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Governing Council

Fire Chief Kim Zagaris, Chairperson
Deputy Chief Ray Jones
Director Grant B. Goold

Governor's Office of Emergency Services
Sacramento Fire Department
Sacramento Metropolitan Fire District

GOVERNING COUNCIL – ACTION SUMMARY CALIFORNIA FIRE AND RESCUE TRAINING AUTHORITY AT SACRAMENTO MEETING December 13, 2006 – 2:00PM

**Sacramento Metropolitan Fire District - Board Chambers
2101 Hurley Way, Sacramento, CA**

CALL TO ORDER

Fire Chief Rod Chong called the meeting to order at 2:00PM. Also present: Delegate Grant Goold and Delegate Ray Jones. Staff: Executive Director David Baltzell, Council Clerk Sherri Martucci and an audience of six. General Counsel Dick Margarita arrived at 2:10PM.

PLEDGE TO THE FLAG

PUBLIC COMMENT ON AGENDA/NON-AGENDA ITEMS

None received.

CORRESPONDANCE

1. **Sacramento Fire Department – New Council Delegate Deputy Chief Ray Jones**
 - **Council Action**
RECEIVED AND FILED

EXECUTIVE DIRECTOR REPORT – Baltzell

Chief Baltzell requested Council Take Action Item #1 before Executive Director Report.

Chief Baltzell on behalf of the staff welcomed Deputy Chief Ray Jones as the new delegate for Sacramento Fire Department.

EXECUTIVE DIRECTOR REPORT (continued)

Chief Baltzell indicated that staff would like to formally recognize Chief Rod Chong for his commitment and dedication to the JPA. At the next meeting, we would like to have something for him and would ask him to be there that day.

Chief Baltzell introduced Wendy Murray to the Council as the new JPA Secretary.

Chief Baltzell advised Council of the new Associate General Counsel Joe Chavez.

Chief Baltzell also thanked Linzi Wilson, a Metro employee, who had been assisting the JPA part-time and has been reassigned, for all her hard work at the JPA as well.

CONSENT AGENDA

1. **Approval of Action Summary: August 8, 2006**
2. **Travel and Conference Expense Claim – Council Member Zagaris**
3. **Fiscal Document/County of Sacramento ~ Updated District Signature List**
 - **Council Action**
Goold/Jones
UNANIMOUS VOTE: (Goold, Jones, Zagaris)

FINANCE REPORT – Martucci

1. **Status of 2006/2007 Preliminary Budget**
2. **2006/2007 Revenues/Expenditures Report**
3. **2006/2007 OES Funds Status Report**
 - **Council Action**
RECEIVED AND FILED

ACTION ITEM(S)

1. **Final Audit Report Fiscal Years Ended June 30, 2004 and 2003 (Baltzell)**
(TAKEN OUT OF ORDER)

Chief Baltzell introduced Alan Matré Chief of Audits for the County of Sacramento. Mr. Matré explained to Council GASB 34 the new government reporting requirement for 04 which is more in-depth and it was decided by the Authority to complete two separate issue audits, one 03 and one 04. Mr.

Matré reported there were no audit findings and the audit opinion was an unqualified opinion.

Mr. Matre thanked Sherri Martucci for keeping a great set of records, making it easier for his staff, which does most of the work. He stated they have been doing this a number of years with Sherri and her records are always right there with no issues what so ever and just wanted Council to know that.

Council Chair Zagaris thanked Mr. Matré.

Chief Baltzell advised Council that we have requested an audit for Fiscal Years Ended June 30, 2005 and 2006

Mr. Matré anticipates the next audit to start about February and will be contacting Sherri right after the first of the year.

Chief Zagaris thanked Sherri and staff for doing an excellent job and making things look so easy.

Council Action

Goold/Jones/Zagaris: Received and filed Final Audit reports.

