

# SAN RAMON VALLEY FIRE PROTECTION DISTRICT

## Board of Directors Regular Board Meeting and Teleconference

**Wednesday, February 25, 2015– 2:00 p.m.\***

**(\*Please take note of time change)**

*Chris Campbell, Director ~ Gordon Dakin, Director ~ H. Jay Kerr, Director ~  
Donald Parker, 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**
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 January, 2014 in the amount of \$3,381,101.39.
- 5.2 Approve the demand register for the period January 19, 2015, through February 13, 2015 in the amount of \$1,431,931.29.
- 5.3 Approve Board minutes from the January 27, 2015 meeting; no closed session report from District Counsel.
- 5.4 Approve the budgeted expenditure of \$36,160 to purchase 16 sets of Globe Products Structural Turnouts for fire suppression personnel to replace turnouts that have reached the end of their service life.

- 5.5 Authorize staff to make a progress payment of \$60,572.87 to ExtraTeam for the first shipment of hardware.
- 5.6 Personnel Actions:
  - 1. Approve staff's recommendation to award a merit salary increase to Dispatcher Bouzek, to Step Five; effective March 1, 2015.
  - 2. Approve staff's recommendation to award a merit salary increase to Captain Harder to Step Five; effective March 1, 2015.
  - 3. Approve staff's recommendation to award a merit salary increase to Captain Brent Shaffer to Step Five; effective March 1, 2015.

**6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS**

None

**7. OLD BUSINESS**

None

**8. NEW BUSINESS**

- 8.1 Mid-Year Budget Presentation, Financial Consultant Campo.

**9. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW**

**10. MONTHLY ACTIVITY REPORTS FOR DECEMBER, 2014**

- 10.1 Operations Division-Deputy Chief Phares  
Standards of Cover Policy Compliance Report.
- 10.2 EMS/Logistics – Deputy Chief Krause  
EMS/Logistics Report of monthly activities.
- 10.3 Fire Prevention – Fire Marshal Kiefer  
Fire Prevention Report of monthly activities.
- 10.4 Administrative Services – Financial Consultant Ken Campo
  - a). Monthly Finance Activities/Reports
  - b). Monthly Human Resources Activities/Reports
- 10.5 Fire Chief – Fire Chief Meyer  
Verbal report on monthly meetings, seminars, committee meetings, and other District related activities.

**11. GOOD OF THE ORDER**

**12. CLOSED SESSION**

- 12.1 Possible exposure to litigation (three matters) pursuant to Government Code §54956.9(d)(2). Facts and circumstances that might result in litigation need not be disclosed.
- 12.2 Personnel Action: None

**13. RETURN TO OPEN SESSION**

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

**15. ADJOURNMENT TO THE NEXT REGULARLY SCHEDULED BOARD MEETING ON WEDNESDAY, MARCH 25, 2015 AT 7:00 P.M. IN THE BOARDROOM.**

Prepared by:



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Donna Maxwell, District Clerk

*Agenda posted on February 19, 2015 at the District's Administration Building and the San Ramon Valley Fire Protection District's website at [www.firedepartment.org](http://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.*