

**SAN RAMON VALLEY EMERGENCY PREPAREDNESS
CITIZEN CORPS COUNCIL
POLICY ADVISORY COMMITTEE MEETING**

Friday, January 25, 2019 – 9:00 a.m.

**Location: San Ramon Valley Fire Protection District
Administration Building/Boardroom
1500 Bollinger Canyon Road
San Ramon, CA 94583**

AGENDA

Lead Agency for January: TBD

1. Public Comment
2. Approval of Minutes from previous meeting
3. Financial Report
4. Committee Reports and Policy Updates
 - Alert, Notification and Communications
 - Training, Education and Publications
 - HeartSafe Community
 - Community Emergency Response Team (CERT)
 - Access and Functional Needs
5. New Business
6. Adjournment/Next Meeting – TBD

Prepared by:



Susan F. Brooks, District Clerk

Agenda posted on January 22, 2019 at the District's Administration Building, Fire Stations 30, 31, 32, 33, 34, 35, 36, 38 and 39, 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 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.

San Ramon Valley Emergency Preparedness Citizen Corps Council
Fair Income/Expenses
December 31, 2018

Income

Donations

AT & T	2,000
Church of LDS	1,000
Total Donations	3,000

Expenses

Office Supplies	
USB Drives (250)	1,545
Posters	326
Bingo game cards	271
Sign holders, key tags	156
Miscellaneous office supplies	92
Total Office Supplies	2,390
Miscellaneous Supplies	
Games and kids activities	750
Posters	45
Miscellaneous Supplies	524
Total Miscellaneous Supplies	1,319
Firefighting Supplies	
CERT Safety Vests (3)	71
Total Firefighting Supplies	71
Food Supplies	
Meals	1,428
Coffee/Refreshments	67
Bottled water	629
Total Food Supplies	2,124
Professional Services	
CERT Instructors	5,475
Nixle 360 System	6,000
Fair	104
Total Professional Services	11,579
Specialized Printing	
Flyers	104
Posters and Banners	438
Total Specialized Printing	542
Educational Courses and Supplies	
Miscellaneous supplies	1,640
Backpacks	730
Total Educational Courses and Supplies	2,370
Public Educational Supplies	
Putty Giveaways	2,130
Total Public Educational Supplies	2,130
Total Expenses	22,525
Net Income/(Expenses)	\$ (19,525)

San Ramon Valley Emergency Preparedness Citizen Corps Council
Financial Statements
December 31, 2018

Balance Sheet

Assets	
Cash	\$ <u>40,482</u>
 Liabilities	
Use Tax Payable	\$ <u>125</u>
 Fund Balance	 \$ <u>40,357</u>

Income Statement

Income	
Contributions	
SRVFPD	\$ <u>10,000</u>
Total Contributions	<u>10,000</u>
 Donations	
AT & T	2,000
Church of LDS	<u>1,000</u>
Total Donations	<u>3,000</u>
Total Income	<u>13,000</u>
 Expenses	
Office Supplies	
E-mail system	225
Fair	2,390
Training	<u>82</u>
Total Office Supplies	<u>2,697</u>
 Small Tools and Equipment	
Radio Repairs/Speaker mount	<u>80</u>
Total Small Tools and Equipment	<u>80</u>
 Miscellaneous Supplies	
Fair	<u>1,319</u>
Total Miscellaneous Supplies	<u>1,319</u>
 Firefighting Supplies	
Fair	<u>71</u>
Total Firefighting Supplies	<u>71</u>
 Food Supplies	
Fair	2,124
CERT drill	127
CERT host	58
HeartSafe	179
Leadership	91
End of Year	<u>110</u>
Total Food Supplies	<u>2,689</u>

San Ramon Valley Emergency Preparedness Citizen Corps Council
Financial Statements
December 31, 2018

Professional Services	
CERT Instructors	5,475
Nixle 360 System	6,000
Fair	<u>104</u>
Total Professional Services	<u>11,579</u>
Specialized Printing	
Fair	<u>438</u>
Total Specialized Printing	<u>438</u>
Educational Courses and Supplies	
Fair	<u>2,370</u>
Total Educational Courses and Supplies	<u>2,370</u>
Public Educational Supplies	
Fair	<u>2,130</u>
Total Public Educational Supplies	<u>2,130</u>
Total Expenses	<u><u>23,373</u></u>
Net Income/(Expenses)	<u><u>\$ (10,373)</u></u>