

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Board of Directors Regular Board Meeting

Wednesday, July 25, 2012 – 7:00 p.m.

*Thomas J. Linari, President ~ Roxanne Lindsay, Director ~ Jennifer Price, Director
Matthew J. Stamey, Director ~ Glenn Umont, Director*

~MISSION STATEMENT~

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

**Meeting location: S.R.V.F.P.D. Administrative Offices - Boardroom
1500 Bollinger Canyon Road, San Ramon, CA 94583**

AGENDA

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. DETERMINATION OF QUORUM AND CONFIRMATION OF AGENDA**
- 4. PUBLIC COMMENT**

Any person may address the District Board on any subject pertaining to District business, which is not listed on the agenda. This comment is provided by the Ralph M. Brown Open Meeting Act (Government Code § 54950 *et seq.*) and may be limited to three (3) minutes for any person addressing the Board. Please complete a "Request to Speak" form and submit it to the District Clerk.

- 5. CONSENT CALENDAR**

Consent calendar items are considered routine and are acted upon by the Board with a single action. Members of the audience wishing to provide public input may request that the Board remove the item from the Consent Calendar. Comments may be limited to three (3) minutes.

- 5.1 Approve the salaries, payroll taxes and retirement contributions for the month of June, 2012 in the amount of \$3,102,234.80.
- 5.2 Approve the demand register for the period June 15, 2012 through July 13, 2012, in the amount of \$2,542,005.09.
- 5.3 Approve the minutes from the June 27, 2012 Regular Board meeting, and July 16, 2012 Special Board meeting.
- 5.4 Authorization for approval of payment to Intergraph Corporation in the amount of \$64,110.18 for FY 2012/2013 software maintenance and support.
- 5.5 Receive Quarterly Investment Report for the period April 1, 2012-June 30, 2012.
- 5.6 Authorization for approval of payment in the amount of \$31,923.47 to Law Offices of William D. Ross for professional services for the month of June, 2012.
- 5.7 Authorization for Progress Payment No. 1 to Carone and Co., Inc., in the amount of \$48,825.25 for demolition, grading and utility work for new Station 32.
- 5.8 Consideration and recommendation to declare the Old Schoolhouse, located at 1650 Finley Road, Danville, CA as surplus property.

5.9 Personnel Actions:

1. Approve staff's recommendation to award a merit salary increase to Ben DuClos, Dispatcher, to Step 5, effective August 1, 2012.
2. Approve staff's recommendation to award a merit salary increase to Latasha Bouzek, Dispatcher, to Step 2, effective September 1, 2012.
3. Approve staff's recommendation to award a merit salary increase to Samara Ramos-Brown, Dispatcher, to Step 2, effective September 1, 2012.
4. Approve staff's recommendation to award a merit salary increase to Trisha Klink, Dispatcher, to Step 3, effective September 30, 2012.
5. Approve staff's recommendation to award a merit salary increase to John Duggan, Division Chief, Training, to Step 4, effective September 1, 2012.

6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

- 6.1 Proclamation in recognition of Patriot Day, September 11, 2012.
- 6.2 Recognition of Stephen Hatchett for 15 years of volunteer service to the District.

at this time in the meeting, the Board will take a 10-minute break

7. OLD BUSINESS

- 7.1 Open Public Hearing as set forth in the annual exterior hazard abatement program for the purpose of receiving public comment to show cause why exterior hazard abatement orders should not be enforced.
- 7.2 Discussion regarding District 2012/13 Budget (monthly on-going and periodic review).

8. NEW BUSINESS

- 8.1 Request for approval to enter into a contract with LCA Architects for Professional Services for Fire Station 32.

9. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW

10. MONTHLY ACTIVITY REPORTS FOR JUNE, 2012

- 10.1 Operations/Training Division/Special Operations-Assistant Chief Barton
Standards of Cover Policy Compliance Report.
- 10.2 Support Services – Assistant Chief Hart
Support Services Report of monthly activities.
- 10.3 Fire Prevention – Fire Marshal Jamison
Fire Prevention Report of monthly activities.
- 10.4 Administrative Services – Administrative Services Director Leete
 - a). Monthly Finance Activities/Reports
 - b). Monthly Human Resources Activities/Reports
 - c). Retirement Calculation Worksheet – Richard Price

- 10.5 Fire Chief – Chief Price
Verbal report on monthly meetings, seminars, committee meetings, and other District related activities.

11. GOOD OF THE ORDER

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 Conference with District Counsel – Potential Litigation
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 Existing litigation: City of Brentwood, et al v. Robert Campbell, in his Official Capacity of Auditor Controller of Contra Costa County, et al, Contra Costa Superior Court Case No. N11-1029.
- 12.4 Conference with District Counsel – Potential Litigation Workers Compensation Claim No. SRV0300024, dated 12/02/02, Danielle Bell vs. San Ramon Valley Fire Protection District [Authorized under Government Code § 54956.9(b)].

13. RETURN TO OPEN SESSION

14. REPORT UPON RETURN FROM CLOSED SESSION (if applicable)

15. ADJOURNMENT TO THE NEXT REGULAR BOARD MEETING SCHEDULED FOR WEDNESDAY, SEPTEMBER 26, 2012 AT 7:00 P.M.

****REMINDER – THE REGULAR AUGUST BOARD MEETING HAS BEEN CANCELLED****

Prepared by:



Susan F. Brooks, District Clerk

Agenda posted on July 19, 2012 at the District's Administration Building and the San Ramon Valley Fire Protection District's website at www.firedepartment.org

The San Ramon Valley Fire Protection District ("District"), in complying with the Americans with Disabilities Act ("ADA"), requests individuals who require special accommodations to access, attend and/or participate in District board meetings due to a disability, including but not limited to American Sign Language interpreters, assistive listening devices, transportation to and from the meeting site or other accommodations, may be requested by calling (925) 838-6661 no later than 72 hours in advance of the scheduled meeting time. In compliance with Government Code Section 54957.5, non-exempt writings that are distributed to a majority or all of the Board in advance of a meeting, may be viewed at 1500 Bollinger Canyon Road, San Ramon, California or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact District Clerk Sue Brooks at (925) 838-6661.