



California Fire & Rescue Training Authority, Sacramento

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Fire Chief Kim Zagaris, Chairperson
Assistant Chief Nike King
Director Matt Kelly

Governing Council

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

Ruben Grijalva
Executive Director

GOVERNING COUNCIL-ACTION SUMMARY CALIFORNIA FIRE AND RESCUE TRAINING AUTHORITY AT SACRAMENTO GOVERNING COUNCIL REGULAR MEETING December 3, 2015 – 4:00 PM

**10545 Armstrong Avenue-Suite 320
Mather, CA 95655**

CALL TO ORDER (4:06PM)

Council Chair Fire Chief Kim Zagaris called the meeting to order at 4:02PM. Also present: Delegate Assistant Chief King, and Delegate Director Matt Kelly. Staff: Executive Director Ruben Grijalva, Council Clerk Cristy Jorgensen and an audience of six.

PLEDGE TO THE FLAG

PUBLIC COMMENT ON AGENDA/NON-AGENDA ITEMS NONE

CONSENT AGENDA

- 1. Approval of Action Summary: September 24, 2015**
- 2. Sacramento Fire Department – Council Delegate & Alternate Delegate**
- 3. Annual Election of Officers:**
 - Chairperson (Zagaris)**
 - Vice Chairperson (King)**
 - Secretary (Kelly)**

- **Council Action:**
Kelly/King: to approve consent agenda

(AYES: Kelly, King, Zagaris)
Motion Passed

EXECUTIVE DIRECTOR REPORT (Grijalva)

Executive Director Grijalva presented a list of completed lease agreements including the Zinfandel Lease which has been approved by the Metro Fire Board. The CESC Lease has

been completed and approved by the Metro Fire Board. Also included in this meetings packet for presentation and discussion is a FEMA MOA and a Cooperative Research and Development Agreement with US Department of Homeland Security.

The CESC Lease is a four-year lease with the terms reflecting that the first six months of rent are free for the CFRTA. Thereafter the lease is \$2600 monthly and includes utility costs. There is a 3% annual increase over the course of the four year lease. Also built into the lease is a six-month notice of lease end clause for opting out of lease. At the end of four years the lease reverts to 90% of fair market value. Usage terms are also built into the lease with a 50% approved use of the CESC by Metro Fire scheduled through the CFRTA and that the programs are not in conflict with revenue producing courses provided by the CFRTA. Use requests require a 30-day approval process and are scheduled through Go Sign Me Up, CFRTA's course registration program.

The Zinfandel lease terms increase the leased property by eight acres with no increase in cost to the CFRTA. Metro Fire's defined use increases from 20% to 50% with the same use issues that state the offerings are not in conflict with revenue producing courses provided by the CFRTA. Use of Zinfandel is also scheduled through the CFRTA with a 30-day approval process.

The Office Staff of the CFRTA are in the process of moving to the CESC. This move represents a reduction in cost built into the budget and includes the savings that come with leaving Tech Center. The office staff are currently working on a process for sorting records, furnishings, and equipment. Some items have been listed in an online sale of surplus through GovDeals.com. Some items will be stored at Zinfandel in Connex boxes. The Estimated cost of move is \$10,000-15,000 but could be less than that with careful strategic planning. This move is budgeted in this fiscal year's budget.

FINANCE REPORT – Grijalva

1. Status of 2015/2016 Budget

Received and Filed

PRESENTATION ITEM(S)

1. California Exercise Simulation Center (CESC) Update (Davis)

- **Council Action:**
Kelly/King: to receive presentation.

AYES (Kelly, King, Zagaris)
Motion Passed

ACTION ITEM(S)**1. CFRTA Policy ~ Healthcare Benefits Policy #2051 Amendment
(Grijalva)****• Council Action:**

Kelly/King: to approve and adopt staff's recommendation.

AYES (Kelly, King, Zagaris)

Motion Passed

**2. CFRTA Policy ~ Claims Payable Policy #3040 Amendment
(Davis)****• Council Action:**

Kelly/King: to approve and adopt staff's recommendation.

AYES (Kelly, King, Zagaris)

Motion Passed

GOVERNING COUNCIL QUESTIONS AND COMMENTS

- NONE

ADJOURNMENT (5:02PM)**• Council Action:**

Council Chair Zagaris to adjourn meeting at 4:56PM.

NEXT MEETING(S) ~ Location:

California Fire & Rescue Training Authority
California Exercise Simulation Center (CESC)
10545 Armstrong Avenue. Suite 320. Mather, CA 95655

2016 Schedule, 4PM

Thursday, February 18, 2016

Thursday, April 21, 2016

Thursday, June 16, 2016

Thursday, September 15, 2016

Thursday, December 15, 2016

Posted on December 3, 2015 by:


Cristy Jorgensen, Council Clerk