



KURT P. HENKE
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Sacramento Metropolitan Fire District

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BOARD OF DIRECTORS – ACTION SUMMARY Thursday, February 23, 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, Goad, Jones, Kelly, Newcomer, Orzalli, Pierson, Scheidegger. Director Monk, absent. Staff: Fire Chief Henke, Board Clerk Tilson, General Counsel John Lavra.

PLEDGE TO FLAG

METRO CABLE 14 ANNOUNCEMENT

The open session meeting is videotaped for cablecast on Metro Cable 14. Replay on Saturday, February 25 at 1:00 PM and Monday, February 27 at 6:00 PM on Channel 14; Webcast at www.sacmetrocable.tv. 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

AWARDS – (Brenda Briggs/Jason Wenner)

FIRE CAMP APPRECIATION –

COLLEGE OAK TOWING—Robert Chaddock

SACRAMENTO METROPOLITAN FIREFIGHTERS ASSOCIATION—Jeremy Crawford

SACRAMENTO FIREFIGHTERS LOCAL 522—Brian Rice

GOLFLAND-SUNSPLASH

CITY OF ROSEVILLE FIRE DEPARTMENT

- Five organizations were thanked and representatives were presented with plaques in appreciation of their support of Fire Camp over the many years. Each of the organizations being acknowledged tonight donated various services to the Fire Camp program that has contributed to its success.

Robert Chaddock of College Oak Towing was also presented with an unusual thank you card for donating cars throughout the years for fire practice purposes. Station 106B shift helped devise the thank you card written on an actual "car hood" removed from a vehicle, a first of its kind.

Golfland-Sunplash and the City of Roseville Fire Department representatives were not present but will receive their awards at a City of Roseville Council meeting.

- A brief summary of the history of Fire Camp was given. It began in 1998 and has grown to be the largest community outreach program Metro Fire currently offers the community, reaching almost the 1,000 mark of children attending. Fire Camp is a 4-day youth academy that instills self-confidence, teamwork, and a basic understanding of the firefighting profession. It is offered to all kids ages 11-13 and anyone that lives within the Metro Fire District can sign up. All Fire Camp counselors are Firefighters that have taken time off to commit 4 days to the kids.
- A special guest was introduced, probationary Firefighter/Paramedic Tyler Craft. In year 2000, he was a ten-year old camper and the very first camper to make it here to the Metro Fire station.

Firefighter/Paramedic Craft stated 13 years ago he signed up for Fire Camp and it solidified his decision to become a firefighter and he would like to spend the next 30 years and give back to Fire Camp.

CONSENT AGENDA:

- 1. Board Meeting Action Summary – February 9, 2012**
- 2. Notice of Expenditure Exceeding Formal Bid Amount –
Emergency Repairs to Station 58**

- Regional Builders, Inc. has provided a quote to perform renovation repair services under the emergency provisions in our policies, which allow emergency repairs without the formal bid process so Engine 58 can resume operations in their first-in area. These repairs are being made with some of the costs covered by the District's insurance carrier for approximately \$92,000, with a tentative expectation that approximately \$55,000 will be covered by insurance, leaving a balance of approximately \$35,000. Funds are included in the budget to cover this expense.

- ***Board Action:***

Pierson/Goold—Approve the Consent Agenda items. Directors Clark, Goold, Jones, Kelly, Newcomer, Orzalli, Pierson, Scheidegger, AYE. Director Monk, absent. Motion passed.

ACTION ITEM(S):**1. Resolution #2012-50 – Authorizing the Selection of Legal Services From the Firm(s) who Participated in the Request for Statement of Qualifications for Pre-Qualification for the Purpose of Establishing A Multiple Award Schedule for Legal Services—(CDO Larry Davis)**

- A four-page staff report was submitted outlining the Request for Statement of Qualifications (SOQ) for the prequalification process to establish a Multiple Award Schedule (MAS) for Legal Services.
- The establishment of a Multiple Award Schedule will provide the District with a panel of qualified firms from which the District can draw from that meet specific needs for legal services. Upon approval, the Multiple Award Schedule for Legal Services will remain in effect for three (3) years with the option for the District, in its sole discretion, to renew for two (2) additional one (1) year extensions.
- Fourteen submittals were received and reviewed by a panel consisting of Deputy Chief Arend, Deputy Chief Rice, Deputy Chief Wells, and Chief Development Officer Davis. The following firms were recommended for placement on the MAS:

