. He was very appreciative of the service Metro Fire provided and offered to make a donation. It was decided to ask PSC to consider donating a Lucas Device that would help save lives.

Ric Maloney, CQI Manager, gave a slide presentation demonstrating the capabilities of the Lucas Device on display and presented statistics on how many people were saved in 2009 and 2010 by a return of spontaneous circulation (pulse rate) through its use. The device is an automated CPR device and does chest compressions without interruption and saves lives while improving firefighter safety.

Fire Chief Henke personally thanked PSC for the generous donation of a Lucas Device to help public safety. Mr. Crueger was not present and the Award of Excellence from Metro Fire was accepted by Mr. Poliquin in recognition of the donation and the difference it will make in the quality of service provided to our citizens.

CONSENT AGENDA:

1. Board Meeting Action Summary—January 26, 2012
2. Resolution #2012-05—Commendation—Phillip Abba
3. Resolution #2012-06—Commendation—Mark La Freniere
4. Resolution #2012-07—Commendation—Amy Robertson
5. Resolution #2012-08—Commendation—Lawrence Stanton
6. Resolution #2012-09—Commendation—Marilyn Guinn
7. Resolution #2012-10—Commendation—Kevin Henry
8. Resolution #2012-11—Commendation—Patrick Monahan
9. Resolution #2012-12—Commendation—William Sponable
10. Resolution #2012-13—Commendation—Teri Gormley
11. Resolution #2012-14—Commendation—Peter Fahy
12. Resolution #2012-15—Commendation—Walter Lee Lewis, Jr.
13. Resolution #2012-16—Commendation—Bruce Shoff
14. Resolution #2012-17—Commendation—Frank Diaz
15. Resolution #2012-18—Commendation—Raymond Winsor
16. Resolution #2012-19—Commendation—Barry Flores
17. Resolution #2012-20—Commendation—Scott Robbins
18. Resolution #2012-21—Commendation—Paul Greeson
19. Resolution #2012-22—Commendation—Jeffrey Stephens
20. Resolution #2012-23—Commendation—James Skidmore
21. Resolution #2012-24—Commendation—Samuel Padilla
22. Resolution #2012-25—Commendation—David Odgers
23. Resolution #2012-26—Commendation—Mark Schwegler
24. Resolution #2012-27—Commendation—Richard Ladyman
25. Resolution #2012-28—Commendation—Joseph Mufich
26. Resolution #2012-29—Commendation—Daniel Gossen
27. Resolution #2012-30—Commendation—David Smith
28. Resolution #2011-31—Commendation—Beau Perry
29. Resolution #2012-32—Commendation—Greg Landin
30. Resolution #2012-33—Commendation—Mark Mixson
31. Resolution #2012-34—Commendation—Don Hanlon
32. Resolution #2012-35—Commendation—Michael Veilleux
33. Resolution #2012-36—Commendation—Roy Cameron
34. Resolution #2012-37—Commendation—Michael Lewis
35. Resolution #2012-38—Commendation—Michael McGuirk
36. Resolution #2012-39—Commendation—Dale Darnell
37. Resolution #2012-40—Commendation—Stewart Swift
38. Resolution #2012-41—Commendation—Edwin Crawford
39. Resolution #2012-42—Commendation—Dale Turner
40. Resolution #2012-43—Commendation—Brian Rice
41. Resolution #2011-44—Commendation—Michael Stewart
42. Resolution #2012-45—Commendation—Michael Keehn
43. Resolution #2012-46—Commendation—Jeff Metzinger
44. Resolution #2012-47 – Interfund Transfer Between the General Fund 212-A, Grant Fund 212-G, Simulator Grant Fund 212-S, and Leased Property Fund 212-L, Superseding Resolution #2011-99
45. Resolution #2012-48 – Authorizing the Fire Chief to Execute an Agreement with Public Agency Retirement System (PARS) to Establish an Alternative Retirement Plan in lieu of Social Security for Part-Time, Seasonal, and Temporary Employees

- **Board Action:**
Goold/Monk—Approve the Consent Agenda items. Directors Clark, Goold, Jones, Kelly, Monk, Newcomer, Orzalli, Pierson, Scheidegger, AYE. Motion passed.

