



**7. ACTION ITEMS**

- 7.1 Open Public Hearing for Introduction and First Reading of Proposed Ordinance No. 2025-39 Adopting Fire Hazard Severity Zone Maps as identified by the California Department of Forestry and Fire Protection.

President Stamey opened the public for Introduction and First Reading of Proposed Ordinance No. 2025-39 Adopting Fire Hazard Severity Zone Maps as identified by the California Department of Forestry and Fire Protection. Fire Marshal Wendel presented the staff report for proposed Ordinance No. 2025-39. There was no public comment. There was Board comment. President Stamey concluded the public hearing.

Motion by Director Lee to approve Staff’s Recommended Board Action (below); seconded by Vice President Parker. Motion carried unanimously by roll call vote.

**Recommended Board Action**

1. Introduce by title only and waive the first reading of 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.
  2. Direct District Counsel/District Clerk to draft a summary of the proposed summary and, at least 5 days prior to the next regular Board Meeting on May 29, 2025, publish the notice of hearing for the adoption of Ordinance No. 2025-39 at the May 29, 2025 regular Board Meeting with the summary of the Ordinance pursuant to the Health and Safety Code. District Counsel/District Clerk shall also post a certified copy of the full text of the proposed Ordinance in her Office.
  3. Direct Fire Marshal, within 30 days after passage of the Ordinance, to transmit a copy of the adopted Ordinance to the State Board of Forestry and Fire Protection pursuant to California Government Code §51179.
  4. Direct District Counsel/District Clerk, within 15 days after passage of the Ordinance, to publish a summary of the Ordinance with the names of the Board members voting for and against the Ordinance pursuant to the Health and Safety Code and enter into the Minutes that the Ordinance has been duly published.
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- 7.2 Approve changes to IAFF Local 3546 and Local 3546-A MOU’s outlined in the attached Tentative Agreements and authorize the Fire Chief to execute updated MOU’s incorporating such changes.

Chief Meyer introduced the item and provided an overview of the Tentative Agreements and noted the following adjustments: (1) adding a provision that in the event the District’s Catastrophic Reserve falls below 20%, the Union agrees to meet and confer over ways they can assist in addressing the economic adversity; (2) adding vesting language to the 401(a) program; and (3) removing the provision regarding installation of electric vehicle charging stations that the District has previously indicated it intends to do.

Motion by Director Crean to approve changes to IAFF Local 3546 and Local 3546-A MOU’s outlined in the attached Tentative Agreements and authorize the Fire Chief to execute updated MOU’s incorporating such changes; seconded by Director Lee. Motion carried unanimously by roll call vote.

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- 7.3 Approve Second Amendment to the Employment Agreement between the San Ramon Valley Fire Protection District and District Counsel/District Clerk Stephanie Brendlen.

Agenda Item No. 7.3 was moved after Closed Session.

**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.
- 9.2 Training Division – Battalion Chief Eric Sabye  
Training Report of monthly activities.
- 9.3 EMS Division – Deputy Chief Jonas Aguiar  
EMS Report of monthly activities.
- 9.4 Community Risk Reduction –Fire Marshal Roy Wendel  
Community Risk Reduction Report of monthly activities.
- 9.5 Fleet and Facilities Division –Deputy Chief Chris Parsons  
Fleet and Facilities Report of monthly activities.
- 9.6 Communications Division –Deputy Chief Jonas Aguiar  
Communications Report of monthly activities.
- 9.7 Technology Division –Deputy Chief Chris Parsons  
Technology Report of monthly activities.
- 9.8 Human Resources Division –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.

Director Lee recognized the District’s sponsorship and attendance at the Contra Costa County Special Districts Association (CCSDA) Annual Dinner and the upcoming California Special Districts Association (CSDA) Legislative Days. She also reported on her attendance at the recent IAED Navigator Conference. Director Kerr is attending CSDA Legislative Days which presents a good opportunity to meet with Legislators.

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10.2 Provide direction on Danville Landscaping and Lighting Assessment District No. 2025-01 Assessment.

President Stamey presented Agenda Item No. 10.2 and the Board gave direction to the Fire Chief to vote in favor of the Assessment on the two District ballots.

**11. UPCOMING CALENDAR OF EVENTS**

- 11.1 Next Regular Board Meeting and Board Training, May 29, 2025 at 10:00 a.m.
- 11.2 Contra Costa Fire Training Division *Girls Empowerment Camp*, 2945 Treat Blvd., Concord, CA 94518, May 18-19, 2025.
- 11.3 San Ramon Art & Wind Festival, San Ramon Central Park, May 25-26, 2025, 11:00 a.m.-6:00 p.m.
- 11.4 Street Smarts Advisory Committee meeting, City of San Ramon City Hall Training Room, May 25, 2025 at 12:00 p.m.

President Stamey announced the above Upcoming Calendar of Events. Director Kerr stated the Leadership SRV Class of 2025 will hold an outreach event on May 15, 2025 at 5:00 p.m. at the San Ramon Central Park Community Center regarding the Suicide & Crisis Lifeline.

President Stamey announced the Board would enter Closed Session for Agenda Item No. 12.1 Public Employee Performance Evaluation; the Board entered Closed Session at 3:00 p.m. after a 30-minute recess.

**12. CLOSED SESSION**

- 12.1 PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
California Government Code Section 53957(b)  
Title: District Counsel/District Clerk

**13. RETURN TO OPEN SESSION**

The Board returned to Open Session at 3:38 p.m.

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

There was no reportable action.

The Board returned to Agenda Item No. 7.3.

- 7.3 Approve Second Amendment to the Employment Agreement between the San Ramon Valley Fire Protection District and District Counsel/District Clerk Stephanie Brendlen.

Motion by Director Crean to approve Second Amendment to the Employment Agreement between the San Ramon Valley Fire Protection District and District Counsel/District Clerk Stephanie Brendlen; seconded by Director Lee. Motion carried unanimously by roll call vote.

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15. **ADJOURNMENT**

The regular Board Meeting adjourned at 3:41 p.m.

Prepared by: Signed by:  
*Stephanie Brendlen*  
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Stephanie Brendlen  
District Counsel/Clerk

Approved by: Signed by:  
*Matt Stamey*  
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Matt Stamey  
Board President