

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
Minutes –August 22, 2018 Minutes**

Board of Directors Regular Board Meeting

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: Board President Stamey, Directors Campbell, Kerr, Parker and Yancey

Staff Present: Fire Chief Meyer, Financial Consultant Campo, Deputy Chief Phares, Interim Chief Selover, Director of Human Resources Korthamar Wong, Technology Systems Manager Call, EMS Battalion Chief Duggan, Director of Emergency Communication Pangelinan, Controller Hatfield, District Clerk Brooks and District Counsel Ross.

1. CALL TO ORDER

Board President Stamey chaired the meeting and called for order at 1:05p.m.

2. PLEDGE OF ALLEGIANCE

Board President Stamey led the Pledge of Allegiance.

3. DETERMINATION OF QUORUM AND CONFIRMATION OF AGENDA

There was a quorum. District Counsel Ross stated that several items on this agenda will reconfirm actions from the June 2018 board meeting.

4. PUBLIC COMMENT

Resident Don Reid addressed the Board highlighting his participation in the 4th of July parade riding in the Districts old engine which District retiree French refurbished. Mr. Reid stating that the missing ladder had been found and 90% of the truck is done and wanted to compliment all involved in refurbishing this vehicle.

Resident Reid also addressed the Board regarding firefighters who go out on strike teams and the lack of overnight accommodations for them. He has contacted Cal Fire and Senator Glazers office regarding this issue and asked the Boards help in sending a letter regarding helping to resolve this issue, stating that all firefighters should be treated equal.

5. CONSENT CALENDAR – June 2018 (Roll Call Vote Required)

Director Kerr moved approval of the June 27, 2018 Consent Calendar. Director Yancey seconded the motion. Motion carried by Roll Call Vote. Ayes: 5 (Directors Campbell, Kerr, Parker, Yancey and Board President Stamey.) Noes: 0.

6. OLD BUSINESS – June 2018 (Roll Call Vote Required)

6.1 Director Parker moved approval of item 6.1. Director Kerr seconded the motion. Motion carried by Roll Call Vote. Ayes: 5 (Directors Campbell, Kerr, Parker, Yancey and Board President Stamey.) Noes: 0.

6.2 Director Campbell moved approval of item 6.2. Director Kerr seconded the motion. Motion carried by Roll Call Vote. Ayes: 5 (Directors Campbell, Kerr, Parker, Yancey and Board President Stamey.) Noes: 0.

6.3 Director Campbell moved approval of item 6.3. Director Parker seconded the motion. Motion carried by Roll Call Vote. Ayes: 5 (Directors Campbell, Kerr, Parker, Yancey and Board President Stamey.) Noes: 0.

7. NEW BUSINESS – June 2018 (Roll Call Vote Required)

7.1 Director Yancey moved approval of item 7.1. Director Kerr seconded the motion. Motion carried by Roll Call Vote. Ayes: 5 (Directors Campbell, Kerr, Parker, Yancey and Board President Stamey.) Noes: 0.

7.2 Director Parker moved approval of item 7.2. Director Campbell seconded the motion. Motion carried by Roll Call Vote. Ayes: 5 (Directors Campbell, Kerr, Parker, Yancey and Board President Stamey.) Noes: 0.

7.3 Director Yancey moved approval of item 7.3. Director Kerr seconded the motion. Motion carried by Roll Call Vote. Ayes: 5 (Directors Campbell, Kerr, Parker, Yancey and Board President Stamey.) Noes: 0.

8. CONSENT CALENDAR

Director Kerr moved approval of Consent Calendar Items 8.1 – 8.10. Director Parker seconded the motion. Motion carried.

9. SPECIAL ANNOUNCEMENTS

9.1 Proclamation in Recognition of September 11, 2001, proclaiming September 11, 2018 as Patriot Day.

Board President Stamey read a summary of the proclamation stating what a devastating day it was for all.

10. OLD BUSINESS

10.1 Approval of Contract with Jeff Katz Architecture for Architectural Services - San Ramon Joint Use Fire/Police/Comm Facility Space Needs Assessment in the amount of \$65,000.

