

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
Minutes –June 27, 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 Kerr, Parker and Yancey

Board Members Absent: Director Campbell - teleconference

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

1. CALL TO ORDER

Board President Stamey chaired the meeting and called for order at 1:04 p.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 and no changes to the agenda.

4. PUBLIC COMMENT

Resident Don Reid thanked Deputy Chiefs Phares and Drayton regarding working with him on the Sycamore Creek issue and due to the fact that Chief Drayton will be deployed for 6 months wanted to thank him and wish him well.

5. CONSENT CALENDAR

There was one change to the consent calendar: Item 5.4 should have had a comma, instead of a period - \$312,236.

Director Parker moved approval of the Consent Calendar as amended. 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. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

- 6.1 Special Presentation by Engineer Brian Olson and Captain Demian Bannister on the I Quest Program.

Captain Phares introduced Engineer Olson and Captain Bannister and the two students present who were part of the program. Engineer Olson and Captain Bannister presented the two students with certificates of completion of the program. Three teachers from the program high schools were present also. The Board congratulated staff and the students on a very successful program.

At this time in the meeting, the Board took a short recess.

7. OLD BUSINESS

- 7.1 Approval of Purchase of four (4) Skeeter Brush Trucks, Dodge 5500, Type 5 Engines for a total not to exceed price of \$1,035,372.

Chief Drayton provided the background on this item. Motion by Director Parker to approve the purchase of four (4) Skeeter Brush Trucks, Dodge 5500, Type 5 Engines for a total not to exceed \$1,035,371. Motion seconded by Director Kerr. Motion carried by roll call vote. Ayes: 5 (Directors Campbell, Kerr, Parker, Yancey and Board President Stamey.) Noes: 0.

- 7.2 Adoption of Resolution No. 2018-09 establishing the appropriations limit for Fiscal Year 2018-2019 at \$166,264,466.

Controller Hatfield provided the background on this item. Motion by Director Kerr to approve Resolution No. 2018-09 establishing the appropriations limit for Fiscal Year 2018-19 at \$166,264,466. Director Yancey seconded the motion. Motion carried by roll call vote. Ayes: 5 (Directors Campbell, Kerr, Parker, Yancey and Board President Stamey.) Noes: 0.

- 7.3 Selection of candidate to fill the RDA Oversight Board as requested by LAFCO.

District Clerk Brooks provided the background of this item. It was the consensus of the Board to cast a vote for Raemona Williams from the Rodeo/Hercules Fire Protection District. Motion by Board President Stamey to vote for Raemona Williams for Redevelopment Agency Oversight Board Member. Motion seconded by Director Yancey. Motion carried by roll call vote. Ayes: 5 (Directors Campbell, Kerr, Parker, Yancey and Board President Stamey.) Noes: 0. District Clerk Brooks will forward the election information to LAFCO.

- 7.4 Discussion and possible adoption of 2018-19 Annual Operating Budget and Capital Improvement Program. The 2018-19 Proposed Budget can be found on the District's website at www.firedepartment.org

Chief Meyer opened this item by providing an overview of the 2018-19 budget and indicating the District is coming off a positive, productive year with positive outcomes from the several budget workshops staff conducted. Financial Consultant Campo thanked Controller Hatfield for all of her hard work in putting the budget together. The Board complimented staff on the good

job on the budget and in doing the right thing in paying down the District liabilities. Motion by Director Kerr to adopt the 2018-19 Annual Operating Budget and Capital Improvement Program. Director Parker seconded the motion. Motion carried by roll call vote. Ayes: 5 (Directors Campbell, Kerr, Parker, Yancey and Board President Stamey.) Noes: 0.

8. NEW BUSINESS

- 8.1 Approval of Resolution No. 2018-08 adopting the updated 2017 Contra Costa Hazard Mitigation Plan.

Chief Drayton provided the background of this item recommending adoption by the Board. Director Kerr asked if the District qualified for a grant and Chief Drayton concurred stating that there was no cost to the District. Motion by Director Kerr to approve resolution No. 2018-08. Director Yancey seconded the motion. Motion carried by roll call vote. Ayes: 5 (Directors Campbell, Kerr, Parker, Yancey and Board President Stamey.) Noes: 0.

- 8.2 Approval of Letter of Understanding between San Ramon Valley Fire Protection District and Local 3546.

Chief Meyer discussed deployment, and labor's involvement and genuine interest in doing what is best for the District. After some discussion, Board President Stamey thanked Union President Mohun and staff for a good solution to the deployment issues facing the District. Chief Meyer also stressed the assistance given to Fire and Life Safety due to a reduction in their staffing. Motion by Director Yancey to approve the Letter of Understanding between San Ramon Valley Fire Protection District and Local 3546 as amended and authorized the Fire Chief to execute the LOU. Motion seconded by Director Kerr. Motion carried by roll call vote. Ayes: 5 (Directors Campbell, Kerr, Parker, Yancey and Board President Stamey.) Noes: 0.

