

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING (Teleconference)  
FEBRUARY 23, 2022 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 Crean, Vice President Kerr, Directors Stamey, Parker and Lee.

**Board Member Absent:** None.

**1. CALL TO ORDER**

President Crean called the meeting to order at 1:03 p.m.

**2. PLEDGE OF ALLEGIANCE**

District Staff led the Pledge of Allegiance.

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

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

**4. PUBLIC COMMENT**

There was no public comment.

**5. CONSENT CALENDAR**

Request by Director Lee to remove Agenda Item No. 5.8 for discussion under Old Business. Motion by Director Lee to approve Consent Calendar Items 5.1 through 5.7, 5.9 and 5.10; seconded by Vice President Kerr. Motion carried unanimously by roll call vote.

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

None.

**7. OLD BUSINESS**

7.1 Authorize additional contribution in the amount of \$10,000 to Street Smarts Program for Administrative Support.

Director Lee requested that the Board action be revised for authorization of additional contribution “in an amount up to \$10,000” to Street Smarts Program for Administrative Support. Director Lee stated another partner may also be assisting for the Administrative Support funding. In response to Director

Parker's question, Director Lee confirmed we have an annual contribution of \$10,000 and that the Administrative Support contribution is a one-time contribution. Vice President Kerr supports the contribution. In response to Chief Meyer's request for Board direction if no other partner contributions are made, Director Lee confirmed that the direction is approval up to a \$10,000 contribution. Chief Meyer stated that staff will report back to the Board when the funds are extended.

Motion by Director Stamey to authorize additional contribution in an amount up to \$10,000 to Street Smarts Program for Administrative Support, with direction to staff to be proactive in negotiations with other agency partners for contributions; seconded by Vice President Kerr. Motion carried by roll call vote.

## **8. NEW BUSINESS**

8.1 Authorize the Fire Chief to finalize and execute the Funding Agreement with Lennar, the Property Lease Agreement with the Wiedemann Trust and the Purchase Order with Motorola Solutions in substantial form as to the terms and conditions contained in Exhibits A, B, and C.

Chief Meyer summarized the conditions of approval imposed by the City of San Ramon on Lennar's residential project, specifically the requirement to ensure adequate safety communications for firefighters and police officers. The District, in collaboration with the City of San Ramon PD and the East Bay Regional Communications System JPA (EBRCS), determined that a new communications tower located on Wiedemann Hill was needed to provide the desired coverage for the project; with the District taking the lead role in negotiating with all parties achieve the desired outcome. Chief Meyer then noted the following revisions to Board Report: the land lease amount is \$50,000 for the first ten years, not each year, and the reference in Section 8, to Lessor's obligation under 5(c) should read 6(c). Chief Meyer further stated there are no District out of pocket expenses as the intent is that ongoing costs will be covered by EBRCS.

President Crean, Vice President Kerr, and Director Lee expressed their appreciation for all parties involved. In response to Director Kerr's inquiry about Section 6 (Co-Location of Facilities), Chief Meyer stated that the Wiedemann's plan to move forward with the Co-Location of Facilities and they would be responsible for ongoing maintenance. In response to Director Lee's inquiries, Chief Meyer confirmed the intent is for EBRCS to assume responsibility for funding the Wiedemann Trust land lease payments. In reply to President Stamey's inquiry related to cost sharing under Section 6(h), Financial Consultant Campo confirmed that the cost would be in proportion to the uses by telecommunications entities and that the costs were shifted back to the Lessor. In response to Director Stamey's inquiry about the security of the tower, Deputy Chief Drayton stated the shelter is a concrete building monitored with an alarm surrounded by a cyclone fence. Financial Consultant Campo further confirmed no parties will have access to the shelter where the equipment is stored.

Motion made by Director Lee to authorize the Fire Chief to finalize and execute the Funding Agreement with Lennar, the Property Lease Agreement with the Wiedemann Trust and the Purchase Order with Motorola Solutions in substantial form as to the terms and conditions contained in Exhibits A, B, and C; seconded by Director Stamey. Motion carried unanimously by roll call vote.

