

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

Wednesday January 22, 2020– 1:00 p.m.

*Don Parker ~ Board President
Matt Stamey, Board Vice-President ~ Ryan Crean, Director
H. Jay Kerr, Director ~ Dominique Yancey, 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 December 7, 2019, through January 10, 2020 in the amount of \$2,109,423.22.
- 5.2 Approve the Board minutes from the December 18, 2019 Regular Board Meeting, and District Counsel’s Report Upon Return from Closed Session.
- 5.3 Approval of salary, payroll taxes and retirement contributions for the month of December 2019 in the amount of \$4,524,143.60.
- 5.4 **Personnel Actions:**
Step Increases:

Approve staff recommendation to award the following step increase, effective December 1, 2019:

1. Fire and Life Safety Permit Technician Stephanie Caughey to Fire and Life Safety Permit Technician, Step 4

Approve staff recommendation to award the following step increase, effective January 1, 2020:

1. Senior Office Assistant Amanda Perceval to Senior Office Assistant, Step 6
2. Fire and Life Safety Inspector Donna Marhenke to Fire and Life Safety Inspector 2, Step 6

Approve staff recommendation to award the following step increases, effective February 1, 2020:

1. Firefighter Grant Dakin to Firefighter 5, Step 1
2. Firefighter Devin Mongeau to Firefighter 5, Step 1
3. Firefighter David Scamporrino to Firefighter 5, Step 1
4. Firefighter Zekiel Spani to Firefighter 5, Step 1
5. Firefighter Ryan Vander Hyde to Firefighter 1, Step 2
6. Firefighter Shawnay Carroll to Firefighter 1, Step 2
7. Public Safety Dispatcher Megan Williams to Public Safety Dispatcher 2, Step 6
8. Administrative Assistant Cindy Jackson to Administrative Assistant, Step 4

6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

- 6.1 Introduction of New Academy
- 6.2 Recognition of Michael Egan, Volunteer Communications Reserve
- 6.3 Recognition of Director Yancey for serving as Board President in 2019

7. OLD BUSINESS

- 7.1 Update on Training Site Plan Submittals

8. NEW BUSINESS

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 – Acting Deputy Chief Jonas Aguiar
Logistics Report of monthly activities.
- 10.4 Fire and Life Safety Division – Acting Chief Jonas Aguiar
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 Generalist, Stacy Tamori Ward
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

- 11.1 Announcement of Standing Committee Assignments for 2020 by Board President Parker
11.2 Selection of Date for Annual Board Retreat

12. UPCOMING CALENDAR OF EVENTS

- 12.1 City of San Ramon Planning Commission Meeting, February 4, 2020 – 7 p.m.
12.2 One Hundred Club Crab Feed, February 8, 2020, Rossmoor
12.3 Presidents Holiday Monday, February 17, 2020 (District Holiday)
12.4 San Ramon Annual State of the City Address, February 19, 2020, San Ramon Marriott, 11:30 a.m.

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.

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 FEBRUARY 26, 2020 AT 1:00 P.M.

****ANTI HARASSMENT TRAINING AFTER REGULAR FEBRUARY 26TH BOARD MEETING, 4:00 P.M.****

Prepared by:



Susan F. Brooks, District Clerk

Agenda posted on January 16, 2020 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.