

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**  
**Board of Directors Regular Board Meeting**  
**Wednesday, June 18, 2025 – 1:00 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. **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 May 19, 2025 through June 6, 2025 in the amount of \$2,994,976.80.
- 5.2 Approve the Board Minutes from the May 29, 2025 Regular Board Meeting and June 10, 2025 Budget Workshop.
- 5.3 Approve salary, payroll taxes and retirement contributions for the period of May 2025 in the amount of \$5,131,614.80.
- 5.4 Approve revised Agreement between the San Ramon Valley Fire Protection District and Wittman Enterprises, LLC.
- 5.5 Adopt Resolution No. 2025-07 establishing the appropriations limit for Fiscal Year 2025-2026 at \$235,678,304.

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5.6 **Personnel Actions**

**Step Increases:**

Approve staff recommendation to award the following step increases, effective July 1, 2025:

**Academy 2020-1**

Firefighter Keith Adderly to Firefighter 5, step 6

Firefighter Daniel Arriola to Firefighter 5, step 6

Firefighter Anthony Ortega to Firefighter 5, step 6

Firefighter Oliver Ruggles to Firefighter 5, step 6

Firefighter Tanner Silva to Firefighter 5, step 6

Firefighter Lisa Slifer to Firefighter 5, step 6

Firefighter David Townley to Firefighter 5, step 6

Fire Marshal Roy Wendel to Fire Marshal, step 6

CAD/GIS Analyst Juan Pedreno II to CAD/GIS Analyst, step 6

Public Safety Dispatcher Amanda Poppe to Public Safety Dispatcher 2, step 2

Administrative Analyst Lynette Rabara to Administrative Analyst, step 4

Single Role Paramedic Tyler Gillen to Single Role Paramedic, step 2

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

Deputy Chief Christopher Parsons to Deputy Chief, step 6

**Academy 2023-1**

Firefighter Anthony Hazel to Firefighter 5, step 3

Firefighter Dominic Marks to Firefighter 5, step 3

Firefighter Conor McGovern-Calder to Firefighter 5, step 3

Firefighter Douglas Xiques to Firefighter 5, step 3

Firefighter William Perkins to Firefighter 5, step 4

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

6.1 EMS Field Save Recognitions.

6.2 Firefighter of the Year Award Recipient Chris Cunningham.

6.3 Employee of the Year Award Recipient Administrative Analyst 1 – EMS Division Lynette Rabara.

6.4 Peer Support Canine Cali Status Update from Handler Firefighter Paramedic Brielle Drake.

6.5 Recognizing Fire Chief Rebecca Ramirez with the Rodeo-Hercules Fire Protection District.

7. **ACTION ITEMS**

7.1 Public Hearing on District status of vacancies and recruitment and retention efforts in compliance with AB2561 (Cal Gov Code § 3502.3).

7.2 Adopt Resolution No. 2025-09: San Ramon Valley Fire Protection District Annex to the 2024 Hazard Mitigation Plan for Contra Costa County.

7.3 Public Hearing and Adoption of 2025-2026 Annual Operating and Capital Budgets for Fiscal Year 2025-2026. The 2025-2026 Proposed Budget can be found on the District's website at:

<https://www.firedepartment.org/home/showpublisheddocument/5525> or at the District's Administrative Offices located at 2401 Crow Canyon Road, Suite A, San Ramon during normal business hours.

7.4 Review and approve final determination for Property, Liability and Employment Practices Insurance Coverage for Fiscal Year 2025-2026.

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

Letter 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 Eric Sabye  
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 – 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 – 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, conferences, committee meetings, and other District-related activities.

**10. GOOD OF THE ORDER**

- 10.1 Comments by Board of Directors.
- 10.2 Facilities Subcommittee Meeting Update from Chair Director Kerr.
- 10.3 Emergency Preparedness Meeting Update from Chair Vice President Parker.
- 10.4 Discussion and direction to District Counsel/District Clerk to submit the District’s ballot for California Special Districts Association Board of Directors Election Ballot – Term 2026-2028 – Seat B – Bay Area Network.

**11. UPCOMING CALENDAR OF EVENTS**

- 11.1 Next Regular Board Meeting, August 27, 2025 at 10:00 a.m.
- 11.2 State of the County Address & Luncheon with Supervisor Candace Andersen, San Ramon Marriott, 2600 Bishop Drive, Contra Costa Room, July 29, 2025, 11:30 a.m. to 1:30 p.m.

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**12. CLOSED SESSION**

12.1 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to California Government Code Section 54956.9(d)(2):  
3 potential cases. Facts and circumstances that might result in litigation need not be disclosed.

**13. RETURN TO OPEN SESSION**

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

**15. ADJOURNMENT**

Prepared by:

*Stephanie Brendlen*

Stephanie Brendlen, District Counsel/District Clerk

*Agenda posted on June 13, 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](http://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](http://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.*