

SAN RAMON VALLEY FIRE PROTECTION DISTRICT
Board of Directors Regular Board Meeting

Wednesday, January 28, 2009 – 7:00 p.m.

Nick Dickson, President, ~ Thomas Linari, Director
Roxanne W. Lindsay, Director ~ Jennifer G. Price, Director ~ Kenneth W. Sandy, 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. 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. Please complete a "Request to Speak" form and submit it to the District Clerk. Comments should not exceed three (3) minutes.

- 4.1 Approve the salaries, payroll taxes and retirement contributions for the month of December, 2008 for \$3,253,372.23.
- 4.2 Approve the demand register for the period December 10, 2008 through January 14, 2009 in the amount of \$1,362,027.68.
- 4.3 Approve the minutes from the December 17, 2008 regular board meeting including District Counsel's closed session report, and the January 6, 2009 Special Board workshop including District Counsel's closed session report.
- 4.4 Authorization for progress payment of \$57,535.31 to ATI Architects for Professional Services for the period of November 1-30, 2008 for construction services for Apparatus Storage Building at Station 36.
- 4.5 Authorization for Progress Payment No.12 of \$221,129.00 to W.A. Thomas, Inc., for the construction of Fire Station 36.
- 4.6 Authorization for payment of \$24,990 to Citygate Associates, LLC for Standard of Response Cover Consulting.
- 4.7 Authorization for payment of \$28,748.95 to Sam Clar Office Furniture for furniture at new Station 36.
- 4.8 Authorization of sale and/or disposition of Training Tiller Truck.

4.9 Personnel Actions:

1. Approve staff's recommendation for the regular appointment of Senior Office Assistant, Debra Faria and merit salary increase to Step 3, effective January 1, 2009.
2. Approve staff's recommendation for the regular appointment of Code Compliance Officer, Roy Wendel and merit salary increase to Step 3, effective January 1, 2009.
3. Approve staff's recommendation for the regular appointment of Special Operations Battalion Chief, Mike Picard and merit salary increase to Step 3, effective January 1, 2009.
4. Approve staff's recommendation for the regular appointment of Captain Michael Avery, effective January 1, 2009.

5. 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 minutes for any person addressing the Board.

6. SPECIAL ANNOUNCEMENTS/GENERAL BUSINESS

- 6.1 Announcement of Standing Committee Assignments for 2009 by Board President Dickson.
- 6.2 Recognition of 2008 Employee of the Year Kim French, and 2008 Firefighter of the Year Jim Selover.

7. OLD BUSINESS

- 7.1 Request for Approval of ATI Architects and Engineers Proposal for Schematic Design and Entitlement Services for Station 32

8. NEW BUSINESS

- 8.1 Discussion and possible adoption of ambulance transport fees comparable to other authorized service providers.
- 8.2 Request for Approval of Job Classification Descriptions and Compensation for:
 - a. Communications Center Manager
 - b. Information Systems Technician
 - c. Fire Dispatcher (Per Diem)

9. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW

10. MONTHLY ACTIVITY REPORTS FOR DECEMBER, 2008

- 10.1 Operations – Assistant Chief Collins
 - Incident Report responded to by type, i.e., fire, medical and the response time (Presentation of New Incident Report Format)
 - 8 Diamond Court Structure Fire
 - Controlled Substance Reporting
 - Training Summit Accomplishments
- 10.2 Support Services – Assistant Chief Hart
Support Services Report of monthly activities
- 10.3 Training – Division Chief Krause
Training Report of monthly activities
- 10.4 Fire Prevention – Fire Marshal/Division Chief Jamison
Fire Prevention Report of monthly activities
 - 2008 Auction Donation Wrap-up
 - CERT Gold Award
- 10.5 Administrative Services-Administrative Services Director Leete
 - a. Monthly Finance Reports
 - b. Monthly Human Resources Activities/Reports
- 10.6 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
Possible exposure to litigation (two matters)
[Pursuant to Government Code §54956.9(b)(2) and 54954.5(e)]. Facts and circumstances that might result in litigation need not be disclosed. [Pursuant to Government Code § 54956(b) (3)(A)]
- 12.2 Conference with Real Property Negotiators
Negotiators: Assistant Chief Steve Hart/Chief Richard Price
Property Locations:
 - A). APN# 198-132-017-7/Danville Boulevard, Alamo, CA
 - B). 4701 Camino Tassajara, Danville, CA[Authorized under Government Code §54956.8 and 54954.5(e).]
- 12.3 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).]

13. RETURN TO OPEN SESSION

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

15. ADJOURNMENT TO NEXT REGULAR BOARD MEETING SCHEDULED FOR FEBRUARY 25, 2009.

Prepared by:



Susan F. Brooks, District Clerk

Agenda posted on January 23, 2009 at the District's Administration Building and the San Ramon Valley Fire Protection District's web site at www.srvfire.ca.gov.

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.