

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Board of Directors Regular Board Meeting

****Thursday**, December 19, 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 November, 2013 in the amount of \$3,284,094.83.
- 5.2 Approve the demand register for the period November 12, 2013 through December 8, 2013, in the amount of \$2,083,238.30.
- 5.3 Approve the minutes from the November 21, 2013 regular Board meeting, including District Counsel's closed session report; the November 21, 2013 Financing Corporation meeting, as well as the December 9, 2013 Board Retreat minutes.
- 5.4 Authorization for approval of payment to the State of California for FY 2013-14 Worker's Compensation Self-Insurance Assessment in the amount of \$64,982.65.
- 5.5 **Personnel Actions:**
 1. Approve staff's recommendation to promote Steve Avery, Megan O'Connor, and Kevin Rawitzer from FF/PM, Step 5 to Fire Engineer/PM, Step 5 effective December 1, 2013.
 2. Approve staff's recommendation to promote Michael Sciortino from FF, Step 5, to Engineer, Step 5 effective December 1, 2013.

3. Approve staff's recommendation to award a merit salary increase to FF/PM Armario-Lyons, Bock-Willmes, Conley, Romero and Stevenson to Step 3, effective January 1, 2014.

6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

- 6.1 Badge Pinning Ceremony for Engineers: Avery, O'Connor, Rawitzer, Sciortino
- 6.2 Recognition of 2013 Firefighter of the Year Erik Falkenstrom; and 2013 Employee of the Year Andrew Swartzell.

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

7. OLD BUSINESS

- 7.1 Discussion and possible authorization of expenditure of \$348,880 for the purchase of additional Assistance to Firefighter grant items.

8. NEW BUSINESS

- 8.1 Nominations for Board President and Vice-President for 2014

9. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW

10. MONTHLY ACTIVITY REPORTS FOR NOVEMBER, 2013

- 10.1 Operations/Training Division/Special Operations-Interim Assistant Chief Duggan
Standards of Cover Policy Compliance Report.
- 10.2 Support Services-Interim Assistant Chief Duggan
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 (two matters).
[Pursuant to Government Code §54956.9(d)(2)]. Facts and circumstances that might result in litigation need not be disclosed.

- 12.2 Conference with District Counsel – Potential Litigation Workers Compensation Claim No. SRV1200030, dated 11/5/11, SRV1000018, dated 12/20/09, SRV1300009, dated 11/9/11 Brian Parrish vs. San Ramon Valley Fire Protection District [Authorized under Government Code § 54956.9(b)].
- 12.3 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 WEDNESDAY, JANUARY 22, 2014 AT 7:00 P.M. IN THE BOARDROOM.

Prepared by:



Susan F. Brooks, District Clerk

Agenda posted on December 12, 2013 at the District’s Administration Building 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 District Clerk Sue Brooks at (925) 838-6661.