

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING  
DECEMBER 18, 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 AND OATH OF OFFICE**

2.1 Pledge of Allegiance.

Fire Chief Meyer led the Pledge of Allegiance.

2.2 Introduction of New Terms for H. Jay Kerr, Matthew Stamey and Michelle Lee.

Fire Chief Meyer introduced new Board terms for Directors H. Jay Kerr, Matthew Stamey and Michelle Lee.

2.3 Administer Oath of Office to H. Jay Kerr, Matthew Stamey and Michelle Lee.

District Counsel/District Clerk Brendlen administered the Oath of Office to Directors H. Jay Kerr, Matthew Stamey and Michelle Lee and each signed the Oath of Office.

**3. DETERMINATION OF QUORUM AND CONFIRMATION OF AGENDA**

President Kerr declared a quorum of the Board was present, and there were no changes to the Agenda. Fire Chief Meyer informed the Board that Agenda Item No. 6 may need some flexibility when it is presented.

**4. PUBLIC COMMENT**

There was no public comment.

**5. CONSENT CALENDAR**

Motion by Director Lee to approve Consent Calendar Items 5.1 through 5.11; seconded by Vice

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President Stamey. Motion carried unanimously by roll call vote.

The Board took a short 9-minute break at 1:08 p.m. for photos.

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

6.1 XyloPlan for Wildfire Modeling Presentation (Dave Winnacker).

Fire Chief Meyer introduced Dave Winnacker to present the XyloPlan Wildfire Modeling Presentation.

**7. ACTION ITEMS**

7.1 Public Hearing for Report on Abatement Costs and Adoption of Resolution No. 2024-08. (Confirmation of the Report on Cost of Abatement).

President Kerr opened the Public Hearing for the Report on Abatement Costs. Fire Marshal Roy Wendel presented a staff report. There were no public comments or objections of any property owners liable to be assessed for the work of abatement. Motion by Director Lee to adopt proposed Resolution No. 2024-08 receiving and confirming the report on abatement costs and establishing the County Recorder's Office the assessment to property in the form of liens; seconded by Vice President Stamey. There was no Board comment. Motion carried unanimously by roll call vote. President Kerr concluded the Public Hearing.

7.2 Nomination and Election of 2025 Board President and Vice President (who will assume their duties after the adjournment of the December meeting).

Motion by Director Lee for the nomination of Matt Stamey as Board President and Don Parker as Board Vice President for 2025; seconded by Director Crean. Motion carried unanimously by roll call vote.

7.3 Authorize Purchases for Central Control and Central Smoke Distribution System in the amount of \$236,185.68 (Update on Training Facility Project).

Motion by Director Crean to authorize the purchase of the Central Control and Smoke Distribution System from LION and the associated equipment from ALLStar Fire Equipment for an amount not to exceed \$236,185.68 with direction to negotiate language to secure costs consistent with their other partnerships; seconded by Director Parker. Motion carried unanimously by roll call vote.

The Board took a brief recess at 2:23 p.m. for 7 minutes.

7.4 Authorize the Fire Chief to execute an agreement with the Contra Costa County Animal Services Department in substantial form as outlined in the SRVFPD Service Plan.

Motion by Director Crean to authorize the Fire Chief to execute an agreement with the Contra Costa County Animal Services Department in substantial form as outlined in the attached service plan with Board direction to ensure (1) County is responsible for all additional, outside costs such as software, integration and upgrades; (2) District receives indemnification from the County for all liabilities that do not arise from the District's negligence or willful misconduct; (3) District's right to terminate with 90 days' prior notice; and (4) support for District Aides in the initial role and direction to staff to develop staff positions to take calls for this purpose with authority to District Counsel/District Clerk Brendlen to

incorporate the foregoing, and other language she finds necessary, into a contract; seconded by Vice President Stamey. Motion carried unanimously by roll call vote.

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

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

**9. MONTHLY ACTIVITY REPORTS**

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

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

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

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

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

EMS Division Manager Maples provided the monthly activities report November 2024.

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

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

9.5 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 November 2024.

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

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

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

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

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

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

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

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

- 9.10 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 November 2024.

**10. GOOD OF THE ORDER**

- 10.1 Comments by Board of Directors.

President Kerr thanked Danville Town Council Councilmember Mark Belotz for the card. Director Parker congratulated President Kerr and incoming President Matthew Stamey.

- 10.2 Ceremonial Passing of the Gavel.

President Kerr acknowledged the District's success in serving the District's mission and said he was honored to serve as President this past year. President Kerr passed the gavel to incoming President Matt Stamey.

**11. UPCOMING CALENDAR OF EVENTS**

- 11.1 Next Regular Board Meeting, January 22, 2025 at 1:00 p.m.  
11.2 2025 Chair of the Board Supervisor Candace Andersen, Board of Supervisors Reorganization Luncheon, Diablo Country Club, 1700 Club House Road, Diablo, January 14, 2025 at 11:30 a.m.

President Kerr announced the above upcoming events.

**12. CLOSED SESSION**

President Kerr announced there was no Closed Session.

**13. RETURN TO OPEN SESSION**

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

**15. ADJOURNMENT**

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The regular Board meeting adjourned at 3:44 p.m.

Prepared by:   
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Stephanie Brendlen  
District Counsel/Clerk

Approved by:   
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Matt Stamey  
Board President