SAN RAMON VALLEY FIRE PROTECTION DISTRICT
Board of Directors Regular Board Meeting

Wednesday, March 27, 2013 – 7:00 p.m.

Gordon Dakin, Director ~ H. Jay Kerr, Director ~ Jennifer Price, Director
Matthew J. Stamey, Director ~ Glenn Umont, Director

MISSION STATEMENT

In the spirit of our tradition, we strive for excellence, respectfully serving all with pride, honor and compassion

Meeting location:  S.R.V.F.P.D. Administrative Offices - Boardroom
1500 Bollinger Canyon Road, San Ramon, CA  94583

AGENDA

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. DETERMINATION OF QUORUM AND CONFIRMATION OF AGENDA

4. PUBLIC COMMENT

Any person may address the District Board on any subject pertaining to District business, which is not listed on the agenda. This comment is provided by the Ralph M. Brown Open Meeting Act (Government Code § 54950 et seq.) and may be limited to three (3) minutes for any person addressing the Board. Please complete a “Request to Speak” form and submit it to the District Clerk.

5. CONSENT CALENDAR

Consent calendar items are considered routine and are acted upon by the Board with a single action. Members of the audience wishing to provide public input may request that the Board remove the item from the Consent Calendar. Comments may be limited to three (3) minutes.

5.1 Approve the salaries, payroll taxes and retirement contributions for the month of February, 2013 in the amount of $3,136,125.01.

5.2 Approve the demand register for the period February 19, 2013 through March 15, 2013, in the amount of $1,957,862.96.

5.3 Approve the minutes from the February 27, 2013 regular Board meeting, including District Counsel’s closed session report.

5.4 Authorization for approval of payment in the amount of $28,005.00 to O’Connor Construction Management for Construction Management Services for Station 32 and Station 31.

5.5 Personnel Actions:

1. Approve staff’s recommendation to promote Brent Shaffer from Firefighter, Step 5 to Training Captain Step 2, effective March 1, 2013.

2. Approve staff’s recommendation to award a merit salary increase to Dispatcher Whitney Bain, to Step 5, effective April 1, 2013.

3. Approve staff’s recommendation to award a merit salary increase to Captain Korey Barragan, to Step 5, effective April 1, 2013.
4. Approve staff’s recommendation to award a merit salary increase to Captain Daniel Smith, to Step 5, effective April 1, 2013.
5. Approve staff’s recommendation to award a merit salary increase to Captain Matthew Terry, to Step 4, effective April 11, 2013.

6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

6.1 Badge Pinning Ceremony: Training Captain Brent Shaffer.

7. OLD BUSINESS

7.1 Discussion regarding District 2012/13 Budget (monthly on-going and periodic review).
7.2 Discussion and recommendation for award of ambulance bid for the purchase of three ambulances from Leader Industries in the amount of $627,388.31.

8. NEW BUSINESS

8.1 Discussion and possible approval of Resolution No. 2013-02 Authorizing Investment of Monies in the Local Agency Investment Fund (LAIF).
8.2 Open Public Hearing for discussion and possible approval of Resolution No. 2013-03 pertaining to the San Ramon Valley Fire Protection District Exterior Hazard Abatement Program.
8.3 Discussion and approval to authorize staff to write off bad debt expenditures.
8.4 Discussion and possible acceptance of Assistance to Firefighters Grant for the purchase of 140 self-contained breathing apparatus.
8.5 Discussion and possible approval of Resolution No. 2013-04 supporting the inclusion of Contra Costa County into the San Ramon Valley Emergency Preparedness Citizens Corps Council.

9. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW

10. MONTHLY ACTIVITY REPORTS FOR FEBRUARY, 2013

10.1 Operations/Training Division/Special Operations-Assistant Chief Barton
    Standards of Cover Policy Compliance Report.
10.2 Support Services-Assistant Chief Barton
    Support Services Report of monthly activities.
10.3 Fire Prevention – Fire Marshal Kiefer
    Fire Prevention Report of monthly activities.
10.4 Administrative Services – Administrative Services Director Leete
    a). Monthly Finance Activities/Reports
    b). Monthly Human Resources Activities/Reports
    c). Retirement Calculation Worksheet:
       - M. Thometz
10.5 Fire Chief – Fire Chief Meyer
    Verbal report on monthly meetings, seminars, committee meetings, and other District related activities.
11. GOOD OF THE ORDER

11.1 Facilities Committee Meeting Update.

12. CLOSED SESSION

12.1 Status of labor negotiations between the District and the San Ramon Valley Firefighters Association under the provisions [Authorized under Government Code §54957.6 and 54954.5(e)].

12.2 Conference with District Counsel – Potential Litigation Possible exposure to litigation (one matter). [Pursuant to Government Code §54956.9(b)(2) and 54954.5(c)]. Facts and circumstances that might result in litigation need not be disclosed. [Pursuant to Government Code §54956.9(b)(3)(A)].

12.3 Existing litigation:
2). “Contra Costa County Deputy Sheriffs Association v. Contra Costa County Employees’ Retirement Association, Contra Costa County Superior Court Case No. MSN12-1870.”

12.4 Conference with District Counsel – Potential Litigation Workers Compensation Claim No. SRV1200046, dated 4/17/12, M. Rossen vs. San Ramon Valley Fire Protection District [Authorized under Government Code § 54956.9(b)].

13. RETURN TO OPEN SESSION

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

15. ADJOURNMENT TO THE NEXT REGULAR BOARD MEETING SCHEDULED FOR WEDNESDAY, APRIL 24, 2013 AT 7:00 P.M.

Prepared by:

Susan F. Brooks, District Clerk