

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Board of Directors Special Board Meeting

Tuesday, January 6, 2009 – 3:30 p.m.

*Nick Dickson, Board President ~ Roxanne Lindsay, Vice-President
Tom Linari, 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.

**Location: S.R.V.F.P.D. Administration Building - Boardroom
1500 Bollinger Canyon Road, San Ramon, California**

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 minutes for any person addressing the Board

5. NEW BUSINESS

5.1 Discussion and approval of mid-year budget adjustments for FY 2008/09.

6. CLOSED SESSION

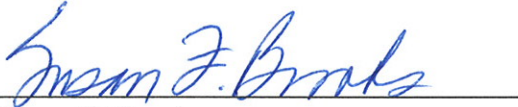
6.1 Conference with District Counsel – Potential Litigation
Possible exposure to litigation (two matters)
[Pursuant to Government Code §54956.9(b)(2)]. Facts and circumstances that might result in litigation need not be disclosed. [Pursuant to Government Code § 54956(b) (3)(A)]

7. RETURN TO OPEN SESSION

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

9. **ADJOURNMENT TO THE NEXT REGULAR BOARD MEETING SCHEDULED FOR JANUARY 28, 2009.**

Prepared by:



Susan F. Brooks
District Clerk

Agenda posted on December 31, 2008, 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.


SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Administration
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1500 Bollinger Canyon Road
San Ramon, California 94583

Fire Prevention
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MEMORANDUM

Date: January 6, 2009
To: Board of Directors
From: Richard Price, Fire Chief 
Subject: Mid-year Budget Review FY08/09

Background:

On June 25, 2008 the Board of Directors adopted a balanced budget for FY 08/09. That budget remains on track to end the year on June 30, 2009 with a positive fund balance. The goal of the mid-year review is to realign the budget with current District needs while at the same time increasing the year end balance.

Present Situation:

The mid-year realignment is focused primarily on the areas of EMS, Information Technology, and the Communication Center. This report is meant to provide an introduction to recommendations by staff. The workshop is designed to cover these items more thoroughly in an interactive setting. Enclosed in the Board Packet is a detailed worksheet specifically outlining all proposed budget modifications. These adjustments result in a net savings of \$157,772 for FY 08/09. The key changes for discussion are covered below.

Recommendations:

Staff recommends the elimination of the EMS Coordinator position (currently unfilled). The responsibilities of this position will now be primarily managed by the Special Operations Battalion Chief. This reconfiguration includes the reclassification of the EMS Specialist to a Safety position.

Staff recommends cancelling the budgeted firefighter recruit academy as forecasted staffing levels remain at desired levels. This results in significant personnel and equipment savings.

Staff recommends the creation of a new position of Communications Center Manager to oversee the Communication Center and personnel, Communication Volunteers, Emergency Planning/Business Continuance functions and other ancillary responsibilities.

Staff recommends the purchase of two replacement ambulances to replace the two current reserve ambulances.

Staff recommends replacing the long term contract computer support position with a District employee with like responsibilities. The current contract for 30 hours per week can be replaced with a full time employee at no additional cost.