CALL TO ORDER

Board President Parker called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

DETERMINATION OF QUORUM AND CONFIRMATION OF AGENDA

There was a quorum and no changes were made to the agenda.

PUBLIC COMMENTS

None.

CONSENT CALENDAR

Motion by Director Campbell to approve Consent Items No. 5.1 through 5.5, seconded by Director Kerr. Motion carried with (5) ayes and (0) noes.

SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

OLD BUSINESS

7.1 Update on Fire Station No. 32.

Update presented by Chief Meyer. PG&E contracts for gas, permanent power, and the pole relocation have been paid for, signed and submitted to PG&E. The gas tie has been rescheduled. PG&E has not been responsive to the scheduling for the pole relocation or permanent power and staff has been working aggressively in dealing with them, to move forward. Deputy Chief Krause and Chief Meyer attended the most recent Alamo Municipal Advisory Council (MAC) meeting and received positive feedback, with regard to the construction and development of Fire Station 32. Director Parker spoke briefly about the
addition of a Time Capsule, accompanied by “cornerstone ceremony” facilitated by the Masons of California; details to be discussed at a date, yet to be determined.

7.2 Authorize the progress payment to Pacific Mountain Contractors of California, in the amount of $251,489.33. Funds are allocated in the Annual Budget for Fiscal Year 2016-2017.

Motion by Director Stamey to authorize a progress payment to Pacific Mountain Contractors of California, in the amount of $251,489.33, with funds allocated in the Annual Budget for Fiscal Year 2016-2017, seconded by Director Stark. Motion carried with (5) ayes and (0) noes.

7.3 Authorize the operating payment to the East Bay Regional Communications System Authority (EBRCSA), in the amount of $79,800. This is a budgeted expense for Fiscal Year 2016-2017.

Motion by Director Kerr to authorize an operating payment to the East Bay Regional Communications System Authority (EBRCSA), in the amount of $79,800; noting that this is a budgeted expense for Fiscal Year 2016-2017. Motion seconded by Director Stamey. Motion carried with (5) ayes and (0) noes.

8. NEW BUSINESS

None.

9. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW

10. MONTHLY ACTIVITY REPORTS

10.1 Operations Division-Deputy Chief, Lon Phares
Operations Report of monthly activities

Firefighter Paramedic Recruits toured the Tesla plant, located in Livermore, where they were given the opportunity to practice extrication techniques on Tesla vehicles. Battalion Chief testing will take place on Friday, November 18th, which will lead to a list for future promotions to the position. Command and Control training for each shift is underway; focusing primarily on aggressive and safe fire ground operations. Director Kerr inquired about the status of the volunteers at Station 37. District Reserves are being training to provide back-up support, as needed.

10.2 EMS – Battalion Chief John Duggan
EMS Report of monthly activities.

Battalion Chief Duggan reported that the District had responded to 360 medical calls since the previous Board meeting, which took place on October 27, 2016. By November 9th, crews had responded to two cardiac arrest incidents; with one patient expiring on scene. The second patient went into cardiac arrest in front of a co-worker. The co-worker initiated CPR prior to the arrival of the crew. Return of Spontaneous Circulation of the patient occurred prior to ambulance transportation to San Ramon Regional Medical Center. As of November 9th, it was expected that the patient would make a full recovery. BC Duggan said he was appreciative of
HR Director Korthamar Wong's and staff's facilitation of flu shots to all employees. Director Kerr asked about the Contra Costa EMS workshop, EMS staff recently attended. In cooperation with Contra Costa County EMS, staff worked on the 2017 Treatment Guidelines. The District is responsible to provide this updated training to crews before January 1, 2017.

10.3 Logistics – Deputy Chief, Derek Krause
Logistics Report of monthly activities.

On October 8th there was an Apparatus Committee Meeting to evaluate Fleet Management software options and discuss future ambulance purchases. On October 20th, District Aides and Fleet staff assisted with the preparation and logistics for the Retiree Breakfast. Also on October 20th, staff held a Fleet Needs Meeting to evaluate fleet needs and lease options and sought feedback from stakeholders in Prevention, Rounds and EMS. Vehicle #551, a 1983 Ford, was declared as surplus, went to auction and subsequently sold for $12,100, plus tax; $13,128.50 total. Director Kerr inquired about the October 11th meeting with a landscape architect. Staff met with a landscape architect to discuss the redesign of landscaping at all stations; taking into consideration the level of maintenance required, aesthetics and drought resistance features.