- 8.3 Approval of Letter of Understanding between San Ramon Valley Fire Protection District and Local 3546A.

Chief Meyer stated that the District Command staff carry out the day to day operations for the District and their value is immeasurable; and that the Battalion Chiefs will now have the opportunity to participate on the Haz Mat and Rescue Teams. Battalion Chief Viera was present in the audience and thanked the Board for their continued support on behalf of Local 3546A. Motion by Director Yancey to approve the Letter of Understanding between San Ramon Valley Fire Protection District and Local 3546A authorizing the Fire Chief to execute the LOU. Motion seconded by Director Kerr. Motion carried by roll call vote. Ayes: 5 (Directors Campbell, Kerr, Parker, Yancey and Board President Stamey.) Noes: 0.

- 8.4 Authorization to enter into an agreement with Definitive Networks, Inc., for a term of 60 months in an amount not to exceed \$16,100 per month for procurement and installation of new MDC's and modems, including support services.

Chief Meyer provided the background of this item stating this is a five-year contract for District modems and MDC's and the importance of this agreement due to the fact that connectivity has been a big issue. Director Yancey thanked staff for their work in bringing this agreement forward. Motion by Director Kerr to enter into an agreement with DNI for procurement and installation of MDC's and modems including support services in an amount not to exceed

\$16,100 per month. Motion seconded by Director Yancey. Motion carried by roll call vote. Ayes: 5 (Directors Campbell, Kerr, Parker, Yancey and Board President Stamey.) Noes: 0.

9. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW

No comment.

10. MONTHLY ACTIVITY REPORTS

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

Deputy Chief Phares reviewed his board report discussing some of the recent fires working alongside with Cal Fire and Alameda County Fire. Some of the activities this past month were the Annual Pancake Breakfast and Art and Wind Festival.

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

EMS Battalion Chief Duggan reviewed his board report informing the Board that there were 640 EMS calls this past month.

- 10.3 Logistics – Deputy Chief Drayton
Logistics Report of monthly activities.

Deputy Chief Drayton reviewed his report with the Board stating that the irrigation at Station 35 has been repaired and two openings for District Aide have been filled.

- 10.4 Fire and Life Safety Division – Deputy Chief Drayton
Fire and Life Safety Report of monthly activities.

Deputy Chief Drayton introduced Interim Fire Marshal Stephen Healy who would be filling in for Chief Drayton while he is deployed and that 36% of annual (calendar year) inspections have been completed to date.

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

In the absence of Director of Emergency Communications, Technology Manager Call discussed some highlights stating that RapidSOS site testing had taken place, and the Communications Reserves were involved in the Devil Mountain Run.

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

Human Resources Director Korthamar Wong reported that Human Resources staff have been busy with FF/PM recruitment/hiring and good comments were received on the survey that candidates filled out.

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

Controller Hatfield reported on the monthly financial report reviewing reserves, cash balances, salary and benefits and ambulance revenues.

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

Chief Meyer thanked those who attended the Fallen Firefighter event on June 11, 2018.

11. GOOD OF THE ORDER/LEGISLATIVE UPDATE

Director Yancey provided updates on three Bills, AB 2065, AB 3037 and SB 929.

Chief Meyer requested a special board meeting on Friday, July 13, 2018 at 10 a.m., regarding the need to get started on a new roof at Station 31.

District Counsel Ross discussed CSDA voting procedures with Board giving direction for the Fire Chief to vote on future ballots and bring information to the Board when needed.

District Counsel Ross provided an update on pending new legislation AB 1912 regarding PERS and Joint Power Agreements. District Counsel Ross will be monitoring this legislation.

12. UPCOMING CALENDAR OF EVENTS

No comment

13. CLOSED SESSION

13.1 Possible exposure to litigation (2 matters) pursuant to Government Code Section 54956.9(d)(2). Facts and circumstances that might result in litigation need not be disclosed.

13.2 Annual Fire Chief Evaluation and Discussion of mutual goals, pursuant to Government Code Section 54957.


14. ADJOURNMENT

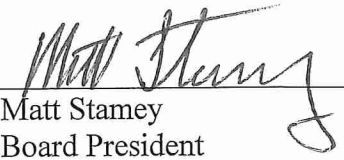
The regular meeting adjourned at 2:49 p.m. The Board adjourned to Closed Session at 3:03p.m., with the Closed Session and meeting concluding at 3:53 p.m.

15. RETURN TO OPEN SESSION

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

17. ADJOURNMENT TO THE NEXT REGULAR BOARD MEETING OF WEDNESDAY, AUGUST 22, 2018 AT 1:00 P.M., 1500 BOLLINGER CANYON ROAD, SAN RAMON.

Prepared by: 
Susan F. Brooks
District Clerk

Approved by: 
Matt Stamey
Board President