



**TODD HARMS**  
Fire Chief

# Sacramento Metropolitan Fire District

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## ACTION SUMMARY MINUTES – REGULAR MEETING

**BOARD OF DIRECTORS**  
**SACRAMENTO METROPOLITAN FIRE DISTRICT**  
**Thursday, June 8, 2017**  
**10545 Armstrong Avenue – Board Room**  
**Mather, California**

### CALL TO ORDER

The meeting was called to order at 6:00 p.m. by Vice President Barnes. Board members present: Barnes, Clark, Gayle, Goold, Jones, Kelly, and Sheetz. Board members absent: Orzalli and Wood. Staff present: Chief Harms, Board Clerk Penilla, and General Counsel Lavra.

### PLEDGE TO FLAG

**PUBLIC COMMENT:** None

### CONSENT ITEMS

**Action:** Moved by Kelly, seconded by Clark, and carried unanimously by members present to adopt the Consent Calendar as follows:

- 1. Action Summary Minutes**  
**Recommendation:** Approve the Action Summary Minutes for the Board meeting of May 11, 2017.  
**Action:** Approved the Action Summary Minutes.
- 2. Action Summary Minutes – Special Meeting**  
**Recommendation:** Approve the Action Summary Minutes for the Board meeting of May 25, 2017.  
**Action:** Approved the Action Summary Minutes.
- 3. Surplus Equipment – Various Logistics Assets**  
**Recommendation:** Adopt a resolution authorizing the designation of surplus equipment and the disposal of equipment as deemed appropriate by the Fire Chief.  
**Action:** Adopted Resolution No. 2017-060 authorizing the designation and disposal of surplus logistics equipment.
- 4. Surplus Equipment – Extrication Assets**  
**Recommendation:** Adopt a resolution authorizing the designation of surplus extrication equipment and the disposal of equipment as deemed appropriate by the Fire Chief.  
**Action:** Adopted Resolution No. 2017-061 authorizing the designation and disposal of surplus extrication equipment.

5. **Disclosure of Material Expenditure – Aviation Liability Insurance – Ace Westchester Fire Insurance Company**  
**Recommendation:** Authorize payment of \$70,397 to ACE Westchester Fire Insurance Company for aviation liability insurance.  
**Action:** Approved payment to ACE Westchester Fire Insurance Company for aviation liability insurance.
  
6. **Disclosure of Material Expenditure – Insurance Brokerage Services – Wells Fargo Insurance Services**  
**Recommendation:** Authorize payment of \$40,000 to Wells Fargo Insurance Services for brokerage services.  
**Action:** Approved payment to Wells Fargo Insurance Services for brokerage services.
  
7. **Disclosure of Material Expenditure – Fiduciary Liability Insurance – RLI Insurance Company**  
**Recommendation:** Authorize payment of \$14,465 to RLI Insurance for fiduciary liability insurance.  
**Action:** Approved payment to RLI Insurance for fiduciary liability insurance.
  
8. **Disclosure of Material Expenditure – Storage Tank Pollution Liability – ACE/Illinois Union Insurance Company**  
**Recommendation:** Authorize payment of \$6,060.94 to ACE/Illinois Union Insurance Company for storage tank pollution liability.  
**Action:** Approved payment to ACE/Illinois Union Insurance Company for storage tank pollution liability.

## **ACTION ITEMS**

1. **FY2016 Assistance to Firefighters Grant (AFG) Award**  
*(Administrative Specialist Erin Castleberry)*  
**Recommendation:** Adopt a resolution authorizing the acceptance of the AFG FY 2017/18 grant.  
**Action:** Moved by Goold, seconded by Jones, to adopt Resolution No. 2017-062 authorizing acceptance.
  