Longyear, O'Dea & Lavra, LLP
3620 American River Drive #230
Sacramento, CA 95864-5923

Kronick Moskowitz Tiedemann & Girard
400 Capitol Mall, 27th Floor
Sacramento, CA 95814

Meyers Nave
555 Capitol Mall, Suite 1200
Sacramento, CA 95814

Van Dermyden Allison
2520 Venture Oaks Way, Suite 190
Sacramento, CA 95833-4228

Miller & Owen
428 J Street, Suite 400
Sacramento, CA 95814

Burke, Williams & Sorensen, LLP
1901 Harrison Street, Suite 900
Oakland, CA 94612-3051

Liebert Cassidy Whitmore
153 Townsend Street, Suite 520
San Francisco, CA 94107

Atkinson, Andelson, Loya, Ruud & Romo
2485 Natomas Park Drive, Suite 240
Sacramento, CA 95833

- Based on the panel's review, the following firm was recommended for placement as General Counsel:

Longyear, O'Dea & Lavra, LLP
3620 American River Drive #230
Sacramento, CA 95864-5923

- Staff recommended adoption of the Resolution.
- **Board Action:**
Goold/Clark—Adopt the resolution. Directors Clark, Goold, Jones, Kelly, Newcomer, Orzalli, Pierson, Scheidegger, AYE. Director Monk, absent. Motion passed.

2. Resolution #2012-51 – Adopting the Side Letter Pertaining to Article 28: Recognized Holidays, Section B, of the Memorandum of Understanding (MOU) with the Sacramento Area Firefighters Local 522—(D/C Wells)

- On July 28, 2009, a Side Letter was passed by Local 522 modifying Article 28, Recognized Holidays. In order for the Side Letter to be fully executed and accepted by the California Public Employees' Retirement System (CalPERS), it must be adopted by a Resolution of the Board and forwarded to the CalPERS Board of Administration.
- Staff recommended adoption of the Resolution.
- **Board Action:**
Goold/Pierson—Adopt the resolution. Directors Clark, Goold, Jones, Kelly, Newcomer, Orzalli, Pierson, Scheidegger, AYE. Director Monk, absent. Motion passed.

3. Revisions to Current Board Policies—(D/C Wells)**A. Workplace Harassment Policy #21.005.02 (formerly #314.01)**

- The Policy Committee conducted its final review tonight and referred the Workplace Harassment Policy to the full Board with some minor grammatical amendments that will be incorporated into the final document.
- Director Scheidegger recommended adding language under Procedures Paragraph 13, on Page 5, to include prompt notification to both the complainant and the accused upon the point of a decision being made.

Following discussion, General Counsel recommended verbiage, “The District will keep the complainant and any person who is the subject of the complaint apprised of the investigation.”

- Director Orzalli agreed with Director Goold that the policy be moved forward tonight and perhaps the draft language could be forwarded to Board President Jones and Director Scheidegger for any feedback.
- **Board Action:**
Pierson/Scheidegger—Adopt the policy with recommended additional language. Directors Clark, Goold, Jones, Kelly, Newcomer, Orzalli, Pierson, Scheidegger, AYE. Director Monk, absent. Motion passed.

PRESENTATION ITEM(S):**PRESIDENT’S REPORT—(Gay Jones)**

- At the request of Director Newcomer, President Jones stated at some point in the future it would be beneficial to include a Finance Workshop for the full Board prior to a Board meeting with an overview of the changes the District has initiated and projections for going forward.

Fire Chief Henke suggested something be set up in March or April with Chief Financial Officer McFarlane, starting around 4:00 p.m. prior to a Finance Committee meeting.

FIRE CHIEF'S REPORT—(Fire Chief Henke)

- The District has lost about \$1 million in property tax revenue. Several actions have been initiated to include browning out one additional company which was already approved by the Board. Labor and senior management met and unanimously agreed to brown out Engine 26 starting March 1. A new Truck Company was assigned to Station 26 on a SAFER Grant and can pick up the additional calls for a total of 4.7 per day and still maintain a low unit hour utilization. Discussions will be conducted with people in the affected area and overall video conferencing for District members. The economy continues to drop and we have some significant challenges. The SAFER Grants for the two truck companies will expire in May of 2013.

