

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Board of Directors Regular Board Meeting

****Thursday**, December 16, 2010 – 7:00 p.m.**

*Roxanne Lindsay, President ~ Thomas J. Linari, Director ~ Jennifer G. 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
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. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS**

- 4.1 Introduction of New Board Member: Glenn Umont
- 4.2 Administration of Oath of Office: Incumbents Jennifer G. Price, Matthew J. Stamey, and Director Elect Glenn Umont
- 4.3 Recognition of Volunteer Steve Springer – 20 Years of Service
- 4.4 Recognition of Volunteer Ed Miracle – 20 Years of Service

5. 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.

6. 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.

- 6.1 Approve the salaries, payroll taxes and retirement contributions for the month of November, 2010.
- 6.2 Approve the demand register for the period November 6, 2010 through December 3, 2010 in the amount of \$2,254,107.96.
- 6.3 Approve the minutes from the November 18, 2010 Regular Board meeting including District Counsel’s closed session report.

- 6.4 Authorization for payment of \$29,175.00 to Morris and Associates for Excess Worker's Compensation Insurance final audit adjustment for FY 2009-10.
- 6.5 Authorization for payment of \$30,614.21 to the State of California for FY 2010-11 Workers' Compensation self-insurance assessment.
- 6.6 Personnel Actions:
 1. Approve staff's recommendation to award a merit salary increase to Senior Office Assistant, Debra Faria, to Step 5, effective January 1, 2011.
 2. Approve staff's recommendation to award a merit salary increase to Battalion Chief, Mike Picard, to Step 5, effective January 1, 2011.
 3. Approve staff's recommendation to award a merit salary increase to Code Compliance Officer, Roy Wendel, to Step 5, effective January 1, 2011.

7. **OLD BUSINESS**

- 7.1 Open Public Hearing regarding possible final adoption of Ordinance No. 25, the District Fee Schedule.

8. **NEW BUSINESS**

- 8.1 Presentation of 2010 District Comprehensive Annual Finance Report (CAFR) by Maze and Associates.
- 8.2 Discussion and possible approval of disposal of two copy machines and one color printer; and discussion and possible approval of contract with Pacific Office Automation for Lease and Maintenance Service for printer/copier/scanner/fax machine.
- 8.3 Discussion and possible approval of Resolution No. 2010-09 which establishes with the Contra Costa County Recorders Office the assessment in property tax liens for properties abated by the District for the period after October 1, 2010.
- 8.4 Discussion of Announcement of Upcoming Special District Vacancy on LAFCO, Call for Nominations and Names of Voting Delegates.
- 8.5 Nominations for Board President and Vice-President for 2011.

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

10. **MONTHLY ACTIVITY REPORTS FOR NOVEMBER, 2010**

- 10.1 Operations – Assistant Chief Collins
Standards of Cover Policy Compliance Report.
- 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 Activities/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

12. CLOSED SESSION

- 12.1 Conference with District Counsel - Potential Litigation
Possible exposure to litigation (two 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 GovernmentCode§54956.9(b)(3)(A)]
- 12.2 Status on labor negotiations between the District and the San Ramon Valley Firefighters Association under the provisions [Authorized under Government Code §54957.6]

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, JANUARY 26, 2011 AT 7:00 P.M.

Prepared by:



Susan F. Brooks, District Clerk

Agenda posted on December 10, 2010 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.