

SAN RAMON VALLEY FIRE PROTECTION DISTRICT
Board of Directors Regular Board Meeting
Wednesday, December 17, 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. **CLOSED SESSION**
 - 5.1 **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**
Significant exposure to litigation pursuant to California Government Code Section 54956.9(d)(2): 1 potential case. Facts and circumstances that might result in litigation need not be disclosed.
 - 5.2 **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
 - 5.3 **PUBLIC EMPLOYEE APPOINTMENT**
Cal Gov. Code § 54957(b)
Title: Fire Chief
6. **RETURN TO OPEN SESSION**
7. **REPORT ON RETURN FROM UPON SESSION (if applicable)**

8. 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.

- 8.1 Approve the demand register for the period November 11, 2025 through December 9, 2025 in the amount of \$ 2,420,797.49.
- 8.2 Approve the Board Minutes from November 19, 2025 Regular Board Meeting.
- 8.3 Approve the Board Minutes from the December 2, 2025 Regular Board Meeting.
- 8.4 Approve the Board Minutes from the December 4, 2025 EOC Training for Elected Officials.
- 8.5 Approve the Board Minutes from the December 8, 2025 Regular Board Meeting.
- 8.6 Approve salary, payroll taxes and retirement contributions for the period of November 2025 in the amount of \$5,174,785.
- 8.7 Approve the Fourth Amendment for Behavioral Health Response and Wellness Solution with Full Tilt Strategies LLC.
- 8.8 Approve the Third Amendment for the Memorandum of Understanding with Contra Costa Crisis Center.
- 8.9 Approve Second Amendment with Lon Phares for Specialized Services.
- 8.10 Approve Third Amendment with Ken Campo for Specialized Services.
- 8.11 Authorize staff to place maturing Bank of Montreal investments with Chandler Asset Management.
- 8.12 Authorize staff to enter into a lease agreement with Enterprise Fleet Management for the replacement of five staff vehicles.
- 8.13 Approve staff to purchase battery powered rescue tools from Diamondback Fire & Rescue Inc. in the amount of \$58,346.86.
- 8.14 Approve proposed changes to the District's Fund Balance Reserve Policy and OPEB Funding Policy.
- 8.15 Personnel Actions

New Hire

Confirmation of Employment effective, December 4, 2025. Approve staff recommendation to hire:

Shelly Presser for Animal Services Dispatcher, step 3

Step Increases

Approve staff recommendation to award the following step increases, effective January 1, 2026:

Battalion Chief Damien Alvarez to Battalion Chief 2, step 6

Captain Ryan Bock-Willmes to Captain 29, step 5

Captain Ricky Laniohan to Captain 12, step 3

Captain Sean Carrillo to Captain 10, step 5

Engineer Frederick Rincon to Engineer 4, step 6

Public Safety Dispatcher Amanda Rank to Public Safety Dispatcher 2, step 3

EMS Division Manager Lance Maples to EMS Division Manager, step 4

EMS Specialist (safety) Christopher Cunningham to EMS Specialist (safety), step 6

Administrative Analyst Lluvica Altamirano to Administrative Analyst II, step 5

Human Resources Analyst Sabrina Flores to Human Resources Analyst, step 3

Public Safety Systems Specialist Ryan Mahoney to Public Safety Systems Specialist, step 4

Step Increases (Continued)

Community Risk Reduction Inspector Andres Arrizon to Community Risk Reduction Inspector I, step 2

Single Role Paramedic Tyler Gillen to Single Role Paramedic, step 3

Single Role Paramedic Ryan Eberspacher to Single Role Paramedic, step 2

9. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

9.1 Recognition of Dispatcher Eric Young for providing childbirth pre-arrival instructions resulting in a safe delivery prior to EMS arrival. Introduction of the family involved.

10. ACTION ITEMS

10.1 Approve First Amendment for additional professional services related to the Station 31 improvement project with LCA Architects.

10.2 Authorize additional funding for Tablet Command in the amount of \$39,000 for additional user licenses and staff to renew the contract with Tablet Command in the amount of \$59,000.

10.3 Approve in substantial form the terms outlined in the attached Tentative Agreement for Public Safety Dispatch to be approved by the Union and authorize the Fire Chief to execute a Public Safety Dispatch MOU incorporating such changes and to take other actions as may be necessary to establish the MOU.

10.4 Approve the Employment Agreement for the position of District Fire Chief.

10.5 Nomination and Election of 2026 Board President and Vice President.

11. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW

Letters of appreciation and support from the community.

12. MONTHLY ACTIVITY REPORTS

12.1 Operations Division – Deputy Chief Jonas Aguiar
Operations Report of monthly activities.

12.2 Training Division – Battalion Chief Joe Bradley
Training Report of monthly activities.

12.3 EMS Division – EMS Division Manager Lance Maples
EMS Report of monthly activities.

12.4 Community Risk Reduction Division – Fire Marshal Roy Wendel
Community Risk Reduction Report of monthly activities.

12.5 Fleet and Facilities Division – Acting Deputy Chief Eric Sabye
Fleet and Facilities Report of monthly activities.

12.6 Communications and Technology Division – Deputy Chief Chris Parsons
Communications and Technology Report of monthly activities.

12.7 Human Resources Division – Interim HR Manager Stacy Tamori-Ward
Human Resources Report of monthly activities.

12.8 Finance Division – Chief Financial Officer Davina Hatfield
Finance Report of monthly activities.

MONTHLY ACTIVITY REPORTS (Continued)

12.9 Fire Chief – Fire Chief Paige Meyer

Verbal report on monthly meetings, conferences, committee meetings, and other District-related activities.

13. GOOD OF THE ORDER

13.1 Discussion and Board Direction for Naming of the Training Facility.

13.2 Comments by Board of Directors.

13.3 Additional Comments by the Public.

14. UPCOMING CALENDAR OF EVENTS

14.1 Next Regular Board Meeting, January 10, 2026 (Time TBD).

14.2 Regular Board Meeting, January 28, 2026 at 1:00 p.m.

15. ADJOURNMENT

Prepared by:

Stephanie Brendlen

Stephanie Brendlen, District Counsel/District Clerk

Agenda posted on December 12, 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.