

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Board of Directors Regular Board Meeting

Wednesday, June 26, 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 May, 2013 in the amount of \$3,196,904.37.
- 5.2 Approve the demand register for the period May 11, 2013 through June 14, 2013, in the amount of \$3,079,955.14.
- 5.3 Approve the minutes from the May 22, 2013 regular Board meeting, including District Counsel’s closed session report, May 29th Board Budget Workshop and June 7, 2013 Special Meeting.
- 5.4 Adoption of Annual Operating Budget for Fiscal Year 2013/2014.
- 5.5 Adoption of Debt Management Policy.
- 5.6 Personnel Actions:
 1. Approve staff’s recommendation to award a merit salary increase to Dispatcher R. Herron to Step 4, effective July 6, 2013.
 2. Approve staff’s recommendation to award a merit salary increase to Firefighter/Paramedics: M. Armario-Lyons, R. Bock-Williams, C. Conley, A. Romero, and C. Stevenson to Step 2, effective July 1, 2013.

6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

7. OLD BUSINESS

- 7.1 Open Public Hearing for the purpose of receiving public comment to show cause why hazard abatement orders should not be enforced.

8. NEW BUSINESS

- 8.1 Discussion and possible approval of Excess Workers Compensation Insurance for 2013-14.
- 8.2 Discussion and possible approval of the purchase of Fire Chief Command Vehicle.
- 8.3 Open Public Hearing regarding Ordinance No. 28 adopting the District Fee Schedule.
- 8.4 Discussion and possible approval of new perimeter fence at new Station 32 in an amount not to exceed \$10,000.
- 8.5 Discussion and possible approval of amendment to contract with LCA Architects for an additional amount of \$1,200.00 for modifications to the design of new Station 32.
- 8.6 Discussion and possible approval of amendment to contract with LCA Architects for an additional amount of \$7,785.00 for redesigned features of new Station 32.
- 8.7 Report by Finance Committee from May 23, 2013 Finance Committee meeting.
- 8.8 Consider staff's recommendation to award the bid for videographer services in the amount of \$33,550.00, as part of UASI grant awarded to the SRVEPCCC.
- 8.9 Discussion and possible adoption of modifications to the Standards of Cover.

9. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW

10. MONTHLY ACTIVITY REPORTS FOR MAY, 2013

- 10.1 Operations/Training Division/Special Operations-BC Viera
Standards of Cover Policy Compliance Report.
- 10.2 Support Services-BC Viera
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 – 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 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 Personnel Matter: Request for Leave Without Pay [Pursuant to Government Code § 54957].
- 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.”
- 12.4 Conference with District Counsel – Potential Litigation (2 matters). [Pursuant to Government Code §54956.9(d)(2)]. Facts and circumstances that might result in litigation need not be disclosed.
- 12.5 Personnel Matter: Discuss terms and conditions and possible action of Assistant Chief position [Pursuant to Government Code § 54957 and 54954.5(e)]

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, JULY 24, 2013 AT 7:00 P.M. IN THE BOARDROOM

REMINDER, REGULAR AUGUST BOARD MEETING HAS BEEN CANCELLED

Prepared by:



Susan F. Brooks, District Clerk

Agenda posted on June 21, 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.