Everybody is giving in an effort to meet the challenges. This organization has obtained \$28 million in permanent reductions from our labor unions; management has stepped up to the plate.

In the meantime, the Staff Captain in the Fire Chief's Office will be moved back out on the line; the setup of the helicopter operation will be delayed from June 1 to July 1; with a savings of about one-half million dollars on these items. One bright spot remains with additional revenues coming in on EMS. The spike in fuel costs will also be added into the equation.

This item is for information. The actions have already been approved and are necessary to maintain the fiscal stability of the District moving forward.

- Metro Fire was just awarded a \$1.7 million grant to replace our defibrillator/monitors. More information will be forthcoming.
- Received a thank you letter from Superintendent Michael McCoy, Sonora Union High School District, for our donation of turn-out gear that will be used by their ROP Wildland Fire Program.
- February 10, 2012 – Attended the 11-2 Academy Graduation Ceremony
- Thanked Brenda Briggs and Jason Wenner for their work with Fire Camp
- February 16, 2012 – Attended the County Chiefs Meeting. He and D/C Holbrook toured the AAIM Class at Lone with Chief Brad Harris, the Ranger Unit Chief for Cal Fire (Nevada-Yuba-Placer). Our Simulator system has attracted new interest. The Cal Fire at Lone Training Facility was putting on their first presentation of an all-risk management class which involved simulations and are interested in partnering.
- February 17, 2012 – Staff and Director Scheidegger attended the Next Economy Regional Forum – Capital Region Prosperity Plan

- February 18 – 20, 2012 – FILL THE BOOT – Firefighters Burn Institute –
 - Chiefs Challenge – Saturday February 18 – Metro Chief raised \$2,146
 - Estimated amount raised from Citrus Heights Boot Drive – \$105,000 with money still coming in.
 - Thanked all of his staff and Director Kelly of the Building Trades for helping.
- February 21, 2012 – Lunch with City Manager Henry Tingle, Citrus Heights. Discussed the economic challenges and a need for revenue to maintain services.
- February 22, 2012 – Met with Troy Givans, Sacramento County – Redevelopment issue. As the largest independent fire district in Sacramento County, we will hold a seat on the three redevelopment panels for the City of Citrus Heights, City of Rancho Cordova, and Sacramento County. Looking for someone who is technically proficient in the redevelopment arena and will probably come back with a recommendation of someone like Ken Campo who has experience in both the District and City side of redevelopment.
- February 23, 2012 – Thanked Brenda Briggs for her hard work on the Employee Awards Luncheon and Maurice Johnson for doing a great job as Master of Ceremonies, and all the directors that attended.
- February 24, 2012 – JPA Governing Council Meeting for the Training Center.
- February 24, 2012 – 13th Annual Community Volunteer Awards – Metro Community Emergency Response Team (CERT) will be receiving the 2012 Distinguished Community Service Organization Award from the Cordova Community Council
- February 27, 2012 – Joint lunch with Chief Braziel and Sheriff Jones to discuss regional issues and grants.
- February 28 – 29, 2012 – Senior and Command Staff Management Retreat.

Will be preparing for a Board Retreat and working with the Board, labor, and management to put together your vision for the future.

- March 1, 2012 – Staff will be attending the Sacramento Metro Chamber State Legislative Summit
- March 3, 2012 – Firefighters Burn Institute – 2012 Crab Feed – 6 PM – St. John Vianney Parish
- March 6 – 7, 2012 – WebEX Meetings with personnel
- Tactical Emergency Medical Support (TEMS) – Fire Chief Henke signed a contract delivered by Assistant Chief Cockrum today regarding the placement of the District TEMS people on the FBI's SWAT team that covers 38 counties in the State of California.

Retirements – Effective February 10, 2012

- Battalion Chief Robert Ferry

Promotions –

- Effective February 14, 2012 – Battalion Chief Mike Daw
- Effective February 20, 2012 – Captain Jason Cahill

OPERATIONS REPORT – D/C Chris Holbrook**Fire Incidents –**

- 7 structure fires since the last meeting.

EMS –

- Metro – 1,941 EMS dispatches – transported 74% of the time.
- AMR – 611 EMS dispatches – transported 73% of the time.

Press Release –

- Two arson suspects were convicted and the public was attributed with the success of this case occurring on August 8, 2008 involving a vehicle fire in the area of Dillard and Jackson Road.

