

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

**Wednesday, January 18, 2023 – 1:00 p.m.**

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

**~MISSION STATEMENT~**

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

**Meeting Location: SRVFPD Administrative Offices – Boardroom  
1500 Bollinger Canyon Road, San Ramon, CA 94583**

**Website: <https://www.firedepartment.org/>**

**AGENDA**

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. DETERMINATION OF QUORUM AND CONFIRMATION OF AGENDA**
- 4. PUBLIC COMMENT**

Pursuant to the Ralph M. Brown Act (Government Code §54950 et. seq.), 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 limited to 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 December 8, 2022 through January 6, 2023 in the amount of \$3,869,995.08.
- 5.2 Approve the Board Minutes from the December 14, 2022 Regular Board Meeting.
- 5.3 Approve salary, payroll taxes and retirement contributions for the period of December in the amount of \$5,650,578.62.
- 5.4 Authorize suspension of the medical premium cap for active employees for calendar year 2023, and continue to review on a year-to-year basis the financial impact of removing the cap.

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5.5 **Personnel Actions:**

**Promotions:**

Approve staff recommendation to award the following promotions effective December 15, 2022:

**Captains**

Engineer Nathan Smith to Captain 11, step 4

Engineer John Youngblood to Captain 11, step 4

**Engineers**

Firefighter Aaron Drake to Engineer 5, step 5

Firefighter Brett Herendeen to Engineer 4, step 5

Firefighter Arturo Perez to Engineer 4, step 5

**Step Increases:**

Approve staff recommendation to award the following step increase, effective February 1, 2023:

Firefighter Grant Dakin to Firefighter 5, step 5

**2021-1 Academy**

Firefighter Kenneth Borges to Firefighter 5, step 2

Firefighter David Diktakis to Firefighter 5, step 2

Firefighter Keith Hughes to Firefighter 5, step 2

Firefighter Willian Perkins to Firefighter 5, step 2

Firefighter Brielle Preece to Firefighter 5, step 2

Firefighter Brendan Whitmore to Firefighter 5, step 2

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

6.1 Search and Rescue Canine introductions and presentation of badges to Navy and Leslie.

6.2 Outstanding Community Member Presentation

7. **OLD BUSINESS**

No Old Business.

8. **NEW BUSINESS**

No New Business.

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

Letters of appreciation and support from the community.

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**10. MONTHLY ACTIVITY REPORTS**

- 10.1 Operations Division - Deputy Chief Jim Selover  
Operations Report of monthly activities.
- 10.2 Training Division – Battalion Chief John Duggan  
Training Report of monthly activities.
- 10.3 EMS Division –Battalion Chief Jonas Aguiar  
EMS Report of monthly activities.
- 10.4 Community Risk Reduction Division – Deputy Chief Frank Drayton  
Community Risk Reduction Report of monthly activities.
- 10.5 Fleet and Facilities Division – Deputy Chief Frank Drayton  
Fleet and Facilities Report of monthly activities.
- 10.6 Communications and Technology Division – Director of Emergency Communications, Denise Pangelinan  
Communications and Technology Report of monthly activities.
- 10.7 Human Resources Division – Administrative Services Consultant, Ken Campo  
Human Resources Report of monthly activities.
- 10.8 Finance Division – Chief Financial Officer, Davina Hatfield  
Finance Report of monthly activities.
- 10.9 Fire Chief – Fire Chief, Paige Meyer  
Verbal report on monthly meetings, seminars, committee meetings, and other District related activities.
- 10.10 Emergency Preparedness – Emergency Preparedness Coordinator Ron Marley  
Emergency preparedness report of quarterly activities.

**11. GOOD OF THE ORDER**

- 11.1 Comments by Board of Directors.
- 11.2 Report on District Standing Committee Assignments for 2023.

**12. UPCOMING CALENDAR OF EVENTS**

- 12.1 Next Regular Board Meeting, February 15, 2023 at 1:00 p.m.

**13. CLOSED SESSION**

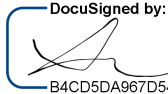
- 13.1 **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**  
Significant exposure to litigation pursuant to California Government Code Section 54956.9(d)(2): 1 potential case. Facts and circumstances that might result in litigation need not be disclosed.

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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, FEBRUARY 15, 2023 AT 1:00 P.M.**

Prepared by:

DocuSigned by:  
  
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Leticia Najera

*Agenda posted on January 13, 2023 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).*

*All public meetings under the Brown Act must comply with Section 202 of the Americans with Disabilities Act ("ADA") and its implementing rules and regulations. If you have a disability and require a reasonable accommodation to fully participate in a public meeting, please contact the District Clerk at (925) 838-6661 as soon as possible but at least 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 on the District website at [www.firedepartment.org](http://www.firedepartment.org), at the District's Administrative Office located at 1500 Bollinger Canyon Road, San Ramon, California, or at the scheduled meeting.*