



Sacramento Metropolitan Fire District

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KURT P. HENKE
Fire Chief

BOARD OF DIRECTORS – ACTION SUMMARY **Thursday, August 23, 2012 – 5:00 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: Goold, Jones, Kelly, Monk, Newcomer, Orzalli, Pierson, Scheidegger. Director Clark, 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, August 25, 2012 at 1:00 PM and Monday, August 27, 2012 at 6:00 PM on Channel 14; Webcast at www.sacmetro cable.tv.

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

PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN DISTRICT JURISDICTION INCLUDING ITEMS ON OR NOT ON THE AGENDA None

CONSENT AGENDA:

- 1. Board Meeting Action Summary – August 9, 2012**
- 2. Disclosure of Material Expenditure – Enrollment Fees Payment to Los Rios Community College District \$90,688**
- 3. Disclosure of Material Expenditure – Nexus – WebEx Annual License \$38,710.31**

▪ **Board Action:**

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

ACTION ITEM(S):**1. Bid Alternative Utilizing 1122 Federal Program to Purchase Equipment In Support of Emergency Response Activities—(Mark Jones)**

- The 1122 Program offers State and Local government agencies access to federal sources of supply to purchase equipment and apparatus in support of emergency response activities at a federally discounted rate. According to our State Point of Contact (SPOC), each item listed in the catalog has a cost savings of 30% to 80% off retail prices.
- If approved as an authorized bid alternative, this program would save significant time by foregoing the bidding process. Purchasing staff will be responsible for verifying that any pricing is the best value for the District.
- Director Goold suggested reaching out to our partner organizations in this County to see if they might be able to participate in some of these savings.
- Staff recommended the Board of Directors recognize the 1122 Program as an authorized bid alternative.
- **Board Action:**
Monk/Scheidegger—Approve the staff recommendation. Roll Call: Directors Goold, Jones, Kelly, Monk, Newcomer, Orzalli, Pierson, Scheidegger, AYE. Director Clark, absent. Motion passed.

2. Resolution No. 2012-90—Special Fire Tax – Rancho Murieta/ Sloughhouse Area—(Ron Empedrad)

- The District has contracted with NBS to assist with the administration of the Sloughhouse/Rancho Murieta Special Tax and estimated that the tax will generate \$712,500 in revenues for fiscal year 2012/13. The estimated revenue from the tax was slightly more than the \$706,000 in revenues incorporated in the calculations used for developing the 2012/13 Budget.
- Under the provisions of the California Constitution and by more than a two to one margin in November 2000, the residents of the Sloughhouse/Rancho Murieta area approved a Special Tax to help pay for the fire protection, prevention and training services in their community. The Special Tax initiated to replace the Fire Suppression Assessment Fee that had been in place in the area since 1986 was capped at a maximum of \$100 per parcel.

- By code, the County Assessor cannot levy nor collect the District's Special Fire Tax in the Sloughhouse/Rancho Murieta area without formal annual authorization from the District. To place the Special Fire Tax on the tax role, the Board must adopt a resolution authorizing the County Assessor to make the levy.
- In response to Director Goold, Fire Chief Henke stated the District definitely gets information out in the public realm that this tax benefits their community in the issues of ambulance service.

Questions came in today from the media on the SRA fee by Cal Fire. We have publicly opposed it at the legislative level and are not responsible for the \$150 tax on the several thousand parcels in our district that will receive those fees. We clearly believe it will be challenged successfully in court as a constitutional issue. Our District is the first-in unit to respond and not Cal Fire. In our web newsletter to the people, this will be covered.

- Staff recommended adoption of the resolution authorizing the County Assessor to incorporate the District's Special Fire Tax for the Sloughhouse/Rancho Murieta area with the 2012/2013 Sacramento County property tax levy.
- **Board Action:**
Kelly/Goold—Adopt the Resolution. Roll Call: Directors Goold, Jones, Kelly, Monk, Newcomer, Orzalli, Pierson, Scheidegger, AYE. Director Clark, absent. Motion passed.

