

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
FINANCE SUBCOMMITTEE MEETING
Tuesday, May 6, 2025 – MINUTES**

Meeting Location: *SRVFPD Administrative Offices – Boardroom
2401 Crow Canyon Road, Suite A, San Ramon, CA 94583*

Website: <https://www.firedepartment.org/>

Committee: Director Kerr (Chair), Director Crean

1. CALL TO ORDER

Director Kerr called the meeting to order at 1:00 p.m.

2. PUBLIC COMMENT

There was no public comment.

3. NEW BUSINESS

3.1 Approve the Minutes from the June 12, 2024 Finance Committee Meeting.

Director Crean made a motion to approve the Minutes from the June 12, 2024 Finance Committee Meeting; seconded by Chair Kerr. Motion carried unanimously.

3.2 Investment Update from Chandler Asset Management.

Chief Financial Officer Davina Hatfield introduced Karl Meng from Chandler Asset Management who provided an overview of the District's investment portfolio and performance through March 31, 2025.

3.3 2025-2026 Property & Liability Insurance Options.

Fire Chief Meyer and Administrative Services Consultant Ken Campo led the discussion regarding property, liability, and employment practices liability insurance options beginning July 1, 2025. The Committee will bring Staff's recommendation to the Board to bind coverages effective July 1.

3.4 OPEB/Pension Funding Recommendations.

Chief Meyer and Chief Financial Officer Davina Hatfield presented this Agenda item. The Committee reviewed the current status of workers' compensation reserve and District plans to fully fund the reserve as directed in previous Board action. The Committee directed Staff to bring Staff's unfunded liabilities and payoff plan recommendations to the full Board for consideration.

3.5 Consideration of Fee Increase - Community Risk Reduction.

Chief Meyer and Fire Marshal Roy Wendel led the discussion regarding modifications to CRR fees and charges. The Committee will bring Staff's recommendation to the Board to consider adjusting the CRR fees.

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3.6 Consideration of Fee Increase – EMS.

Chief Meyer and Administrative Services Consultant Campo led the discussion regarding an annual adjustment to EMS-related fees and charges. The Committee will bring Staff’s recommendation to the Board to consider an annual adjustment for ambulance transport fees.

3.7 Discussion Regarding Investment Options.

Chief Financial Officer Davina Hatfield explained to the Committee that she was exploring additional investment options as the District was approaching the cap on the amount that could be invested with the state pool (LAIF).

4. **ADJOURNMENT**

The Committee meeting was adjourned at 3:17 p.m.

Prepared by: Signed by:
Stephanie Brendlen

Stephanie Brendlen
District Counsel/District Clerk

Approved by: Signed by:
H Jay Kerr

H. Jay Kerr
Director/Chair