

# SAN RAMON VALLEY FIRE PROTECTION DISTRICT

## Board of Directors Regular Board Meeting

**Monday, November 14, 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 demand register for the period October 15, 2011 through November 7, 2011, in the amount of \$874,631.81.
- 5.2    Approve the minutes from the October 26, 2011 regular board meeting including District Counsel’s closed session report, and the Financing Corporation meeting minutes.
- 5.3    Personnel Actions:
  1.    Approve staff’s recommendation to award a merit salary increase to Accounting Technician, Ivy Ong to Step 4, effective 12/1/11.

## **6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS**

- 6.1    Introduction of and Administration of Employee Oath to Dispatcher Trisha Klink.

**7. OLD BUSINESS**

- 7.1 Consider adoption of Resolution No. 2011-09 replacing Resolution No. 2011-08 regarding health insurance benefits.

**8. NEW BUSINESS**

- 8.1 Presentation of 2011 District Comprehensive Annual Finance Report (CAFR) by Maze and Associates.  
8.2 General Fund Update Fiscal Year 2010-2011 and Long Term Forecast Update.  
8.3 Determination and declaration that both the involved real property and improvements to real property located at 1101 Stone Valley Road, Alamo, CA is surplus to District needs and/or obsolete or inadequate for District needs consistent with Government Code Section 54220 et seq.

**9. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW**

**10. MONTHLY ACTIVITY REPORTS FOR OCTOBER, 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  
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 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)].  
12.2 Personnel Action: Consideration of Contingency Staffing Model [Authorized under Government Code Section 54957].

**13. RETURN TO OPEN SESSION**

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

**15. ADJOURNMENT TO THE NEXT REGULAR BOARD MEETING SCHEDULED FOR\*\*MONDAY, DECEMBER 19, 2011\*\* AT 7:00 P.M.**

Prepared by:



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Susan F. Brooks, District Clerk

Agenda posted on November 10, 2011 at the District's Administration Building and the San Ramon Valley Fire Protection District's website at [www.firedepartment.org](http://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.*