

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Board of Directors Regular Board Meeting

Wednesday, September 25, 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 July in the amount of \$3,144,523.05, and August, 2013 in the amount of \$3,202,619.01.
- 5.2 Approve the demand register for the period July 13, 2013 through Sept.15, 2013, in the amount of \$5,387,514.83.
- 5.3 Approve the minutes from the July 24, 2013 regular Board meeting, including District Counsel's closed session report.
- 5.4 Approval of payment in the amount of \$78,600.00 to East Bay Regional Communication System Authority (EBRCSA) for annual subscriber fees.
- 5.5 Approval of staff report establishing the Appropriations Limit for Fiscal Year 2013-2014.
- 5.6 Personnel Actions:
 1. Approve staff's recommendation to award a merit salary increase to Training Chief Duggan to Step 5, effective September 1, 2013.
 2. Approve staff's recommendation to award a merit salary increase to Training Captain Shaffer to Step 3, effective September 1, 2013.

3. Approve staff's recommendation to award a merit salary increase to Dispatcher Klink to Step 4, effective September 30, 2013.
4. Approve staff's recommendation to award a merit salary increase to Firefighter/Paramedics: Alvarez, Bannister, Dwyer, Eynck, Garcia, Gendron, Hirst, Martin, Olson, Rivers, Smith to Step 4, effective October 1, 2013.
5. Approve staff's recommendation to award a merit salary increase to Firefighter/Paramedic Eberle to Step 2, effective October 29, 2013.

6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

- 6.1 Proclamation in Recognition of Fire Prevention Week October 6-12, 2013.

7. OLD BUSINESS

8. NEW BUSINESS

- 8.1 Discussion and possible adoption of Resolution No. 2013-07 amending procedures for Administering Employee Contributions to the Contra Costa County Employees' Retirement Association.
- 8.2 Discussion and possible adoption of Resolution No. 2013-08 authorizing Investment of Monies in the Local Agency Investment Fund (LAIF).
- 8.3 Discussion and possible adoption of Resolution No. 2013-09 declaring real property known as the "Hemme Property", located at 1193 Danville Blvd., Alamo, CA as surplus property.
- 8.4 Discussion and possible approval of Contract for Services with Financial Consultant, Ken Campo.
- 8.5 Discussion and possible authorization to retain the services of a contractor/consulting firm to fill the GIS Analyst vacancy.
- 8.6 Discussion and possible approval of Employee Health Insurance Opt-Out Plan.
- 8.7 Discussion and possible approval of EMS Specialist Temporary Assignment.

9. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW

10. MONTHLY ACTIVITY REPORTS FOR JULY AND AUGUST, 2013

- 10.1 Operations/Training Division/Special Operations-Interim Assistant Chief Krause
Standards of Cover Policy Compliance Report.
- 10.2 Support Services-Interim Assistant Chief Krause
Support Services Report of monthly activities.
- 10.3 Fire Prevention – Fire Marshal Kiefer
Fire Prevention Report of monthly activities.
- 10.4 Administrative Services – Financial Consultant Ken Campo
 - a). Monthly Finance Activities/Reports
 - b). Monthly Human Resources Activities/Reports

- 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 Update regarding District Ambulance fees/costs per citizen.

12. CLOSED SESSION

- 12.1 Possible exposure to litigation (three matters).
[Pursuant to Government Code §54956.9(d)(2)]. Facts and circumstances that might result in litigation need not be disclosed.
- 12.2 Personnel Matter: Administrative Services Director Position [Authorized under Government Code §54954(e) and 54957.6].
- 12.3 Existing litigation [Pursuant to Government Code §54956.9(d)(1)]:
- 1). City of Brentwood, et al v. Robert Campbell, in his Official Capacity of Auditor Controller of Contra Costa County, et al, Contra Costa Superior Court Case No. N11-1029.
 - 2). “Contra Costa County Deputy Sheriffs Association v. Contra Costa County Employees’ Retirement Association, Contra Costa County Superior Court Case No. MSN12-1870.”

13. RETURN TO OPEN SESSION

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

15. ADJOURNMENT TO THE NEXT REGULAR BOARD OF DIRECTORS MEETING SCHEDULED FOR WEDNESDAY, OCTOBER 23, 2013 AT 7:00 P.M. IN THE BOARDROOM.

Prepared by:



Susan F. Brooks, District Clerk

Agenda posted on Sept. 19th, 2013 at the District’s Administration Building and the San Ramon Valley Fire Protection District’s website at www.firedepartment.org

The San Ramon Valley Fire Protection District (“District”), in complying with the Americans with Disabilities Act (“ADA”), requests individuals who require special accommodations to access, attend and/or participate in District board meetings due to a disability, including but not limited to American Sign Language interpreters, assistive listening devices, transportation to and from the meeting site or other accommodations, may be requested by calling (925) 838-6661 no later than 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 at 1500 Bollinger Canyon Road, San Ramon, California or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact District Clerk Sue Brooks at (925) 838-6661.