

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Board of Directors Regular Board Meeting

Wednesday, May 25, 2011 – 7:00 p.m.

*Jennifer G. Price, President ~ Thomas J. Linari, Director ~ Roxanne Lindsay, 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 March 2011 in the amount of \$3,300,814.88, and April, 2011 in the amount of \$3,111,559.70.
- 5.2 Approve the demand register for the period March 15, 2011 through May 13, 2011, in the amount of \$6,758,193.87.
- 5.3 Approve the minutes from the April 5, 2011 Special Board meeting, including District Counsel’s closed session report.
- 5.4 Receive First Quarter 2011 Pension and Retirement Related Legislation Report.
- 5.5 Receive District Quarterly Investment Report January 1, 2011-March 31, 2011.
- 5.6 Authorization for approval of payment in the amount of \$49,900.00 to Cal Bay Construction for Station 36 Annex (final release of retention).
- 5.7 Informational Update regarding Purchasing District Office Supplies.
- 5.8 Authorization to replace one vacant position in the Communications/Dispatch Center.

5.9 Personnel Actions:

1. Approve staff's recommendation to award a merit salary increase to Training Chief John Duggan to Step 2, effective March 1, 2011.
2. Approve staff's recommendation to award a merit salary increase to Information Systems Technician Phil Duncan to Step 4, effective May 1, 2011.
3. Approve staff's recommendation to award a merit salary increase to Finance Supervisor Gloriann Sasser to Step 4, effective May 1, 2011.

6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

- 6.1 Proclamation of the Board of Directors Proclaiming June 1-7, 2011 as National Cardiopulmonary Resuscitation (CPR) and Automated External Defibrillator (AED) Awareness Week and Commitment to a HeartSafe Community.
- 6.2 Badge Pinning Ceremony for: Captain Daniel Smith, Captain Kenneth Schwartz, Captain Korey Barragan, Engineer Donnel Halsey, Engineer Steve Laugero, Engineer Iain McCulloch, Engineer Ben Wylie and Engineer John Youngblood.

****at this time in the meeting the Board will take a 10-minute recess****

7. OLD BUSINESS

8. NEW BUSINESS

- 8.1 Open Public Hearing as set forth in the annual exterior hazard abatement notices mailed on May 3, 2011 stipulating May 25, 2011 at 7:00 p.m., as the date, time and place as provided for the purpose of receiving public comment to show cause why exterior hazard abatement orders should not be enforced.
- 8.2 Discuss report from Contra Costa County Grand Jury regarding report on Elected Board Membership.

9. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW

10. MONTHLY ACTIVITY REPORTS FOR MARCH/APRIL, 2011

- 10.1 Operations/Training Division/Special Operations – Assistant Chief Collins
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 Worksheets:
Mike Cline, Jeff Lusareta, Anthony Simi, Dale Bailey
- 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 Conference with District Counsel – Potential Litigation Workers
Compensation Claim No. SRV0800043, dated 2/17/07, Lon Phares 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, JUNE 22, 2011 AT 7:00 P.M.

Prepared by:



Susan F. Brooks, District Clerk

Agenda posted on May 19, 2011 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.