

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
SEPTEMBER 25, 2024 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: SRVFPD Administrative Offices – Boardroom
2401 Crow Canyon Road, Suite A, San Ramon, CA 94583

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

Board Member(s) Absent: None

1. CALL TO ORDER

President Kerr called the meeting to order at 1:00 p.m.

2. PLEDGE OF ALLEGIANCE

Director Parker led the Pledge of Allegiance.

3. DETERMINATION OF QUORUM AND CONFIRMATION OF AGENDA

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

4. PUBLIC COMMENT

There was no public comment.

5. CONSENT CALENDAR

Motion by Director Lee to approve Consent Calendar Items 5.1 through 5.6; seconded by Vice President Stamey. Motion carried unanimously by roll call vote.

6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

6.1 Internal Scholarship Awards to Andres Arrizon (Community Risk Reduction Scholarship) and Gianni Roof (Public Safety Dispatcher Scholarship).

Staff introduced Internal Scholarship Award recipients Andres Arrizon and Gianni Roof.

6.2 Fire Prevention Week (October 6-12, 2024) and Fire Prevention Month 2024 Proclamation.

Fire Marshal Roy Wendel presented this item.

Board Minutes September 25, 2024

Page 2 of 4

The Board took a brief 10-minute recess at 1:23 p.m.

7. OLD BUSINESS

There was no Old Business.

8. NEW BUSINESS

There was no New Business.

9. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW

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

10. MONTHLY ACTIVITY REPORTS

10.1 Operations Division - Deputy Chief Jonas Aguiar
Operations Report of monthly activities.

Deputy Chief Aguiar provided the monthly activities report for August 2024.

10.2 Training Division – Battalion Chief Dave Garcia
Training Report of monthly activities.

Battalion Chief Garcia provided the monthly activities report for August 2024.

10.3 EMS Division – EMS Division Manager Lance Maples
EMS Report of monthly activities.

EMS Division Manager Maples provided the monthly activities report for August 2024.

10.4 Community Risk Reduction – Fire Marshal Roy Wendel
Community Risk Reduction of monthly activities.

Fire Marshal Wendel provided the monthly activities report for August 2024.

10.5 Fleet and Facilities Division – Interim Deputy Chief Chris Parsons
Fleet and Facilities Report of monthly activities.

Interim Deputy Chief Parsons provided the monthly activities report for August 2024.

10.6 Communications Division – Deputy Chief Aguiar
Communications Report of monthly activities.

Deputy Chief Aguiar provided the monthly activities report for August 2024.

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Board Minutes September 25, 2024

Page 3 of 4

- 10.7 Technology Division – Interim Deputy Chief Chris Parsons
Technology Report of monthly activities.

Interim Deputy Chief Parsons provided the monthly activities report for August 2024.

The Board took a short 8-minute recess until 2:43 p.m.

- 10.8 Human Resources Division – Interim Deputy Chief Chris Parsons
Human Resources Report of monthly activities.

Interim Deputy Chief Parsons provided the monthly activities report for August 2024.

- 10.9 Finance Division – Chief Financial Officer Davina Hatfield
Finance Report of monthly activities.

Chief Financial Officer Hatfield provided the monthly activities report for August 2024.

- 10.10 Fire Chief – Fire Chief, Paige Meyer
Verbal report on monthly meetings, seminars, committee meetings, and other District-related activities.

Fire Chief Meyer provided the monthly activities report for August 2024.

11. **GOOD OF THE ORDER**

- 11.1 Comments by Board of Directors.

Director Lee commended staff's representation at the San Ramon City Council Meeting regarding the Firefighter First program. President Kerr further acknowledged staff's presentation at EMS World, representation at the Climb the Ladder event, and thanked Interim Deputy Chief Parsons for representing the District at the 9/11 Ceremony in Danville. Director Crean thanked Labor for their hosting the Fill the Boot event and staff's representation at the Danville Car Show. Vice President Stamey acknowledged Labor's expanded plans for next year's Fill the Boot event and contributions to the community.

- 11.2 Contra Costa Special Districts Association (CCSDA) September 16, 2024 Meeting Update by Director Lee.

Director Lee provided the Board with an update.

- 11.3 Proposed Board of Directors Policy and Procedures Manual.

President Kerr reiterated one of the Board's goals is to review and update the Board Handbook and announced staff's proposed draft Board of Directors Policy and Procedures Manual will be reviewed by the Personnel Subcommittee on September 30, 2024; Chair Stamey will return to the Board at the October Regular Board meeting with the Subcommittee's recommendations.

11.4 Special District Grant Accessibility Act (H.R. 7525 and S. 4673).

The Board authorized District Counsel Brendlen to, on behalf of the District, join the CSDA Coalition Letter and other CSDA/NSDC Communications in support of the Act.

12. UPCOMING CALENDAR OF EVENTS

12.1 Next Regular Board Meeting, October 23, 2024 at 1:00 p.m.

12.2 Street Smarts Advisory Committee Meeting, October 9, 2024, San Ramon City Hall, 1st Floor, 7000 Bollinger Canyon Rd, San Ramon at 12:00 p.m. to 1:00 p.m.

President Kerr announced the above events.

President Kerr announced the Board will enter Closed Session for Agenda Item No. 13.1 for Existing Litigation. The Board entered Closed Session at 3:11 p.m.

13. CLOSED SESSION

13.1 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

California Government Code Section 54956.9(d)(1):

Thomas Andersen v. SRVFPD, WCAB #: ADJ16692751

14. RETURN TO OPEN SESSION

The Board returned to Open Session at 3:21 p.m.

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

District Counsel/Clerk Brendlen announced there was no reportable Board action from Closed Session.

16. ADJOURNMENT.

President Kerr adjourned the meeting at 3:21 p.m.

Prepared by: Stephanie Brendlen
Stephanie Brendlen
District Counsel/Clerk

Signed by: H Jay Kerr
President Kerr
Board President