

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
Board of Directors Regular Board Meeting**

Wednesday April 17, 2019 – 1:00 p.m.

*Dominique Yancey ~ Board President
Don Parker, Board Vice-President ~ Ryan Crean, Director
H. Jay Kerr, Director ~ Matthew 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 - Boardroom
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 demand register for the period March 16, 2019, through April 7, 2019 in the amount of \$1,207,841.18.
- 5.2 Approve the Board minutes from the March 27, 2019 Regular Board Meeting; and District Counsel’s Report Upon Return from Closed Session from March 27, 2019.
- 5.3 Approval of salary, payroll taxes and retirement contributions for the month of March 2019 in the amount of \$4,318,304.69.
- 5.4 Approval of payment to Tri-Tech for CAD/RMS/Mobile software maintenance in the amount of \$118,656.89.
- 5.5 Review of the Quarterly Investment Report for the quarter ended March 31, 2019.

5.6 **Personnel Actions:**

Step Increases:

Approve staff recommendation to award the following step increases, effective April 1, 2019:

1. Captain David Garcia, to Captain 10 Step 5
2. Captain John Martin, to Captain 10 Step 5

Approve staff recommendation to award the following step increases, effective May 1, 2019:

1. Senior Accounting Technician Arlene Hartono, to Senior Accounting Technician Step 6
2. Senior Accounting Technician Ivy Ong, to Senior Accounting Technician Step 6

General Salary Increase

1. Approve a 3% salary increase for Deputy Chief Frank Drayton, effective April 1, 2019.

6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

- 6.1 Cardiac Save Recognition.

7. OLD BUSINESS

8. NEW BUSINESS

- 8.1 Approval of Information Technology (IT) services agreement with Definitive Networks, Inc., (DNI).

9. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW

10. MONTHLY ACTIVITY REPORTS:

- 10.1 Operations Division-Deputy Chief Frank Drayton
Operations Report of monthly activities.
- 10.2 EMS – Battalion Chief, John Duggan
EMS Report of monthly activities.
- 10.3 Logistics – Deputy Chief Frank Drayton
Logistics Report of monthly activities.
- 10.4 Fire and Life Safety Division – Deputy Chief Frank Drayton
Fire and Life Safety Report of monthly activities.
- 10.5 Communications Division – Director of Emergency
Communications, Denise Pangelinan
Communication Report of monthly activities.
- 10.6 Human Resources Division – Human Resources Director, Natalie Korthamar Wong
Human Resources Report of monthly activities.
- 10.7 Finance Division – Financial Consultant, Ken Campo
Finance Report of monthly activities.
- 10.8 Fire Chief – Fire Chief, Paige Meyer
Verbal report on monthly meetings, seminars, committee meetings, and other District related activities.

11. GOOD OF THE ORDER

12. UPCOMING CALENDAR OF EVENTS

- Valley Leadership Prayer Breakfast, April 19, 7:30 a.m. San Ramon Marriott
- April 23-26, 2019 – Navigator Conference, Maryland
- Legislative Days Sacramento, May 21-22, Sacramento
- San Ramon Art and Wind Festival, May 26-27, 2019
- Memorial Day – Monday, May 27, 2019

13. CLOSED SESSION

- 13.1 Possible exposure to litigation (5 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. RETURN TO OPEN SESSION

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

16. ADJOURNMENT TO THE NEXT REGULAR BOARD MEETING SCHEDULED FOR WEDNESDAY May 22, 2019 AT 1:00 P.M.

Prepared by:



Susan F. Brooks, District Clerk

Agenda posted on April 12, 2019 at the District's Administration Building, Fire Stations 30, 31, 32, 33, 34, 35, 36, 38, 39 and the San Ramon Valley Fire Protection Districts 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 the District Clerk at (925) 838-6661.