Chief Meyer complimented staff on a good job in working with the City of San Ramon to work on the feasibility of this project. The remodel would include interior walls and design for a Comm Center, EOC offices and state of the art boardroom. Chief Meyer stated that this would be a great partnership with the City and confirmed that this would be a joint use facility. Motion by Director Yancey to approve the consulting services agreement with Jeff Katz Architecture in the amount of \$65,000. Motion seconded by Director Campbell. Motion carried.

11. NEW BUSINESS

- 11.1 Approval of Contract Extension Agreement (Emergency Services Response Area 4) with Contra Costa County.

Chief Meyer provided the background of this item stating that this is a good extension for the District. Chief Meyer asked for Board direction to add a letter that bluntly states that the District will maintain and not waive any of our 201/224 rights. This statement was reaffirmed by District Counsel Ross. Motion by Director Yancey approving the contract extension agreement with Contra Costa County for emergency ambulance services, maintaining and not waiving our 201/224 rights and authorize the Fire Chief to execute the Agreement. Director Parker seconded the motion. Motion carried.

- 11.2 Approval of Landscape Projects at Stations 33, 35 and 39.
- Station 33 – amount not to exceed \$7,875
 - Station 35 – amount not to exceed \$32,250
 - Station 39 – amount not to exceed \$25,150

Interim Chief Selover provided the background of the various landscape needs for the stated stations looking at low maintenance, low water usage and replacement of valves. Motion by Director Parker to approve the landscape improvement contracts with Stations 33, 35 and 39. Director Kerr seconded the motion. Motion carried.

- 11.3 Authorization to place order with Motorola for radio required upgrades in an amount not to exceed \$71,947.28.

Technology Systems Manager Call provided the background on this item stating that these upgrades will double the capacity of EBRCs radios. A discounted price will be offered if an order is placed prior to September 21, 2018. Director Campbell inquired as to whether each Firefighter gets a radio. Manager Call concurred. Motion by Director Parker for approval of authorization to place order with Motorola for radio required upgrades in an amount not to exceed \$72,000. Motion seconded by Director Campbell. Motion carried.

- 11.4 Adoption of Resolution No. 2018-10 authorizing an Alternative Retirement System provided by Public Agency Retirement Services (PARS) in lieu of Social Security for employees not eligible for enrollment in the Contra Costa County Employee Retirement Association (CCCERA) and; 2). Authorize the Fire Chief to execute the trust agreement and all related documents.

Director of Human Resources, Korthamar Wong provided the report to the Board highlighting the benefit this would be for qualified employees and this would also be a cost saving measure. Director Yancey asked how employees feel about this benefit. Director Korthamar Wong stated

that it has come to the Board first. Motion by Director Kerr to adopt Resolution No. 2018-10 authorizing an Alternative Retirement System provided by PARS in lieu of Social Security for employees not eligible for enrollment in CCCERA and authorize the Fire Chief to execute the trust agreement and all related documents. Director Parker seconded the vote. Motion carried by roll call vote. Ayes: 5 (Directors Campbell, Kerr, Parker, Yancey and Board President Stamey.) Noes: 0.

12. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW

There was no comment on correspondence.

Board President Stamey asked if staff would provide an update on the Carr Fire at the next Board meeting.

13. MONTHLY ACTIVITY REPORTS

- 13.1 Operations Division-Deputy Chief, Lon Phares
Operations Report of monthly activities

Deputy Chief Phares provided his monthly report highlighting the active fire season in California. The District supported state fires with four (4) personnel still out. Deputy Chief Phares also discussed the two active shooter exercises held recently and there will be nine (9) personnel in the October Academy.

- 13.2 EMS – Battalion Chief, John Duggan
EMS Report of monthly activities.

EMS Chief Duggan stated that since June 2018 there were approximately 1100 medical incidents the District responded to. Director Campbell stated that at a recent event, he heard wonderful comments about our crews.