GENERAL COUNSEL'S REPORT – John Lavra

- Thanked the Board for adopting the Resolution for Legal Services. Expressed appreciation on behalf of his firm for being included on the list and looking forward to acting as General Counsel.

LOCAL 522 REPORT – Brian Rice, Local 522 President

- He has been out in the community meeting with community leaders and heard in more than one place that the people are watching and the District is earning a very good reputation.

- As President of the Union, he is here for a number of reasons, especially to educate his members. Hearing about the brown out is tough but things are going as smoothly as possible in light of the economy.
- Will be sending a couple of representatives to the Cap-to-Cap.
- Local 522 is going to work on the economic development in Sacramento. Hoping to take 522 to a place where we can see a part of Sacramento rebuilt.

COMMITTEE AND DELEGATE REPORTS:

Executive Committee—(President Jones)

- Reported on today's meeting. Director Newcomer has stepped down and Director Monk has been appointed to the Finance Committee.
- Next Meeting: TBD

Communications Center Delegate—(Deputy Chief Duane Arend)

- Next Meeting: February 28, 2012 – 9:00 AM
Location: 2101 Hurley Way, Sacramento CA

California Fire & Rescue Training Authority—(Kelly)

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

Finance Committee—(Jones)

- Next Meeting: March 8, 2012 – 5:00 PM

Policy Committee—(Orzalli)

- Next Meeting: March 22, 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:

Pierson:

- Thanked staff and Larry Davis for securing the \$1.7 million grant for the defibrillator/monitors.
- General Counsel Lavra pointed out that the grievances and personnel issues have gone down and that is a real litmus test regarding the health of the organization. When your labor force is happy, there is higher production from our members at large.

Clark:

- Congratulated the individuals promoted.
- Thanked staff and particularly Larry Davis. Grants in these economic times are great.
- Thanked all the employees for their continued hard work and Local 522 for working with the District. The addition of President Rice is going to be a great relationship.

Scheidegger:

- Echoed his appreciation to the District for securing the grant.
- Acknowledged Fire Camp. He had an opportunity to mingle with the parents. This is another example of how Metro Fire reaches out to the community.

Newcomer:

- Congratulated Fire Chief Henke on the Chiefs Boot Drive and all the employees who helped.
- Thanked Brenda Briggs and everyone that works with Fire Camp.
- Wished Battalion Chief Robert Ferry well in his retirement.

Goold:

- Thanked the citizens that reached into their pockets and filled the boots.
- Urged the District to find an official funder of Fire Camp in this community and issue emblem stickers to those participants.
- Congratulated the recipients of honors today at the Awards Luncheon.
- Encouraged reaching out to some of our regional partners to try and bridge the 30-day suspension of our helicopter.

Orzalli:

- Expressed his appreciation to everyone at the Awards Luncheon today. It was important to him to recognize the efforts of people and congratulated Fire Chief Henke for reinstating this practice.
- Wanted to thank the team that will be meeting with him tomorrow on the formalization of the Sacramento Metropolitan Public Safety Foundation. The intent is to move in that direction and provide on-going stabilized funding for Fire Camp and some other initiatives. It has been a great team effort and looking forward to its formalization.
- Pleased to hear the District donated the turnouts to Sonora Superintendent Mike McCoy.
- Congratulated General Counsel Lavra and his firm.

Kelly:

- Congratulated the individuals that received the Fire Camp Awards tonight. When it comes to visiting the City of Roseville or any other groups, if staff would like a Director to attend, he would be happy to go.
- Pleasure to have General Counsel Lavra here.
- He attended the Next Economy Program with Mr. Davis and Director Scheidegger.

Jones:

- Attended the Recruit Academy Graduation and welcomed aboard all the new recruits.
- The Awards Luncheon was well done and thanked Brenda Briggs.
- She has her Burn Institute March 3rd crab feed tickets.
- The Community Emergency Response Team will be recognized tomorrow night in the City of Rancho Cordova. Kudos to all the men and women who participate in that.
- Thanked Fire Chief Henke for continuing to address the loss of property tax revenue and the critical thinking that has gone into the deployment of the revenue we receive.

CLOSED SESSION 6:15 PM

[Taken out of Order]

RECONVENE TO OPEN SESSION 7:10 PM

Report by General Counsel John Lavra:

1. 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 8:05 p.m.

Gay Jones, President

Randy Orzalli, Secretary

Charlotte Tilson, Clerk of the Board