



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, July 13, 2017  
10545 Armstrong Avenue – Board Room  
Mather, California

### CALL TO ORDER

The meeting was called to order at 6:02 p.m. by President Wood. Board members present: Barnes, Gayle, Goold, Jones, Kelly, Sheetz, and Wood. Board members absent: Clark and Orzalli. Staff present: Chief Harms, Board Clerk Penilla, and General Counsel Lavra.

### PLEDGE TO FLAG

**PUBLIC COMMENT:** None

### CONSENT ITEMS

Director Wood notified the Board that staff has requested consent item 3.B. Policy 01.002.02 – Workplace Violence be removed from the Consent Calendar and referred to the Policy Committee for a minor content edit.

**Action:** Moved by Jones, seconded by Goold, and carried (Aye: Barnes, Goold, Jones, Kelly, Sheetz, and Wood; No: Gayle; Absent: Clark, Orzalli) to adopt the Consent Calendar as follows:

**1. Action Summary Minutes**

**Recommendation:** Approve the Action Summary Minutes for the Board meeting of June 22, 2017.

**Action:** Approved the Action Summary Minutes.

**2. Disclosure of Material Expenditure – York Risk Services**

**Recommendation:** Authorize the payment not to exceed \$232,052 to York Risk Services for third party administration of workers' compensation claims.

**Action:** Authorized payment to York Risk Services.

**3. Review of Board Policies**

A. Policy 01.001.02 – Disabilities and Age Non-Discrimination

B. Policy 01.002.02 – Workplace Violence (Removed from Consent Calendar and referred to the Policy Committee.)

C. Policy 01.004.02 – Equal Employment Opportunity

D. Policy 01.005.02 – Workplace Harassment

**Recommendation:** Adopt policies with a review date effective July 13, 2017.  
**Action:** Approved the Disabilities and Age Non-Discrimination, Equal Employment Opportunity, and Workplace Harassment policies with a review date of July 13, 2017.

**4. Parking Lot Lease – 60 Parking Spaces Across From Headquarters**

**Recommendation:** Adopt resolution approving the lease agreement and authorizing the Fire Chief to sign the lease agreement.

**Action:** Adopted Resolution No. 2017-074 authorizing the lease agreement and authorizing the Fire Chief to enter into the agreement.

**ACTION ITEMS**

**1. Surplus Real Property – Portion of Station 108 on Dewey Drive**

*(Jeff Frye, Economic Development Manager)*

**Recommendation:** Adopt resolution declaring a portion of Station 108 on Dewey Drive as surplus and authorize the Fire Chief to begin the disposition process.

**Action:** Moved by Goold, seconded by Jones, and carried unanimously to adopt Resolution No. 2017-075.

**2. Sacramento Local Agency Formation Commission –**

**Nominations for Special District Representation** *(Penilla and Director Jones)*

A. Special District Commissioner Office No. 7

B. Alternate for Offices No. 6 and 7

**Recommendation:** Separate Motion for each Candidate Nomination.

**Action:** Moved by Goold, seconded by Kelly, and carried unanimously to nominate Director Jones for election to Sacramento Local Agency Formation Commission Office No. 7.

**3. Industrial Disability Retirement – Michael Teague** *(Deputy Chief Casentini)*

**Recommendation:** After discussion in Closed Session, consider adopting a Resolution finding Captain Michael Teague has suffered job related injuries and direct staff to work with Captain Teague through his Industrial Disability Retirement process with CalPERS.

**Action:** Moved by Goold, seconded by Sheetz, and carried unanimously to adopt Resolution No. 2017-076.

**4. Industrial Disability Retirement – Kevin Thompson** *(Deputy Chief Casentini)*

**Recommendation:** After discussion in Closed Session, consider adopting a Resolution finding Captain Kevin Thompson has suffered job related injuries and direct staff to work with Captain Thompson through his Industrial Disability Retirement process with CalPERS.

**Action:** Moved by Kelly, seconded by Sheetz, and carried unanimously to adopt Resolution No. 2017-077.

**REPORTS**

**1. PRESIDENT'S REPORT:**

President Wood attended the Tropical Affair and was happy to see everyone supporting a great cause.

## **2. FIRE CHIEF'S REPORT:**

### **Retirement**

Effective 7/1, Captain Michael Teague, 23 years of service

Effective 7/2, Captain Randy Gross, 27 years of service

Effective 7/5, Captain Steve Cormier, 26 years of service

Effective 7/10, Captain Matt McGrew, 27 years of service

### **Meetings Attended**

Attended the Change of Command for Cosumnes Fire on June 28<sup>th</sup>. The new Fire Chief, Mike McLaughlin, was sworn in and several executive staff members were promoted.

Met with PG&E on June 29<sup>th</sup> for a safety tour. There are several free trainings available and will be working on the call 8-1-1 before you dig campaign.

Attended the Citrus Heights 2x2 Meeting on July 12<sup>th</sup> and discussed the following topics:

- Community Service Events
- 2015-2016 response stats
- Fire prevention service delivery, including plan review and inspections, and special event inspections.
- Hazmat Contract

Fire Camp at Station 21 began on July 11<sup>th</sup> and goes through July 14<sup>th</sup>. Chief Harms attended burn day at the tower. There were 80 kids in attendance and they were all having a great time. Chief Harms thanked the counselors who all participated on their own time.

### **OPERATIONS REPORT**

Deputy Chief Bridge complimented the great work of employees sent throughout the state to battle wildfires. A total of 36 employees were sent out, with 26 assigned to engine companies. Our employees, who experience fires in California every year, will continue to help neighboring agencies throughout this fire season.

