

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

**Wednesday, June 28, 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 May 12, 2023 through June 15, 2023 in the amount of \$4,872,676.02.
- 5.2 Approve the Board Minutes from the May 24, 2023 Regular Board Meeting.
- 5.3 Approve salary, payroll taxes and retirement contributions for the period of May in the amount of \$5,168,787.86.
- 5.4 Adopt Resolution 2023-06 establishing the appropriations limit for Fiscal year 2023-2024 at \$213,913,554.

5.5 **Personnel Actions:**

**New Hire:**

Confirmation of Employment effective, June 20, 2023. Approve staff recommendation to hire:  
Lynette Rabara for Administrative Analyst, step 1

**Promotions:**

Approve staff recommendation to appoint the following effective June 1, 2023:

Captain Eric Sabye to Battalion Chief 2, step 3  
Engineer Garrett McIntyre to Captain 10, step 4  
Engineer Brett Herendeen to Captain 10, step 3  
Engineer Salvatore Bautista to Engineer 5, step 5  
Firefighter Brandon Hicks to Engineer 4, step 5

**Step Increases:**

Approve staff recommendation to award the following step increases, effective July 1, 2023:

Captain Nathan Smith to Captain 11, step 5  
Captain John Youngblood to Captain 11, step 5  
Engineer Aaron Drake to Engineer 6, step 6  
Engineer Arturo Perez to Engineer 5, step 6

**Academy 2020-1**

Firefighter Dale Flora to Firefighter 6, step 4  
Firefighter Keith Adderly to Firefighter 5, step 4  
Firefighter Daniel Arriola to Firefighter 5, step 4  
Firefighter Anthony Ortega to Firefighter 5, step 4  
Firefighter Oliver Ruggles to Firefighter 5, step 4  
Firefighter Tanner Silva to Firefighter 5, step 4  
Firefighter Lisa Slifer to Firefighter 5, step 4  
Firefighter David Townley to Firefighter 5, step 4

Chief Financial Officer Davina Hatfield to Chief Financial Officer, step 5

Emergency Preparedness Coordinator Ron Marley to Emergency Preparedness  
Coordinator, step 6

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

Captain Christopher Cunningham to Captain 28, step 3

**Academy 2019-1 (Group 1)**

Firefighter Devin Mongeau to Firefighter 6, step 6  
Firefighter David Scamporrino to Firefighter 6, step 6  
Firefighter Zekiel Spani to Firefighter 5, step 6  
Firefighter Shawnay Tarquinio to Firefighter 5, step 6

Firefighter William Perkins to Firefighter 5, step 2

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

None.

**7. OLD BUSINESS**

None.

**8. NEW BUSINESS**

8.1 Public Hearing and Adoption of the 2023-2024 Annual Operating and Capital Budgets for Fiscal Year 2023-2024. The 2023-2024 Proposed Budget can be found on the District's website at <https://www.firedepartment.org/home/showdocument?id=5102> or at the District's Administrative Offices located at 1500 Bollinger Canyon Road, San Ramon.

8.2 Approve FY 2023-2024 Excess Workers' Compensation Insurance.

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

Letters of appreciation and support from community.

**10. MONTHLY ACTIVITY REPORTS**

10.1 Operations Division – Deputy Chief Jonas Aguiar

Operations Report of monthly activities.

10.2 Training Division – Deputy Chief Jonas Aguiar

Training Report of monthly activities.

10.3 EMS Division – Deputy Chief Jonas Aguiar

EMS Report of monthly activities.

10.4 Community Risk Reduction Division – Interim Fire Marshal Roy Wendel

Community Risk Reduction Report of monthly activities.

10.5 Fleet and Facilities Division – Interim Deputy Chief Lon Phares

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.

**11. GOOD OF THE ORDER**

11.1 Comments by Board of Directors.

**12. UPCOMING CALENDAR OF EVENTS**

12.1 Next Regular Board Meeting, August 23, 2023 at 1:00 p.m.

**13. CLOSED SESSION**

13.1 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

California Government Code Section 54956.9:

Laura Begin v. SRVFPD; Chief John Duggan; and DOES 1 through 50, inclusive, Case No.: C23-00085

13.2 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to California Government Code Section 54956.9(d)(4): 2 potential cases. 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, AUGUST 23, 2023 AT 1:00 P.M.**

Prepared by:

*Stephanie Brendlen*

Stephanie Brendlen, District Counsel/District Clerk

*Agenda posted on June 23, 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.*