

# SAN RAMON VALLEY FIRE PROTECTION DISTRICT

## Board of Directors Regular Board Meeting

**Wednesday, January 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 December, 2012 in the amount of \$3,530,328.10.
- 5.2    Approve the demand register for the period December 10, 2012 through January 11, 2013, in the amount of \$2,321,045.25.
- 5.3    Approve the minutes from the December 19, 2012 Financing Corporation meeting, and the regular Board meeting, including District Counsel’s closed session report.
- 5.4    Authorization for approval of payment to PG & E in the amount of \$33,197.88 for gas and electric distribution and service for the new Station 32.
- 5.5    Authorization for approval of payment to LCA Architects for architectural services for Station 32 in the amount of \$29,219.94.
- 5.6    Receive Quarterly Investment Report for the period October 1, 2012-December 31, 2012.
- 5.7    Receive Fourth Quarter 2012 Pension and Retirement Related Legislation Report.

5.8 Personnel Actions:

1. Approve staff's recommendation to promote Clinton Pruett from FF/PM, Step 5, to Captain, Step 2, effective December 16, 2012.
2. Approve staff's recommendation to promote Robbie Fouts from ENG/PM, Step 5, to Captain, Step 4, effective December 24, 2012.
3. Approve staff's recommendation to promote John Bahorski from FF/PM, Step 5 to Captain, Step 2, effective December 24, 2012.
4. Approve staff's recommendation to move Assistant Chief Barton from Step 4 to Interim Fire Chief, (AC-Ops, Step 5), plus 5% Acting Pay, effective January 1, 2013.
5. Approve staff's recommendation to hire FF/PM: Michael Armario-Lyons, Ryan Bock-Willmes, Christopher Conley, Anthony Romero, and Christopher Stevenson at Step 1, effective January 1, 2013 subject to an 18-month probationary period.

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

- 6.1 Badge Pinning Ceremony for: Battalion Chief Phares; Captains Fouts, Bahorski, Pruett, Aguiar, O'Dwyer, Falkenstrom, Rossen, Mohun, Sauve, Sinclear; Engineers Sparkes and Balch.
- 6.2 Announcement of Standing Committee Assignments for 2013 by Board President Stamey.
- 6.3 Proclamation recognizing February, 2013 as American Heart Month.

\*\*at this time in the meeting, the Board will take a 10-minute break\*\*

**7. OLD BUSINESS**

- 7.1 Discussion regarding District 2012/13 Budget (monthly on-going and periodic review).
- 7.2 Discussion and Recommendation for Selection of Firm to Complete Facilities, Fleet and Equipment Reserve Study.
- 7.3 Discussion and Recommendation regarding District staff replacement on Redevelopment Successor Agency Oversight Board for the City of San Ramon and the Town of Danville.

**8. NEW BUSINESS**

- 8.1 Approval of Resolution No. 2013-01 Designating the Fire Chief of the District as Treasurer.
- 8.2 Presentation of Mid-Year Budget review and Long Term Forecast.
- 8.3 Discussion and selection of date for May Board Budget Workshop.
- 8.4 Discussion and recommendation for award of ambulance bid for the purchase of three ambulances from Leader Industries in the amount of \$627,388.31.

- 8.5 Discussion and recommendation for award of command vehicle bid for the purchase of two Ford F 150 trucks from Towne Ford in the amount of \$73,024.00; and purchase of one Ford F250 truck from The Ford Store in the amount of \$50,367.00.
- 8.6 Discussion and recommendation to declare District Vehicle No. 336 as surplus.
- 8.7 Discussion and possible approval to fill the vacancy of Emergency Medical Services Specialist.
- 8.8 Discussion regarding procedures for Board meeting agenda process.
- 8.9 Discussion regarding process for administering exit interviews in the District.
- 8.10 Status report regarding hiring of new District Chief and possible consideration of an employment agreement for that position.

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

**10. MONTHLY ACTIVITY REPORTS FOR DECEMBER, 2012**

- 10.1 Operations/Training Division/Special Operations-Interim Chief Barton  
Standards of Cover Policy Compliance Report.
- 10.2 Support Services-Interim Chief Barton  
Support Services Report of monthly activities.
- 10.3 Fire Prevention – Fire Marshal Kiefer  
Fire Prevention Report of monthly activities.
- 10.4 Administrative Services – Administrative Services Director Leete
  - a). Monthly Finance Activities/Reports
  - b). Monthly Human Resources Activities/Reports
- 10.5 Fire Chief – Interim Chief Barton  
Verbal report on monthly meetings, seminars, committee meetings, and other District related activities.

**11. GOOD OF THE ORDER**

**12. CLOSED SESSION**

- 12.1 Status of labor negotiations between the District and the San Ramon Valley Firefighters Association under the provisions [Authorized under Government Code §54957.6 and 54954.5(e)].
- 12.2 Conference with District Counsel – Potential Litigation  
Possible exposure to litigation (one matter). [Pursuant to Government Code §54956.9(b)(2) and 54954.5(c)]. Facts and circumstances that might result in litigation need not be disclosed. [Pursuant to Government Code§54956.9(b)(3)(A)].
- 12.3 Existing litigation: 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.

- 12.4 Conference with District Counsel – Potential Litigation Workers Compensation Claim No. SRV1100022, dated 9/18/10; Anthony Simi vs. San Ramon Valley Fire Protection District [Authorized under Government Code § 54956.9(b)].
- 12.5 Personnel Matter: Discussion Regarding Fire Chief Position [Authorized under Government Code §54954(e) and 54957.6].

**13. RETURN TO OPEN SESSION**

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

**15. ADJOURNMENT TO A SPECIAL BOARD WORKSHOP SCHEDULED FOR THURSDAY, JANUARY 31, 2013 AT 10:00 A.M. AND THE NEXT REGULAR BOARD MEETING SCHEDULED FOR WEDNESDAY, FEBRUARY 27, 2013 AT 7:00 P.M.**

Prepared by:



---

Susan F. Brooks, District Clerk

Agenda posted on January 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.*