

SAN RAMON VALLEY FIRE PROTECTION DISTRICT
Board of Directors Regular Board Meeting
Wednesday, August 27, 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 June 7, 2025 through August 20, 2025 in the amount of \$18,051,382.43
- 5.2 Approve the Board Minutes from June 18, 2025 Regular Board Meeting.
- 5.3 Approve salary, payroll taxes and retirement contributions for the periods of June 2025 in the amount of \$4,843,311.30 and July 2025 in the amount of \$4,971,027.24.
- 5.4 Adopt First Amendment to Agreement with Xylo Risk, Inc. (dba XyloPlan) for fuels mitigation project management and environmental support.
- 5.5 Approve First Amendment to Agreement with RNA Sports LLC for continued Functional Fitness Program services in an amount not to exceed \$222,030.
- 5.6 Approve Animal Services Dispatcher I/II Job Description.
- 5.7 Adopt proposed Resolution No. 2025-11 electing participation in the California Uniform Public Construction Cost Account Act for public works contracting.
- 5.8 Approve the repainting of Fire Station 38 by C&J Painting for a total cost of \$43,750.

- 5.9 Approve purchase of nine 2.5” turbo draft eductors from Schutte & Koerting for District frontline Type 1 Engines in the amount of \$28,305.
- 5.10 Approve purchase of twenty-six FirePro 300 Thermal Imaging Cameras and associated equipment from Allstar Fire Equipment for District frontline firefighters in the amount of \$40,166.43.

5.11 **Personnel Actions**

New Hire

Confirmation of Employment. Approve staff recommendation to hire:

- Ryan Eberspacher for Single Role Paramedic, step 1, effective July 1, 2025
- Lluvia Altamirano for Administrative Analyst II, step 4, effective July 14, 2025
- Sabrina Flores for Human Resources Analyst, step 2, effective July 14, 2025

Promotions

Approve staff recommendation to appoint the following effective July 1, 2025:

- Engineer Ryan Bock-Willmes to Captain 29, step 4
- Firefighter Ricky Laniohan to Captain 12, step 2
- Firefighter Frederick Rincon to Engineer 4, step 5
- Community Risk Reduction Trainee Andres Arrizon to Community Risk Reduction Inspector I, step 1

Step Increases

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

- Firefighter Xavier Sanchez to Firefighter 5, step 6
- Single Role Paramedic Isaac Stabler to Single Role Paramedic, step 2

Academy 2023-1

- Firefighter Brandon Berger to Firefighter 5, step 3
- Firefighter Daniel Hannigan to Firefighter 5, step 3
- Firefighter Wade Morris to Firefighter 5, step 3
- Firefighter Michael Pope to Firefighter 5, step 3
- Firefighter Troy Schmidt to Firefighter 5, step 3

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

- 6.1 Recognition of former San Ramon Mayor Dave Hudson.
- 6.2 Recognition of former San Ramon Vice Mayor/City Councilmember Scott Perkins.
- 6.3 Recognition of Dispatcher of the Year Award Recipient Kathleen Bussell.
- 6.4 Retirement recognition for Communications Reserves Al Martin and Ed Ritchie.

7. **ACTION ITEMS**

- 7.1 Open Public Hearing to consider annual CPI Adjustment and other adjustments to Services and Fees and Charges contained within Ordinance No. 28 and adopt proposed Resolution No. 2025-10.
- 7.2 Update from Director Kerr (Chair) on the August 7, 2025 Facilities Subcommittee Meeting.
- 7.3 Approve BurnBot, Inc. contract for wildfire mitigation work for the District’s fuel reduction project.
- 7.4 Approve Part-Time Single Role Emergency Medical Technician (EMT-B) Job Description.

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 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 Update from Director Kerr (Chair) on the August 15, 2025 CCC/PAC Meeting.

11. UPCOMING CALENDAR OF EVENTS

11.1 Next Regular Board Meeting, September 24, 2025 at 1:00 p.m.

11.2 National Exchange Club (San Ramon), 9-11 Remembrance Ceremony, September 11, 2025, Oak Hill Park, Danville, at 5:30 p.m.-6:30 p.m.

11.3 2025 Firefighter Gridiron Safety Summit, 1500 Bollinger Canyon Road, San Ramon, Wednesday, September 17, 2025 at 7:30 a.m. to 4:30 p.m.

11.4 San Ramon Valley Fire Protection District Promotion Ceremony, Roundhouse – Tahoe Auditorium, 2600 Camino Ramon, San Ramon, Friday, September 26, 2025 at 6:00 p.m. to 8:00 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): 5 potential cases. Facts and circumstances that might result in litigation need not be disclosed.
- 12.2 CONFERENCE WITH REAL PROPERTY NEGOTIATORS
(Cal Gov. Code § 54956.8)
Property: 19901 San Ramon Valley Boulevard, San Ramon
Agency negotiator: Fire Chief Paige Meyer
Negotiating parties: Property Owner of 19901 San Ramon Valley Boulevard, San Ramon
Under negotiation: Price and Terms of payment
- 12.3 CONFERENCE WITH REAL PROPERTY NEGOTIATORS
(Cal Gov. Code § 54956.8)
Property: 19251 San Ramon Valley Boulevard, San Ramon
Agency negotiator: Fire Chief Paige Meyer
Negotiating parties: Property Owner of 19251 San Ramon Valley Boulevard, San Ramon
Under negotiation: Price and Terms of payment

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 August 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.