2. Appointment(s) to the Northern California Regional Public Safety Training College Board of Directors (Baltzell)

Council Action

Goold/Jones: To appoint Deputy Chief Wynn Latta as delegate and Deputy Chief Ray Jones as alternate delegate to the NCRPSTC

UNANIMOUS VOTE: (Goold, Jones, Zagaris)

3. Modular Classroom ~ Bid Award (Baltzell)

Chief Baltzell indicated that the staff would like to share with legal counsel the standard agreement provided by Design Space Modular Building, Inc. prior to award of the bid. Delegate Goold recommended item be tabled. Mr. Margarita concurred.

Council Action

Item Tabled

4. Planning Team Approach to JPA Growth (Baltzell)

Chief Baltzell informed Council that the planning team has completed a draft revision of the strategic plan and continues to work on the operations plan. Staff would like Council consider an RFP for a business plan.

Council recommends staff complete the strategic and operations plans, prior to considering funding the development of a business plan. Dr. Goold recommends a personal services agreement to finalize these plans within \$20,000, and then consider a formal bid for the business plan.

Council Action

Goold/Jones: to authorize staff to obtain professional services to complete the strategic and operations plans not to exceed \$20,000.

UNANIMOUS VOTE: (Goold, Jones, Zagaris)

5. Staffing Position Authorization (Baltzell)

Council Action

Jones/Goold: to approve a second part-time secretary position.

UNANIMOUS VOTE: (Goold, Jones, Zagaris)

PRESENTATION ITEM(S)

1. Wetland Mitigation Update (Bowdler)

Chief Bowdler reported the JPA received the permit to allow the purchase of property to mitigate the land. We are now just waiting on the State Water Quality Control Board to complete their paperwork. Anticipate a fee of \$350,000 based on the consultants estimate to mitigate the land.

2. Training Grounds (“Brickyard”) Construction Status (Bowdler)

Chief Bowdler reported things are still moving forward and plans continue to be updated based on the feedback from the Sacramento County permit process. According to the A&E contractor we are close to getting that completed. Utility applications for Suburban Water and SMUD are pending at their organizations and also working with the Air Force on some issues relating to easements on the property. The JPA has not expended the funds to make those connections yet. Staff continues to work on a plan, strategies to bridge the funding.

3. JPA's Comments on the Air Force's Proposed Cleanup Plan (Latta)

The Air Force is going through an environmental process called Comprehensive Environmental Response Compensation Liability Act and in that there are a number of things they need to address which has to do with investigating what the environmental issue is, coming up with a proposed plan, coming back to the community for some public comment and then acting on that public comment, then coming up with a Record of Decision (ROD). From there, they go through remedial design which is taking those comments, the ROD, and creating the design criteria for how they are going to clean up the issue. Right now, we are in the middle of the public input and they are required to respond to each one of those questions. The JPA has submitted a letter to the Air Force requesting a response to our questions regarding the property. The JPA anticipates a formal response.

DELEGATE REPORTS

1. Northern California Regional Public Safety Training JPA (Latta)

Meeting Date changed.

Next Meeting(s):

Thursday, December 21, 2006 ~ 10:30AM
2409 Dean Street, McClellan Park

GOVERNING COUNCIL QUESTIONS AND COMMENTS

Delegate Goold told staff to keep up the good work.

Council Chair Zagaris reported that he and Chief Hurley have been working on several items with State Homeland Security will need to request a meeting shortly. There are a couple projects, one dealing with Swift Water and looking to work with the JPA to bring in the funds. These projects will benefit the California Fire Service. We are in the process of moving forward. The JPA would receive administrative funds. The other project is to purchase 19 medium rescue caches and 1 light rescue trailer and would develop additional capability state wide. The cost is about \$12 million. There is \$484,000 in administrative funds to support. The JPA would also receive two training cache trailers. Chief Latipow and Chief Hurley are working with OHS. There is a short timeline for performance.

CLOSED SESSION ~ None Scheduled

None Scheduled.

NEXT MEETINGS~

Special Meeting ~ TBD
Wednesday, April 18, 2007
Wednesday, June 20, 2007
Wednesday, August 29, 2007

ADJOURNMENT

- **Council Action**
Zagaris to adjourn the meeting at 3:15PM.

Fire Chief, Kim Zagaris
Chairperson