

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
August 28, 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, Director of Emergency Communication Pangelinan, EMS Battalion Chief Duggan, Interim Deputy Chief Selover; Controller Hatfield, Training Battalion Chief Aguiar; 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

Deputy Chief Drayton led the Pledge of Allegiance.

3. DETERMINATION OF QUORUM AND CONFIRMATION OF AGENDA

There was a quorum and several changes to the agenda. Chief Meyer stated that there were several changes to the agenda requesting that Consent item 5.13 be moved to New Business, and Special Presentation item number 6.3 was removed in its entirety.

4. PUBLIC COMMENT

Steve Nagorski who is a resident and serves on several District committees spoke to the Board regarding the Stop the Bleed CERT program and he was following up on a seminar he attended which was beneficial and asked what a volunteer can and cannot do legally regarding calling 9-11. Staff will follow up on this question.

5. CONSENT CALENDAR

There was discussion on several of the items listed on the Consent Calendar. After discussion, Director Parker moved approval of Consent Calendar items 5.1-5.12 and 5.14. Director Kerr seconded the motion. Motion carried. Consent item number 5.13 was moved to New Business. Discussion then followed regarding several of the consent items.

6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

6.1 Recognition of Chaplain Jodi Aldredge

Chaplain Nick Vleisides thanked the Board for the District Chaplain program stating what a good service to the community it is. Chaplain Vleisides then introduced Chaplain Jodi Aldredge and her husband Chuck. Chief Meyer then said a few words stating that Chaplain Aldredge is moving to Brentwood and thanked her for her time at the District as Chaplain. Board President Yancey then presented Chaplain Aldredge with a plaque from the District.

6.2 Proclamation in Recognition of September 11, 2001, proclaiming September 11, 2019 as Patriot Day.

Board President Yancey read the Proclamation in recognition of September 11, 2001 to those present. Director Parker moved approval of this Proclamation, which was seconded by Director Kerr. Motion carried.

6.3 Presentation by One Concern.

This item was removed from the agenda.

7. OLD BUSINESS

7.1 None.

8. NEW BUSINESS

8.1 Open Public Hearing regarding Adoption of Proposed Ordinance No. 35 requiring notice and cost recovery associated with monitoring work in high fire-risk areas and the deployment of safety and infrastructure protection teams by electric utility companies.

Board President Yancey opened by Public Hearing. No one came forward. Lengthy discussion took place by the Board and staff resulting in several additions to the Ordinance. Three additions were: Change notification period from 24 to 48 hours, add clear language as to red flag days, and emergency notification. It was the consensus of the Board that having a clear contact phone number is important also. The Public Hearing regarding this Ordinance was then continued to the next regularly scheduled Board meeting of September 18, 2019 at 2 p.m., where it will be considered in its entirety for adoption.

8.2 Approval of Resolution No. 2019-05 Regarding the Inspection of certain occupancies required to perform annual inspections in such occupancies pursuant to Sections 13146.2 and 13146.3 of the California Health and Safety Code.

Interim Deputy Chief Selover provided an overview of this Resolution stating that it fulfills the District requirement under the California Health and Safety Code. Chief Selover stated there was one correction to the Resolution/Code Section, which staff will correct. Motion to approve Resolution No. 2019-05 as amended by Director Crean, seconded by Director Stamey. Motion carried by roll call vote.

- 8.3 Approval of Resolution No. 2019-06 and 2019-07 regarding CalPERS Region Change for Represented and Unrepresented personnel.

Human Resources Director Korthamar Wong provided the background of these resolutions stating that changes were due to region changes and also stated that the MOU/side letter was updated also. Motion by Director Stamey to approve Resolution No. 2019-06, seconded by Director Kerr. Motion by Director Kerr to approve Resolution No. 2019-17. Seconded by Director Stamey. Motions carried by roll call vote.

9. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW

- 9.1 There was no comment on the correspondence in the packet. Director Crean thanked the crews at Station 33 for their help with a recent treasure hunt in his neighborhood.

10. MONTHLY ACTIVITY REPORTS

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

Deputy Chief Drayton provided his monthly report thanking Chief Meyer for allowing staff resources for the live burns that were held this past week along with various other agencies; and the good amount of learning that took place for all. Training Chief Aguiar presented a short video from the recent Active Shooter Drill. The Board all agreed that this was a wonderful opportunity and thanked staff.

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

EMS Battalion Chief Duggan stated that since June 2019, 1020 emergency medical incidents took place. Chief Duggan also informed the Board that the newly hired EMS/RN would be introduced at the September Board meeting.

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

Interim Chief Selover stated that the exterior paint projects within the District are progressing along with generator replacement and irrigation leaks are being monitored.

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

Chief Drayton highlighted 67% of inspections have occurred with 151 CPR and AED classes being held. Chief Drayton mentioned that mandated inspections occur once a year.

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

Director of Emergency Communications Pangelinan stated that recruitment for a Public Safety Dispatcher is underway, and also highlighted the DNI report that was included in her monthly report and will continue for the next twelve months. Board President Yancey thanked the District dispatchers who took part in the active shooter training.

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

Director of Human Resources Korthamar Wong stated that meetings were held with the recent newly hired firefighters and a wellness seminar on brain health was held.

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

Financial Consultant Campo highlighted his monthly report followed by Controller Hatfield providing a power point presentation of District investments, reserves, and general funds.

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

Chief Meyer presented Director of Emergency Communication Pangelinan with her 10-year service pin and thanked her for all of her hard work and also discussed the reason for pulling the presentation by One Concern.

11. GOOD OF THE ORDER

- 11.1 November 20, 2019 Board Meeting (change of time to 2 p.m.).

The Board agreed to changing the time of the November 20, 2019 Board meeting from the regular time of 1:00 p.m. to 2:00 p.m. due to a Survivor luncheon that same day. Director Parker also asked if the regular board meeting of Wednesday, September 18th could be moved to 2 p.m. also. The Board all concurred.

Board President Yancey thanked Chief Meyer for including the new District Engine in the Danville Hot Summer car show stating it was a huge attraction and thanked staff for being there too.

12. UPCOMING CALENDAR OF EVENTS

The Board and staff reviewed the upcoming calendar of events.

13. CLOSED SESSION

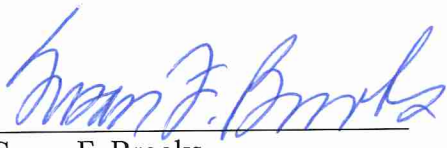
- 13.1 Conference with Legal Counsel – Possible exposure to litigation (3 matters) pursuant to Government Code Section 54956.9(d)(2). Facts and circumstances that might result in litigation need not be disclosed.

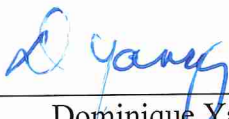
14. RETURN TO OPEN SESSION

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

16. ADJOURNMENT

The regular meeting adjourned at 2:40p.m. The Board adjourned to Closed Session at 2:52 p.m. with the Closed Session and meeting concluding at 4:20 p.m.

Prepared by: 
Susan F. Brooks
District Clerk

Approved by: 
Dominique Yancey
Board President