

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

Wednesday August 28, 2019 – 1:00 p.m.

*Dominique Yancey ~ Board President
Don Parker, Board Vice-President ~ Ryan Crean, Director
H. Jay Kerr, Director ~ Matthew 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 - 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 June 15, 2019, through August 15, 2019 in the amount of \$21,229,654.63.
- 5.2 Approve the Board minutes from the June 26, 2019 Regular Board Meeting; and Budget Workshop; and District Counsel’s Report Upon Return from Closed Session from June 26, 2019.
- 5.3 Approval of salary, payroll taxes and retirement contributions for the month of June 2019 in the amount of \$4,288,512.94 and July 2019 in the amount of \$4,155,531.25.
- 5.4 Approval of payment to the Contra Costa County Auditor-Controller for LAFCO dues in the amount of \$45,887.25 for net cost apportionment for Fiscal Year 2019-2020.
- 5.5 Approval of payment in the amount of \$161,487 to FAIRA (Fire Agencies Insurance Risk Authority) for Property and Liability Insurance from July 1, 2019 – June 30, 2020.

- 5.6 Approval of contract extension with the District's Workers' Compensation third party administrator, Innovative Claims Solutions (ICS).
- 5.7 Receive and Review the Quarterly Investment Report ended June 30, 2019.
- 5.8 Approval to purchase Structural Turnouts from LN Curtis & Sons in the amount of \$42,509.78.
- 5.9 Authorization of payment to Zoll in the amount of \$49,032.46 for the 2019/2020 annual license portion of the agreement; and increase both LEMSA revenue account 4250 and EMS Division expenditure account 5250 in the amount of \$169,162.
- 5.10 Authorization to contract with Graybar for the purchase and installation of LED lighting at Station 38, for a cost not to exceed \$25,466.75 which includes a 5% contingency.
- 5.11 Approval of Fire Station Exterior Paint Projects by C & J Painting at Stations 31 including Annex, Station 38 and 39 Annex in an amount not to exceed \$72,380.
- 5.12 Approval of payment to L.N. Curtis for equipment purchased for eight new engines in the amount of \$92,615.
- 5.13 Approval of Resolution No.'s 2019-06 and 2019-07 regarding CalPERS Region Change for Represented and Unrepresented personnel.

5.14 **Personnel Actions:**

Promotions:

Approve staff recommendation to award the following promotions, effective August 1, 2019:

1. Fire and Life Safety Permit Technician Cindy Jackson, to Administrative Assistant, Step 3

Step Increases:

Approve staff recommendation to award the following step increases, effective August 1, 2019:

1. Firefighter Michael Bueno, to Firefighter 5, Step 4
2. Firefighter Liam Clauzel, to Firefighter 5, Step 4
3. Firefighter Michael Duggan, to Firefighter 5, Step 4
4. Firefighter Casey Good, to Firefighter 5, Step 4
5. Firefighter Brett Herendeen, to Firefighter 5, Step 4
6. Firefighter Brandon Hicks, to Firefighter 5, Step 4
7. Firefighter Ricky Laniohan, to Firefighter 5, Step 4
8. Firefighter Jared Lomker, to Firefighter 5, Step 3
9. Firefighter Mathew Martin, to Firefighter 5, Step 3
10. Firefighter Frederick Rincon, to Firefighter 5, Step 3
11. Firefighter Timothy Robertson, to Firefighter 5, Step 3

New Hires:

Confirmation of Employment effective August 1, 2019. Approve staff recommendation to hire:

1. Shawney Carroll for Firefighter 1, Step 1
2. Grant Dakin for Firefighter 1, Step 1
3. Devin Mongeau for Firefighter 1, Step 1
4. David Scamporrino for Firefighter 1, Step 1
5. Zekiel Spani for Firefighter 1 Step 1,
6. Ryan Vander Hyde for Firefighter 1, Step 4

Confirmation of Employment effective September 3, 2019. Approve staff recommendation to hire:

1. Laura Begin for EMS Coordinator/Registered Nurse, Step 6

Confirmation of Employment effective September 7, 2019. Approve staff recommendation to hire:

1. Dina Taylor for Public Safety Dispatcher 2, Step 5

6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

- 6.1 Recognition of Chaplain Jodi Aldredge.
- 6.2 Proclamation in Recognition of September 11, 2001, proclaiming September 11, 2019 as Patriot Day.
- 6.3 Presentation by One Concern.

7. OLD BUSINESS

8. NEW BUSINESS

- 8.1 Open Public Hearing regarding Adoption of Proposed Ordinance No. 35 requiring notice and cost recovery associated with monitoring work in high fire-risk areas and the deployment of safety and infrastructure protection teams by electric utility companies.
- 8.2 Approval of Resolution No. 2019-05 Regarding the Inspection of certain occupancies required to perform annual inspections in such occupancies pursuant to Sections 13146.2 and 13146.3 of the California Health and Safety Code.

9. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW

10. MONTHLY ACTIVITY REPORTS:

- 10.1 Operations Division-Deputy Chief Frank Drayton
Operations Report of monthly activities.
- 10.2 EMS – Battalion Chief, John Duggan
EMS Report of monthly activities.
- 10.3 Logistics – Deputy Chief Frank Drayton
Logistics Report of monthly activities.
- 10.4 Fire and Life Safety Division – Deputy Chief Frank Drayton
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 November 20, 2019 Board Meeting (change of time to 2 p.m.).

12. UPCOMING CALENDAR OF EVENTS

- Monday, September 2, 2019 – Labor Day Holiday (Legal Holiday)
- Monday, September 9, 2019 – Admissions Day (District Floating Holiday)
- Tuesday, September 10, 2019 - Contra Costa County Supervisor Andersen State of the District Luncheon-11:30 a.m. Crow Canyon Country Club.
- Wednesday, September 11, 2019 / 9-11 Ceremony – Oak Hill Park, Danville, 5:30 p.m.
- Saturday, September 14, 2019 – ConFire Annual Memorial Ceremony, 10 a.m., 2945 Treat Boulevard, Concord, CA.
- Tuesday, September 17, 2019 - Former San Ramon Councilmember Jim Livingston celebration of Life, 12 noon, Crow Canyon Country Club.
- Cal Chiefs Conference September 24-26, 2019, Ontario, CA.
- CSDA Conference September 25-28, 2019, Anaheim, CA.

13. CLOSED SESSION

- 13.1 Possible exposure to litigation (3 matters) pursuant to Government Code Section 54956.9(d)(2). Facts and circumstances that might result in litigation need not be disclosed.

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 SEPTEMBER 18, 2019 AT 1:00 P.M.

Prepared by:



Susan F. Brooks, District Clerk

Agenda posted on August 22, 2019 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.