2. **Fiscal Year 2017/18 Preliminary Budget (CFO Thomas)**
  - A. Resolution – 2017/18 Preliminary Budget for the General Operating Fund 212A
  - B. Resolution – 2017/18 Preliminary Budget for the Capital Facilities Fund 212D
  - C. Resolution – 2017/18 Preliminary Budget for the Grants Fund 212G
  - D. Resolution – 2017/18 Preliminary Budget for the Development Impact Fees Fund 212I
  - E. Resolution – 2017/18 Preliminary Budget for the Leased Properties Fund 212L
  - F. Resolution – 2017/18 Preliminary Budget for the IGT Fund 212M**Recommendation:** Receive Presentation/Adopt FY 2017/18 Budget Resolutions.  
**Action:**
  - A. Moved by Jones, seconded by Goold, and carried unanimously by the members present to adopt Resolution No. 2017-063 for the General Operating Fund 212A.
  - B. Moved by Jones, seconded by Clark, and carried unanimously by the members present to adopt Resolution No. 2017-064 for the Capital Facilities Fund 212D.

- C. Moved by Jones, seconded by Goold, and carried unanimously by the members present to adopt Resolution No. 2017-065 for the Grants Fund 212G.
  - D. Moved by Jones, seconded by Goold, and carried unanimously by the members present to adopt Resolution No. 2017-066 for the Development Impact Fees Fund 212I.
  - E. Moved by Jones, seconded by Goold, and carried unanimously by the members present to adopt Resolution No. 2017-067 for the Leased Properties Fund 212L.
  - F. Moved by Jones, seconded by Goold, and carried unanimously by the members present to adopt Resolution No. 2017-068 for the IGT Fund 212M.
3. **Disclosure of Material Expenditure – Excess Workers’ Compensation Insurance – Safety National Casualty Corporation**  
*(Chief Harms and Brad Svenningsen, Wells Fargo Representative)*  
**Recommendation:** Receive Presentation and approve staff’s recommendation.  
**Action:** Moved by Goold, seconded by Jones, and carried unanimously by members present to authorize payment not to exceed \$424,073.00 to Safety National Casualty Corporation for excess workers’ compensation insurance.
  4. **Disclosure of Material Expenditure – Commercial Insurance – Special District Risk Management Authority**  
*(Chief Harms and Brad Svenningsen, Wells Fargo Representative)*  
**Recommendation:** Receive Presentation and approve staff’s recommendation.  
**Action:** Moved by Goold, seconded by Jones, and carried unanimously by members present to authorize payment not to exceed \$549,364.00 to Special District Risk Management Authority for commercial insurance.
  5. **Industrial Disability Retirement – Frank Lima (HR Manager, Melisa Maddux)**  
**Recommendation:** Adopt a revised Resolution finding Captain Frank Lima has suffered job related injuries and direct staff to continue working with Captain Lima through his Industrial Disability Retirement process with CalPERS.  
**Action:** Moved by Goold, seconded by Sheetz, and carried unanimously by members present to adopt Resolution No. 2017-069.
  6. **Industrial Disability Retirement – Phillip Lopez (HR Manager Melisa Maddux)**  
**Recommendation:** Adopt a revised Resolution finding Captain Phillip Lopez has suffered job related injuries and direct staff to continue working with Captain Lopez through his Industrial Disability Retirement process with CalPERS.  
**Action:** Moved by Goold, seconded by Sheetz, and carried unanimously by members present to adopt Resolution No. 2017-070.

**REPORTS**

1. **PRESIDENT’S REPORT:** No report.
2. **FIRE CHIEF’S REPORT:**  
 Chief Harms reported that Wildland Season was declared on May 17<sup>th</sup> at 0800 hours. He reminded everyone that even with the rain today there is a risk for fire, in fact a grass fire took place today near Station 58.

