

MEETING MINUTES GOVERNING BOARD MEETING

**Tuesday, April 23, 2024, 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
Dan Quiggle, Alternate	Deputy Chief, Cosumnes Community Services District

GOVERNING BOARD MEMBERS ABSENT

Troy A. Bair, Board Member	Deputy Chief, Cosumnes Community Services District
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COMMUNICATIONS CENTER MANAGEMENT

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

OTHERS IN ATTENDANCE

Lindsay Moore	Counsel, SRFECC
Cierra Lewandowski	Payroll and Benefits Administrator, SRFECC
Yvonne Vazquez	Training Supervisor, SRFECC

The meeting was called to order and roll call was taken at 9:00 a.m.

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

PRESENTATION:

None

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
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*INDICATES NO ATTACHMENT

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

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 9:01 a.m.

The open session was reconvened at 10:04 a.m.

1. The Board received an update; no formal action was taken.
2. The Board received an update; no formal action was taken.
3. The Board received an update; no formal action was taken.

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 Quiggle and seconded by Chief Greene to approve the Consent Agenda for the following:

- a. Regular Board Meeting Synopsis – April 9, 2024

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

NOES:
ABSENT:
ABSTAIN:

Motion passed.

ACTION ITEMS:

1. Peraton Enhancement Quote (Staff Report 24-5)

- a. A motion was made by Chief Wilson and seconded by Chief Greene to reject the Peraton enhancement quote.

*INDICATES NO ATTACHMENT

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

NOES:
ABSENT:
ABSTAIN:

Motion passed.

DISCUSSION/POSSIBLE ACTION:

None

INFORMATION:

None

CENTER REPORTS:

1. Operations Manager Julee Todd

Todd recognized Public Safety Telecommunicator Appreciation Week observed last week. Acknowledged Marlo Swett as Dispatcher of The Year (DOTY) and Tara Poirier as Supervisor of The Year (SOTY). Todd highlighted the selection of Casey Quintard and Yvonne Vazquez to present at the Navigator Conference on the PODs training method. It was noted that there were no updates on ACE Accreditation at this conference. It was advised that there would be a new academy beginning on May 6th.

2. Administration Manager Marissa Shmatovich

Shmatovich noted that the selection process for the Office Specialist position has concluded, resulting in the appointment of Bayleigh Nichols. Congratulations were extended to Bayleigh on her successful candidacy, recognizing the competitive nature of the selection process and commending all participants. Updates were provided on the ongoing partnership with IBEW regarding access controls and the fencing project. Shmatovich highlighted that the finance team is actively engaged in developing the preliminary budget. Gratitude was expressed for the hard work and dedication exhibited by the staff, acknowledging the significant daily contributions made and expressing pride in their achievements.

3. Chief Executive Director Josh Freeman

Chief Freeman provided an update on his participation in the Capitol-to-Capitol event that yielded opportunities for identified advancements. Ongoing progress was reported on various projects, with an invitation extended to board members to visit and observe the developments firsthand. Recognition was given to Dispatcher Appreciation Week. The Chief highlighted that Mellisa Bennett has assumed the role of Executive Assistant, while Bayleigh Nichols has been appointed as the Office Specialist. Bennett will continue to fulfill both positions until Nichol's return. Updates from the Navigator Conference revealed challenges in obtaining ACE Accreditation information. However, it was subsequently announced that the Center has been granted ACE accreditation, as confirmed in a recent notification.

*INDICATES NO ATTACHMENT

CORRESPONDENCE:

None

ITEMS FOR DISCUSSION AND POTENTIAL PLACEMENT ON A FUTURE AGENDA:

None

BOARD MEMBER COMMENTS:

1. Chief Quiggle

Chief Quiggle expressed his appreciation for the meeting. He acknowledged the center's achievement in receiving ACE accreditation and commended staff for their hard work and dedication shown in his recent visit during dispatcher appreciation week.

2. Chief Greene

Chief Greene congratulated DOTY Marlo and SOTY Tara and to the new Office Specialist and Executive Assistant. He recognized the center for their recent achievements.

3. Chief Williams

Chief Williams extended his appreciation to the Center for their outstanding work and congratulated the staff on their achievements.

4. Chief Wilson

Chief Wilson praised the ACE accreditation achievement and highlighted the center's leadership and staff dedication. Welcomed staff into their new roles as OS and EA and congratulated DOTY Marlo and SOTY Tara.

ADJOURNMENT:

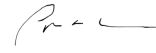
The meeting was adjourned at 10:19 a.m.


ATTEST:



MELLISA BERNETT

CLERK OF THE BOARD

DocuSigned by:

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CHAD WILSON
CHAIRPERSON

DocuSigned by:

8DD077E6C9A841A
SCOTT WILLIAMS
VICE CHAIRPERSON