Deputy Chief Bridge reported out on the 4<sup>th</sup> of July holiday, while it was busy everything went well. He reported since the Board Meeting on June 22<sup>nd</sup> there have been 6,061 dispatches, including 23 structure fires, and over 4,000 medical dispatches, with a transport rate of about 70%. AMR has been a great partner and continues to work with Metro Fire.

## **3. SMFD – FIREFIGHTERS LOCAL 522 REPORT:**

Local 522 thanks Chief Harms for maintaining a great relationship with the Union.

The Union recently elected new shop stewards, Janae Callison and Mark DeZordo will serve as the new stewards. He thanks Chrishana Firelds and Jim Mandez for their work previously in those positions.

The Union continues to work with Administration through the testing process, staffing, and cleaning up on the MOU. They've also recently met and conferred over the sick leave policy.

Lastly, the Union supported an event at the Capitol, the proposed AB 1120 bill would limit the amount of butane one person can purchase, with hopes of reducing fires and dangerous use of butane.

#### **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 – (Wood)**  
Next Meeting: TBD
  
- B. Communications Center JPA – (AC Johnson)**  
Next Meeting: Tuesday, July 25, 2017 at 9:00 AM
  
- C. California Fire & Rescue Training JPA – (Kelly)**  
Next Meeting: Thursday, September 21, 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, July 27, 2017, time is TBD
  
- E. Policy Committee – (Goold)**  
Next Meeting: Thursday, August 10, 2017, time is TBD

#### **BOARD MEMBER QUESTIONS AND COMMENTS**

Director Kelly was happy to participate in a ride-along with Station 106 and Battalion Chief Webster on the 4<sup>th</sup> of July.

Director Sheetz commends staff for their work throughout the state and is glad everyone is returning safely. She is excited for her youngest daughter to participate in Fire Camp next year.

Director Gayle attended the Leadership Academy in Napa, CA. Commends staff for their hard work.

Director Jones thanked the Board for their support in nominating her to LAFCo Office no. 7. She attended the promotional ceremony, and is happy to recognize those who received promotions. She also attended the Tropical Affair and the Rancho Cordova Elected Officials event. Director Jones thanked Assistant Chief Neville and Captain Barthel for their assistance with Eppie's Great Race.

Director Barnes commends those who respond when partner agencies need assistance. He also encouraged everyone to participate in National Night Out on Tuesday, August 1<sup>st</sup>.

Director Wood thanked the Fire Camp volunteers, it's great to see employees working with children. He thanked crews, who on June 25<sup>th</sup>, put out a 50 acre fire off Douglas Boulevard. The fire was very close to his home, and it was great to see the crews do excellent work, especially the effectiveness dozer. He also thanked Ryan Taylor for being an advocate in Rancho Cordova for weed abatement.

**CLOSED SESSION** (Taken out of order.)

The Board recessed to Closed Session at 6:07 p.m.

**1. CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION**  
**Pursuant to California Government Code Section 54956.9 (a) – Two (2) matters of Workers Compensation Settlement Authority**

- A. Peter Danielski and the Sacramento Metropolitan Fire District  
Claim #s SMDH - 547959 and SMDM - 548970 –  
Workers Compensation Settlement Authority –  
Jessica Valenti of Lenahan, Lee, Slater & Pearce, LLP

**Action:** Moved by Jones, seconded by Goold, and carried (Ayes: Barnes, Goold, Jones, Kelly, Sheetz, Wood; No: Gayle; Absent: Clark, Orzalli) to give the District's Third Party Administrator settlement authority.

- B. Christopher Marsh and the Sacramento Metropolitan Fire District  
Claim # SMDK – 8561A1 – Workers Compensation Settlement Authority –  
Joel Kautz of Lenahan, Lee, Slater & Pearce, LLP

**Action:** Moved by Goold, seconded by Sheetz, and carried (Ayes: Barnes, Goold, Jones, Kelly, Sheetz, Wood; No: Gayle; Absent: Clark, Orzalli) to give the District's Third Party Administrator settlement authority.

**2. CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION**  
**Pursuant to California Government Code Section 54956.9 (a) – Two (2) matters of Industrial Disability Retirement**

- A. Michael Teague and the Sacramento Metropolitan Fire District  
Claim # SMDM - 548929 – Industrial Disability Retirement –  
Gregory Casentini, Deputy Chief Administration

**Action:** No action taken.

- B. Kevin Thompson and the Sacramento Metropolitan Fire District  
Claim # SMDK - 548669 – Industrial Disability Retirement  
Gregory Casentini, Deputy Chief Administration

**Action:** No action taken.

**3. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION –**  
**Significant Exposure to litigation pursuant to California Government Code**  
**Section 54956.9 (b): Two (2) cases**

- A. Claim Against Public Entity Pursuant to Government Code Section 910  
Soloman Ng vs. Sacramento Metropolitan Fire District  
Brian Shannon, Deputy Chief Support Services

**Action:** Moved by Goold, seconded by Jones, and carried unanimously by members present to take no action on the claim as the damage was repaired and matter was settled.

- B. Claim Against Public Entity Pursuant to Government Code Section 910  
Francine Lyon, Mercury Insurance Claims Representative, on behalf of Stephanie Poland vs. Sacramento Metropolitan Fire District  
Greg Casentini, Deputy Chief Administration

**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.

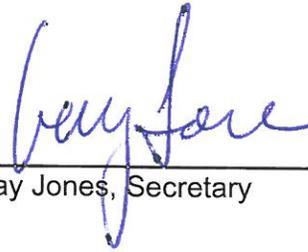
The Board reconvened to the Open Session at 6:27 p.m.

**ADJOURNMENT**

The meeting was adjourned at 7:08 p.m.



Ted Wood, President



Gay Jones, Secretary



Melissa Penilla, Clerk of the Board