



Lorenzo Gigliotti
Executive Director

California Fire & Rescue Training Authority, Sacramento

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Governing Council

Fire Chief Kim Zagaris, Chairperson
Deputy Chief Lloyd Ogan
Director Matt Kelly

California Emergency Management Agency
Sacramento Fire Department
Sacramento Metropolitan Fire District

GOVERNING COUNCIL – ACTION SUMMARY CALIFORNIA FIRE AND RESCUE TRAINING AUTHORITY AT SACRAMENTO MEETING November 7, 2012 – 10:00 AM

**California Emergency Management Agency – MPR #2
3650 Schriever Avenue, Mather, CA 95655-4203**

CALL TO ORDER

Council Chair Fire Chief Kim Zagaris called the meeting to order at 10:01AM. Also present: Delegate Deputy Chief Lloyd Ogan, Delegate Director Matt Kelly and Legal Counsel Joshua Nelson. Staff: Executive Director Deputy Chief Lorenzo Gigliotti, Council Clerk Sherri Martucci and an audience of seven.

PLEDGE TO THE FLAG

PUBLIC COMMENT ON AGENDA/NON-AGENDA ITEMS

None received.

CONSENT AGENDA

1. **Approval of Action Summary: September 12, 2012**
2. **Sacramento Fire Department - Council Alternate Delegate**
 - **Council Action**
Kelly/Ogan: to approve consent agenda
AYES (Kelly, Ogan, Zagaris)

FINANCE REPORT

1. Status of 2011/2012 Budget
2. 2011/2012 Revenues/Expenditures Report
 - Received and Filed

ACTION ITEM(S)

1. Annual Election of Officers: Chairperson, Vice Chairperson and Secretary
 - Council Action:
Kelly/Ogan: to elect Kim Zagaris as Chairperson, Lloyd Ogan as Vice Chairperson and Matt Kelly as Secretary.

AYES (Kelly, Ogan, Zagaris)
2. Zinfandel Site Reimbursement Agreement – Fencing (Gigliotti)

Delegate Kelly expressed his concern with the canal at the rear of the property and if the fence is needed there as well. Chair Zagaris requested that Executive Director Gigliotti work with Metro Fire on the issue.

 - Council Action:
Kelly/Ogan: to receive presentation and approve reimbursement agreement.

AYES (Kelly, Ogan, Zagaris)
3. Resolution – Declaring Fixed Assets as Surplus or Non-serviceable (Gigliotti)
 - Council Action:
Ogan/Kelly: to receive presentation and adopt resolution.

AYES (Kelly, Ogan, Zagaris)

PRESENTATION ITEM(S)

None.

EXECUTIVE DIRECTOR REPORT (Gigliotti)

Executive Director Gigliotti introduced the new Secretary Nicole Booth hired to support US&R Training Program.

Executive Director Gigliotti discussed the outstanding audit issues with the Northern California Fire & Rescue Training Authority. CFRTA is currently awaiting a response, as well as the equity upon separation.

Zinfandel site layout and design process is moving along. Executive Director Gigliotti indicated that he working very closely with Mr. Davis through MFDB Architects and Tommy Abercrombie on the site design and updating presentation materials for programs outside of the current process. He also indicated that he and Mr. Davis would be working on the expanded scope of work for Tommy Abercrombie and associated costs for the reimbursement agreement with Metro Fire. Fire Chief Henke advised the Council that Metro Fire is already expending funds for design and development of Zinfandel and is requesting reimbursement of these funds.

Folsom Cordova Modular Classrooms agreement is the process of being executed. The modular classrooms will be moved and stored at the Zinfandel Site.

Executive Director Gigliotti discussed the need for Classroom Space. He identified two properties currently under discussion: Prospect Park Drive and Tech Center Drive. Executive Director Gigliotti reminded the Council that the primary concentration is the development of the Zinfandel training site. Running parallel to that is development of a process to generate revenue by acquiring the physical space to conduct training. The next step would be to invite the Agency Chiefs for a walk-through. Executive Director Gigliotti indicated he would be coming back to the Council for direction.

Executive Director Gigliotti advised the Council that he was looking into the various Employee Benefit Programs and options for the Authority staff. He will be coming back to the Council with available options.

Staff is in the process up replacing outdated computer and desktop equipment.

Executive Director Gigliotti updated the Council on the status of the Paramedic Training Program. Initially the program operates under a letter of review. It also requires the formation of an advisory board. Executive Director Gigliotti acknowledged Chief Johnson for his work on the putting the program together.

GOVERNING COUNCIL QUESTIONS AND COMMENTS

Chairperson Zagaris attended the most recent Academy graduation. He expressed his appreciation to Chief Henke for his presentation.

CLOSED SESSION

None.

NEXT MEETING(S) ~ Location: California Emergency Management Agency
3650 Schriever Avenue, Mather, CA 95655-4203

2013 Proposed Schedule**February 27, 2013****April 24, 2013****June 12, 2013****September 4, 2013****November 6, 2013****ADJOURNMENT**

- **Council Action**
Zagaris to adjourn the meeting at 10:40AM.

Fire Chief, Kim Zagaris
Chairperson