

# SAN RAMON VALLEY FIRE PROTECTION DISTRICT

## Board of Directors Regular Board Meeting

Wednesday, January 27, 2010 – 7:00 p.m.

*Roxanne Lindsay, President ~ Nick Dickson, Director  
Thomas J. Linari, Director ~ Jennifer G. Price, Director ~ Matthew J. Stamey, 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  
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 December, 2009 in the amount of \$3,225,995.83.
- 5.2 Approve the demand register for the period December 9, 2009 through January 18, 2010 in the amount of \$4,167,593.24.
- 5.3 Approve the minutes from the regular December 17, 2009 board meeting including District Counsel's closed session report.
- 5.4 Authorization for approval of Progress Payment No. 5 to Cal-Bay Construction, Inc., in the amount of \$47,221.71 for Fire Station No. 36 Annex Building.
- 5.5 Receive Quarterly Investment Report for the period October 1, 2009 – December 31, 2009.
- 5.6 Authorization to Purchase Three Type1 Engines in the amount of \$1,617,243.06, and Four Type 3 Engines in the amount of \$1,352,589.29 from Hi-Tech E.V.S., Inc.

- 5.7 Approval of Supplemental Agreement between the Town of Danville and the San Ramon Valley Fire Protection District for Property Taxes for Specified Annexations.
- 5.8 Approval of Amendment No. 1 to Fire Chief Employment Agreement.
- 5.9 Personnel Actions:
  1. Approve staff's recommendation to award a merit salary increase to Fire Dispatcher, Benedict DuClos to Step 2, effective February 1, 2010.
  2. Approve staff's recommendation to award a merit salary increase to Fleet Mechanic, Richard Nogueira to Step 4, effective February 1, 2010.
  3. Approve staff's recommendation to award a merit salary increase to Comm. Center Manager, Denise Pangelinan to Step 2, effective February 1, 2010.
  4. Approve staff's recommendation to award a merit salary increase to Fire Prevention Specialist, Kim French to Step 5, effective February 12, 2010.

**6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS**

- 6.1 Recognition of Contra Costa County Medical Director Joe Barger as State EMS Authority Medical Director of the Year.
- 6.2 Recognition of Brianne Lucia and Chelsea Moss for their quick action during a fire in their home.
- 6.3 Recognition of 2009 Employee of the Year, Steve Call and 2009 Firefighter of the Year, Brian Morales.
- 6.4 Announcement of Standing Committee Assignments for 2010 by Board President Lindsay.

**7. OLD BUSINESS**

- 7.1 Presentation and Discussion of District Accreditation Status.

**8. NEW BUSINESS**

- 8.1 Discussion and possible approval of Contract Extension for Audit Services with Maze and Associates.
- 8.2 Discussion and possible adoption of 2008-2013 Business Plan.
- 8.3 Presentation of Mid-year budget review including FY 09/10 goal results.
- 8.4 Discussion and selection of date for May Board Budget workshop.

**9. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW**

**10. MONTHLY ACTIVITY REPORTS FOR DECEMBER, 2009**

- 10.1 Operations – Assistant Chief Collins  
Incident Report responded to by type, i.e., fire, medical and the response time.
- 10.2 Support Services – Assistant Chief Hart  
Support Services Report of monthly activities.
- 10.3 Fire Prevention – Fire Marshal Jamison  
Fire Prevention Report of monthly activities.

- 10.4 Administrative Services - Administrative Services Director Leete
  - a. Monthly Finance Reports
  - b. Monthly Human Resources Activities/Reports
- 10.5 Fire Chief – Chief Price  
Verbal report on monthly meetings, seminars, committee meetings, and other District related activities.

**11. GOOD OF THE ORDER**

- 11.1 Update by Board President Lindsay on CERT Policy Advisory Committee Meeting of 1/8/10.

**12. CLOSED SESSION**


- 12.1 Conference with District Counsel – Potential Litigation  
Possible exposure to litigation (three matters)  
[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)]
- 12.2 Conference with District Counsel-Potential Litigation Workers Compensation Claim No. SRV0900036 dated 10/30/08; Brian Parrish vs. San Ramon Valley Fire Protection District [Authorized under Government Code § 54956.9(b)].
- 12.3 Conference with Real Property Negotiators  
Negotiator: Chief Richard Price  
Property Location: A). APN 223-020-018-6
- 12.4 Personnel Matter: Annual Performance Review of Fire Chief [Pursuant to Government Code §§ 54954.5(e) and 54957].

**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, FEBRUARY 24, 2010 AT 7:00 P.M.**

Prepared by:



Susan F. Brooks, District Clerk

Agenda posted on January 22, 2010 at the District's Administration Building and the San Ramon Valley Fire Protection District's website at [www.firedepartment.org](http://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.*