

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
February 26, 2020 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 Parker, Directors Crean, Kerr, Parker, Stamey and Yancey.

Staff Present: Fire Chief Meyer, Deputy Chief Drayton, Director of Emergency Communication Pangelinan, EMS Battalion Chief Duggan, Battalion Chief Aguiar, Controller Hatfield, Technology Systems Manager Call, District Counsel Ross, Financial Consultant Campo, HR Generalist Tamori-Ward and District Clerk Brooks.

1. CALL TO ORDER

Board President Parker chaired the meeting and called for order at 1 p.m.

2. PLEDGE OF ALLEGIANCE

Cardiac arrest survivor Bob Colores led the Pledge of Allegiance.

3. DETERMINATION OF QUORUM AND CONFIRMATION OF AGENDA

There was a quorum and several changes to the agenda.

4. PUBLIC COMMENT

Resident Don Reid spoke to the Board regarding a family that was on the show Shark Tank who designed a cutting board to honor their father who was a New York firefighter who passed away after 9-11. Mr. Reid suggested all of the District Fire stations to have one of these cutting boards. Mr. Reid also stated that he attended the Planning Commission meeting regarding the training center site.

5. CONSENT CALENDAR

Director Stamey moved approval of the Consent Calendar with the exception of Consent item No. 5.5. Director Kerr seconded the motion. Motion carried.

Item 5.5 was pulled with Chief Meyer explaining that wording regarding this cost was approved in the 2019 budget should have been added. Motion by Director Yancey, seconded by Director Crean to approve Consent Item 5.5. Motion carried.

6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

- 6.1 Presentation of District's Comprehensive Annual Financial Report (CAFR) for Fiscal Year Ended June 30, 2019, by Phillip White, CPA with Eide Bailly.
<https://www.firedepartment.org/home/showdocument?id=2276>

Phil White from Eide Bailly presented an overview of the Fiscal year ended June 30, 2019 CAFR, discussing the District financial statements and mentioned the GFOA certificate that the District was awarded. The Board thanked Mr. White for his presentation.

- 6.2 Recognition of Retired Pinole Fire Chief Scott Kouns

Chief Meyer invited retired Pinole Fire Chief up for recognition. Chief Meyer provided his background and presented him with several District Gifts. Retired Chief Kouns thanked Chief Meyer and the Board for this recognition and stated how he enjoyed working with Chief Meyer and the District.

- 6.3 Cardiac Save Recognition

Recent and prior cardiac save patients were introduced by EMS Chief Duggan. The Board thanked everyone for their attendance.

- 6.4 Heart Safe Recognition

This item has been tabled to the March board meeting.

At this time in the meeting, the Board took a short recess to take pictures and to also wish Chief Meyer a Happy Birthday.

7. OLD BUSINESS

- 7.1 None.

8. NEW BUSINESS

- 8.1 Call for Nominations for Seat C – CSDA Board of Directors.

District Clerk Brooks reviewed this item for the Board. There being no interest from the Board, District Clerk Brooks stated that she would advise CSDA.

- 8.2 Disaster Preparedness Subcommittee Report.

This report was tabled to the March 2020 Board Meeting.

- 8.3 Approval for Purchase of One Pierce 107' Velocity Ascendant Tiller Truck.

Chief Meyer provided the background of this item stating that the District is due for this replacement. Discussion followed about costs and the estimated delivery date.

Motion by Director Kerr to approve the purchase of One Pierce 107' Velocity Ascendant Tiller Truck. Motion seconded by Director Crean. Motion carried.

- 8.4 Approval of Reimbursement Resolution No. 2020-01 – Station 34 Remodel & Tiller Truck Acquisition.

This item was tabled to the March 2020 Board Meeting.

9. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW

- 9.1 Chief Meyer referenced the thank you letter from the City of Garden Valley.

10. MONTHLY ACTIVITY REPORTS

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

Chief Drayton reported on the recent interviews for District Aides and the groundwater testing done at old station 32.

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

Battalion Chief Duggan reported that there were 660 emergency medical incidents this past month.

- 10.3 Logistics – Acting Deputy Chief Aguiar
Logistics Report of monthly activities.

Acting Deputy Chief Aguiar reported on the annual station workout equipment preventive maintenance and repairs taking place along with EBMUD flow testing being done at all District Stations.

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

Acting Deputy Chief Aguiar stated that the inspection cycle has started again. Board President Parker referenced the recent fire in Porterville where two firefighters were killed, discussing advantages of the Youth Firesetter Program.

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

Director of Emergency Communications Pangelinan explained the new technology regarding State 911 Rapid Deployment and highlighted the District’s reaccreditation and upcoming Navigator conference where the District would be recognized.

- 10.6 Human Resources Division – Human Resources Generalist Stacy Tamori-Ward Human Resources Report of monthly activities.

Human Resources Generalist Tamori Ward also discussed the recent District Aide interviews that Human Resources has been working on.

- 10.7 Finance Division – Finance Consultant Ken Campo Monthly Finance Report of monthly activities.

Finance Consultant Campo reviewed the District Financial Report discussing ambulance revenue and transports, followed by Controller Hatfield providing a power point presentation of the different District funds.

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

Chief Meyer informed the Board that the meeting with the San Ramon Planning Commission regarding the training site went well, and that the Disaster Preparedness subcommittee will meet in the next few weeks. Chief Meyer congratulated Director Yancey on her nomination to the Women’s Hall of Fame.

11. GOOD OF THE ORDER

Director Kerr stated that the Citizen Core Council met last week highlighting how strong the District CERT program is.

Director Crean thanked Acting Deputy Chief Aguiar for helping with the recent fire service course.

Board President Parker discussed the District’s preparation relating to the recent corona virus. Chief Meyer stated that this item will also be discussed at the EMS subcommittee meeting and would keep the Board updated on this topic.

12. UPCOMING CALENDAR OF EVENTS

The Board and staff reviewed the upcoming calendar of events.

13. CLOSED SESSION

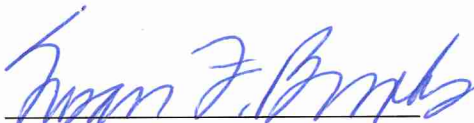
13.1 Conference with Legal Counsel – Possible exposure to litigation (4 matters) pursuant to Government Code Section 54956.9(d)(2). Facts and circumstances that might result in litigation need not be disclosed.

14. RETURN TO OPEN SESSION

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

16. ADJOURNMENT

The regular meeting concluded at 3:50 p.m. The Board adjourned to Closed Session at 4:05 p.m. with the Closed Session and meeting concluding at 5:07p.m.

Prepared by: 
Susan F. Brooks
District Clerk

Approved by: 
Don Parker
Board President