



*Joe Gear*  
Executive Director

## **California Fire & Rescue Training Authority, Sacramento**

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

Governing Council

California Emergency Management Agency  
Sacramento Fire Department  
Sacramento Metropolitan Fire District

### **GOVERNING COUNCIL – ACTION SUMMARY CALIFORNIA FIRE AND RESCUE TRAINING AUTHORITY AT SACRAMENTO MEETING**

**February 9, 2011 – 10:00AM**

**Sacramento Metropolitan Fire District - Board Chambers  
2101 Hurley Way, Sacramento, CA 95825**

#### **CALL TO ORDER**

Council Vice-Chair Matt Kelly called the meeting to order at 10:00AM. Also present: Alternate Delegate Bob Wyman and Delegate Lloyd Ogan. Staff: Executive Director Joe Gear, Council Clerk Sherri Martucci, and an audience of seven.

Council Vice-Chair Kelly welcomed Ms. Harriet Steiner as legal counsel.

#### **PLEDGE TO THE FLAG**

#### **PUBLIC COMMENT ON AGENDA/NON-AGENDA ITEMS**

None received.

#### **CONSENT AGENDA**

- 1. Approval of Action Summary: November 5, 2010**
- 2. Governing Council Member Travel – Zagaris**

- **Council Action**

**Wyman/Ogan:** to approve consent agenda

**UNANIMOUS VOTE: (Kelly, Ogan, Wyman)**

**FINANCE REPORT – Martucci**

1. Mid-Year Status of 2010/2011 Final Budget
2. 2010/2011 Revenues/Expenditures Mid-Year Report
3. 2010/2011 Revenues/Expenditures Mid-Year Report with Prior Year YTD Comparison
4. 2010/2011 Cal EMA Funds Mid-Year Status Report

**PROPOSED: Receive and File**

**ACTION ITEM(S)**

1. Adoption of Policy Handbook – [5000 Series] Council Meetings
  - 5010 Council Meetings
  - 5020 Council Meeting Agenda
  - 5030 Council Meeting Conduct
  - 5040 Council Actions and Decisions
  - 5060 Minutes of Council Meeting
  - 5070 Rules of Order for Council and Committee Meetings

**Council Action**

**Wyman/Ogan: To receive presentation and adopt the 5000 Series of the JPA's Policy handbook**

**UNANIMOUS VOTE: (Kelly, Ogan, Wyman)**

2. Brickyard Clean up – Approval to make Expenditures

At the last Council meeting, Executive Director Gear was directed to solicit bids to finish clean up at the brickyard facility. Three contractors bid on black top resurfacing and four contractors bid on burn structure remediation. Based on the bids, Executive Director Gear recommends All Phase construction for resurfacing of the black top surrounding the burn structure and Allied Industries Inc. for the burn structure. Council requested Executive Director Gear to ensure the scope of work is consistent with all vendors.

**Council Action**

**Wyman/Ogan: To receive presentation and adopt staff's recommendation subject to compliance with bid specifications.**

**UNANIMOUS VOTE: (Kelly, Ogan, Wyman)**

## PRESENTATION ITEM(S)

### 1. 2010 Training Course Report

Executive Director Gear acknowledged Ms. Mollie Povey for assisting in preparing the report. As the JPA moves forward at Mather, the ability to offer more training will increase. Other training has slowed, due to lack of training facilities.

- **Council Action**  
**RECEIVED AND FILED**

## EXECUTIVE DIRECTOR REPORT (Gear)

Strategic plan meeting held with Chief Iannucci, Chief Wagner, Chief Costamagna and Captain Johnson, Ms. Martucci and Executive Director Gear to work on revising the draft plan.

Training Site development at Zinfandel is moving forward. Executive Director Gear indicated the lease needs to be finalized with Sac Metro Fire. Ms. Steiner will represent the JPA on the lease. Executive Director Gear indicated it will be on the April Council agenda.

## GOVERNING COUNCIL QUESTIONS AND COMMENTS

### CLOSED SESSION

None.

### NEXT MEETING(S) ~ 2011 Meeting Schedule (Location TBD)

Monday, April 18, 2011 2PM

Wednesday, June 8, 2011 10AM

Wednesday, September 14, 2011 10AM

Wednesday, November 9, 2011 10AM

## ADJOURNMENT

- **Council Action**  
Zagaris to adjourn the meeting at 10:22AM.

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**Fire Chief, Kim Zagaris**  
**Chairperson**