

Board Minutes May 26, 2021

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**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS REGULAR MEETING (Teleconference)
MAY 26, 2021 MINUTES**

Board of Directors Regular Board Meeting

MISSION STATEMENT

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

Location: Teleconference.

Board Members Present: President Stamey, Vice President Crean, Directors Parker, Lee and Gallinatti.

Board Member Absent: None.

Staff Present: Fire Chief Meyer, Deputy Chief Selover, Deputy Chief Drayton, Director of Emergency Communications Pangelinan, District Counsel/District Clerk Sakai, Financial Consultant Campo, Controller Hatfield, Battalion Chief Duggan, Technology Systems Manager Call, Information Systems Technician Phil Duncan, EMS Coordinator Laura Begin RN.

1. CALL TO ORDER

President Stamey called the meeting to order at 1:01 p.m.

2. PLEDGE OF ALLEGIANCE

District Staff led the Pledge of Allegiance.

3. DETERMINATION OF QUORUM AND CONFIRMATION OF AGENDA

President Stamey declared a quorum of the Board was present; and there were no changes to the Agenda.

4. PUBLIC COMMENT

District Clerk stated there was one public comment email which would be read into the record under Agenda Item No. 6.1.

5. CONSENT CALENDAR

Motion by Director Lee to approve Consent Calendar Items 5.1 through 5.5; seconded by Director Parker. Motion carried unanimously by roll call vote.

6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

6.1 First Responders for Mental Health.

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Chief Meyer introduced San Ramon City Manager Joe Gorton, San Ramon Police Department Captain Denton Carlson, Local Union 3546 President Mike Mohun. Chief Meyer and EMS Coordinator Laura Begin, RN presented the First Responders for Mental Health presentation. District Clerk Sakai read a public comment email concerning the new pilot program. Chief Meyer and EMS Coordinator Laura Begin, RN responded to Director Lee's request for elaboration on the training being offered. Chief Meyer stated the County will work with the District moving forward and that the District is in the process of developing a strong plan with clear goals and will provide the Board with future updates. On behalf of the Board, President Stamey suggests the District continues this endeavor and appreciates that changes may be made since this is an ongoing project and that the Board is unanimously behind this project and looks forward to progress updates.

7. OLD BUSINESS

7.1 Open Public Hearing to Consider Annual CPI Adjustment to Service Fees and Charges Contained within Ordinance No. 28, and adoption of Resolution No. 2021-02.

President Stamey opened the Public Hearing. Controller Hatfield presented the Annual CPI Adjustment for Services Fees and Charges contained within Ordinance No. 28 and the basis for the calculations. Financial Consultant Campo noted there is a revision to Resolution 2021-02 changing the date in the last *Whereas* referencing the CPI measurement from February 2019 to February 2021. President Stamey recommended studying each line item as a focus point on a future study. There was no public comment.

Motion by Director Crean to approve Resolution No. 2021-02 with the noted change to February 2021; seconded by Director Gallinatti. Motion carried unanimously by roll call vote. President Stamey concluded the Public Hearing.

7.2 Review Station 34 Renovation.

Deputy Chief Drayton presented the Station 34 Renovation project and stated the cost estimate for this project is about \$6 million. Director Parker (Chair, Facilities Subcommittee) appreciates the safety improvements being made at Station 34 for the engines leaving the station. Director Parker informed the Board that the recommendation of the Facilities Subcommittee is that the District proceed with the project as presented, and complimented the work being done. President Stamey stated the District is building for the future and serving the citizens for a long time to accommodate the population increase. President Stamey directed the Chiefs and staff to continue keeping the board apprised and being diligent with numbers with a reasonable timeframe.

8. NEW BUSINESS

8.1 Award contract for Geotechnical Observation, Special Inspection and Materials Testing Services related to the San Ramon Public Safety Building construction project to GEOCON Consultants, Inc. and authorize the Fire Chief, or his designee, to execute a final contract with GEOCON Consultants, Inc.

Financial Consultant Ken Campo informed the Board of the GEOCON contract related to the Public Safety Building (PSB) for testing services as a third-party review of the PSB work being performed. GEOCON was the lowest responsive bidder with a bid of \$125,275.

Motion by Director Gallinatti to Award contract for Geotechnical Observation, Special Inspection and Materials Testing Services related to the San Ramon Public Safety Building construction project to GEOCON Consultants, Inc. and authorize the Fire Chief, or his designee, to execute a final contract with GEOCON Consultants, Inc.; seconded by Director Crean. Motion carried unanimously by roll call vote.

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 and Training Division-Deputy Chief Jim Selover
Operations and Training Report of monthly activities.

Deputy Chief Selover provided the monthly activities report for April 2021, including updates regarding vaccination clinics and Engineer Promotional testing, simulated fire drills, harassment prevention training, and space entry drill training. In response to President Stamey's inquiry about Check It, Deputy Chief Selover said the District researched and identified Check It to monitor controlled substances (narcotics) and maintain IT equipment listings.