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

Letters of appreciation and support from the community were received and acknowledged.

**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 January 2022, including updates regarding Firefighter Recruit Fire Academy, new recruit onboard training, and Live Fire Training. Director Stamey congratulated the new hires and the 2021-1 Fire Academy. President Crean also offered his congratulations and appreciates the opportunity to strengthen our staff. President Crean also recognized Chief Garcia and felt the Live Fire Training was useful and thoughtful. He also thanked Bishop Ranch, City of San Ramon and the other District partners necessary to make events like this happen. Director Lee hopes to see further opportunities for Live Fire Trainings.

**10.2 EMS Division - Deputy Chief Jim Selover**

EMS Report of monthly activities.

Deputy Chief Selover provided the monthly activities report for January 2022, including updates regarding COVID-19 surveillance, testing, COVID policies, vaccination clinic, Single Role EMS Academy preparations, updating EMS policies, and EMS certification/documentation audit. In response to Vice President Kerr's inquiry, Deputy Chief Selover and Chief Meyer stated the State's Behavioral Health Justice Intervention Service grant will support the District's Mental Health Program. President Crean appreciates the hard work in the EMS Division.

**10.3 Fire and Life Safety Division – Deputy Chief Frank Drayton**

Fire and Life Safety Report of monthly activities.

Deputy Chief Drayton provided the monthly activities report for January 2022, including updates regarding plan reviews and compliance inspections, National Cert Association, and Emergency Preparedness presentation. In response to Director Lee's inquiry, Deputy Chief Drayton confirmed the Access & Functional Needs sensory kits are updated and that the District is providing kits for police officers based on a grant received by the District.

**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 January 2022, including updates regarding truck specifications, Station 34 remodel, Alamo MAC meeting, and Wiedemann site discussions. In response to President Crean's inquiries, Deputy Chief Drayton said there were only minor changes to the Type 3 engines and the ladder truck and confirmed the rescue vehicle is a Type 1 heavy the Communications unit would be OES compliant, and Director Pangelinan confirmed that the old Communications unit currently services 9 Bay Area communities and the District will use the unit with Contra Costa County as a mutual aid command vehicle. Director Pangelinan further stated the District

does not turn down mutual aid at this time. She also reported the District would like to keep the new unit within our District but both units could go out if there was a large scale disaster and the District's area was not impacted, as determined by the Chief. In response to President Cream's inquiry, Director Pangelinan said that extension of the service life would be costly due to the age of the equipment and work would be needed to maintain it as a second unit. Chief Meyer also stated the old communications unit's future life will be based on necessary costs. President Crean would like to salvage the unit.

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

Director of Emergency Communications Denise Pangelinan provided the monthly activities report for January 2022, including updates regarding upgraded Emergency Medical Dispatch (EMD)/Emergency Fire Dispatch (EFD) software, IAED EFD accreditation, Station 34 technical equipment, Live Fire Training photographing, vaccination clinic, and DNI efforts against mitigated threats. Chief Meyer applauded the District's re-accreditation and complimented Director Pangelinan for her hard work making this happen.

10.6 Human Resources Division – District Counsel, Stephanie Brendlen  
Human Resources Report of monthly activities.

District Counsel Brendlen provided the monthly activities report for January 2022, including updates regarding firefighter paramedics and single role paramedics interviews and pre-employment backgrounds, onboarding EMS Academy recruits, Station 37 Auxiliary Volunteer Program, Records Management System, firefighter endorsements, and tracking employee COVID-19 vaccination.

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

Financial Consultant Campo provided the monthly activities report for January 2022, including updates regarding equipment financing, SAFER Grant application, State Controller Report, Chief Financial Officer Hatfield presented the monthly financial presentation covering Property Tax Revenue, General Fund revenues and expenditures, COVID-19 expenditures and reimbursements, overtime analysis, and ambulance revenue and transports. President Crean thanked CFO Hatfield and Finance Consultant Campo for their work.

