

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

Wednesday, April 28, 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 March, 2010 in the amount of \$3,151,341.19.
- 5.2 Approve the demand register for the period March 13, 2010 through April 18, 2010 in the amount of \$2,646,903.75.
- 5.3 Approve the minutes from the regular March 24, 2010 board meeting including District Counsel's closed session report, and the April 16, 2010 special board meeting including District Counsel's closed session report.
- 5.4 Authorization for approval of Progress Payment No. 8 to Cal Bay Construction, Inc., in the amount of \$209,556.63 for Station No. 36 Annex Building.
- 5.5 Receive District Quarterly Investment Report January 1, 2010-March 31, 2010.
- 5.6 Receive First Quarter Pension and Retirement Related Legislation.

5.7 Personnel Actions:

1. Approve staff's recommendation to award a merit salary increase to Firefighter/Paramedics, Christopher Cunningham, David Gery, Megan O'Connor, and Christopher Parsons to Step 5, effective May 1, 2010.
2. Approve staff's recommendation for the regular appointment of Information Systems Technician, Phillip Duncan, and a merit salary increase to Step 3, effective May 1, 2010.
3. Approve staff's recommendation for the regular appointment of Finance Supervisor, Gloriann Sasser, and a merit salary increase to Step 3, effective May 1, 2010.
4. Confirmation of Employment (Lisa Blackburn, Dispatcher). Approve staff's recommendation to hire Lisa Blackburn, at Step 1, effective April 1, 2010 subject to an 18-month probationary period.
5. Confirmation of Employment (Whitney McDonough, Dispatcher). Approve staff's recommendation to hire Whitney McDonough, at Step 1, effective April 1, 2010, subject to an 18-month probationary period.
6. Approve staff's recommendation to promote Marty Rossen from Firefighter/Paramedic to Engineer, Step 5, effective April 1, 2010, subject to an 18-month probationary period.

6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

- 6.1 Introduction and Oath of Office for New Employees: Dispatchers Lisa Blackburn and Whitney McDonough.
- 6.2 Certificate of Achievement from Government Finance Officers Association (GFOA) for Excellence in Financial Reporting.

7. OLD BUSINESS

8. NEW BUSINESS

- 8.1 Consideration and recommendation to declare as surplus property the single family residence and garage, located at 2100 Stone Valley Road, Alamo, on the new Station 32 site.
- 8.2 Consideration and recommendation of rejection of the April 12, 2010 Notice of Claim for money damages of Ruth Ann Stephens.
- 8.3 Consideration and recommendation of approval of the fiscal services contract with HdL Coren and Cone.

9. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW

10. MONTHLY ACTIVITY REPORTS FOR MARCH, 2010

- 10.1 Operations – Assistant Chief Collins
Incident Report responded to by type, i.e., fire, medical and the response time.
- 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
 - c. Retirement Calculation Worksheet-N. Michelli
- 10.5 Fire Chief – Chief Price
Verbal report on monthly meetings, seminars, committee meetings, and other District related activities.
 - a. Status Update on District Accreditation
 - b. District Awards

11. GOOD OF THE ORDER

12. CLOSED SESSION

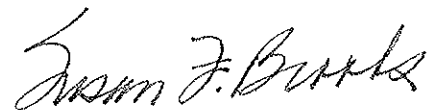
- 12.1 Conference with District Counsel – Potential Litigation
Possible exposure to litigation (two matters)
[Pursuant to Government Code §54956.9(b)(2) and 54954.5(c)]. Facts and circumstances that might result in litigation need not be disclosed. [Pursuant to Government Code § 54956.9(b)(3)(A)]
- 12.2 Conference with District Counsel-Potential Litigation Workers Compensation Claim No. SRV0900058 dated 2/22/09; Kevin Rawitzer 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 BOARD BUDGET WORKSHOP SCHEDULED FOR MONDAY, MAY 10, 2010 AT 1:00 P.M., AT BISHOP RANCH CONFERENCE CENTER, 2623 CAMINO RAMON, SAN RAMON, AND THE NEXT REGULAR BOARD MEETING SCHEDULED FOR WEDNESDAY, MAY 26, 2010 AT 7:00 P.M.

Prepared by:



Susan F. Brooks, District Clerk

Agenda posted on April 22, 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.