

MEETING MINUTES GOVERNING BOARD MEETING

**Tuesday, December 12, 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
Mike Taylor, Alternate	Deputy 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

Scott Williams, Vice Chairperson	Assistant Chief, Sacramento Fire Department
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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
Mellisa Bernett	Office Specialist, SRFECC
Corbyn Brooker	Human Resources Analyst, SRFECC
Casey Quintard	Operations Supervisor, SRFECC
Yvonne Vasquez	Training Supervisor, SRFECC

The meeting was called to order and roll call was taken at 9:04 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

*INDICATES NO ATTACHMENT

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 9:05 a.m.

The open session was reconvened at 10:32 a.m.

1. For items one, two and three, the direction was provided to the Chief Executive Director on item two.

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

a. Regular Board Meeting Synopsis - November 14, 2023

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

NOES:

ABSENT:

ABSTAIN:

Motion passed.

ACTION ITEMS:

1. Tablet Command – (Staff Report 23-31)

a. A motion was made by Chief Taylor and seconded by Chief Bair to approve the Tablet Command quote for two-way data feed and Fire Mapper licenses.

*INDICATES NO ATTACHMENT

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

NOES:
ABSENT:
ABSTAIN:

2. ICS Contract Renewal – (Staff Report 23-33)

- a. A motion was made by Chief Bair and seconded by Chief Greene to approve the bullpen remodel project.

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

NOES:
ABSENT:
ABSTAIN:

3. Streamline – (Staff Report 23-34)

- a. A motion was made by Chief Wilson and seconded by Chief Taylor to approve the Streamline Platform subscription agreement for website hosting and support services.

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

NOES:
ABSENT:
ABSTAIN:

4. Election/Reelection of Board Chairperson

- a. A motion was made by Chief Wilson and seconded by Chief Greene to change the election of officers of the Board from a calendar year to a fiscal year basis. This will extend the current officers as elected until the beginning of the next fiscal year, July 1, 2024. Legal will provide a revision to the JPA.

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

NOES:
ABSENT:
ABSTAIN:

5. Election/Reelection of Board Vice Chairperson

- a. A motion was made by Chief Wilson and seconded by Chief Greene to change the election of officers of the Board from a calendar year to a fiscal year basis. This will extend the current officers as elected until the beginning of the next fiscal year, July 1, 2024. Legal will provide a revision to the JPA.

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 December 26 Board Meeting
2. Communications Center Statistics
3. PAD Update

CENTER REPORTS:

1. Operations Manager Julee Todd

Main and CRO training are ongoing, with no current recruit call-taker training. Two allied agencies toured the center, adopting out Pod Training model. Service anniversaries include Laura Macias (20 years), Kylee Soares (27 years), and Elizabeth Strong (19 years). Delphini project hardware is ready for shipment. Next steps involve adding H and F to Motorola radio consoles and CAD.

2. Administration Manager Shmatovich

Updates provided on several projects. The fencing project progress is slower than anticipated, scheduled for installation in February. Bullpen remodel was delayed due to the discovery of necessary preparatory work, anticipating a 6-week service interruption with alternative workstations in the conference room. Bathroom remodel scheduling pending material arrival, server OS upgrade near completion and strides made in the cloud backup project to address on-site backup vulnerabilities.

3. Chief Executive Director Freeman

As CED for the past 6 months, it has been an honor. Despite challenges, staff dedication has been outstanding. Grateful for everyone's hard work, looking forward to the future, and anticipating positive developments in ongoing projects.

CORRESPONDENCE:

None

ITEMS FOR DISCUSSION AND POTENTIAL PLACEMENT ON A FUTURE AGENDA:

None

*INDICATES NO ATTACHMENT

BOARD MEMBER COMMENTS:

1. Chief Greene

Chief Greene congratulated Mellisa on being appointed Clerk of the Board. Wished everyone a happy holiday season and acknowledged those working on the holidays away from their families.

2. Chief Bair

Chief Bair congratulated everyone on their service anniversaries. Expressed gratitude for the service and work provided in dispatch. Wished a Merry Christmas and Happy Holidays.

3. Chief Taylor

Chief Taylor thanked Corbyn for her role and support. Expressed appreciation for the partnership with the Center and the positive trajectory.

4. Chief Wilson

Chief Wilson reflected on the remarkable year (2023) and the efforts of the Center and its leadership. Extended congratulations to all with service anniversaries.

ADJOURNMENT:

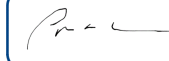
The meeting was adjourned at 10:52 a.m.

ATTEST:



MELLISA BERNETT
CLERK OF THE BOARD

DocuSigned by:



CHAD WILSON
CHAIRPERSON

DocuSigned by:



SCOTT WILLIAMS
VICE CHAIRPERSON