

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

Wednesday October 23, 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 September 12, 2019, through October 11, 2019 in the amount of \$1,931,828.87.
- 5.2 Approve the Board minutes from the September 18, 2019 Regular Board Meeting; and the September 9, 2019 Special Board Meeting minutes.
- 5.3 Approval of salary, payroll taxes and retirement contributions for the month of September 2019 in the amount of \$4,314,990.58.
- 5.4 Approval of payment in the amount of \$40,200.00 to the Contra Costa County Department of Information Technology for radio services.

5.5 Personnel Actions:

Step Increases:

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

1. Acting Battalion Chief Bruno Spani, to Acting Battalion Chief 2, step 3

Other:

Approve staff recommendation to assign the following employees as Emergency Medical Service liaisons, effective October 1, 2019:

1. Captain Michael Mohun to Captain 27, step 6
2. Firefighter Christopher Eberle to Firefighter 9, step 6

New Hires:

Confirmation of Employment. Approve staff recommendation to hire:

1. Robert Smith for Firefighter 1, step 5, effective September 30, 2019.
2. Colton Fredrickson for Firefighter 1, step 1, effective September 30, 2019.
3. Cody Peebles for Firefighter 1, step 1, effective October 1, 2019.
4. Maria Castellanos for Firefighter 1, step 1, effective October 3, 2019.
5. Brock Haynie for Firefighter 1, step 1, effective October 3, 2019.

6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

- 6.1 Announcement of Award of GFOA Certificate of Achievement for Excellence in Financial Reporting.

7. OLD BUSINESS

- 7.1 Open Public Hearing to conduct the second reading of proposed Ordinance No. 35; an Ordinance 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 (to be heard on an urgency basis.)
- 7.2 Approval of Amendment No. 4 to the Employment Agreement between the San Ramon Valley Fire Protection District and Chief Meyer.

8. NEW BUSINESS

- 8.1 Open Public Hearing to introduce and conduct the first reading of the proposed Ordinance No. 36; Adoption of the 2019 Fire 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

12. UPCOMING CALENDAR OF EVENTS

- Trunk or Treat – Friday, October 25, 2019, 4-6 p.m.
- CERT PAC Meeting – Friday, November 8, 2019, 9:30 a.m.
- Veterans Day – Monday, November 11, 2019 (District Floating Holiday)
- EMS Survivor Reunion Luncheon, Wednesday, November 20, 2019 noon-Clubhouse at Boundary Oak, Walnut Creek
- Thanksgiving Holiday – Thursday and Friday, November 28 & 29, 2019

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.

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 20, 2019 AT 2:00 P.M.

Prepared by:



Susan F. Brooks, District Clerk

Agenda posted on October 17, 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.