

SAN RAMON VALLEY FIRE PROTECTION DISTRICT
Board of Directors Regular Board Meeting
December 15, 2021 – 1:00 p.m.

Matt Stamey, Board President
Ryan Crean, Board Vice President
Don Parker, Director, Michelle Lee, Director, Jay Kerr, Director

~MISSION STATEMENT~

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

Pursuant to Assembly Bill 361 and the Ralph M. Brown Act (Government Code section 54950 et seq.), this meeting may utilize teleconferencing. As a precaution to protect the health and safety of staff, officials, and the general public, participating Board Members will not be physically in attendance but will be available via video conference. Although there will be no physical location for members of the public to participate in the meeting, members of the public will have the opportunity to address the Board directly during the Public Comment period by participating in the meeting through Zoom or a call-in option. All votes shall be by roll call due to Board Members participating by teleconference.

HOW TO PARTICIPATE IN THE MEETING REMOTELY VIA ZOOM

Participate via Zoom by joining the webinar online at:

<https://srvfpd.zoomgov.com/j/1613281468?pwd=MjFzZGp0TVcrTEFwcWICOW16dzdTZz09>

Meeting Details:

Webinar ID: 161 328 1468

Passcode: SRVF

When connected, **click the “Raise Your Hand” button** to request to speak during the Public Comment period. You will then be unmuted when it is your turn to make your comment for up to 3 minutes. After the allotted time, you will then be re-muted.

HOW TO PARTICIPATE IN THE MEETING REMOTELY BY PHONE

Listen or participate with an Audio Only connection by telephone, using the dial-in information below:

Meeting Details:

Phone Number: +1 (669) 254-5252

Webinar ID: 161 328 1468

When connected, enter ***9 on your telephone to “Raise Your Hand”** and request to speak during the Public Comment period. When it is your turn, you will be allowed to speak and prompted **to enter *6 on your phone to unmute yourself**. You will have up to 3 minutes to make your comment. After the allotted time, you will then be re-muted.

HOW TO SUBMIT WRITTEN PUBLIC COMMENT

Members of the public may submit written public comment via email to PublicComment@srvfire.ca.gov prior

to the end of the Public Comment period. Please include "Public Comment 12/15/21" in the subject line and the Agenda Item Number for which the comment is being submitted if the comment pertains to an Agenda Item. In the body of the email, please include your name. 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.

AGENDA

1. **CALL TO ORDER**

2. **PLEDGE OF ALLEGIANCE**

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

4. **PUBLIC COMMENT**

Pursuant to the Brown Act, members of the public may comment on Agenda items and non-Agenda items related to any subject pertaining to District business during the Public Comment period. The time allotted for each speaker is determined by the Board President and may be up to a maximum of three (3) minutes.

5. **CONSENT CALENDAR**

Consent Calendar items are considered routine and are acted upon by the Board with a single action unless a Board member requests separate discussion and/or action.

5.1 Approve the demand register for the period November 12, 2021 through December 9, 2021 in the amount of \$2,586,858.02.

5.2 Approve the Board Minutes from the November 17, 2021 Regular Board Meeting.

5.3 Approve salary, payroll taxes and retirement contributions for the month of November 2021 in the amounts of \$5,016,784.72.

5.4 Adopt Resolution No. 2021-06 of the Board of Directors of the San Ramon Valley Fire Protection District Re-ratifying the Proclamation of a State of Emergency by Governor Newsom March 4, 2020, and Re-authorizing Teleconference Meetings Under Assembly Bill 361 for a Period of Thirty Days.

5.5 Approve payment to the State of California for the Workers' Compensation Insurance Self-Insurance Assessment for Fiscal Year 2020-2021 in the amount of \$64,719.08.

5.6 **Personnel Actions:**

Promotions:

Approve staff recommendation to award the following promotion, effective, November 1, 2021:

Firefighter Mark Mirchandani, to Engineer 5, step 5

Step Increases:

Approve staff recommendation to award the following step increase, effective January 1, 2022:

2020-1 Academy

Firefighter Keith Adderly to Firefighter 5, step 2
Firefighter Daniel Arriola to Firefighter 5, step 2
Firefighter Madeline Corradi to Firefighter 5, step 2
Firefighter Dale Flora to Firefighter 5, step 2
Firefighter Lisa McComb to Firefighter 5, step 2
Firefighter Anthony Ortega to Firefighter 5, step 2
Firefighter Oliver Ruggles to Firefighter 5, step 2
Firefighter Xavier Sanchez to Firefighter 5, step 2
Firefighter Tanner Silva to Firefighter 5, step 2
Firefighter David Townley to Firefighter 5, step 2

Chief Financial Officer Davina Hatfield to Chief Financial Officer, step 3

Public Safety Dispatcher Zachary Schiess to Public Safety Dispatcher 2, step 6

Public Safety Dispatcher Shannon Tarte to Public Safety Dispatcher 2, step 4

Media Communications and Public Education Analyst Ryan Mahoney to Media Communications and Public Education Analyst, step 4

New Hires:

Confirmation of Employment effective, December 1, 2021. Approve staff recommendation to hire:

2021-1 Academy

Patrick Devault for Firefighter 1, step 1
Kevin Farmer for Firefighter 1, step 1
Zachary Lee for Firefighter 1, step 1
Richard Moore for Firefighter 1, step 1
Brielle Preece for Firefighter 1, step 1
Corbin Robson for Firefighter 1, step 1
Isaac Toledo for Firefighter 1, step 1
Randall Webster for Firefighter 1, step 1
Blake Yarbrough for Firefighter 1, step 1

6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

- 6.1 Announcement of 2021 ISO Public Protection Classification (PPC) review and upgraded status to Class 1 (Stephanie Ruscansky).
- 6.2 Update/Progress on Mental Health Initiative (Preston Loooper).
- 6.3 Shoji Kuruvilla and Tevin Kuruvilla Acknowledgment of Gratitude.

7. OLD BUSINESS

- 7.1 Award of Construction Contract for San Ramon Valley Fire Protection District Station 34 Remodel Project to Lowest Responsive Bidder Sausal Corporation.

8. NEW BUSINESS

- 8.1 Nomination of Board President and Vice President for 2022.

9. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW

Letter of appreciation and support from a member of the community.

10. MONTHLY ACTIVITY REPORTS

- 10.1 Operations and Training Division - Deputy Chief Jim Selover
Operations and Training Report of monthly activities.
- 10.2 EMS Division - Deputy Chief Jim Selover
EMS Report of monthly activities.
- 10.3 Fire and Life Safety Division – Deputy Chief Frank Drayton
Fire and Life Safety Report of monthly activities.
- 10.4 Fleet and Facilities Division – Deputy Chief Frank Drayton
Fleet and Facilities Report of monthly activities.
- 10.5 Communications and Technology Division – Director of Emergency Communications, Denise Pangelinan
Communications and Technology Report of monthly activities.
- 10.6 Human Resources Division – District Counsel, Stephanie E. Sakai
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 Approve Regular Board Meeting Dates for 2022:

January 26	May 25	October 26
February 23	June 29	November 16
March 30	August 31	December 14
April 27	September 28	

- 11.2 Comments by Board of Directors.

12. UPCOMING CALENDAR OF EVENTS

12.1 Next Regular Board Meeting, January 26, 2021 at 1:00 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): 1 potential case. Facts and circumstances that might result in litigation need not be disclosed.

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 26, 2021 AT 1:00 P.M.

Prepared by:

DocuSigned by:

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Stephanie E. Sakai, District Clerk

Agenda posted on December 9, 2021 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.

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.