

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

Members of the San Ramon Valley Fire Protection District Board of Directors who cannot attend this meeting in person will participate in the regular board meeting through teleconferencing pursuant to Government Code Section 54953

Tuesday, September 19, 2017 – 1:00 p.m.

*Donald Parker ~ Board President ~ Chris Campbell, Board Vice President ~
H. Jay Kerr, 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 - 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

- 3.1 Discussion and approval of Personnel Committee's recommendation to fill the vacancy created by the resignation of Director Shawn Stark; followed by the Administration of Oath of Office for new Board Member.

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 August 12, 2017 through September 8, 2017 in the amount of \$1,815,112.96.
- 5.2 Approve the Board minutes from the August 23, 2017 Regular Board meeting and District Counsel's Report upon Return from Closed Session from August 23, 2017.

- 5.3 Approval of Station 32 Stormwater Management Facilities Operation & Maintenance Agreement.
- 5.4 Declare surplus vehicles as “surplus” and dispose of them through the public auction process.
- 5.5 **Personnel Actions:**
 - 1. Approve staff’s recommendation to award a merit salary increase to Fire and Life Safety Manager Frank Drayton to Step 6, effective September 13, 2017.

6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

- 6.1 Proclamation in Recognition of Fire Prevention Week, October 8-14, 2017.
- 6.2 Recognition of Retiring Chaplain Jim Hoekenga.
- 6.3 Recognition of Former Board Director Shawn Stark.

At this time in the meeting, the Board will take a 10-minute recess

7. OLD BUSINESS

- 7.1 Discussion and possible approval of extension agreement with Innovative Claims Solutions for two years and authorization to pay \$108,443 for managing the District’s workers’ compensation claims. Funds are allocated in the Annual Operating Budget for Fiscal Year 2017/18.
- 7.2 Discussion and possible approval for staff to develop a contract with HGAC Buy consortium for the purchase and delivery of five (5) Road Rescue ambulances for a total cost not to exceed \$1,698,750. Funding for the purchase is available through the Capital Improvement Program.

8. NEW BUSINESS

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 – Deputy Chief, Derek Krause
Logistics Report of monthly activities.
- 10.4 Fire and Life Safety Division – Deputy Chief, Derek Krause
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 and Controller, Martin Koran
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 Selection of Board Director to fill the openings on the EMS and Personnel Committee left vacated by the resignation of Director Stark.

12. CLOSED SESSION

- 12.1 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.

13. RETURN TO OPEN SESSION

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

15. ADJOURNMENT UNTIL THE NEXT REGULARLY SCHEDULED BOARD MEETING OF OCTOBER 25, 2017 AT 1:00 P.M., IN THE BOARDROOM.

Prepared by:



Natalie Korthamar Wong
Human Resources Director/Deputy District Clerk

Agenda posted on September 14, 2017 at the District's Administration Building, Fire Stations 30, 31, 32, 33, 34, 35, 36, 37, 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 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 Human Resources Director/Deputy District Clerk at (925) 838-6625