

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS REGULAR MEETING AND RETREAT
MARCH 29, 2023 MINUTES**

Board of Directors Regular Board Meeting and Board Retreat

~MISSION STATEMENT~

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

Location: Roundhouse, 2600 Camino Ramon, San Ramon, CA - Tenaya Room

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

Board Member(s) Absent: None

1. CALL TO ORDER

President Lee called the meeting to order at 10:05 a.m.

2. DETERMINATION OF QUORUM AND CONFIRMATION OF AGENDA

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

3. PUBLIC COMMENT

There was no public comment.

4. CONSENT CALENDAR

Motion by Director Stamey to approve Consent Calendar Items 4.1 through 4.6; seconded by Vice President Kerr. Motion carried unanimously by roll call vote.

5. OLD BUSINESS

No Old Business.

6. NEW BUSINESS

6.1 Introduce by title only and waive the First Reading of Proposed Ordinance 2023-38: An Ordinance of the San Ramon Valley Fire Protection District Establishing Fuel Mitigation and Exterior Hazard Abatement Standards in All State and Local Responsibility Areas within the District, and Adopting Findings of Fact.

Motion by Vice President Kerr to: (1) Introduce by title only and waive the First Reading of Ordinance No. 2023-38: An Ordinance of the San Ramon Valley Fire Protection District Establishing Fuel Mitigation and Exterior Hazard Abatement standards in All State and Local Responsibility Areas within the District, and Adopting Findings of Fact; and (2) Designate District Counsel/District Clerk to prepare a summary of the proposed Ordinance which the District Counsel/District Clerk shall publish with the notice of hearing for the adoption of Ordinance No. 2023-38 on April 26, 2023 at the next regular Board meeting

pursuant to the Health and Safety Code and California Government Code; seconded by Director Parker. Motion carried unanimously by roll call vote.

- 6.2 Open Public Hearing to consider adoption of Resolution No. 2023-02 modifying the First Responder Assessment Without Transport Fee and the Ambulance Transport Fees and Charges contained within Ordinance No. 30.

President Lee opened the public hearing to consider adoption of Resolution No. 2023-02 modifying the First Responder Assessment Without Transport Fee and the Ambulance Transport Fees and Charges contained within Ordinance No. 30. Chief Meyer presented the staff report for Resolution No. 2023-02. There was no public comment. President Lee concluded the public hearing. Motion by Director Stamey to adopt Proposed Resolution No. 2023-02; seconded by Vice President Kerr. Motion carried unanimously by roll call vote.

- 6.3 Adopt Resolution No. 2023-03: Opposition to Initiative 21-00421A1.

Motion by Director Parker to adopt Resolution No. 2023-03: Opposition to Initiative 21-00421A1; seconded by Director Crean. Motion carried unanimously by roll call vote.

- 6.4 Approve Memorandum of Understanding between San Ramon Valley Fire Protection District and the Contra Costa Crisis Center for the Warm Hand-Off Pilot Program.

Motion by Vice President Kerr to approve the Memorandum of Understanding between San Ramon Valley Fire Protection District and the Contra Costa Crisis Center for the Warm Hand-Off Pilot Program; seconded by Director Parker. Motion carried unanimously by roll call vote.

- 6.5 Approve Changes to Non-Represented Employee Compensation.

Motion by Director Crean to approve changes to Non-Represented Employee Compensation; seconded by Director Stamey. Motion carried unanimously by roll call vote.

- 6.6 Approve purchase of Live-Fire Burn Prop at a cost not to exceed \$824,200.

Motion by Director Crean to approve purchase of Live-Fire Burn Prop at a cost not to exceed \$824,200; seconded by Director Parker. Motion carried unanimously by roll call vote.

- 6.7 Adopt Resolution No. 2023-04: County LAFCO Special District Member Nomination.

Motion by Director Stamey to adopt Resolution No. 2023-04: County LAFCO Special District Member Nomination; seconded by Vice President Kerr. Motion carried unanimously by roll call vote.

7. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW

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

8. MONTHLY ACTIVITY REPORTS

- 8.1 Operations Division – Deputy Chief Jonas Aguiar
Operations Report of monthly activities.
- 8.2 Training Division – Deputy Chief Jonas Aguiar
Training Report of monthly activities.
- 8.3 EMS Division – Deputy Chief Jonas Aguiar
EMS Report of monthly activities.
- 8.4 Community Risk Reduction Division – Deputy Chief Frank Drayton
Community Risk Reduction Report of monthly activities.
- 8.5 Fleet and Facilities Division – Deputy Chief Frank Drayton
Fleet and Facilities Report of monthly activities.
- 8.6 Communications and Technology Division – Director of Emergency Communications, Denise Pangelinan
Communications and Technology Report of monthly activities.
- 8.7 Human Resources Division – Administrative Services Consultant, Ken Campo
Human Resources Report of monthly activities.
- 8.8 Finance Division – Chief Financial Officer, Davina Hatfield
Finance Report of monthly activities.
- 8.9 Fire Chief – Fire Chief, Paige Meyer
Verbal report on monthly meetings, seminars, committee meetings, and other District related activities.

