

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

Wednesday, October 24, 2018 – 1:00 p.m.

*Matthew Stamey ~ Board President
H. Jay Kerr, Board Vice-President ~ Chris Campbell, Director
Don Parker, Director ~ Dominique Yancey, 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 September 11, 2018, through October 14, 2018 in the amount of \$2,709,580.32.
- 5.2 Approve the Board minutes from the September 19, 2018 Regular Board Meeting; and District Counsel’s Report Upon Return from Closed Session from September 19, 2018.
- 5.3 Approval of salary, payroll taxes and retirement contributions for the month of September 2018 in the amount of \$4,214,190.29.
- 5.4 Authorization to purchase three (3) Thermal Imaging Cameras from L.N. Curtis in the amount of \$29,370.00.
- 5.5 Approval to Declare Passenger Van and Honda CNG as Surplus Property.
- 5.6 Approval of Quarterly Investment Report for the quarter ended September 30, 2018.

5.7 **Personnel Actions:**

Merit Increases:

1. Approve staff recommendation to award a merit salary increase to Captain 10, Demian Bannister, to Step 4; effective October 1, 2018.
2. Approve staff recommendation to award a merit salary increase to Captain 10, David Garcia, to Step 4; effective October 1, 2018.
3. Approve staff recommendation to award a merit salary increase to Captain 10, John Martin, to Step 4; effective October 1, 2018.
4. Approve staff recommendation to award a merit salary increase to Captain 11, Eric Sabye, to Step 6; effective October 1, 2018.
5. Approve staff recommendation to award a merit salary increase to Captain 2, Benjamin Wylie, to Step 6; effective October 1, 2018.
6. Approve staff recommendation to award a merit salary increase to Firefighter 5, Jason Alaga, to Step 3; effective October 1, 2018.
7. Approve staff recommendation to award a merit salary increase to Firefighter 5, Salvatore Bautista, to Step 5; effective October 1, 2018.
8. Approve staff recommendation to award a merit salary increase to Firefighter 5, Chad Bower, to Step 3; effective October 1, 2018.
9. Approve staff recommendation to award a merit salary increase to Firefighter 5, Sean Carrillo, to Step 3; effective October 1, 2018.
10. Approve staff recommendation to award a merit salary increase to Firefighter 5, Joseph Corbett, to Step 3; effective October 1, 2018.
11. Approve staff recommendation to award a merit salary increase to Firefighter 5, Daniel Davis, to Step 5; effective October 1, 2018.
12. Approve staff recommendation to award a merit salary increase to Firefighter 5, Aaron Drake, to Step 5; effective October 1, 2018.
13. Approve staff recommendation to award a merit salary increase to Firefighter 5, Albert Glancy, to Step 3; effective October 1, 2018.
14. Approve staff recommendation to award a merit salary increase to Firefighter 5, Garrett McIntyre, to Step 3; effective October 1, 2018.
15. Approve staff recommendation to award a merit salary increase to Firefighter 5, Arturo Perez, to Step 5; effective October 1, 2018.
16. Approve staff recommendation to award a merit salary increase to Firefighter 5, Steven Reed, to Step 5; effective October 1, 2018.
17. Approve staff recommendation to award a merit salary increase to Firefighter 5, Joshua Scott, to Step 5; effective October 1, 2018.
18. Approve staff recommendation to award a merit salary increase to Firefighter 5, Taylor Westernen, to Step 5; effective October 1, 2018.

New Hires:

1. Confirmation of Employment. Approve staff recommendation to hire Matthew Brees for Firefighter 1, Step 1; effective October 1, 2018.
2. Confirmation of Employment. Approve staff recommendation to hire Kenneth Day for Firefighter 1, Step 1; effective October 1, 2018.

Promotions:

1. Approve staff recommendation to award a Promotion to Jonas Aguiar, Captain 8 to Training Battalion Chief 5, Step 3; effective September 17, 2018.
2. Approve staff recommendation to award a Promotion to Christopher Parsons, Captain 10 to Training Captain 19, Step 6; effective October 1, 2018.

6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

- 6.1 Cardiac Save Recognition – EMS Battalion Chief Duggan
- 6.2 Recognition of the Scottish Rite Masons of Oakland, CA for their donation to the District.

7. OLD BUSINESS

8. NEW BUSINESS

- 8.1 Approval of Architectural Services Contract for Paving Replacement at Station 34.
- 8.2 Approval of new Classification of Senior Accounting Technician and reclassification of current Accounting Technicians to this newly established classification.

9. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW

10. MONTHLY ACTIVITY REPORTS:

- 10.1 Operations Division-Deputy Chief, Lon Phares
Operations Report of monthly activities.
- 10.2 EMS – Battalion Chief, John Duggan
EMS Report of monthly activities.
- 10.3 Logistics – Interim Chief Selover
Logistics Report of monthly activities.
- 10.4 Fire and Life Safety Division – Interim Chief Selover
Fire and Life Safety Report of monthly activities.
- 10.5 Communications Division – Director of Emergency Communications, Denise Pangelinan
Communication Report of monthly activities.
- 10.6 Human Resources Division – Human Resources Director, Natalie Korthamar Wong
Human Resources Report of monthly activities.
- 10.7 Finance Division – Financial Consultant, Ken Campo
Finance Report of monthly activities.
- 10.8 Fire Chief – Fire Chief, Paige Meyer
Verbal report on monthly meetings, seminars, committee meetings, and other District related activities.

11. GOOD OF THE ORDER

11.1 Legislative Update (Director Yancey)

12. UPCOMING CALENDAR OF EVENTS:

October 25, 2018 – Contra Costa County Commissioners Association Dinner Meeting

October 26, 2018 - Trunk or Treat

October 27, 2018 – Diwali Celebration (Dougherty Valley High School)

November 6, 2018 – Election Day

November 12, 2018 – Veterans Day Program (San Ramon Valley High)

November 12, 2018 – Veteran’s Day (District Floating Holiday)

November 14, 2018 – Street Smarts Meeting – noon

November 22, 2018 – Thanksgiving Day

November 23, 2018 – Thanksgiving District Holiday

13. CLOSED SESSION

13.1 Possible exposure to litigation (4 matters) pursuant to Government Code Section 54956.9(d)(2).
Facts and circumstances that might result in litigation need not be disclosed.

13.2 Personnel Matter: Performance Evaluation of District Counsel (Authorized under Government Code Section 54957).

14. RETURN TO OPEN SESSION

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

16. ADJOURNMENT TO THE NEXT REGULAR BOARD MEETING SCHEDULED FOR WEDNESDAY NOVEMBER 28, 2018 AT 1:00 P.M.

Prepared by:



Susan F. Brooks, District Clerk

Agenda posted on October 18, 2018 at the District’s Administration Building, Fire Stations 30, 31, 32, 33, 34, 35, 36, 38, 39 and the San Ramon Valley Fire Protection Districts 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 the District Clerk at (925) 838-6661.