**New Hire**

Effective 5/15, Office Technician Roman Klets – Logistics Division

### **Reclassification**

Effective 6/5, Fire Inspector I, Drew Congdon

### **Promotion**

Effective 5/19, Fleet Manager Shea Pursell

### **Meetings Attended**

Completed Fire Chief Forums

- Next set will take place in October

5/26, Cops & Fire vs. High School Basketball Game for charity

- Citrus Heights PD and Metro Fire vs. Mesa Verde Mavericks and San Juan Spartans
- Proceeds benefit both High Schools Basketball and Performing Arts Programs

6/5, Single Role Academy began with 8 recruits

### **Save the Date:**

6/9, 17-1 Fire Academy Graduation, Rancho Cordova City Hall, 6:00pm

### **OPERATIONS REPORT**

Assistant Chief Wagaman reported since the Board Meeting on May 11<sup>th</sup> there have been 8,041 dispatches, including 19 structure fires, and approximately 5,690 medical dispatches, with a transport rate of 69%. AMR received 776 medical dispatches and transported 57% of the time. He reported year to date totals for EMS transports, with 54% being transported as an ALS transport and 46% as a BLS transport.

Assistant Chief Wagaman also reported out on an arrest being made in the series of Fire Station burglaries. The Sacramento County Sheriff's Property Crimes detectives made the arrest on June 5<sup>th</sup>. He thanked staff for their vigilance and preservation of evidence.

3. **SMFD – FIREFIGHTERS LOCAL 522 REPORT:** No report.

#### 4. **COMMITTEE AND DELEGATE REPORTS**

*All Committee Meetings will be held at the Sacramento Metropolitan Fire District Board Room, 10545 Armstrong Avenue, Mather, California unless otherwise specified.*

**A. Executive Committee – (Barnes)**

Next Meeting: TBD

**B. Communications Center JPA – (AC Johnson)**

Next Meeting: Tuesday, June 27, 2017 at 9:00 AM

**C. California Fire & Rescue Training JPA – (Kelly)**

Next Meeting: Thursday, June 15, 2017 at 4:00 PM

Location: California Exercise Simulation Center (CESC)  
10545 Armstrong Avenue, Suite 320  
Mather, CA 95655

**D. Finance and Audit Committee – (Kelly)**

Next Meeting: Thursday, June 22, 2017, time is TBD

- E. **Policy Committee – (Goold)**  
Next Meeting: Thursday, July 13, 2017, time is TBD

### BOARD MEMBER QUESTIONS AND COMMENTS

Director Kelly thanked CFO Thomas for her presentation on the preliminary budget. He also welcomed the new academy of single role recruits, and wished them the best of luck.

Director Clark echoed Director Kelly's comments regarding the preliminary budget presentation.

Director Gayle recently attended the Watt Avenue PBID meeting, he is open to questions about the project.

Director Goold shared a story from a constituent who was appreciative of Metro Fire's response involving her four-legged friend. He thanked the dispatch center for putting her in touch with Metro Fire crews, and the responding crew.

Director Jones echoes the positive comments from her fellow Board Members.

Director Barnes thanked crews for their compassion, especially when responding to tough circumstances. He shared that he purchased tickets to the Tropical Affair and is looking forward to attending the event for the first time.

### CLOSED SESSION

The Board recessed to Closed Session at 7:18 p.m.

1. **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION –  
Significant Exposure to litigation pursuant to California Government Code  
Section 54956.9 (b): One (1) case**

- A. Claim Against Public Entity Pursuant to Government Code Section 910  
Orval Miller-Ochoa vs. Sacramento Metropolitan Fire District  
Fire Chief Todd Harms

**Action:** Moved by Goold, seconded by Jones, and carried unanimously by members present to deny the claim and refer the matter to the District's insurance carrier.

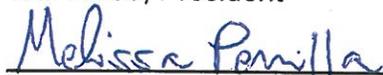
The Board reconvened to the Open Session at 7:23 p.m.

### ADJOURNMENT

The meeting was adjourned at 7:25 p.m.



Ted Wood, President



Melissa Penilla, Clerk of the Board



Gay Jones, Secretary