10.2 EMS Division – Deputy Chief Jim Selover
EMS Report of monthly activities.

Deputy Chief Selover provided the monthly activities report for April 2021, including updates regarding vaccine administration, the First Responders for Mental Health pilot program, and mentorship program for District Aides going through the paramedic program.

10.3 Fire and Life Safety Division – Deputy Chief Frank Drayton
Training Report of monthly activities.

Deputy Chief Drayton provided the monthly activities report for April 2021, including updates regarding plan review and 75 inspections, compliance inspection goals, public education, and the Community Emergency Response (CERT) Team.

10.4 Fleet and Facilities Division – Deputy Chief Frank Drayton
Fleet and Facilities Report of monthly activities.

Deputy Chief Drayton provided the monthly activities report for April 2021, including updates regarding the water tender specifications final visit, new ladder truck, Station 34 stormwater, and Public Safety Building pre-construction meeting. Vice President Crean asked for the truck to be brought out in June or August. In reply to President's Stamey request for details of the water holding facility, Deputy Chief stated that the water holding is a 2,600 square foot catch basin with a rock base. In response to Director Parker's inquiry about property wastewater, Deputy Chief Drayton said all rainwater on site will go into the storm basin.

- 10.5 Communications and Technology Division – Director of Emergency Communications, Denise Pangelinan
Communications and Technology Report of monthly activities.

Director of Emergency Communications Pangelinan provided the monthly activities report for April 2021, virtual District-wide harassment prevention training, Map Roll, Emergency Preparedness response map for EBMUD’s water storage tank expansion, Communications and Technology policies, and Dispatch baby delivery.

- 10.6 Human Resources Division – District Counsel, Stephanie E. Sakai
Human Resources Report of monthly activities.

District Counsel Sakai provided the monthly activities report for April 2021, including updates regarding Engineer Promotional Assessments, Rescue Team Coordinator and Social Media Liaison position interviews, District-wide Zoom harassment prevent training, Live Scan Training, and Human Resources-related webinars.

- 10.7 Finance Division – Financial Consultant, Ken Campo
Finance Report of monthly activities.

Financial Consultant Campo provided the monthly activities report for April 2021, including updates regarding bond transfers to the Local Agency Investment Fund and acceleration of OPEB contributions. Controller Hatfield presented the monthly Power Point presentation including balance sheets and General Fund Revenue and Expenditures, FEMA reimbursements, and property tax revenue. Chief Meyer stated there has been a call volume decrease affecting revenues. In response to President Stamey’s inquiry about the affect of property tax delinquencies on the District’s property tax revenue received, Financial Consultant Campo informed the Board that the District will continue to receive the property tax revenue despite delinquencies.

- 10.8 Fire Chief – Fire Chief, Paige Meyer
Verbal report on monthly meetings, seminars, committee meetings, and other District related activities.

Chief Meyer provided his monthly report for April 2021, including District’s Measure X regional request for about \$30 million for the District and an additional \$2 million for the Communications Center and Training Center, First Responders for Mental Health presentation at Danville Town Council Meeting on June 1, 2021 at 5 p.m. through Zoom, 4-staffing fire trucks, Don Reid’s Birthday, and request for in-person Board meetings.

11. GOOD OF THE ORDER

- 11.1 Comments by Board of Directors.

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Director Parker stated he's in favor of in-person meetings with the flexibility of Zoom meetings. President Stamey stated we will have the June meeting in-person. President Stamey also wishes Don Reid a happy birthday and appreciates the support system from him and his wife.

12. UPCOMING CALENDAR OF EVENTS

12.1 Annual Board Retreat, June 2, 2021 at 10 a.m.

12.2 Public Safety Complex Groundbreaking Ceremony, June 3, 2021 at 10:30 a.m.

Chief Meyer confirmed to arrive at 10 a.m. with the Ceremony starting between 10:15 a.m. and 10:30 a.m.

12.3 Board Budget Workshop, June 15, 2021 at 10 a.m.

12.4 Fiscal Year 2021-2022 Budget adoption, June 23, 2021 Board Meeting.

12.5 Academy Graduation, June 25, 2021 at 3:00 p.m. to 5:00 p.m.

Chief Meyer will give families first opportunity with the capacity of 100. All Board Members will be invited with elected officials and staff invited.

12.6 Upcoming 2021 CERT PAC Meetings.

- Scheduled for August 13th and November 12th at 9:00 a.m.

The Board took a recess at 3:21 p.m. and entered Closed Session at 3:30 p.m.

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.

13.2 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

California Government Code Section 54956.9(d)(1):
PG&E v. SRVFPD, Case No.: MSN20-1649

13.3 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

California Government Code Section 54956.9(d)(1):
Karan Ravi Panjabi v. SRVFPD, et al., Case No.: CIVMSC21-00077

13.4 REORGANIZATION UPDATE

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

14. RETURN TO OPEN SESSION

The Board returned to Open Session at 4:20 p.m.

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

President Stamey announced there was no reportable Board action from Closed Session.

16. ADJOURNMENT

The regular meeting concluded at 4:21 p.m.

Prepared by: 
Stephanie E. Sakai
District Clerk

Approved by: 
Matt Stamey
Board President