ACTION ITEM(S):**1. Resolution #2012-49 – Industrial Disability Retirement --
Battalion Chief Robert Ferry—(D/C Mark Wells)**

- Application filed with the Public Employees' Retirement System, effective February 10, 2012.
- Findings determine that the disability is a result of injury or disease arising out of and in the course of employment.
- Staff recommended adoption of the Resolution.
- **Board Action:**
Goold/Newcomer—Adopt the resolution. Directors Clark, Goold, Jones, Kelly, Monk, Newcomer, Orzalli, Pierson, Scheidegger, AYE. Motion passed.

[Director Clark departed at 7:50 p.m.]

PRESENTATION ITEM(S):**1. Fiscal Year 2011 Financial Statement Audit Report—(McFarlane/
Ingrid Shepline-Joe Richardson)**

- The auditors issued an unqualified opinion for the first time in several years which means the auditors can attest that the financial statements are fairly presented in accordance with the Generally Accepted Accounting Principles (GAAP). The Finance Division staff was recognized for their concerted efforts.
- Joe Richardson and Ingrid Shepline of Richardson & Company presented the FY 2011 Audit report through June 30, 2011. A copy of the complete audit report was distributed to the Board in addition to a staff report and one-page Summary of the Audit Presentation.

- Richardson & Company completed six years of audits over the course of 20 months.
- Four reports were issued: audited financial statements with auditor's opinion; appropriations limit testing report; required communications letter; and an internal control letter with findings and recommendations.
- **Audit findings and recommendations –**
 - ✓ Financial statements show a net loss of \$21 million for FY 2011, and a cumulative loss at June 30, 2011 of \$40 million. Most of it occurred in Fiscal Years 2010 and 2011 due to declining property taxes.
 - ✓ Two findings have been addressed; system improvements were made to the purchasing, contracting, payroll and cash receipts functions.
 - ✓ The County system is not maintained on the accrual basis of accounting as required by the accounting standards: 192 closing entries were needed.
 - ✓ Five discrepancies were noted and not adjusted, mostly related to inventory.
- **Recommendations:**
 - ✓ Internal accounting system needed
 - ✓ Ensure sufficient staff knowledgeable in accounting
 - ✓ Establish accounting processes and procedures
- The District has been making improvements in the internal control processes but there still is much work needed.
- Fire Chief Henke stated he appointed Rhonda McFarlane as the Chief Financial Officer. Recruitment for Auditor/Controller will occur within a month or two with Ken Campo to continue handling big issues.
- The Board members and Fire Chief Henke thanked Richardson & Company for their work.
- **Board Action:**
The reports from the auditors were received and placed on file.

PRESIDENT'S REPORT—(Gay Jones)

- Attended the Rancho Cordova City Council and Staff Learning Retreat. Thanked the City of Rancho Cordova for inviting Metro Fire to participate.
- Retired Battalion Chief Chuck Dunham of the City of Sacramento passed away recently and would like to observe a moment of silence in his honor at the close of our meeting.

FIRE CHIEF'S REPORT—(Fire Chief Henke)

