



TODD HARMS
Fire Chief

Sacramento Metropolitan Fire District

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ACTION SUMMARY MINUTES – SPECIAL MEETING

BOARD OF DIRECTORS SACRAMENTO METROPOLITAN FIRE DISTRICT THURSDAY, MAY 25, 2017 – 4:00 P.M. 10545 Armstrong Avenue – Board Room Mather, California

CALL TO ORDER

The meeting was called to order at 4:03 p.m. by President Wood. Board members present: Barnes, Clark, Gayle, Goold, Jones, Orzalli, Sheetz and Wood. Board members absent: Kelly. Staff present: Chief Harms, Board Clerk Penilla, Executive Staff and various Command Staff.

PLEDGE TO FLAG

PUBLIC COMMENT: None

PRESENTATION ITEM:

1. Annual Board Workshop

Director Kelly arrived at 4:04 p.m.

The workshop facilitator, Deputy Chief Shannon, welcomed Board Members and Chief Harms.

Chief Harms welcomed all attendees, and discussed the progress he has made with the Fire Chief's forums. Chief Harms completed sixteen 1-hour meetings with line personnel, and has 6 more sessions planned, including two sessions for administrative staff. During his welcome he talked about the essential mission and call statistics and handed out the supporting documentation that is being distributed at all Chief's forums.

Enduring Goals – President Wood

President Wood addressed the existing Enduring Goals found in the Board Policies and Procedures. The goals were put in place so that as Administrations change there is a consistent delivery model from the Board of Directors.

5-Year Financial Forecast – CFO Amanda Thomas

CFO Thomas discussed the potential financial situation for the next 5 years. Metro Fire will be faced with several challenges including equipment replacement and facility maintenance, increasing pension costs, and uncertainty related to the IGT Program. CFO Thomas looked at previous years' property taxes and revenues, and looked forward to anticipated revenues, expenses, capital outlay and debt services, labor expenses, and retirement expenses. Overall, Metro Fire needs to plan for the future and continue to use predictions as a guide for budgeting and saving money in reserves.

Economic Forecast with Chris Hoene, Executive Director with the California Budget and Policy Center

Jose Hermocillo with Hermocillo Azevedo Strategic Consulting introduced Chris Hoene, as Metro Fire's guest speaker regarding the economic forecast for California.

Chris Hoene opened his discussion by reminding everyone that California's economy has been through eight years of sustained economic growth, even though the growth has been uneven, and some economic indicators are pointing to a slow down. Regardless of your fiscal opinion, or political affiliation, the economy has been tough, and things may be about to get tougher. Employment rates, stock trends, and poverty rates are some key indicators that show California could be heading into another recession.

The current State Budget intends to spend more than 70% of federal funds on health and human services. With the Federal Budget still uncertain, California may need to respond depending on the outcome. For example, the Affordable Care Act (ACA) brought the uninsured rate from 19% down to 7%, with the repeal still an option, California would need to make financial adjustments.

Mr. Hoene also discussed CalPERS and the reduced rate of return from 7.5% down to 7%, additionally he cautioned that some analysts would have like to see the 7% rate go even lower.

The Board recessed for a break at 5:45 p.m. and reconvened at 5:50 p.m.

Strategy 1 – Presented by Jeff Frye

Jeff was able to review this strategy from the outside coming in. He had a chance to meet with Chief Harms and Executive Staff to learn about past and future reorganization options. He found the main concern when reorganizing is when a Chief leaves, how do agencies make the transition smooth. In addition to transitioning, consistencies throughout both organizations need to happen, and sometimes agencies can resist change.

To achieve this strategy implementation is a three step process, evaluate the opportunity, obtain the necessary approvals, and implement the form of cooperation.

The Board recessed for a break at 6:15 p.m. Director Gayle left during the break, and did not return. The meeting reconvened at 6:37 p.m.