3. Resolution No. 2012-91—Use Tax Sharing Agreement with City of Rancho Cordova—(Ken Campo)

- A two-page staff report was submitted by Financial Consultant Ken Campo, accompanied by a PowerPoint presentation.
- The District purchases certain equipment and supplies from vendors outside of California for which it is responsible for the payment of the State *use tax*. By the District obtaining a *Use Tax Direct Payment Permit* and remitting the use tax directly to the California State Board of Equalization ("SBOE"), a larger share of the local portion of the use tax would be directed to the City of Rancho Cordova. The District qualified for the permit based on the dollar amount of out-of-state purchases. A permit was applied for and granted to the District July, 2012.

- When remitting use tax directly to the SBOE, the local share (1% of the purchase price) is allocated to the jurisdiction of “first use.” The SBOE has construed this to be the jurisdiction where the goods and/or equipment are delivered. By directing delivery of goods and equipment acquired from out-of-state vendors to a location within Rancho Cordova, the City would be the jurisdiction receiving the local share of the use tax.
- Currently the City receives only a minor portion of the use tax the District pays on out-of-state purchases as use tax received from out-of-state vendors is first allocated by the SBOE to the local countywide sales and use tax pool and subsequently distributed among all jurisdictions in the County that receive sales tax. By the District paying the use tax directly to the SBOE, the City will receive the full local share of the use tax.
- In an effort to generate additional sales and use tax revenue, the City is willing to share the additional use tax revenue attributable to the District’s efforts on a 50/50 basis with the District. The amount of additional revenue to the City is dependent on the dollar amount of out-of-state purchases made by the District. Looking to the immediate future, the District has secured grants of \$3 million for the purchase of replacement equipment that will come from out-of-state vendors.
- Staff recommended adoption of the resolution authorizing the Fire Chief to execute the Use Tax Sharing Agreement with the City of Rancho Cordova.
- **Board Action:**
Goold/Monk—Adopt the Resolution. Roll Call: Directors Goold, Jones, Kelly, Monk, Newcomer, Orzalli, Pierson, Scheidegger, AYE. Director Clark, absent. Motion passed.

4. Resolution No. 2012-92—Acceptance of the Assistance to Firefighters Grant No. EMW-2011-FR-00315 for Thermal Imaging Cameras—(Larry Davis)

- On September 22, 2011 the Sacramento Metropolitan Fire District submitted an application to the United States Department of Homeland Security, Federal Emergency Management Agency under the Fiscal Year 2011 Assistance to Firefighters Grant Program (AFG). The application requested funding on a regional request of 122 thermal imaging cameras.
- On February 29, 2012, the District was awarded \$999,776 in federal assistance under this grant request. This grant has a cost sharing amount of 20% or \$249,944.

- The project will benefit the District and the following agencies within the region:

	<u>Units</u>	<u>Fed Share</u>	<u>Cost Share</u>
City of Folsom – Fire Department	4	\$ 32,805	\$ 8,201
City of Sacramento – Fire Department	42	344,154	86,038
Cosumnes Community Services District Fire Department	14	114,758	28,690
Sacramento Metropolitan Fire District	<u>62</u>	<u>508,059</u>	<u>127,015</u>
Total	<u>122</u>	<u>\$ 999,776</u>	<u>\$ 249,944</u>

- As a requirement for receiving grant funding, the District must provide a guarantee in the form of a resolution to the State of California Emergency Management Agency giving signatory authorization to designated District staff for these grants.
- The District is responsible for paying the vendor(s) in full; therefore the entire project amount of \$1,249,720 is budgeted in the FY2012/13 Budget. Included in the final budget are the reimbursable amounts expected to be received from AFG and the cost share amounts from our regional partners, netting a fiscal impact to the District of \$118,813. However, due to a partner's change in quantities, the District will acquire ten more units and an additional cost share amount of \$20,489 will need to be added at mid-year. Total Fiscal impact to the District is \$139,302.
- Director Kelly suggested donating a couple of these cameras to Fire Camp.
- Staff recommended adoption of the Grant Acceptance Resolution.
- **Board Action:**
Goold/Monk—Adopt the Resolution. Roll Call: Directors Goold, Jones, Kelly, Monk, Newcomer, Orzalli, Pierson, Scheidegger, AYE. Director Clark, absent. Motion passed.