- Received a thank you letter from Fire Chief Chris McGranahan, Herald Fire Protection District, for our donation of 800 MHz radios to their District.
- Received a thank you letter from Robert Sanger, Executive Director, Folsom Cordova Community Partnership, for Metro Fire's participation in the Christmas in Cordova program. This toy distribution event provided over 3,600 toys/gifts to 1,648 children up to age seventeen.
- January 27, 2012 – Monthly meeting with Rancho Cordova City Manager Ted Gaebler. Considerable discussion on redevelopment. On that issue, the District received a letter from the County assigning us as the largest independent District in Sacramento County a seat at the table of the seven-person commission for Sacramento County, Citrus Heights, and Rancho Cordova redevelopment areas, representing all special districts in Sacramento County. No recommendation yet on who should be placed in this position.
- January 28, 2012 – Attended the Guns and Hose Football game. Fire won.
- January 30-31, 2012 – Staff attended the Rancho Cordova City Council and Staff Learning Retreat.
- January 30, 2012 – Staff and members of the Board attended the Sacramento Metro Chamber 20th Annual State of the City Address.
- January 31, 2012 – Attended meeting with Brad Hudson, the Sacramento County Executive. Discussed issues of commonality including redevelopment. Interested in modernizing plan checking capabilities both at the County level and District.
- February 2-9, 2012 – At noon today, Larry Davis, Deputy Chiefs Wells, Arend and Holbrook, and Assistant Chief Wagner returned from the State of Israel trip. It was a productive trip on the issue of the Simulator Project.
- February 6, 2012 – Attended the Welcome Reception for Fire Chief Marcus Reed, Roseville Fire Department.

Upcoming Meetings/Events –

- February 10, 2012 – 11-2 Academy Graduation, 4 PM – Crest Theatre
- February 10, 2012 – Attending the Approval Authority meeting on grant funds.
- February 17, 2012 – Regional Forum Meeting – Capital Region Prosperity Plan – County Supervisor Susan Peters. Studying about new economies, jobs, how to bring business into the area.
- February 18-20, 2012 – Fill the Boot – Firefighters Burn Institute Event
 - Chiefs Challenge – Saturday, February 18 at 9 a.m.
 - Kick-Off – Saturday, February 18 at 10 a.m.

Captain Promotions – Effective January 31, 2012 –

- Erik Rubalcava
- Greg Markel
- Bryan Thomson
- Ross Carollo
- Dave Ray
- Andrew Whaley
- Mark Stern

Chief Financial Officer --

- Honor and a pleasure to present our new Chief Financial Officer, Rhonda McFarlane, knowing that all of our challenges are in capable hands.

OPERATIONS REPORT – A/C Scott Cockrum**Fire Incidents –**

- 12 structure fires since the last meeting.

EMS –

- Metro – 2,008 EMS dispatches – transported 66% of the time.
- AMR – 556 EMS dispatches – transported 73% of the time.

Deer Rescue Video –

- Showed a video on the rescue of a helpless deer from a drainage canal by Metro Fire last Monday.

GENERAL COUNSEL'S REPORT – None**LOCAL 522 REPORT – Chuck Ingram, Metro Director**

- Thanked the Finance Division for helping put this District on the right path and working well together.
- The Recruit Academy Graduation is Friday, February 10, 4 p.m. at the Crest Theatre with 22 recruits.
- Fill the Boot Kick-Off on Saturday, February 18. This is Local 522's charity.
- Firefighters Burn Institute Crab Feed on March 3. If any Director would like to attend, see him after the meeting.
- On behalf of the Local's President, Brian Rice, would like to thank Gary Crueger, Tom Poliquin and George Walker of PSC for the generous donation of the Lucas Device. Also thanked them on behalf of the members of Metro Fire.

COMMITTEE AND DELEGATE REPORTS:**Executive Committee—(President Jones)**

- Reported on today's meeting.
 - ✓ Director Newcomer was appointed to the Finance Committee and the City of Rancho Cordova 2 x 2 Committee. Everything else remains the same.
 - ✓ Discussed different Ad Hoc Committees.

General consensus of the Executive Committee that they work as the Ad Hoc Committee in terms of recruiting and gaining information regarding potential consultants for our 360 degree evaluation of staff and the employees that the Board oversees. There was no discussion or questions by the Board.

