

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**

PLEASE NOTE DATE AND TIME CHANGE:

Thursday, October 27, 2016 – 6:00 p.m.

*Donald Parker ~ Board President ~ Chris Campbell, Board Vice President ~
H. Jay Kerr, Director ~ Matthew J. Stamey, Director ~ Shawn Stark, Director*

~MISSION STATEMENT~

In the spirit of our tradition, we strive for excellence, respectfully serving all with pride, honor and compassion.

Standing Committees: **Personnel/HR:** Chair, Director Stamey and Director Parker; **Finance:** Chair, Director Kerr and Director Campbell; **Facilities:** Chair, Director Stamey and Director Parker; **CERT/PAC:** Director Kerr

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 salaries, payroll taxes and retirement contributions for the month of September 2016, in the amount of \$3,833,705.20.
- 5.2 Approve the demand register for the period of September 13, 2016 through October 16, 2016, in the amount of \$2,186,556.19.

- 5.3 Approve the Board minutes from the September 27, 2016 Regular Board meeting.
- 5.4 Receive and review the investment report for the quarter and receive and review the California Employers' Retiree Benefit Trust Statement for the quarter; both ending September 30, 2016.
- 5.5 Approve the purchase of eleven Zoll Plus Automatic External Defibrillators, in an amount not to exceed \$12,900. This is a budget expense for Fiscal Year 2016-2017.
- 5.6 Personnel Actions:
 1. Approve staff's recommendation to award a merit salary increase to Natalie Korthamar Wong, to Step 4; effective November 1, 2016.

6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

- 6.1 Introduction and Oath of Office to new Board Director, Shawn Stark.
- 6.2 Special recognition for Public Safety Dispatch Angie Calcagno.

7. OLD BUSINESS

- 7.1 Update on Fire Station No. 32.
- 7.2 Adopt Resolution 2016-07, establishing with the Contra Costa County Recorder's office the assessment to property taxes in the form of liens for the abatement of one property as evidenced in the attachment Exhibit A, provided by staff. (Majority vote required)

8. NEW BUSINESS

- 8.1 Open public hearing to conduct the second reading of proposed Ordinance No. 34; an ordinance of the San Ramon Valley Fire Protection District setting forth the adoption of the 2015 Edition of the International Fire Code by reference with amendments thereto.

Adopt the provisions contained in the 2016 California Fire Code and the 2015 International Fire Code, published by the International Code Council; including appendix chapters B, C, F, H and K with certain additions, deletions and amendments thereto, and repeal San Ramon Valley Fire Protection District's Ordinance Number 29. (Majority vote required)
- 8.2 Discussion and possible approval of amendments to the 2016 Biennial Conflict of Interest Code.
- 8.3 Authorize staff to purchase eight Motorola APX 7000 XE portable radios from Motorola, in an amount not to exceed \$53,464.46. This is a budgeted expense for Fiscal Year 2016-2017.

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 Logistics – Deputy Chief, Derek Krause
Logistics Report of monthly activities.
- 10.3 EMS – Battalion Chief John Duggan
EMS Report of monthly activities.
- 10.4 Fire Prevention – Acting Fire Prevention Manager - Roy Wendel
Fire Prevention Report of monthly activities.
- 10.5 Communications Division – Director of Emergency Communications, Denise Pangelinan
Communications 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
Monthly 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. CLOSED SESSION

- 12.1 Labor Negotiations: Conference with Labor Negotiators Natalie Korthamar Wong and Ken Campo Employee Organization Local 3546 (1 matter) [Pursuant to Government Code Section 54957.8].
- 12.2 Possible exposure to litigation (2 matters) pursuant to Government Code Section 54966.9(b)(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 REGULAR BOARD MEETING, SCHEDULED FOR WEDNESDAY, NOVEMBER 16, 2016 IN THE BOARDROOM.

Prepared by:



Donna Maxwell, District Clerk

Agenda posted on October 20, 2016 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 District Clerk at (925) 838-6661.