



Lorenzo Gigliotti  
Executive Director

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

9320 Tech Center Drive, Sacramento, CA 95826 • Phone (916) 475-1660 • Fax (916) 475-1662  
[www.fireandrescuetraining.ca.gov](http://www.fireandrescuetraining.ca.gov)

Governing Council

Fire Chief Kim Zagaris, Chairperson  
Acting Deputy Chief Niko King  
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 March 27, 2014 – 9:00 AM**

**9320 Tech Center Drive, Room 103  
Sacramento, CA 95826**

#### **CALL TO ORDER**

Council Chair Fire Chief Kim Zagaris called the meeting to order at 9:00AM. Also present: Delegate Deputy Chief Lloyd Ogan and Delegate Director Matt Kelly. Staff: Executive Director Deputy Chief Lorenzo Gigliotti, Legal Counsel Joshua Nelson, Council Clerk Sherri Martucci and an audience of nine.

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

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

Cristy Jorgensen, Secretary for Academy and EMS Programs addressed the Governing Council in regards to providing benefits for employees. Speech is included as an attachment to this Action Summary.

#### **CONSENT AGENDA**

##### **1. Approval of Action Summary: January 23, 2014**

###### **▪ Council Action**

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

Delegate Kelly thanked Miss (Haverty) Jorgensen for bringing forward her concerns about benefits for employees of this agency. He urges the Executive Director, or those who will provide direction to the new Executive Director and of foremost concern for the JPA. Delegate Ogan added that benefits were discussed several months ago and that he would like to see a proposal for benefits.

**AYES (Kelly, Ogan, Zagaris)**

**FINANCE REPORT****1. Status of 2013/2014 Budget**

- **Received and Filed**

**PRESENTATION ITEM(S)**

**NONE**

**ACTION ITEM(S)****1. Resolution – Declaring Fixed Assets as Surplus or Non-serviceable (Gigliotti)**

- **Council Action:**  
**Ogan/Kelly:** To receive presentation and adopt resolution

**AYES (Kelly, Ogan, Zagaris)**

**2. California Regional Fire Academy Relocation Options (Johnson)**

- **Item Removed from Agenda**

**3. Updated Schedule of Authorized Positions, Compensation Rates and Pay Methods (Mitchell)**

- **Council Action:**  
**Kelly/Ogan:** to receive presentation and to approve updated schedule

**AYES (Kelly, Ogan, Zagaris)**

**EXECUTIVE DIRECTOR REPORT (Gigliotti)**

Statements of Economic Interests are due April 1<sup>st</sup>.

The Executive Leadership Series is being offered quarterly, including P. Michael Freeman, Alan Brunacini, and Ronnie Coleman.

**EXECUTIVE DIRECTOR REPORT, continued**

The Executive Director recruitment has been opened and is on various job boards. Chief Gigliotti has copies of the recruitment flyer.

**GOVERNING COUNCIL QUESTIONS AND COMMENTS**

Chair Zagaris thanked Cristy for her comments. The Chiefs have discussed at some length and where they want to go with providing benefits.

Chair Zagaris thanked all of the staff for their efforts and what they bring to make the program a success.

**NEXT MEETING(S)** ~ Location: California Fire & Rescue Training Authority  
9320 Tech Center Drive, Sacramento, CA 95826

**2014 Schedule, 9AM**

Thursday, June 12, 2014

Thursday, September 18, 2014

Thursday, December 11, 2014

**ADJOURNMENT**

- **Council Action**  
Zagaris to adjourn the meeting at 9:26AM.

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

The CFRTA is in a time of transition. At today's meeting there will be much discussion on the state of the current budget and planning for the future. We are in the middle of a national recruitment process for a new Executive Director, our Business Manager is moving back to her home agency, we are still establishing ourselves in this Tech Center location and building up our new training site at Zinfandel.

While this change is exciting and the possibilities endless for this organization, I also don't want us to lose sight of the staff who currently work here, some who are new, here for only a few weeks and some who have been here for years working to build and develop this organization.

When the recruitment announcement was published for the Executive Director position, it stated that this new position, previously funded through Agency Reimbursement agreements, now includes a matching 401(K) contribution and a negotiable paid leave package. The staff here is hoping that this move to provide a benefit package to the new Executive Director is a sign that this Governing Council is moving toward providing a benefit package for the agency staff as well. Currently we are all at will, hourly based employees with no benefit package. There is no medical coverage, no sick leave, no paid time off. We are passionate about the work we do, and believe in the mission of this agency to provide excellence in training and education for the development of knowledge, skills and abilities to meet the challenges of today and tomorrow in the most effective, efficient and innovative manner.

Each of you on the Governing Council, from the Business Manager and Executive Director to all three Governing Council Members enjoy the security of a comprehensive benefits package that may include paid time off, sick leave, medical, dental, vision, life insurance, long term disability, employee assistance programs and retirement. While employed with your government agency, whether it be local, city or state government, you have been able to provide medical coverage for yourself and your family. Each of you has utilized your wellness benefits for either yourself or your family during a time of health uncertainty. You have the ability to take paid time off for a variety of reasons including enjoying time off with your family and you are working towards funding your retirement accounts.

Agency staff researched and developed several different benefit proposals and presented them to Management. We are still waiting for those proposals to be discussed and presented to this group for approval.

Historically, the CFRTA has seen repeat employee turnover with the same reason given nearly each time. Employees receive no benefit packages for their dedication and loyalty to the agency. As a local government agency, a joint powers authority made up of a local government agency, a city government agency and a state government agency, it is disappointing that, to date, staff have still not been approved for basic leave benefits and health and wellness benefits.

Your staff currently employed by the CFRTA have directly assisted with the agency moving to the new training facility at Tech Center. We have developed a training calendar which now populates a year out, we have initiated a strategic marketing plan which includes attendance at fire and ems specific events, we have assisted with the upgrade to a new training registration system and a new financial management system. We have coordinated the launch of a paramedic program, edited several Urban Search and Rescue Mobilization Exercise reports for distribution at the State and National Level, recruited new instructors and coordinated courses never offered by the agency before. We have built relationships with partnering agencies and officials. We have stayed dedicated to the mission of the agency while patiently waiting for the Benefits proposal to work it's way through the approval process.

This agency is on the verge of becoming the premier training facility in the State of California and the Nation with the development of the Zinfandel project. This site development requires the agency to continue to grow and expand to support the new site. This means more course offerings, recruiting the most qualified instructors, supporting thousands of students across the state and nation and a continued effort to reach our target customers to educate them on why the California Fire & Rescue Training Authority is the premier agency to receive their fire and ems related training through.

The staff here today are dedicated to this mission. We are regularly offering cost savings ideas to our managers and Executive Director to assist the agency with staying fiscally responsible. You need this dedication and experience to continue to build the agency. We are asking that you show your support of us so that we can continue to support your goals and objectives into the future.