9. GOOD OF THE ORDER

- 9.1 Comments by Board of Directors.

President Lee introduced the Leadership San Ramon Valley (LSRV) grant request. The Board gave direction not to enter into a formal agreement with LSRV; however, the Board is willing to host a LSRV event. The Board decided to move forward with a Personnel Subcommittee (“Subcommittee”) meeting in April to discuss the Board’s performance evaluation procedure, Subcommittee proposing a procedure to the Board at the Regular Board meeting in April, holding a second Subcommittee meeting to discuss Chief Meyer and District Counsel/District Clerk Brendlen performance evaluations, and the Subcommittee bringing final recommendations to the Regular Board meeting in May. Chief Meyer and Ms. Brendlen agreed to extend the date for their performance evaluations.

- 9.2 CCC/PAC Meeting Update from Vice President Kerr (Chair).

Vice President Kerr presented a report on the March 15, 2023 CCC/PAC Meeting.

- 9.3 San Ramon Valley Street Smarts Program received a One-Bay Area Grant which will provide 88% of the program’s funding for the next 4 years.

President Lee announced the above San Ramon Valley Street Smarts Program grant.

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10. UPCOMING CALENDAR OF EVENTS

- 10.1 Next Regular Board Meeting, April 26, 2023 at 1:00 p.m.
- 10.2 Academy 2022-1 Graduation, Roundhouse, 2600 Camino Ramon, San Ramon (Tahoe Room) on March 31, 2023, 3:00 p.m. to 5:00 p.m.
- 10.3 Community Bike Rodeo, Saturday, May 6, 2023, Iron Horse Middle School (requesting at least five (5) volunteers from each agency).
- 10.4 Streets Smarts “Be Reel” Video Contest Awards Ceremony, Thursday, April 13, 2023 – Danville Theater.

President Lee announced the above events on the upcoming calendar.

The Board took a break at 11:45 a.m. and returned at 12:40 p.m.

11. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

- 11.1 Update on Goals from 2022-2023. Identify and Prioritize 2023-2024 Goals. (**Board Retreat**)

Staff updated the Board on their Division Goals from 2022-2023, and identified and prioritized their 2023-2024 Division Goals, with the Board asking numerous questions throughout the meeting that were answered by Staff. During the EMS presentation, Mr. Kurt Henke from AP Triton provided the Board with an EMS update. Due to time constraints, the Board agreed to resume Goals at the Regular Board meeting in April.

During the presentation of Division Goals, the Board took a recess at 1:41 p.m. and returned at 1:52 p.m., 2:41 p.m. and returned at 2:49 p.m., and 3:38 p.m. and returned at 3:44 p.m.

- 11.2 Diversity and Inclusion Presentation.

Chief Meyer introduced Attorney Morin Jacob from Liebert Cassidy Whitmore who provided a diversity and inclusion presentation. The Board gave direction to further evaluate strategies and a plan.

President Lee announced the below Closed Session items. The Board took a short recess at 4:43 p.m. and entered Closed Session at 4:53 p.m.

12. CLOSED SESSION

- 12.1 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
California Government Code Section 54956.9:
Laura Begin v. SRVFPD; and DOES 1 through 50, inclusive, Case No.: C23-00085
- 12.2 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.

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13. RETURN TO OPEN SESSION


The Board returned to Open Session at 5:13 p.m.

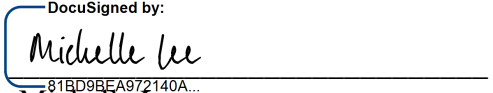
14. REPORT UPON RETURN FROM CLOSED SESSION (if applicable)

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

15. ADJOURNMENT TO THE NEXT REGULAR BOARD MEETING/BOARD RETREAT SCHEDULED FOR WEDNESDAY, APRIL 26, 2023 AT 1:00 P.M.

The regular Board meeting and Board Retreat adjourned at 5:13 p.m.

Prepared by: 
Stephanie Brendlen
District Counsel/District Clerk

Approved by: 
Michelle Lee
Board President