



# Sacramento Metropolitan Fire District

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## ACTION SUMMARY MINUTES – REGULAR MEETING

**POLICY COMMITTEE**  
**THURSDAY, JANUARY 23, 2014 – 5:00 P.M.**  
**SACRAMENTO METROPOLITAN FIRE DISTRICT**  
**10545 Armstrong Avenue**  
**Board Room – Second Floor**  
**Mather, California**

### CALL TO ORDER

The meeting was called to order at 5:00 p.m. by Chairperson Pierson. Committee members present: Goold, Pierson, and Scheidegger. Committee members absent: None. Staff present: Fire Chief Henke and Interim Board Clerk Kelly.

**PUBLIC COMMENT:** None

### CONSENT AGENDA

1. **Action Summary Minutes**

**Recommendation:** Approve the Action Summary Minutes for meeting of August 22, 2013.

**Action:** Moved by Goold, seconded by Pierson, and carried unanimously to approve the Action Summary Minutes as submitted.

### ACTION ITEMS

1. **Election of Officers** (Pierson)

**Recommendation:** Elect a Chair and Vice Chair to the Policy Committee.

**Actions:** Director Goold nominated Director Pierson to serve as Chair. Moved by Goold, seconded by Scheidegger and carried unanimously to elect Director Pierson to serve as the Chair. Director Scheidegger nominated Director Goold to serve as Vice Chair. Moved by Director Scheidegger, seconded by Director Pierson and carried unanimously to elect Director Goold to serve as Vice Chair.

2. **Leadership Legacy Recognition** (Orzalli/Wells)

**Recommendation:** Consider a Policy establishing a new employee Award – Leadership Legacy Recognition.

**Discussion:** Director Orzalli presented a proposal for a new employee award, the Leadership Legacy Recognition. He stated the purpose of this award is to acknowledge individuals who have brought new resources, operational innovations with significant and durational change, and/or innovation in the course of their career.

Committee members expressed support for the concept of this award and questioned Director Orzalli regarding specifics. Director Goold stated his preference to see this policy incorporated into the existing District's Commendations and Awards program Policy.

**Action:** Moved by Goold, seconded by Scheidegger and carried unanimously to approve the Policy in concept and direct staff to further address the details and bring it back to the Policy Committee for review prior to forwarding it to the Board for consideration.

**3. Board of Directors Policies and Procedures (Board Clerk)**

**Recommendation:** Consider revisions to the Board of Directors Policies and Procedures.

**Discussion:** Board Clerk Kelly informed the Board that the Board's Policies and Procedures document was adopted in 2001 and that since then the Board has taken several actions that have not been incorporated into the document and that some current practices may not be consistent with the document. Ms. Kelly reported that staff has provided a copy of this document with track changes and comments. She stated the track change wording provides language that would be consistent with actions previously taken by the Board and the sections highlighted for comment are sections that the Committee may wish to review to be more consistent with current practices or for updating. Ms. Kelly also noted that the Board's Policies and Procedure document is not formatted in the same manner as other District policies and that the Committee should give direction if any updated version should be formatted as it has been in the past or be formatted in the same manner as other District policies.

**Action:** Moved by Goold, seconded by Scheidegger and carried unanimously to continue the discussion and review of the Board's Policies and Procedures to the meeting of February 27, 2014.

**ADJOURNMENT**

The meeting adjourned at 5:40 p.m.



Dave Pierson, Chair



Sherry M. Kelly, Interim Board Clerk