

Board Agenda December 16, 2020

Page 1 of 4

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT  
Board of Directors Regular Board Meeting**

**December 16, 2020 – 1:00 p.m.**

*Don Parker, Board President*

*Matt Stamey, Board Vice-President*

*Ryan Crean, Director, Michelle Lee, Director, Thomas Gallinatti, Director*

**~MISSION STATEMENT~**

*In the spirit of our tradition, we strive for excellence, respectfully serving all with pride, honor and compassion.*

***Consistent with California Governor's Executive Order N-29-20 promoting social distancing, there will be no physical or in-person meeting location available to the public. Instead, the meeting will be conducted by teleconference. The meeting will be accessible for all members of the public to attend and give public comment via the District's website, by emailing [PublicComment@srvfire.ca.gov](mailto:PublicComment@srvfire.ca.gov). Please make sure comments are submitted prior to 1 p.m. December 16, 2020.***

***Zoom for Government by Video:***

From a PC, Mac, iPhone, Android, or iPad device click on:

<https://srvfpd.zoomgov.com/j/1609783259?pwd=MFY5aGIXemVrdERHeDNSVDdSQ0RVUT09>

Webinar ID: 160 978 3259

Webinar Passcode: SRVF

***By Phone:***

Dial-in Number: (669) 254-5252

Webinar ID: 160 978 3259

**TELECONFERENCE PARTICIPANTS**

**BOARD MEMBERS MICHELLE LEE, THOMAS GALLINATTI, RYAN CREAN, VICE PRESIDENT MATT STAMEY, AND BOARD PRESIDENT DON PARKER WILL PARTICIPATE BY TELECONFERENCE PURSUANT TO GOVERNOR NEWSOM'S EXECUTIVE ORDER N-29-20**

**PURSUANT TO THE RALPH M. BROWN ACT, GOVERNMENT CODE SECTION 54953, ALL VOTES SHALL BE BY ROLL CALL DUE TO BOARD MEMBERS LEE, GALLINATTI, CREAN, VICE PRESIDENT STAMEY, AND BOARD PRESIDENT PARKER PARTICIPATING BY TELECONFERENCE**

**This meeting will be available to District Residents via the District's website at**

<https://www.firedepartment.org>

**ATTENTION: Members of the public may submit comments via email prior to the meeting to [PublicComment@srvfire.ca.gov](mailto:PublicComment@srvfire.ca.gov), which should designate the Agenda Item Number for which the comment is being submitted if the comment pertains to an Agenda Item. The District reserves the right to read comments received prior to the start of the meeting into the record or include the emailed comment in the next month's Board packet, depending on the length of the email. *The time allotted for each public comment is determined by the Board President and may be up to a maximum of three (3) minutes.***

**AGENDA**

**1. CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE AND OATH OF OFFICE.**

- 2.1 Pledge of Allegiance.
- 2.2 Introduction of new Directors Michelle Lee and Thomas Gallinatti and incumbent Director Matt Stamey.
- 2.3 Administer Oath of Office to Directors Lee, Gallinatti and Stamey.
- 2.4 Comments from new Directors.

**3. DETERMINATION OF QUORUM AND CONFIRMATION OF AGENDA**

**4. PUBLIC COMMENT \*Please see language on Page 1 pertaining to Public Comment\***

**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 demand register for the period November 11, 2020 through December 8, 2020 in the amount of \$2,988,982.76.
- 5.2 Approve the Board Minutes from the November 18, 2020 Regular Board Meeting.
- 5.3 Approve salary, payroll taxes and retirement contributions for the month of November 2020 in the amount of \$ 4,939,363.07.
- 5.4 Approve payment to the State of California for the Workers' Compensation Insurance Self-Insurance Assessment for Fiscal Year 2020-2021 in the amount of \$83,246.20.
- 5.5 **Personnel Actions:**

**Step Increases:**

Approve staff recommendation to award the following step increase, effective January 1, 2021:

Public Safety Dispatcher Zachary Schiess to Public Safety Dispatcher 2, step 5  
Public Safety Dispatcher Shannon Tarte to Public Safety Dispatcher 2, step 3  
Media Communications and Public Education Analyst Ryan Mahoney to Media Communications and Public Education Analyst, step 3

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

- 6.1 Appreciation for Director Kerr's service to the District.
- 6.2 Public Safety Building Complex Update.

**7. OLD BUSINESS**

None.

Board Agenda December 16, 2020

Page 3 of 4

**8. NEW BUSINESS**

8.1 Nominations for Board President and Vice President for 2021.

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

There were several letters of appreciation and support from members of the community.

**10. MONTHLY ACTIVITY REPORTS:**

- 10.1 Operations/Fleet Division-Deputy Chief Jim Selover  
Operations and Fleet Report of monthly activities.
- 10.2 EMS Division – Deputy Chief Jim Selover  
EMS Report of monthly activities. COVID-19 update for Contra Costa County.
- 10.3 Fire and Life Safety/Training Division – Deputy Chief Frank Drayton  
Fire and Life Safety and Training Report of monthly activities.
- 10.4 Facilities Division – Deputy Chief Frank Drayton  
Facilities Report of monthly activities.
- 10.5 Communications/Technology Division – Director of Emergency Communications, Denise Pangelinan  
Communications and Technology Report of monthly activities.
- 10.6 Human Resources Division – Human Resources Director Natalie Korthamar-Wong  
Human Resources Report of monthly activities.
- 10.7 Finance Division – Financial Consultant, Ken Campo  
Finance Report of monthly activities.
- 10.8 Fire Chief – Fire Chief, Paige Meyer  
Verbal report on monthly meetings, seminars, committee meetings, and other District related activities.

**11. GOOD OF THE ORDER**

- 11.1 Street Smarts Fire Board Representative.
- 11.2 Comments by Board of Directors.

**12. UPCOMING CALENDAR OF EVENTS**

- Friday, January 1, 2021 – New Year’s Day
- Monday, January 18, 2021 (Floating Holiday) – Martin Luther King Day

**13. CLOSED SESSION**

13.1 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to California Government Code Section 54956.9(d)(2): 2 potential cases. Facts and circumstances that might result in litigation need not be disclosed.

Board Agenda December 16, 2020

Page 4 of 4

13.2 PERSONNEL – DISTRICT REORGANIZATION REPORT

Pursuant to California Government Code Section 54957(b)(1).

13.3 CONFERENCE WITH LABOR NEGOTIATORS

Pursuant to California Government Code Section 54957.6

Agency designated representatives: Chief Meyer, Financial Consultant Ken Campo

Employee organization: International Association of Firefighters Local 3546

13.4 PERSONNEL – EXECUTIVE STAFF COMPENSATION

Pursuant to California Government Code Section 54957(b)(1).

13.5 PERSONNEL – FIRE CHIEF

Pursuant to California Government Code Section 54957(b)(1).

**14. RETURN TO OPEN SESSION**

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

**16. ADJOURNMENT TO THE NEXT REGULAR BOARD MEETING SCHEDULED FOR WEDNESDAY January 27, 2020 AT 1:00 P.M.**

Prepared by:

DocuSigned by:  
  
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Stephanie E. Sakai, District Clerk

*Agenda posted on December 10, 2020 at the District's Administration Building, Fire Stations 30, 31, 32, 33, 34, 35, 36, 38, 39 and the San Ramon Valley Fire Protection Districts 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.*