Strategy 2 – Presented by Deputy Chief Bridge and Assistant Chief Wagaman

Deputy Chief Bridge introduced Assistant Chief Wagaman who would discuss Board Strategy 2 as it relates to understanding response times and trends. Currently, Metro Fire is working with very old reporting systems, including CAD for dispatch, and Firehouse for incident reporting. With the recent transition to Imagetrend, we are able to get good information related to EMS care and transports.

The process to implement a new CAD system has already begun with installation at several stations, and will continue over the next six months. Initial installations have gone smoothly. Over the course of the next year Metro Fire will continue to evaluate reporting systems and look for ways to improve.

Strategy 3 – Presented by Deputy Chief Casentini and Jeff Frye

Deputy Chief Casentini kicked off Board Strategy 3 by reminding everyone that Metro Fire continues to operate with transparency. He was happy to announce we recently submitted for the CSDA Transparency Certificate, and anticipate a response soon.

Jeff Frye discussed the planned redesign of the website, there are funds budgeted in FY 17/18 for a redesign during which time we would like to engage Directors, employees, and the community to meet their website needs.

Strategy 4 – Presented by Chief Harms and Captain/PIO Vestal

Chief Harms introduced Captain/PIO Vestal to go over Board Strategy 4, enjoying a positive and productive reputation among our public and strategic partners. Captain/PIO Vestal discussed the changes being made to the PIO position, including the incorporation of the community services division and part-time positions to assist with PIO coverage.

Director Goold requested to know about events going on in each of their respective Divisions, so they may attend community events. The Board voiced they would like to be in the community more often.

The PIO position will continue to increase Metro Fire's visibility in social media, and was happy to announce the recent use of the Instagram Application.

Strategy 5 – Presented by Board Clerk Melissa Penilla

Clerk Penilla began Board Strategy 5 with a recap of the new Board Member orientation process. The orientation process has worked well, but will be evaluated each time for changes within the organization and laws governing a Special District Board.

As for Board Member training, the Board of Directors remain on a 2-year cycle for training with 5 passive training events, and 5 active training events budgeted in FY 17/18. Additionally, in 2017 a monthly mail insert has been added to notice Board Members of available training opportunities and upcoming meetings and events.

As for regular policy review, staff continues to review Board Policies to maintain a 5-year review cycle, and bring policies outside of a 5-year review period to date. There are currently two policies being reviewed by Local 522, the Firefighter Bill of Rights, and the Pension Funding Bonds Early Payoff. Lastly, any policies that were needing incorporation to the existing Board Policies and Procedures were incorporated in 2016. Any future policies affecting only the Board of Directors will be incorporated into the Board Policies and Procedures, rather than made a stand-alone policy.

Strategy 6 – Presented by Chief Harms

Chief Harms closed the Board Strategies with Strategy 6, and the organizational sustainability concept as it relates to personnel. He invited the three Deputy Chiefs up, DC Casentini, DC Shannon, and DC Bridge, and spoke about the future leaders of the organization. The four of them share the same passion for the organization of Metro Fire and Chief Harms is proud to lead them and identify future leaders for the organization.

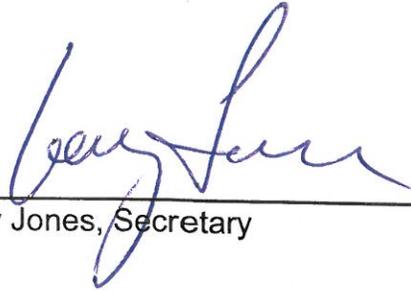
Deputy Chief Shannon closed the meeting by thanking staff and attendees. A special thank you to Engineer Summers for providing the delicious food. Staff is already thinking ahead to next year, and welcomes any suggestions to make the workshop successful.

ADJOURNMENT

The meeting adjourned at 7:47 p.m.



Ted Wood, President



Gay Jones, Secretary



Melissa Penilla, Clerk of the Board