

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
Minutes – September 26, 2012**

MISSION STATEMENT

In the spirit of our tradition, we strive for excellence, respectfully serving all with pride, honor and compassion.

Location: 1500 Bollinger Canyon Road
Administrative Building-Boardroom
San Ramon, CA 94583

Board Members Present: Board President Linari, Directors Lindsay, Price, Stamey and Umont.

Staff Present: Chief Price, Assistant Chief Barton, Administrative Services Director Leete, District Counsel Ross, Technology Systems Manager Call, Fire Marshal Jamison, Finance Supervisor Sasser, Battalion Chief Viera, Union President Mohun, District Clerk Brooks.

1. Call to Order

President Linari called the meeting to order at 7:10 p.m.

2. Pledge of Allegiance

President Linari led the Pledge of Allegiance.

3. Determination of Quorum and Confirmation of Agenda

There was a quorum and no changes to the agenda.

4. Public Comment

None.

5. Consent Calendar

Director Stamey moved approval of Consent Calendar items 5.1-5.7 (1-3). Director Price seconded the motion. Motion carried.

6. Special Announcements/Presentations/General Business

6.1 Proclamation in recognition of Fire Prevention Week, October 7-13, 2012.

Board President Linari read a summary of the Fire Prevention Proclamation.

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- 6.2 Proclamation in recognition of “It Can Wait – No Texting While Driving Pledge Day”.

Board President Linari read the No Texting While Driving Proclamation emphasizing its importance.

7. **Old Business**

- 7.1 Discussion regarding District 2012/2013 Budget.

Administrative Services Director Leete stated that there are no updates on this item and staff is monitoring the budget revenues and expenses and will bring back any concerns to the Board if needed.

- 7.2 Report on District-Wide Advisory Committee Meeting.

Director Stamey provided the background on this advisory committee meeting stating that some of the discussion topics were: selection of a recruiting firm for the Fire Chief position, a presentation from Chief Coleman; providing guidance to the group, and a proposal to fill the Battalion Chief A shift position. At this time in the meeting, Director Stamey made a motion to fill the shift Battalion Chief position. Director Lindsay seconded the motion. Motion carried.

8. **New Business**

- 8.1 Consider adoption of Resolution No. 2012-06 confirming that the requirements of the Ralph M. Brown Open Meeting Act shall remain applicable in all respects to the noticing, agendaing and conducting open and closed meetings of the District during Fiscal Year 2012-2013.

Legal Counsel Ross provided the background of this Resolution, stating that it is self-explanatory and would recommend that the Board adopt Resolution No. 2012-06. Motion by Director Price to adopt Resolution No. 2012-06. Director Stamey seconded the motion. Motion carried by roll call vote.

- 8.2 Consider adoption of Resolution No. 2012-07 establishing with the Contra Costa County Recorder’s office the assessment of property taxes in the form of liens for properties abated by the District per Ordinance No. 23.

Fire Marshal Jamison provided the background of this Resolution, stating that the program has been very successful, primarily due to the District Administrative Citation Policy. Motion by Director Price to adopt Resolution No. 2012-07. Director Stamey seconded the motion. Motion carried by roll call vote.

- 8.3 Consider adoption of Resolution No. 2012-08 to establish the appropriations limit for Fiscal Year 2012-2013.

Administrative Services Director Leete provided the background of this Resolution stating that it is done on an annual basis and recommended Board adoption. Motion by Director Lindsay to adopt Resolution No. 2012-08. Director Price seconded the motion. Motion carried by roll call vote.

- 8.4 Discussion and review of District Board Member Handbook.

Chief Price informed those present that providing District Board members with a Board Member Handbook was one of the goals for the Fire Chief office. Chief Price stated that District Clerk Brooks had been working on the handbook for some time. District Clerk Brooks thanked the board for their compliments of the handbook and stated that if anyone had suggestions or additions to forward them to her, so she could include the suggestions in the handbook, hoping to have it available for new board members coming on board after the November election. Director Umont suggested that each current board member at the time of board elections include a small paragraph of issues that were unexpected, what should have happened, etc., and these comments would stay in the handbook for reference.

- 8.5 Subcommittee update on formation of a Citizens Advisory Committee.

Director Stamey provided the background of this item, stating John Wyatt brought this suggestion to the Board several months ago. Director Stamey stated that there are a variety of board meetings that the public are always encouraged to attend and did not feel the need for this Citizens Advisory Committee. Director Stamey also stated that if residents have an interest in our District they could run for a board seat when there is an election, and therefore, he recommended voting against this Committee. Director Umont stated he would like to see more attendance from the public at our board meetings. After some discussion Director Stamey made a motion asking the Board if they had the desire to implement a Citizens Advisory Committee, he suggested voting against this Committee. Director Price seconded the motion. Motion carried with Director Umont dissenting.

