

SAN RAMON VALLEY FIRE PROTECTION DISTRICT
Board of Directors Regular Board Meeting
Wednesday, November 20, 2024 – 1:00 p.m.

Jay Kerr, Board President
Matthew Stamey, Board Vice President
Ryan Crean, Director, Michelle Lee, 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**
2401 Crow Canyon Road, Suite A, 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 October 11, 2024 through November 7, 2024 in the amount of \$4,304,263.02.
- 5.2 Approve the Board Minutes from the October 23, 2024 Regular Board Meeting.
- 5.3 Approve salary, payroll taxes and retirement contributions for the period of October 2024 in the amount of \$4,856,089.84.
- 5.4 Approve First Amendment with Lon Phares for Specialized Services.
- 5.5 Approve in substantial form the Agreements with Brodin Studios for the acquisition of public artwork for the Public Safety Building and the new Training Facility.
- 5.6 Approve Accounts Receivable Collection Policy.

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5.7 **Personnel Actions**

Step Increases:

Approve staff recommendation to award the following step increase, effective December 1, 2024:

Engineer Brock Haynie to Engineer 4, step 6

Academy 2021-1

Firefighter Patrick Devault to Firefighter 5, step 4

Firefighter Zachary Lee to Firefighter 5, step 4

Firefighter Richard Moore to Firefighter 5, step 4

Firefighter Corbin Robson to Firefighter 5, step 4

Firefighter Isaac Toledo to Firefighter 5, step 4

Firefighter Randall Webster to Firefighter 5, step 4

Firefighter Blake Yarbrough to Firefighter 5, step 4

Academy 2022-1 (Group 2)

Firefighter Dylan Costamagna to Firefighter 5, step 3

Firefighter Chazz Griffiths to Firefighter 5, step 3

Firefighter Brian Parisi to Firefighter 5, step 3

Public Safety Dispatcher Kristin Stevens to Public Safety Dispatcher 2, step 3

Public Safety Dispatcher Brenda DaPrato to Public Safety Dispatcher 2, step 2

Public Safety Dispatcher Jeannette Mazzaferro to Public Safety Dispatcher 2, step 2

Public Safety Dispatcher Eric Young to Public Safety Dispatcher 2, step 2

Single Role Paramedic Sean Rule to Single Role Paramedic, step 3

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

6.1 Introduction of Peer Support Canine Cali.

7. **ACTION ITEMS**

There are no Action Items.

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

Letters of appreciation and support from the community.

9. **MONTHLY ACTIVITY REPORTS**

9.1 Operations Division – Deputy Chief Jonas Aguiar

Operations Report of monthly activities.

9.2 Training Division – Battalion Chief Dave Garcia

Training Report of monthly activities.

9.3 EMS Division – EMS Division Manager Lance Maples

EMS Report of monthly activities.

9.4 Community Risk Reduction Division – Fire Marshal Roy Wendel

Community Risk Reduction Report of monthly activities.

- 9.5 Fleet and Facilities Division – Interim Deputy Chief Chris Parsons
Fleet and Facilities Report of monthly activities.
- 9.6 Communications Division – Deputy Chief Jonas Aguiar
Communications Report of monthly report activities.
- 9.7 Technology Division – Interim Deputy Chief Chris Parsons
Technology Report of monthly activities.
- 9.8 Human Resources Division – Interim Deputy Chief Chris Parsons
Human Resources Report of monthly activities.
- 9.9 Finance Division – Chief Financial Officer Davina Hatfield
Finance Report of monthly activities.
- 9.10 Fire Chief – Fire Chief Paige Meyer
Verbal report on monthly meetings, seminars, committee meetings, and other District-related activities.

10. GOOD OF THE ORDER

- 10.1 Comments by Board of Directors.
- 10.2 Approve Regular Board Meeting Dates for 2025:

January 22	April 23	July – <i>No Meeting</i>	October 22
February 26	May 28	August 27	November 19
March 26**	June 25***	September 24	December 17

****Proposed Board Retreat**
***** Public Hearing and Adoption of 2025-2026 Budget**
 (Budget Workshop in early June)

11. UPCOMING CALENDAR OF EVENTS

- 11.1 Next Regular Board Meeting, December 18, 2024 at 1:00 p.m.
- 11.2 San Ramon Chamber of Commerce *The WOW Awards!*, The Bridges Golf Club, 9000 S. Gale Ridge Road, San Ramon, December 4, 2024 at 5:30 p.m. to 8:30 p.m.

12. CLOSED SESSION

There will be no Closed Session.

13. RETURN TO OPEN SESSION

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

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15. **ADJOURNMENT**

Prepared by:

Stephanie Brendlen

Stephanie Brendlen, District Counsel/District Clerk

Agenda posted on November 15, 2024 at the District's Administrative Offices, Fire Stations 30, 31, 32, 33, 34, 35, 36, 38, 39 and the San Ramon Valley Fire Protection Districts website at 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, at the District's Administrative Offices located at 2401 Crow Canyon Road, Suite A, San Ramon, California, or at the scheduled meeting.