PRESENTATION ITEM(S)**1. MFDB Architects Rendering – Boardroom @ 10545 Armstrong Avenue, Mather CA – (DC Scott Cockrum/Tyler Babcock-MFDB)**

- Deputy Chief Cockrum introduced Tyler Babcock of MFDB Architects stating that he has been the primary architect on Phase III of the Armstrong Project. This includes the Community Risk Reduction Division area, the Simulation Center area, as well as the Board Room. Moving into an existing facility is one of the difficulties of this project and the architect had to work within these parameters. In addition, we wanted to take the area of the Board Room and split it for multiple use with the Simulator Center and also for a large ceremony room. A rendition of what this will look like was shown.
- Tyler Babcock of MFDB gave a PowerPoint presentation with a virtual 3-D tour of the East wing on the second floor to include:
 - The focus was on the Board Room chambers outlining the framework and the dais with seating for 12 people and additional side seating for 4 staff members. The room will seat approximately 100 people.
 - Overview of the entire East wing of the building
 - The North side of an existing corridor space contains the bulk of the Simulator Center
 - Area space for the Community Risk Reduction Division
 - The Emergency Operations Center (EOC) area will facilitate many functions with twelve 42” monitors located at the back of the Board room for the EOC training area.

Discussion included:

- Consideration of double doors instead of single to allow large items to be brought in
 - Board room height of 9’2” to be raised by approximately 18”
 - Timer clock for speakers and display clocks for Board Directors to be incorporated into the plan
 - HVAC system will have added damper locations to accommodate both floors and take advantage of current technology. The same people that did the original design and installation will maintain this system and take care of the responsibility
 - Electrical distribution – the inclusion of a raised floor in the Board room has been made to accommodate the demanding EOC requirements
 - The Community Risk Reduction Division has increased the number of spaces by reducing closed offices
- Board President Jones thanked Mr. Tyler for his presentation.

PRESIDENT'S REPORT—(Jones)

- The directors received a copy of an e-mail regarding the redistricting move of Division 4 which is now located in an entirely new geographical area. No candidates filed for that position. There is some information in the e-mail. Pending further discussion with General Counsel, some additional clarification is needed as to the exact procedures that the Code requires.
- General Counsel Lavra stated there are two provisions under the law for appointing to fill a vacancy. One is the vacancy provision generally used when a vacancy is created during the term of the position. There are also provisions in law relative to appointment in lieu of election that deals with no declaration of candidacy by any person for the particular position. Some potential conflict exists between those two provisions and the County's position with respect to which provision applies. We are looking into the interaction of those laws and how it would apply to Division 4 and expect to have a final answer after consulting with the County early next week.

FIRE CHIEF'S REPORT—(Fire Chief Henke)

- Update on Chief Arend – home resting
- August 14, 2012 – Promotion Ceremony was held.
- August 16, 2012 – Attended the Swearing In Ceremony for Fire Chief Frank Drayton – Vacaville Fire Department
- August 30, 2012 – Sacramento County Fire Chiefs Meeting
- September 3, 2012 – Offices will be closed in observance of Labor Day
- September 4 – 7, 2012 – Will be attending League of Cities Conference in San Diego
- September 8 and 9, 2012 – California Capital Airshow – Mather Airport
- September 9, 2012 – 9/11 Memorial Run
- September 11, 2012 – 9/11 Memorial Stair climb
- October 13, 2012 – Fire Fighters Burn Institute – Wine Bottling Fundraiser 4:00 PM – 6:00 PM. Contact the Burn Institute to purchase tickets.

