

MEETING MINUTES GOVERNING BOARD MEETING

**Tuesday, November 14, 2023, 9:00 AM Sacramento Metropolitan Fire Department
10545 Armstrong Avenue, CA 95655**

GOVERNING BOARD MEMBERS PRESENT

Chad Wilson, Chairperson	Assistant Chief, Folsom Fire Department
Scott Williams, Vice Chairperson	Assistant Chief, Sacramento Fire Department
Christopher Greene, Board Member	Assistant Chief, Sacramento Metropolitan Fire District
Troy A. Bair, Board Member	Deputy Chief, Cosumnes Community Services District

GOVERNING BOARD MEMBERS ABSENT

None

COMMUNICATIONS CENTER MANAGEMENT

Josh Freeman	Executive Director
Julee Todd	Operations Manager
Marissa Shmatovich	Administration Manager

OTHERS IN ATTENDANCE

Lindsay Moore	Counsel, SRFECC
Adam House	Fire Chief, Sacramento Metropolitan Fire District
Ken Cusano	Fire Chief, Folsom Fire Department
Felipe Rodriguez	Fire Chief, Cosumnes Community Services District
Christopher Greene	Assistant Chief, Sacramento Metropolitan Fire District
Mike Taylor	Deputy Chief, Sacramento Fire Department
Mellisa Bernett	Office Specialist, SRFECC
Corbyn Brooker	Human Resources Analyst, SRFECC
Cierra Lewandowski	Payroll & Benefits Administrator, SRFECC
Chia Vargo	Accounting Specialist II, SRFECC
Ingrid Sheipline	Richardson & Company
Doug Kuramoto	Richardson & Company

The meeting was called to order and roll call was taken at 9:03 a.m.

1. The Pledge of Allegiance was recited.
2. There were no agenda updates.
3. There was no public comment.

PRESENTATION:

*INDICATES NO ATTACHMENT

A comprehensive financial audit presentation was delivered by Ingrid Shepline and Doug Kuramoto from Richardson & Company.

CLOSED SESSION:

1. CONFERENCE WITH LABOR NEGOTIATOR*

Pursuant to Government Code Section 54957.6

Center Negotiator(s)

Lindsay Moore, Counsel
Josh Freeman, Chief Executive Director

Employee Organization(s)

Teamsters Local 150
Teamsters Local 856
Unrepresented Administrators

2. PERSONNEL ISSUES*

Pursuant to California Governing Code Section 54957

a. Employee Evaluation:

Chief Executive Director
Operations Manager
Administration Manager

Employee Discipline/Dismissal/Release: (1) position

3. CONFERENCE WITH LEGAL COUNSEL: Anticipated Litigation*

Pursuant to California Government Code Section 54956.9 (b) The Board will meet in closed session to discuss significant exposure to litigation.

One (1) potential case(s)

The closed session was convened at 9:16 a.m.

The open session was reconvened at 10:33 a.m.

1. For items one, two and three, the Board provided staff direction on item two and legal counsel direction on item 3.

CONSENT AGENDA: Matters of routine approval including, but not limited to Board meeting synopsis, payroll reports, referral of issues to committee, other consent matters. A Consent Agenda is acted upon as one unit unless a Board member requests separate discussion and/or action.

1. A motion was made by Chief Greene and seconded by Chief Williams to approve the Consent Agenda for the following:

a. Regular Board Meeting Synopsis - October 24, 2023

AYES: Sacramento Fire Department, Sacramento Metropolitan Fire, Cosumnes Community Services District, Folsom Fire Department

NOES:

ABSENT:

ABSTAIN:

Motion passed.

*INDICATES NO ATTACHMENT

ACTION ITEMS:

1. Center Bathroom Remodel – (Staff Report 23-30)
 - a. A motion was made by Chief Williams and seconded by Chief Bair to approve the expenditures to remodel both restrooms and allow the CED to enter a contract with L&L Construction inc.

AYES: Sacramento Fire Department, Sacramento Metropolitan Fire, Cosumnes Community Services District, Folsom Fire Department

NOES:
ABSENT:
ABSTAIN:

2. Bullpen Remodel Project – (Staff Report 23-32)
 - a. A motion was made by Chief Bair and seconded by Chief Wilson to approve the bullpen remodel project.

AYES: Sacramento Fire Department, Sacramento Metropolitan Fire, Cosumnes Community Services District, Folsom Fire Department

NOES:
ABSENT:
ABSTAIN:

DISCUSSION/POSSIBLE ACTION:

None

INFORMATION:

1. Cancellation of November 28 Board Meeting

CENTER REPORTS:

1. Operations Manager Julee Todd

SERVICE ANNIVERSARIES:

Marlo Swett – 10 years
Denise Tackett – 10 years
Theresa Miller – 10 years
Jennifer Rooke – 10 years

CORRESPONDENCE:

*INDICATES NO ATTACHMENT

None

ITEMS FOR DISCUSSION AND POTENTIAL PLACEMENT ON A FUTURE AGENDA:

None

BOARD MEMBER COMMENTS:

1. Chief Greene

Chief Greene expressed his gratitude for the presentation provided by Ingrid and Doug. He acknowledged the commendations extended to the finance staff. Greene noted that transparency in handling taxpayer dollars is crucial, and that it is reassuring to witness the Centers commitment to this principle.

2. Chief Bair

Chief Bair echoed Greene's sentiments and extended praise to Chia and Cierra for their exemplary work on the financial front. He expressed his appreciation to the administration staff for their dedication to ongoing projects stating that the implementation of these initiatives not only reinforces the team but also enhances morale.

3. Chief Williams

Chief Williams extended his appreciation to staff for maintaining the high standards that are expected in these audits. He recognized the exemplary service anniversaries and the Center's overall contributions. Willams ended with thanking dispatch for all of their continued dedication.

4. Chief Wilson

Chief Wilson stated that his remarks aligned with those of his fellow board members. He acknowledged Chia and Cierra's commendable efforts and noted that their dedication keeps the Center on track every year and always receive great accolades from Ingrid and her team. Wilson expressed his excitement for the upcoming Capitol improvement projects. He ended with acknowledging the projects reflection on the strategic plan and the positive changes it will bring.

ADJOURNMENT:

The meeting was adjourned at 10:47 a.m.

ATTEST:

*INDICATES NO ATTACHMENT

Mellisa Bernett

MELLISA BERNETT
CLERK OF THE BOARD

DocuSigned by:

Chad Wilson

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CHAD WILSON
CHAIRPERSON

DocuSigned by:

Scott Williams

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SCOTT WILLIAMS
VICE CHAIRPERSON