- Next Meeting: TBD

COMMITTEE AND DELEGATE REPORTS (continued):**Communications Center Delegate—(Deputy Chief Duane Arend)**

- Next Meeting: February 28, 2012 – 9:00 AM

California Fire & Rescue Training Authority—(Kelly)

- Next Meeting: February 24, 2012 – 10:00 AM (subject to change)
Location: California Emergency Management Agency, Media Room
3650 Schriever Avenue, Mather CA 95655

Finance Committee—(Jones)

- Reported on tonight's meeting. Continuing challenge with CalPERS on accepting our payment. Volunteered the help of the Board if needed.
- Congratulations to Rhonda McFarlane on her appointment as Chief Financial Officer.
- Next Meeting: March 8, 2012 – 5:00 PM

Policy Committee—(Orzalli)

- Next Meeting: February 23, 2012 – 5:00 PM
Location: City of Rancho Cordova City Hall – Council Chambers
2729 Prospect Park Drive
Rancho Cordova, CA

BOARD MEMBER QUESTIONS AND COMMENTS:**Board Members:**

- Congratulated Rhonda McFarlane on her appointment as Chief Financial Officer.

Scheidegger:

- On behalf of the Finance Department, he cited the efforts of this Department and their business sense and the \$2 million in terms of increased revenue with medic services.
- The success of the audit is good business for this Department and good work on the part of our staff in assisting them and making it work in that time frame.

Newcomer:

- Congratulated the new Captains out in the field.
- Thanked all employees of Metro Fire for what they do every day.

Orzalli:

- Congratulated the Fire Chief and staff on the unqualified audit findings.
- The adoption of a professionally done 360 degree evaluation for the employee staff of the Board is another benchmark and appreciated everyone's support of the idea.

Monk:

- Congratulated all those promoted.

Goold:

- 1,300 years of service was approved under the Consent Items. Thanked those retiring for all their work.
- Heard testimony that this agency lost \$40 million in revenue over the last two years and we are still moving on. Credit goes to the men and women of this Board, staff, and the men and women on the line. We are still here providing top notch services that are second to none in the community. Kudos to everyone involved.
- Tonight we saw the evolution of a rescue device that has been around for 2 ½ decades. He hoped the community saw the statistics where we are nearly doubling our best efforts at CPR survival and will follow the example of the team that came and donated tonight. Urged partners in the community to help provide us with these life-saving tools.

Kelly:

- Looking forward to attending the Academy Graduation tomorrow.
- He will talk more about the Next Economy. It is an excellent thing for the District to become involved with. He sits on the Steering Committee. They are identifying occupation clusters they project to grow in the Sacramento region and trying to figure out how to draw industry and grow those within the region.

Jones:

- Already has a ticket for the Burn Institute crab feed. Encouraged attendance.
- Thanked the City of Rancho Cordova for the use of their Council Chambers to conduct District business until our facility is ready.
- Congratulated Gary Crueger, Tom Poliquin, and George Walker of PSC for receiving the Award of Excellence.
- Congratulations to all the promoted individuals.

CLOSED SESSION 6:40 PM

[Taken out of Order]

RECONVENE TO OPEN SESSION 7:40 PM

Report by Attorney John Lavra:

1. **CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION – (Wells)**
Pursuant to California Government Code Section 54956.9(a) – One (1) Case
Industrial Disability Retirement

Robert Ferry v Sacramento Metropolitan Fire District
Claim #SMDD-387362 & SMDG-541491

No action was taken. Resolution to be considered in Open Session under Action Item No. 1.

2. **CONFERENCE WITH LABOR NEGOTIATOR**
Pursuant to California Government Code Section 54957.6

A. District Negotiator: Fire Chief Kurt Henke
Employee Organization: Safety Senior Management

B. District Negotiator: Fire Chief Kurt Henke
Employee Organization: Non-Safety Senior Management

No action was taken.

ADJOURNMENT –The meeting was adjourned at 8:50 p.m. with a moment of silence in memory of Chuck Dunham.

Gay Jones, President

Randy Orzalli, Secretary

Charlotte Tilson, Clerk of the Board