10.4 Fire Prevention – Acting Fire Prevention Manager - Roy Wendel
Fire Prevention Report of monthly activities.

Acting Fire Prevention Manager, Roy Wendel, presented this month’s Fire Prevention report of monthly activities. An electronic-plan conversion chart was included in the Board report submitted by AFPM Wendel, which showed a 41% increase in electronic plans submittal between the months of May through October. Staff has found that this new process saves the customer and the District a significant amount of time and money. In an effort to encourage electronic submittals, e-Plan submittal notifications, with instructions, are being handed out when plans are returned to customers. The District website now also includes information and instructions on how to submit a plan electronically. Current fee schedules and fire sprinkler requirements have also been added to the website. [For more information visit: http://www.firedepartment.org/fire_prevention/submitting_plans.asp]. The initial inspection on all state mandated schools and multi-family occupancies have been completed. Inspectors are currently working on follow up items to close out open inspections items and this should be completed by the end of the year.

10.5 Communications Division – Director of Emergency Communications, Denise Pangelinan
Communications Report of monthly activities.

A conditional job offer was presented to one dispatch candidate; background underway. Staff is in the process of working on the EMD re-accreditation application, which should be completed by December. Enhancements to the CAD, Mobile and GIS systems continue. Staff enjoyed a recent visit by a couple who crew members provided assistance to in 1997. The couple wanted to thank the crew again, almost 20 years later, and said they were doing well.
Chief Phases spoke about the IRS annual "fair share" of the tax, "a wrestling tournament creased by a
Section 48 in the Department's Revenue Collection process for Deputy Chief, Chief Neyer and Deputy
assist with the "Government Day" session of the 10-month program. Chief Neyer assisted
Jolly program, as she was seated in the audience. Chief Neyer recently had the opportunity to
Chief Neyer welcomed Elaine Shro??? form the leadership of San Ramon

District related activities.

Yea report on monthly meetings, committees, committee meetings, and other

10.8 The Chief, Page Meyer

in FY 2016/17, which equals to $128,000 of additional revenue compared to budget
in this amount. The district should receive approximately $1.86 million of increased property tax
District revenue the current year increased $6.4 million in the amount of $1.47 million.
Revenue for FY 2016/17 of $27.82, 1.8% in line with the prior year. On October 24th, the
Revenue increased from $27.82 to $28.72. As in the prior year, the General Fund
Revenue, increased by approximately $1.86 million. The number of enrollment dropped the number of
Committee Koran stressed the importance of the district's financial position. The number of
CASH balance? better than last year, by $150,000. In comparison, the district is better off by $860,000.
General Fund reserves are at $35,966,04 which is above board policy. With regard to
Controller Koran provided the overview of the monthly financial report. During October 31,

10.17 Finance Division - Financial Consultant, Ken Camayo and Controller, Marvin Koran

Monetary Finance Report of monthly activities.

Finance Division - Financial Consultant, Ken Camayo and Controller, Marvin Koran

Human Resources Division - Financial Consultant, Ken Camayo and Controller, Marvin Koran

Human Resources Report of monthly activities.

10.6 November 16, 2016
Dougherty Valley High School Coach, that will include all four high schools, within the San Ramon Valley.

11. GOOD OF THE ORDER

The January 25, 2017 Board meeting, previously scheduled for 7:00 p.m., was rescheduled by the Board to 2:00 p.m. Director Campbell told the Board and staff that he was proud to be a part of the Board of Directors and the SRVPFD. He said he often receives compliments from people in the Alamo community about the response of District crews. Director Kerr spoke about an injury accident involving a former member, who reported that he too was happy with the response and care he received. Director Parker asked his fellow Board members to think about which subcommittees they would be interested in participating on for the 2017 calendar year and that he will be in contact with each of them.

12. CLOSED SESSION

12.1 Labor Negotiations: Conference with Labor Negotiators Natalie Korthamar Wong and Ken Campo Employee Organization Local 3546 (2 matters) [Pursuant to Government Code Section 54957.8].

12.2 Possible exposure to litigation (3 matters) pursuant to Government Code Section 54966.9(b)(2). Facts and circumstances that might result in litigation need not be disclosed.

No action taken on agenda items 12.1 and 12.2, per Attorney Jacob.

13. Return to Open Session

Regular session ended: 8:11 p.m.
Closed session ended: 9:20 p.m.
Adjourned: 9:20 p.m.

14. Report Upon Return from Closed Session (if applicable)

15. Adjournment

The meeting was adjourned by Board President Parker at 9:20 p.m.

Prepared by: Donna Maxwell, District Clerk
Approved by: Don Parker, Board President