- 8.6 Personnel Committee update on search firm for Fire Chief position.

Director Price stated that the Personnel Committee interviewed three executive search firms to recruit for the new Fire Chief. The Committee chose the firm of Teri Black & Co., as the choice for executive search firm for recruitment of a Fire Chief. Director Umont stated that in the interviews, the Committee stressed the urgency of this recruitment and that the goal was to schedule interviews soon. Director Price made a motion to enter into a contract with Teri Black & Co., for recruitment of a new Fire Chief, and directed Administrative Services Director Leete to expedite the scheduling of the interviews. Director Stamey seconded the motion. Motion carried.

Ross Smith, a District resident asked what the cost of the recruitment for a new Fire Chief would be. Administrative Services Director Leete stated that the costs would be approximately \$18,000.

9. Correspondence

The Board commented on the very nice card that was received from the CHP regarding the recent death of a CHP officer on Highway 680. Assistant Chief Barton stated what a great job our crews did on that call.

10. Monthly Activity Reports

10.1 Operations – Assistant Chief Barton

Assistant Chief Barton discussed his regular monthly report and also informed the Board that our probationary firefighters all passed their recent probationary firefighting testing.

10.2 Support Services

Fire Chief Price provided the Support Services report highlighting the demolition and grading work at the new Station 32 discussing a problem with the soil on the property. Chief Price stated that staff is actively involved in resolving the issue, and that he would be attending the Alamo Municipal Advisory Committee meeting next week to provide an update on what is happening on the site. Chief Price stated that a Change Order would be coming through and the Board would have to approve the change order.

10.3 Fire Prevention – Fire Marshal Jamison

Fire Marshal Jamison provided the monthly report stating that Debbie Vanek has received the 2012 ICC Community Service Award and received this award for her extraordinary efforts developing the Residential Care Facility Working Group. Fire Marshal Jamison also stated that the Emergency Preparedness Fair this year was again very successful.

10.4 Administrative Services – Administrative Services Director Leete

Administrative Services Director Leete discussed the recent delivery of the EBRCS radios and how hard Finance Supervisor Sasser and Technology Services Manager Call worked on this project. Administrative Services Director Leete also stated that the Paramedic/Firefighter recruitment is in process.

10.5 Fire Chief – Fire Chief Price

Chief Price stated that once again this year, the 9/11 event at Oak Hill Park in Danville was very successful thanks to the collaboration of police and fire personnel. Chief Price

discussed his recent White House visit discussing the iPhone app, and that Redevelopment Oversight Committee meetings are progressing and that meetings are held as needed.

11. Good of the Order

11.1 Discussion and possible approval of rescheduling of the November and December, 2012 regular Board meeting dates.

District Clerk Brooks suggested new dates for the November and December regular Board meetings. After some discussion, the Board confirmed the regular board meeting dates of Monday, November 26, 2012 and Wednesday, December 19, 2012.

Director Stamey praised Captain Matt Terry and his team for all of their hard work on the upcoming 100-year anniversary events.

Director Stamey also informed the Board and staff that he received high praise for Plans Examiner Ian Hardage from members of the public for his professionalism in working on plan reviews.

12. Closed Session

12.1 Status of labor negotiations between the District and the San Ramon Valley Firefighters Association under the provisions [Authorized under Government Code §54957.6 and 54954.5(e)].

12.2 Possible exposure to litigation (one matter).
[Pursuant to Government Code §54956.9(b)(2) and 54954.5(c)]. Facts and circumstances that might result in litigation need not be disclosed. [Pursuant to Government Code §54956.9(b)(3)(A)].


12.3 Conference with Real Property Negotiator:
Fire Chief Richard Price, Property Location:
APN: 198-132-017-7 [Authorized under Government Code §54956.8 and 54954.5(e)].


13. Return to Open Session

Regular session ended: 8:15 p.m.
Closed session began: 8:35 p.m.
Closed session ended: 8:55 p.m.
Regular session reconvened: 9:00 p.m.

14. Adjournment

The meeting adjourned at 9:00 p.m., to the next regular meeting of Wednesday, October 24, 2012.

Prepared by: 
Susan F. Brooks
District Clerk

Approved by: 
Thomas J. Linari
Board President