- 13.3 Logistics – Interim Chief Selover
Logistics Report of monthly activities.

Interim Chief Selover reported that Station 31 is in the final phase of preparation for the new roof and that Old Station 32 has one more year of water testing. Chief Selover also stated that Senior Office Assistant Faria retired August 1, 2018 and that her duties are currently being evaluated; and have been assigned to the station captains in the interim. Some discussion followed regarding the status of Old Station 32. Director Campbell suggested possibly using some of our reserves at Station 37.

- 13.4 Fire and Life Safety Division – Interim Chief Selover
Fire and Life Safety Report of monthly activities.

Interim Chief Selover reported that approximately 800 inspections have taken place to date and that all of the public education events have gone great.

- 13.5 Communications Division – Director of Emergency Communications, Denise Pangelinan Communications Report of monthly activities.

Director Pangelinan stated that the new District website should be launched in September and thanked the Board and staff for taking pictures today. Director Pangelinan also stated that two dispatchers are currently in training and that GIS Specialist Pedreno is doing a great job. Director Pangelinan referred to the Text 911 cards that were handed out and stated she has plenty of these cards if anyone would like more.

- 13.6 Human Resources Division – Human Resources Director Natalie Korthamar Wong Human Resources Report of monthly activities.

Human Resources Director Korthamar Wong stated that Human Resources has been busy with orientation of new employees and that anti-harassment training has been held thanking Chief Meyer and Phares for their help in scheduling these trainings.

- 13.7 Finance Division – Financial Consultant, Ken Campo/Controller Davina Hatfield Monthly Finance Report of monthly activities.

Financial Consultant Campo stated that the District year end audit is coming up. Controller Hatfield presented the power point presentation of District reserves, salaries, and benefits. Financial Consultant Campo stated that CCCERA rates are trending a bit down. Discussion followed regarding property tax rates and the firm the District uses for these property tax projections.

- 13.8 Fire Chief – Fire Chief, Paige Meyer
Verbal report on monthly meetings, seminars, committee meetings and other District related activities.

Chief Meyer stated that he attended a meeting with the new CEO at San Ramon Regional Medical Center and also attended a meeting with EBMUD regarding fire protection services.

14. GOOD OF THE ORDER

Director Parker mentioned the upcoming election and August election filing results stating that three people filed for three seats and because of this the District did not need to hold an election. New Board members would be appointed as soon as the County certifies the election in early December.

Board President Stamey discussed annual National Night Out event he attended with personnel from Station 38.

Director Yancey thanked Director Parker for judging the recent Car Show with his grandson. Director Yancey also thanked Director Campbell for his service on the Board for the past four years and thanked Chief Meyer for taking her and her daughter to visit stations 31 and 35 while her daughter was visiting the District.

District Clerk Brooks reminded the Board that the new date for the December 2018 board meeting would now be Monday, December 17, 2018 at 1 p.m.

15. UPCOMING CALENDAR OF EVENTS

16. CLOSED SESSION

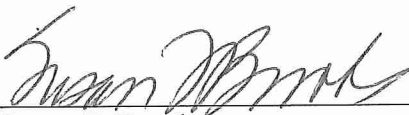
16.1 Conference with Legal Counsel – Possible exposure to litigation (3 matters) pursuant to Government Code Section 54956.9(d)(2). Facts and circumstances that might result in litigation need not be disclosed.

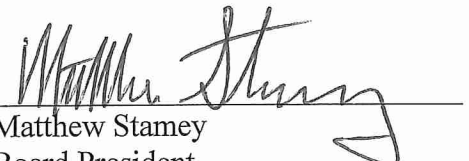
17. RETURN TO OPEN SESSION

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

19. ADJOURNMENT

The regular meeting adjourned at 2:55 p.m. The Board adjourned to Closed Session at 3:05 p.m. with the Closed Session and meeting concluding at 3:54 p.m.

Prepared by: 
Susan F. Brooks
District Clerk

Approved by: 
Matthew Stamey
Board President