

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
June 26, 2019 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 Yancey, Directors Crean, Kerr, Parker and Stamey

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

1. CALL TO ORDER

Board President Yancey chaired the meeting and called for order at 1:00 p.m.

2. PLEDGE OF ALLEGIANCE

Board President Yancey led the Pledge of Allegiance.

3. DETERMINATION OF QUORUM AND CONFIRMATION OF AGENDA

There was a quorum and one change to the agenda. Chief Meyer requested that New Business Item 8.3 be removed from the agenda.

4. PUBLIC COMMENT

One comment card was received from resident Don Reid regarding a training he attended at Monte Vista High School along with Danville Police. Mr. Reid spoke to them regarding the fact that school buildings are not numbered and, in an emergency numbered building would make it easier on public safety staff if they were called to incidents at schools. Mr. Reid also spoke to school board members and security staff; and now all District high school buildings will be numbered. The Board thanked Mr. Reid for his comments.

5. CONSENT CALENDAR

Director Stamey had a question regarding Consent item 5.5 asking whether the 4g modems were convertible. Technology Systems Manager Call replied they were and that the 5g is coming out soon but are not available now.

Regarding Consent Calendar item 5.4, Director Crean asked Chief Meyer for what kind of direction he needed from the Board, and whether the Board would like to pull this item per discussion at the earlier Board Budget Workshop. Chief Meyer confirmed that he would like to pull this item from the agenda.

Motion by Director Stamey to approve consent items 5.1-5.3; 5.5-5.7. Director Crean seconded the motion. Motion carried.

6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

6.1 Special Presentation by Engineer Brian Olson and Captain Demian Bannister on the IQuest Program.

Captain Olson spoke before the Board regarding the District IQuest program. Captain Bannister was also present. Captain Olson referred to the teachers in attendance who spoke highly of the IQuest program. Captain Bannister asked the IQuest students to come up to the podium and then provided their backgrounds. Board President Yancey presented certificates to the two students and thanked them for all of their hard work. Chief Meyer thanked the IQuest teachers in the audience. The Board then took a break to take pictures.

7. OLD BUSINESS

7.1 Approval to donate surplus apparatus 548, 547, 546 and 506.

Chief Meyer provided the background of this item and discussed which agencies might be in need of the surplus items. Chief Meyer stated that he wanted the Board to review the information and make the decision staying focused on agencies that are not paid and don't have a budget.

Legal Counsel Ross stated that the donations would be subject to our apparatus agreement for \$1 payment, and indemnification and liability release and taken as is.

Director Stamey stated he supports the program and suggested expanding the offer to other agencies. After further discussion, Director Crean moved to approve donating the equipment subject to soliciting interest from other agencies. Director Stamey seconded the motion. Motion carried.

7.2 Authorization to contract with ENGEO, Inc., for Underground Tank Subsurface Assessment.

Chief Meyer discussed moving forward with the monitoring at former Station 32. District Counsel Ross stated that buyers would assume any liability and emphasized the importance of disclosure. After lengthy discussion, Motion by Director Parker to authorize the contract with ENGEO for Underground Tank Subsurface Assessment at the former Station 32 site for an amount of \$71,800. Motion seconded by Director Kerr. Motion carried.

Subsequent motion by Director Stamey providing direction to staff to proceed with the surplus property sale at former Station 32 on Stone Valley Road in Alamo for private purposes subject to the appropriate disclosures of pending action with the Regional Water Quality Control Board. Director Kerr seconded the motion. Motion carried.

There was discussion of using Carpenter/Robbins for this sale, and Chief Meyer concurred stating that we have used them in the past.

8. NEW BUSINESS

- 8.1 Open Public Hearing as set forth in the annual exterior hazard abatement notices mailed on April 12, 2019, stipulating June 26, 2019 at 1:00 p.m., 1500 Bollinger Canyon Road, San Ramon, California, as the date, time and place provided for the purpose of receiving public comment to show cause why exterior hazard abatement standards are not applicable to the appellant's property.

Board President Yancey opened the Public Hearing. No one came forward. Board President Yancey then closed the Public Hearing.

- 8.2 Open Public Hearing to receive public comment regarding the Adoption of the 2019-2020 Annual Operating and Capital Budgets. The 2019-2020 Proposed Budget can be found on the District's website at www.firedepartment.org

Board President Yancey opened the Public Hearing. No one came forward.

Chief Meyer acknowledged that changes discussed earlier at the Board's budget workshop would be made, including to spell out (ALS-Advanced Life Support) and adjusting for the change in the excess workers compensation insurance premium. Board President Yancey then closed the Public Hearing. Motion by Director Crean to adopt the 2019-2020 Annual Operating Budget and Capital Improvement Plan. Motion seconded by Director Parker. Motion carried.