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 January 2022, including updates regarding Alameda Fire and Contra Costa County Fire discussions for auto and mutual aid agreements, Town of Danville meeting, City of San Ramon and Alamo MAC meeting. Director Stamey received enthusiastic feedback about the District's presentation from the Council at the Town of Danville meeting. President Crean thanked Chief Meyer for the live training event, recognized the firefighter hospitalizations and deaths this past year, emphasized training events help avoid the risk of injury and death, and appreciates his efforts working with neighboring fire departments.

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## **11. GOOD OF THE ORDER**

11.1 Comments by Board of Directors.

Vice President Kerr recently attended a District canine training session and was impressed with the canine team. He believes the canine team will save lives. President Crean recognized the difficulty of training canines and commended the District for supporting the canine team.

11.2 Review upcoming Board meetings.

President Crean confirmed the following upcoming Board meetings:

- Regular Board Meeting, March 23, 2022 at 3:00 p.m. via Zoom
- Board Retreat, March 31, 2022 at 10 a.m. at the Roundhouse in San Ramon
- Regular Board Meeting, April 13, 2022 at 1:00 p.m. via Zoom.
- Regular Board Meeting, May 16, 2022 at 1:00 p.m. via Zoom.
- Budget Workshop, June date to be determined
- Regular Board Meeting, June 22, 2022 at 1:00 p.m. (in person)
- Regular Board Meeting, August 24, 2022 at 1:00 p.m.
- Regular Board Meeting, September 28, 2022 at 1:00 p.m.

Chief Meyer stated the Clerk will send out the Board Meetings Schedule to the Board with calendar invites. He also stated the Budget Workshop will be scheduled in June (and not May). He will ensure the date accommodates all Board members. In response to Vice President Kerr, Deputy Chief Selover reported Mental Health Specialist Training will be held March 7-11 for Firefighter Paramedics and Single Role Paramedics, covering Modules 1-3.

## **12. UPCOMING CALENDAR OF EVENTS**

- 12.1 Next Regular Board Meeting, March 23, 2022 at 1:00 p.m.
- 12.2 2022 CERT PAC Meeting, February 25, 2022 at 9:00 a.m. via Zoom.
- 12.3 Alamo MAC (Municipal Advisory Council) Meeting, March 1, 2022 at 6:00 p.m. via Zoom.
- 12.4 San Ramon City Council Meeting, March 8, 2022 at 7:00 p.m. via Zoom.

President Crean announced the above events on the upcoming calendar. In response to Director Parker's inquiry, Chief Meyer confirmed the February 23, 2022 Regular Board Meeting will be a teleconference Zoom meeting. Chief Meyer noted the District's upcoming presentations for the Board of Supervisors to update on the Mental Health Project, ISO rating, and the EOC and Communications Center, and with the City of San Ramon. Chief Meyer said the Board Members are invited to attend these Zoom meetings if they wish.

The Board took a recess at 2:33 p.m. and entered Closed Session at 2:45 p.m.

## **13. CLOSED SESSION**

- 13.1 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
Significant exposure to litigation pursuant to California Government Code Section

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54956.9(d)(2): 1 potential case. Facts and circumstances that might result in litigation need not be disclosed.

13.2 REORGANIZATION UPDATE

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

14. **RETURN TO OPEN SESSION**

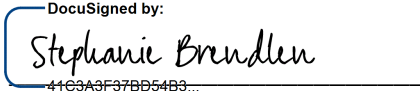
The Board returned to Open Session at 3:23 p.m.

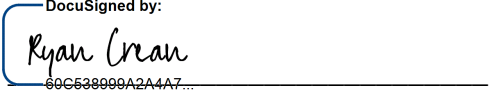
15. **REPORT UPON RETURN FROM CLOSED SESSION (if applicable)**

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

16. **ADJOURNMENT**

The regular meeting concluded at 3:25 p.m.

Prepared by:   
Stephanie Brendlen  
District Clerk

Approved by:   
Ryan Crean  
Board President