

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Board of Directors Regular Board Meeting

September 22, 2010 – 7:00 p.m.

*Roxanne Lindsay, President ~ Nick Dickson, Director
Thomas J. Linari, Director ~ Jennifer G. Price, Director ~ Matthew J. Stamey, 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
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 July, 2010 in the amount of \$3,288,660.86 and August, 2010 in the amount of \$3,133,853.18.
- 5.2 Approve the demand register for the period July 20, 2010 through September 10, 2010 in the amount of \$3,375,897.21.
- 5.3 Approve the minutes from the July 28, 2010 regular Board meeting including District Counsel’s closed session report.
- 5.4 Authorization for approval of Progress Payment No. 13 to Cal Bay Construction, Inc., in the amount of \$47,014.00 for Station 36 Annex Building.
- 5.5 Authorization for payment to the Contra Costa County JPA for Public Liability and other self-insurance for FY 2010/11 (\$198,810).
- 5.6 Authorization for payment in the amount of \$31,726.76 to Contra Costa County Department of Information Technology for microwave services for fiscal year 2010-2011.

- 5.7 Authorization for payment in the amount of \$41,117.08 to NetXperts for the purchase of Dell servers for the CAD upgrade.
- 5.8 Authorization to enter into a professional services contract with FirstOnScene, LLC for FY 10/11 implementation of Records Management System (\$100,000).
- 5.9 Personnel Actions:
 1. Approve staff's recommendation to reclassify Lucas Hirst, Information Systems Technician at Step 3, effective August 1, 2010, subject to a 12-month probationary period.
 2. Approve staff's recommendation to promote John Duggan from Captain, Step 5 to Division Chief-Training, Step 1 effective September 1, 2010, subject to a 12-month probationary period.
 3. Approve staff's recommendation to award a merit salary increase to Lisa Blackburn, Dispatcher to Step 2, effective October 1, 2010.
 4. Approve staff's recommendation to award a merit salary increase to Christopher Eberle, EMS Specialist to Step 4, effective October 1, 2010.
 5. Approve staff's recommendation to award a merit salary increase to Whitney McDonough, Dispatcher to Step 2, effective October 1, 2010.

6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

- 6.1 Proclamation in Recognition of Fire Prevention Week October 3-9, 2010.

7. OLD BUSINESS

- 7.1 Open Public Hearing as set forth in the annual exterior hazard abatement notice mailed between July 14, 2010 and September 7, 2010 stipulating September 22, 2010 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.
- 7.2 Status update regarding Property Tax Audit.
- 7.3 Discussion of CCCERA Actuarial Valuation Due to Depooling.

8. NEW BUSINESS

- 8.1 Consider adoption of Resolution No. 2010-05 which establishes with the Contra Costa County Records Office the assessment of property tax liens for properties abated by the District for the period after July 2, 2010.
- 8.2 Consider adoption of Resolution No. 2010-06 to establish the appropriations limit for Fiscal Year 2010/11.
- 8.3 Discussion and possible approval of staff's recommendation on East Bay Regional Communications System Authority (EBRCSA) financing options.

9. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW

10. MONTHLY ACTIVITY REPORTS FOR JULY AND AUGUST, 2010

- 10.1 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 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.
 - a). Accreditation/CAAS
 - b). IAFC Award Prize (check for \$500)

11. GOOD OF THE ORDER

- 11.1 Discussion regarding rescheduling November and December, 2010 Board meetings from the 4th to 3rd Wednesday (due to Thanksgiving and Christmas Holidays).

12. CLOSED SESSION

- 12.1 Conference with District Counsel - Potential Litigation
Possible exposure to litigation (two matters)
[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 GovernmentCode§54956.9(b)(3)(A)]
- 12.2 Conference with District Counsel - Potential Litigation Workers Compensation Claim No. SRV0900044 dated 12/20/08; Sylvia Bustos-Sancen vs. San Ramon Valley Fire Protection District [Authorized under Government Code §54956.9(b)]
- 12.3 Conference with District Counsel - Potential Litigation Workers Compensation Claim No. SRV0800044 dated 2/15/08; Christopher Bailey vs. San Ramon Valley Fire Protection District [Authorized under Government Code § 54956.9(b)]
- 12.4 Conference with District Counsel – Potential Litigation Workers Compensation Claim No. SRV1000029 dated 11/5/07; Scott Fulwood 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, OCTOBER 27, 2010 AT 7:00 P.M.

Prepared by:



Susan F. Brooks
District Clerk

Agenda posted on September 17, 2010 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.