

# SAN RAMON VALLEY FIRE PROTECTION DISTRICT

## Board of Directors Regular Board Meeting

**Wednesday, October 23, 2013 – 7:00 p.m.**

*Gordon Dakin, Director ~ H. Jay Kerr, Director ~ Jennifer Price, Director  
Matthew J. Stamey, Director ~ Glenn Umont, 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 September, 2013 in the amount of \$3,081,587.76.
- 5.2 Approve the demand register for the period September 16, 2013 through October 13, 2013, in the amount of \$506,246.19.
- 5.3 Approve the minutes from the September 25, 2013 regular Board meeting, including District Counsel's closed session report.
- 5.4 Approval of payment in the amount of \$25,571.00 to LN Curtis & Sons for 12 sets of structural turnouts.
- 5.5 Approval of payment in the amount of \$97,759.50 to OPEB for first quarter of Fiscal Year 2013/2014.
- 5.6 Receive District Quarterly Investment Report July 1, 2013 to September 30, 2013.
- 5.7 Approval of payment in the amount of \$1,270,152.82 to All Star Fire Equipment for the purchase of new SCBA equipment.
- 5.8 Approval of payment in the amount of \$42,052.50 to Winner Chevrolet for payment of Fire Chief Command Vehicle.

5.9 Personnel Actions:

1. Approve staff's recommendation to award a merit salary increase to Special Operations Battalion Chief McNamara to Step 4, effective November 19, 2013.
2. Approve staff's recommendation to promote John Archuleta from Firefighter/PM, Step 5 to Training Captain, Step 2, effective October 1, 2013.
3. Approve staff's recommendation for EMS Specialist Temporary Assignment for Captain Blackshear, effective October 1, 2013.

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

- 6.1 Badge Pinning Ceremony – John Archuleta, Training Captain

**7. OLD BUSINESS**

- 7.1 Discussion and approval of Capital Asset Management Policy.

**8. NEW BUSINESS**

- 8.1 Discussion regarding adoption of Ordinance No. 29 adopting by reference the 2012 edition of the International Fire Code with amendments.
- 8.2 Consideration of Claim for Property Damage of Jim Vawter (Regarding: Closed Session item 12.1).

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

**10. MONTHLY ACTIVITY REPORTS FOR SEPTEMBER, 2013**

- 10.1 Operations/Training Division/Special Operations-Interim Assistant Chief Krause  
Standards of Cover Policy Compliance Report.
- 10.2 Support Services-Interim Assistant Chief Krause  
Support Services 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 Existing litigation [Pursuant to Government Code §54956.9(d)(1)]:
- 1). City of Brentwood, et al v. Robert Campbell, in his official capacity of Auditor Controller of Contra Costa County, et al, Contra Costa Superior Court Case No. N11-1029.
  - 2). “Contra Costa County Deputy Sheriffs Association v. Contra Costa County Employees’ Retirement Association, Contra Costa County Superior Court Case No. MSN12-1870.”

**13. RETURN TO OPEN SESSION**

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

**15. ADJOURNMENT TO THE NEXT REGULAR BOARD OF DIRECTORS MEETING SCHEDULED FOR THURSDAY, NOVEMBER 21, 2013 AT 7:00 P.M. IN THE BOARDROOM.**

Prepared by:



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Susan F. Brooks, District Clerk

Agenda posted on October 17, 2013 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 District Clerk Sue Brooks at (925) 838-6661.*