

SAN RAMON VALLEY FIRE PROTECTION DISTRICT
Board of Directors Regular Board Meeting and Board and Management Training
Thursday, May 29, 2025 – 10:00 a.m.
(Anticipated Start Time for Agenda Item Nos. 9 through 16 at 2:30 p.m.)

Matthew Stamey, Board President
Don Parker, Board Vice President
Ryan Crean, Director, H. Jay Kerr, Director, Michelle Lee, 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. **TRAINING**
 - 5.1 Preventing Workplace Harassment, Discrimination and Retaliation Training for Board and Management (AB 1661 and California Government Code §12950.1).
 - 5.2 Ethics Training for Board and Management (AB 1234 and California Government Code §53235).
6. **CLOSED SESSION**
 - 6.1 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.
 - 6.2 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
California Government Code Section 54956.9(d)(1):
Laura Begin v. SRVFPD, a Government Entity, Chief John Duggan, an individual, and DOES 1 through 50, inclusive, Case No.: C23-00085

7. RETURN TO OPEN SESSION

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

9. 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.

9.1 Approve the demand register for the period April 12, 2025 through May 18, 2025 in the amount of \$7,409,535.33.

9.2 Approve the Board Minutes from April 23, 2025 Regular Board Meeting.

9.3 Approve salary, payroll taxes and retirement contributions for the period of April 2025 in the amount of \$5,069,712.46.

9.4 Approve First Amendment to CSG Consultants, Inc. Agreement for Community Risk Reduction Division inspection and review services.

9.5 Personnel Actions

Step Increases

Approve staff recommendation to award the following step increase, effective June 1, 2025:

Captain Chad Bower to Captain 11, step 5

Captain Brett Herendeen to Captain 10, step 6

Engineer Dale Flora to Engineer 5, step 5

Public Safety Dispatch Supervisor Juan Casillas to Public Safety Dispatch Supervisor, step 6

Public Safety Dispatcher Brenda DaPrato to Public Safety Dispatcher 2, step 3

Public Safety Dispatcher Jeannette Mazzaferro to Public Safety Dispatcher 2, step 3

Public Safety Dispatcher Eric Young to Public Safety Dispatcher 2, step 3

10. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

10.1 iQuest Program Student Recognition by Captain Brian Olson and Captain Demian Bannister.

10.2 Retirement recognition for Chaplain Vleisides.

11. ACTION ITEMS

11.1 Public Hearing for Second Reading by Title Only and Adoption of Proposed Ordinance No. 2025-39: An Ordinance of the San Ramon Valley Fire Protection District Adopting the Fire Hazard Severity Zone Maps as identified by the California Department of Forestry and Fire Protection.

11.2 Public Hearing to consider adoption of proposed Resolution No. 2025-08 modifying the First Responder Assessment without Transport Fee and the Ambulance Transport Fees and Charges within Ordinance No. 30.

11.3 Approve Proposals for Property, Liability and Employment Practices Insurance Coverage for Fiscal Year 2025-2026.

12. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW

Letters of appreciation and support from the community.

13. MONTHLY ACTIVITY REPORTS

- 13.1 Operations Division – Deputy Chief Jonas Aguiar
Operations Report of monthly activities.
- 13.2 Training Division – Battalion Chief Eric Sabye
Training Report of monthly activities.
- 13.3 EMS Division – EMS Manager Lance Maples
EMS Report of monthly activities.
- 13.4 Community Risk Reduction Division – Fire Marshal Roy Wendel
Community Risk Reduction Report of monthly activities.
- 13.5 Fleet and Facilities Division – Deputy Chief Chris Parsons
Fleet and Facilities Report of monthly activities.
- 13.6 Communications Division – Deputy Chief Jonas Aguiar
Communications Report of monthly report activities.
- 13.7 Technology Division – Deputy Chief Chris Parsons
Technology Report of monthly activities.
- 13.8 Human Resources Division – Deputy Chief Chris Parsons
Human Resources Report of monthly activities.
- 13.9 Finance Division – Chief Financial Officer Davina Hatfield
Finance Report of monthly activities.
- 13.10 Fire Chief – Fire Chief Paige Meyer
Verbal report on monthly meetings, conferences, committee meetings, and other District-related activities.

14. GOOD OF THE ORDER

- 14.1 Comments by Board of Directors.
- 14.2 Update from Finance Committee Chair President Kerr.
- 14.3 Discuss changing June Regular Board Meeting to June 18, 2025 (from June 25, 2025).

15. UPCOMING CALENDAR OF EVENTS

- 15.1 Recruit Academy 2025-I Graduation Ceremony, Roundhouse, Tahoe Auditorium, 2600 Camino Ramon, San Ramon, May 30, 2025 at 3:00 p.m.
- 15.2 Facilities Committee Meeting, Thursday, June 5, 2025 at 10:00 a.m.
- 15.3 Emergency Preparedness Committee Meeting, Monday, June 9, 2025 at 1:00 p.m.
- 15.4 Budget Workshop, Tuesday, June 10, 2025 at 1:00 p.m.
- 15.5 Regular Board Meeting, Wednesday, June 25, 2025 at 1:00 p.m.

16. ADJOURNMENT

Prepared by:

Stephanie Brendlen

Stephanie Brendlen, District Counsel/District Clerk

Agenda posted on May 22, 2025 at the District's Administrative Offices, Fire Stations 30, 31, 32, 33, 34, 35, 36, 38, 39 and the San Ramon Valley Fire Protection District 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.