

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING  
Minutes – July 21, 2014**

*MISSION STATEMENT*

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

**Location:** 1500 Bollinger Canyon Road  
Administrative Building-Boardroom  
San Ramon, CA 94583

**Board Members Present:** Directors Kerr, Price (teleconference), and Stamey.

**Staff Present:** Fire Chief Meyer, Financial Consultant Campo, District Counsel Ross, Fire Marshal Kiefer, Interim Assistant Chief Phares, Controller Koran, Technology Systems Manager Call, Fire Prevention Specialist French, Battalion Chief Krause.

**1. Call to Order**

Vice-President Kerr called the meeting to order at 7:00 p.m.

**2. Pledge of Allegiance**

Vice-President Kerr led the Pledge of Allegiance.

**3. Determination of Quorum and Confirmation of Agenda**

There was a quorum and two changes to the agenda. Item 8.3 was tabled to the September 24, 2014 Board Meeting, and an item was to be added under New Business. Director Stamey moved that an item regarding discussion and direction to staff to prefund the 2014-15 CCCERA obligations be added to the agenda. Director Price seconded the motion. Motion carried.

**4. Public Comment**

None.

**5. Consent Calendar**

Director Stamey moved approval of Consent Calendar items 5.1-5.5. Director Price seconded the motion. Motion carried.

**6. Special Announcements/Presentations/General Business**

6.1 Proclamation in recognition of Patriot Day, September 11, 2014.

Vice-President Kerr read a summary of the proclamation commenting on the importance of this day each year. Vice-President Kerr stated that the entire proclamation could be viewed in the agenda packet on the website.

**7. Old Business**

- 7.1 Open Public Hearing as set forth in the annual exterior hazard abatement program for the purpose of receiving public comment to show cause why exterior hazard abatement orders should not be enforced.

The Public Hearing was opened with no one coming forward. The Public Hearing was then closed.

**8. New Business**

- 8.1 Discussion and possible adoption of Resolution No. 2014-10 approving Delegation of Authority to Request Disbursements from OPEB trust administered by CalPERS.

Financial Consultant Campo discussed the need to update those with the authority to request disbursements, given the recent hiring of Controller Koran and the future CFO. Director Stamey asked about safeguards to protect the funds to ensure they are used to pre-fund medical. Vice-President Kerr stated that this was a recommendation by the Finance Committee and had been previously discussed by the Board. Motion by Director Price, seconded by Director Stamey to adopt Resolution No. 2014-10. Motion carried by roll call vote.

- 8.2 Discussion and possible approval of Employment Agreement with retired District employee Susan F. Brooks.

Chief Meyer provided the background on this item. Director Price stated the need to train a new District Clerk and having the current District Clerk here during this transition would be valuable and thanked Sue Brooks for her service. Director Stamey stated that he supported this agreement and thanked Sue Brooks for her service. Vice-President Kerr relayed a comment from Board President Umont that he opposes the Resolution. Motion by Director Stamey to adopt Resolution No. 2014-11, and approve the Employment Agreement with retired District employee Susan F. Brooks. Director Price seconded the motion. Motion carried by roll call vote.

- 8.3 Discussion and possible approval of Memorandum of Understanding between the District and Local 3546-A.

Motion by Director Stamey to table this item to the September 24, 2014 Board Meeting. Director Price seconded the motion. Motion carried.

- 8.4 Discussion and possible direction to staff to pre-fund the District's CCCERA contribution for the 2014-15 year resulting in a cost savings of \$500,000.

Financial Consultant Campo explained that the payment would be an estimate provided by the District and the funds would draw down monthly and come the end of the year the District would pay more if the estimate was low or if funds were remaining

they would remain in the trust. The Board and staff discussed the pros and cons of this. Motion by Director Stamey to pre-fund the District's CCCERA contribution for the 2014-15 year, resulting in a cost savings of \$500,000. Director Price seconded the motion. Motion carried.

9. **Correspondence**

None.

10. **Monthly Activity Reports**

10.1 Operations – Interim Assistant Chief Phares

Chief Phares highlighted the District's involvement with the Monticello fire and Special Ops. Battalion Chief McNamara's involvement as Safety Officer.

10.2 Support Services – Interim Assistant Chief Phares

Chief Phares stated that Station 32 improvements are complete and thanked Fire Marshal Kiefer and Code Compliance Officer Wendel for their help with finalizing these improvements. Director Stamey thanked the team.

10.3 Fire Prevention – Fire Marshal Kiefer

Fire Marshal Kiefer highlighted the evacuation video, the recent 4<sup>th</sup> of July activities and that 9007 people have been trained by the HeartSafe Committee since 2011.

10.4 Administrative Services – Financial Consultant Campo

Financial Consultant Campo stated that the District is in a sound financial state and that salaries were under by \$1,000,000. Chief Meyer commended the District employees for their commitment to the financial health of the District.

10.5 Fire Chief – Fire Chief Meyer

Chief Meyer reported that he took part in an ambulance review with Fitch and found it to be a very invaluable experience. Chief discussed the July 21<sup>st</sup> Special District LAFCO meeting that he and Director Stamey attended. Chief Meyer also stated that the Hemme property should close on Wednesday, July 23, 2014 and that he has been working with the County on EMS issues.

11. **Good of the Order**

Financial Consultant Campo discussed the possible tax sharing model with the City of San Ramon regarding out of state vendors. Financial Consultant Campo also stated that the County assessed home values higher than expected, they are up 8%.

**12. Closed Session**

- 12.1 Possible exposure to litigation (two matters).  
[Pursuant to Government Code §54956.9(d)(2)]. Facts and circumstances that might result in litigation need not be disclosed.
- 12.2 Existing litigation [Pursuant to Government Code §54956.9(d)(1)]:  
1). "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**


Regular session ended: 7:48 p.m.  
Closed session began: 8:06 p.m.  
Closed session ended: 8:18 p.m.  
Regular session reconvened: 8:18 p.m.

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

The Board returned from Closed Session at 8:18 p.m. at which time District Counsel indicated that with respect to Closed Session Item 12.1 there was no reportable action as to either of the two matters discussed under the common law attorney-client privilege and that provided by Government Code section 54956.9(d)(2) and with respect to Agenda Item No. 12.2, the *CCCERA* litigation, there was no consideration of that matter except to indicate matters of public record, specifically that there had been an additional Notice of Appeal filed by a contracting local agency to the Trial Court's Judgment. The Board then, after motion, adjourned at 8:21 p.m.

**15. Adjournment**

The meeting adjourned at 8:21 p.m.

Prepared by:   
Susan F. Brooks  
District Clerk

Approved by:   
H. Jay Kerr  
Board Vice-President