Recruitment

- Firefighter/Paramedic –
 - Looking at 52 Candidates currently going through the background Process

- Single Role EMT and Single Role Paramedic –
 - Week of August 27, 2012 – physical agility and skills assessment

Other

EMS Captains selected for the Single Role Paramedic Program – Captains Bob Bruce, Steve Cormier, and Randy Hein – effective March 1, 2013

OPERATIONS REPORT – Assistant Chief Walt White

EMS –

Statistics since the last Board meeting:

- Metro – 1,827 dispatches – transported 70% of the time.
- AMR – 613 dispatches – transported 66% of the time.

Fire Incidents –

- 15 structure fires since the last meeting.

Operational/Public Information Officer –

- Strike teams/Overhead deployed –
The District has 51 members out of the county on Strike Teams including the Idaho Mustang Complex.

GENERAL COUNSEL’S REPORT – John Lavra

None

COMMITTEE AND DELEGATE REPORTS:

Executive Committee—(President Jones)

- Next Meeting: TBD

Communications Center—(DC Cockrum)

- A Personnel meeting was held last Tuesday regarding applicants for the Comm Center Manager position and invited five candidates back for interviews the first week of September.
- Next Meeting: August 28, 2012 – 9:00 AM

California Fire & Rescue Training Authority—(Kelly)

- Next Meeting: September 12, 2012 – 10:00 AM
- Location: California Emergency Management Agency, Media Room
3650 Schriever Avenue, Mather CA 95655

Finance Committee—(Monk)

- Next Meeting: September 13, 2012 – 5:00 PM

Policy Committee—(Orzalli)

- The Policy Committee meets on an “as needed” basis.

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

- Congratulated all those who were promoted at the Promotional Ceremony.
- Congratulated the EMS Captains selected for the Single Role Paramedic Program.
- Thanked Fire Chief Henke for participating in the evaluation process and commended his performance. Looking forward to continuing to support him.

Monk:

- Wished his two granddaughters Happy Birthday.

Goold:

- Thanked the entire organization for its vision of regionalization and taking on leadership roles and working as partners.
- Excellent reports on the Use Tax Sharing Agreement and some cutting edge ways of working in the community. It demonstrates what kind of an organization we have.

Pierson:

- Regarding members out on strike teams, the District does get reimbursed and the members get valuable training to share. He had an opportunity to work with one of the management teams recently and was very impressed with their performance.
- He received the Special District Association magazine. Regarding training, the 2012 CSDA Annual Conference is coming up and he requested Board support to send a couple Board Directors to gain some information to share.

Board President Jones stated if any Directors are interested, consult with Director Pierson on the details and we can facilitate anyone with an interest.

Scheidegger:

- He is always interested in the District's efforts to supplement these difficult fiscal times. He commended the efforts of the Fire Chief and staff in the three areas presented tonight – the 1122 Federal Purchase Program, the Use Tax Permit Agreement with the City of Rancho Cordova, and the new SAFER Grant program.

Newcomer:

- Thanked everyone working on the revenue generating projects and the work presented tonight.

Orzalli:

- Expressed his appreciation to Mr. Visser, the parent who wrote a letter to the Board commending the folks who conducted Fire Camp.
- Honored to be with this organization and working with Fire Chief Henke.

Kelly:

- Extended his appreciation to Fire Chief Henke for all his work and the collective efforts of everyone for their contributions to make the District a success.

Jones:

- Congratulated Fire Chief Henke for doing an excellent job with his new vision, regeneration of Metro Fire as a community leader, and the number one fire service delivery system district in the entire area. Proud to be a member with Fire Chief Henke who continues to lead us in so many positive directions.

[Taken out of Order after Consent Agenda]

CLOSED SESSION 5:07 PM

RECONVENE TO OPEN SESSION 6:13 PM

Report by Board President Jones:

1. PERSONNEL MATTER --

Pursuant to California Government Code Section 54957

Title: Fire Chief's Evaluation

The Fire Chief's evaluation has been completed. On behalf of the Board, President Jones thanked Fire Chief Henke for his excellent work and commitment to excellence and continued improvement here at the Fire District.

ADJOURNMENT –The meeting was adjourned at 7:43 p.m.

Gay Jones, President

Randy Orzalli, Secretary

Charlotte Tilson, Clerk of the Board