- 8.3 Approval of Agreement with Jeff Katz Architecture for design and construction administration services and Reimbursement Resolution No. 2019-05– San Ramon Public Safety Building.

This item was removed from the Agenda.

- 8.4 Adoption of Resolution No. 2019-04 establishing the appropriations limit for Fiscal Year 2019-2020 at \$173,829,499.

Chief Meyer provided the background of this item stating that the appropriations limit is revised annually by a prescribed formula that uses a combination of the percentage change in California's per capita personal income, or non-residential assessed valuation and local jurisdiction change in population as of each January 1.

Motion by Director Kerr to adopt Resolution No. 2019-04 establishing the appropriations limit for Fiscal Year 2019-2020 at \$173,829,499. Director Stamey seconded the motion. Motion carried by roll call vote.

9. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW

- 9.1 No comment.

10. MONTHLY ACTIVITY REPORTS

- 10.1 Operations Division-Deputy Chief, Frank Drayton
Operations Report of monthly activities

Deputy Chief Drayton provided his monthly report highlighting that staff completed annual hose testing, rope inventory and inspection and Camp Parks structure fire training was held with Alameda County Fire. Training Chief Aguiar provided the training report stating that staff logged 129 training hours with Module 1 training completed and Module 2 in progress.

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

EMS Battalion Chief Duggan stated that 670 incidents were responded to this past month; and highlighted the on-going project list in the board report.

- 10.3 Logistics – Interim Deputy Chief Jim Selover
Logistics Report of monthly activities.

Interim Chief Selover stated that the exterior paint job at Station 33 wrapped up and conducted on-going preventative maintenance and repairs. Outfitting is also in progress for Type 1 Engines.

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

Deputy Chief Drayton highlighted 651 new plan reviews were received; and 725 inspections were completed. Deputy Chief Drayton also stated that 489 residents completed CPR and AED training.

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

Director of Emergency Communications Pangelinan stated the District hosted the San Ramon Youth Academy at Station 31; and conducted San Ramon Police Officer orientation. Director Pangelinan also stated that the I-pad grant roll out was completed.

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

Director of Human Resources Korthamar Wong highlighted the May report stating that Human Resources has been working on Firefighter/Paramedic recruitments and has hired three new District Aides and that planning is underway for the District annual wellness fitness program.

- 10.7 Finance Division – Controller Davina Hatfield
Monthly Finance Report of monthly activities.

Financial Consultant Campo stated there was no Finance report this month due to work on the budget.

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

Chief Meyer stated that meetings were held with all Contra Costa County Board of Supervisors regarding 201 rights and that those meetings were all very positive. Chief Meyer also stated that public meetings were held with the City of San Ramon regarding the new joint public safety building project. Chief Meyer thanked staff members who also attend the public meetings.

11. GOOD OF THE ORDER

- 11.1 Discussion of potential PG & E Ordinance regarding deployment of “Safety and Infrastructure Protection Teams” within the District.

Chief Meyer stated that staff has been working with District Counsel regarding PG&E live /hot work in our District and will bring this item back along with an Ordinance and Fee schedule at the August Board meeting. District Counsel Ross provided additional background.

Discussion ensued as to what if anything PG & E can do to stop the Ordinance. District Counsel Ross stated that if challenged, PG & E would have to come back within 60 days with an established legal basis why the Ordinance should not go forward.

It was the consensus of the Board to move forward with this item.

At this time in the meeting, Chief Meyer mentioned that Director of Emergency Communications Pangelinan and Deputy Chief Drayton had June birthdays. The Board and those present wished them both a Happy Birthday.

12. UPCOMING CALENDAR OF EVENTS

13. CLOSED SESSION

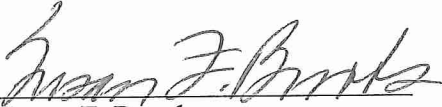
- 13.1 Conference with Legal Counsel – Possible exposure to litigation (5 matters) pursuant to Government Code Section 54956.9(d)(2). Facts and circumstances that might result in litigation need not be disclosed.
- 13.2 Annual Fire Chief Evaluation and discussion of mutual goals, pursuant to Government Code Section 54957.

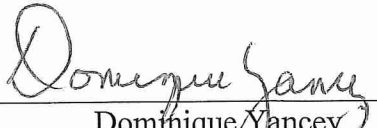
14. RETURN TO OPEN SESSION

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

16.ADJOURNMENT

The regular meeting adjourned at 2:28 p.m. The Board adjourned to Closed Session at 2:42 p.m. with the Closed Session and meeting concluding at 4:41 p.m.

Prepared by: 
Susan F. Brooks
District Clerk

Approved by: 
Dominique Yancey
Board President