

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING  
JUNE 18, 2025 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 Stamey, Vice President Parker, Directors Crean, Kerr, Lee

**Board Member(s) Absent:** None

**1. CALL TO ORDER**

President Stamey called the meeting to order at 1:00 p.m.

**2. PLEDGE OF ALLEGIANCE**

Director Lee led the Pledge of Allegiance.

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

President Stamey declared a quorum of the Board was present, and there were no changes to the Agenda.

**4. PUBLIC COMMENT**

There was public comment by speaker Michael Donner.

**5. CONSENT CALENDAR**

Motion by Director Lee to approve Consent Calendar Items 5.1 through 5.6; seconded by Director Kerr.  
Motion carried unanimously by roll call vote.

**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.

The Board recognized Agenda Item Nos. 6.1 through 6.4 individuals and Cali alongside District firefighter paramedics, local peace officers from Danville Police and County Sheriff, and others that helped during the field saves. The Board took brief recesses during the above recognitions for awards and photos.

Board Minutes June 18, 2025

Page 2 of 5

## 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).

President Stamey opened the public hearing for the District status of vacancies and recruitment and retention efforts in compliance with AB2561 (Cal Gov Code § 3502.3). Deputy Chief Parsons presented a staff report to the Board, stating in part that the District was well below 20% vacancies in positions and Labor was invited to participate but declined with no concerns. There was no public comment and no comment by the Board. President Stamey concluded the public hearing.

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

Motion by Director Kerr to adopt Resolution No. 2025-09: San Ramon Valley Fire Protection District Annex to the 2024 Hazard Mitigation Plan for Contra Costa County; seconded by Vice President Parker. Motion carried unanimously by roll call vote.

- 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.

President Stamey opened the public hearing for the adoption of 2025-2026 Annual Operating and Capital Budgets for Fiscal Year 2025-2026. Fire Chief Meyer presented the proposed Budget and the Board of Directors Goals for 2025-2026. Board Goals and Standard Level of Performance were streamlined at the Board's direction. There was no public comment and no further comment by the Board. President Stamey concluded the public hearing.

Motion by Director Crean to adopt the Annual Operating and Capital Budget for Fiscal Year 2025-2026; seconded by Director Lee. Motion carried unanimously by roll call vote.

The Board returned to Agenda Item No. 6.5 to recognize Fire Chief Rebecca Ramirez with Rodeo-Hercules Fire Protection District.

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

Fire Chief Meyer presented an insurance proposal coverage summary (major components) comparing VFIS and FAIRA proposals. Motion by Director Lee to rescind the motion approved by the Board on May 29, 2025 for Agenda Item No. 11.3 approving VFIS Proposals for Property, Liability and Employment Practices Insurance Coverage for Fiscal Year 2025-2026 and to adopt the FAIRA Proposal for Property, Liability and Employment Practices Insurance Coverage for Fiscal Year 2025-2026. The motion was not seconded and therefore not considered.

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

Letter of appreciation and support from the community was received and acknowledged.

Board Minutes June 18, 2025

Page 3 of 5

The Board took a brief recess.

**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 May 2025.

9.2 Training Division – Battalion Chief Eric Sabye

Training Report of monthly activities.

Battalion Chief Sabye provided the monthly activities report for May 2025.

9.3 EMS Division – EMS Manager Lance Maples

EMS Report of monthly activities.

EMS Manager Maples provided the monthly activities report for May 2025.

9.4 Community Risk Reduction –Fire Marshal Roy Wendel

Community Risk Reduction Report of monthly activities.

Fire Marshal Wendel provided the monthly activities report for May 2025.

9.5 Fleet and Facilities Division –Deputy Chief Chris Parsons

Fleet and Facilities Report of monthly activities.

Deputy Chief Parsons provided the monthly activities report for May 2025.

9.6 Communications Division –Deputy Chief Jonas Aguiar

Communications Report of monthly activities.

Deputy Chief Aguiar provided the monthly activities report for May 2025.

9.7 Technology Division –Deputy Chief Chris Parsons

Technology Report of monthly activities.

Deputy Chief Parsons provided the monthly activities report for May 2025.

9.8 Human Resources Division –Deputy Chief Chris Parsons

Human Resources Report of monthly activities.

Deputy Chief Parsons provided the monthly activities report for May 2025.

9.9 Finance Division – Chief Financial Officer Davina Hatfield

Finance Report of monthly activities.

Chief Financial Officer Hatfield provided the monthly activities report for May 2025.

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 his monthly activities report for May 2025.

Board Minutes June 18, 2025

Page 4 of 5

**10. GOOD OF THE ORDER**

10.1 Comments by Board of Directors.

Director Lee announced the upcoming CCSDA/ACSDA (Alameda County Special District's Association) Joint Meeting on July 9, 2025. President Stamey thanked Chief Duggan and the District's participation at the recent Meals on Wheels event. He also announced added Board Meetings on December 2, 2025 and December 8, 2025.

10.2 Facilities Subcommittee Meeting Update from Chair Director Kerr.

Facilities Subcommittee Chair Director Kerr presented an update to the Board on the June 5, 2025 Finance Committee Meeting.

10.3 Emergency Preparedness Meeting Update from Chair Vice President Parker.

Emergency Preparedness Subcommittee Chair Vice President Parker provided an update to the Board on the June 9, 2025 Emergency Preparedness Subcommittee Meeting.

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.

The Board directed District Counsel/District Clerk to submit the District's California Special Districts Association Board of Directors Election Ballot for Incumbent Ryan Clausnitzer.

**11. UPCOMING CALENDAR OF EVENTS**

11.1 Next Regular Board Meeting, Wednesday, August 27, 2025 at 1:00 p.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.

President Stamey announced the above Upcoming Calendar of Events.

President Stamey announced the Board will enter Closed Session for Agenda Items No. 12.1 at 4:51 p.m.

**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**

The Board returned to Open Session at 5:25 p.m.

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

President Stamey announced there was no reportable Board action from Closed Session.

Board Minutes June 18, 2025

Page 5 of 5

15. **ADJOURNMENT**

The regular Board Meeting adjourned at 5:25 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