

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
Minutes – February 28, 2018 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 Stamey, Directors Campbell, Kerr, and Yancey

Absent: Board Member Parker

Staff Present: Fire Chief Meyer, Financial Consultant Campo, Deputy Chief Phares, Deputy Chief Krause, FLSD Manager Drayton, Director of Human Resources Korthamar Wong, Technology Systems Manager Call, EMS Battalion Chief Duggan, Director of Emergency Communications Pangelinan, District Clerk Brooks and District Counsel Ross.

1. CALL TO ORDER

Board President Stamey chaired the meeting and called for order at 7:05 p.m.

2. PLEDGE OF ALLEGIANCE

Board President Stamey led the Pledge of Allegiance.

3. DETERMINATION OF QUORUM AND CONFIRMATION OF AGENDA

There was a quorum and no changes to the agenda.

4. PUBLIC COMMENT

None.

5. CONSENT CALENDAR

At this time in the meeting, Director Yancey asked that Consent Item 5.2 be pulled.

Motion by Director Kerr to approve consent item 5.1, 5.3 and 5.4. Motion seconded by Director Campbell. Motion carried.

Director Yancey asked that regarding Consent Item 7.4 she would like to add that she reiterated there would be no increase in fines themselves.

Motion by Director Yancey to approve consent item 5.2. Motion seconded by Director Kerr.

6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

6.1 Special Recognition of Cardiac Save Patient

Chief Meyer introduced EMS Battalion Chief John Duggan who provided the background of this incident. The patient and crews and bystanders who assisted were recognized by the Board and staff. The Board then proceeded to take a short break so that photos and time to thank each person could take place. Staff will be submitting this cardiac save event to CCCEMS and requesting it be recognized as a "Siren Award" event recipient, but will not have confirmation of it being selected until sometime in October.

7. OLD BUSINESS

7.1 Approval to Purchase Four (4) Pierce, Velocity, Type 1 Engines for a cost not to exceed \$665,000 plus 10% per engine, for a total not to exceed price of \$2,926,000.

Chief Meyer introduced this item with Deputy Chief Krause providing the background of this item stating that the prices would go up as of March 1, 2018 therefore, approve at this meeting would save money. Board President Stamey asked if the engines come fully loaded. Deputy Chief Krause said that there would be no loose equipment and that present equipment would be moved up.

Motion by Director Yancey to approve the purchase of four velocity type I Engines for a cost not to exceed \$665,000 plus 10% per engine for a total not to exceed price of \$2,926.00. Director Campbell seconded the Motion. District Counsel Ross added that the Chief be authorized to authorize any new developments pertaining to this contract. Motion carried.

8. NEW BUSINESS

8.1 Consider approving Resolution No. 2018-02, a Resolution of the Board of Directors of the San Ramon Valley Fire Protection District for the 2018 Hazard Abatement Program.

Deputy Chief Krause provided the background of this item stating that the list of addresses would be on the District website and available at the Admin. front counter. Director Campbell asked if residents were given extensions. Fire and Life Safety Manager Drayton stated that yes, staff does work with residents and if needed extensions granted. Motion by Director Kerr to approve Resolution No. 2018-02. Motion seconded by Director Yancey. Motion carried by roll call vote.

9. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW

Director Yancey stated that she very much enjoys reading all of the positive correspondence. Director Kerr thanked EMS Battalion Chief Duggan regarding the Kaiser incident.

10. MONTHLY ACTIVITY REPORTS

10.1 Operations Division-Deputy Chief, Lon Phares
Operations Report of monthly activities

Deputy Chief Phares reviewed his board report stating that he had prepared draft flyers regarding evacuation plans for the Westside of Danville. Director Campbell asked if there would be a plan for the Alamo area, and Director Kerr asked about a plan for the westside of San Ramon. Deputy Chief Phares confirmed that all these areas would have plans which once finalized would be uploaded on the District website.

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

EMS Battalion Chief Duggan reviewed his board report informing the Board that there were 580 emergency medical incidents this past month. Chief Meyer thanked EMS Battalion Chief Duggan for his presentation tonight regarding the cardiac save patient and thanked him for doing a great job with minimum staff.

- 10.3 Logistics – Deputy Chief, Derek Krause
Logistics Report of monthly activities.

Deputy Chief Krause reviewed his report with the Board. Board President Stamey asked if during the recent swarm of earthquakes if there were any outages at stations.

- 10.4 Fire and Life Safety Division – Deputy Chief, Derek Krause
Fire and Life Safety Report of monthly activities.

Deputy Chief Krause provided his monthly report stating that Inspector interviews have been held and that regarding the Exterior Hazard Abatement Program, an additional 2,000 parcels have been added. Fire and Life Safety Manager Drayton stated that we will partner with Cal Fire this year on District inspections.

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

Director of Emergency Communications Pangelinan discussed some highlights stating that the final policy regarding text 911 is underway and will provide a draft of the policy to the Board when it is ready.

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

Human Resources Director Korthamar Wong distributed a DRAFT policy for volunteers, including retiree volunteers, and asked the board to review the policy. Ms. Korthamar Wong stated that this policy still had to go out for 12-day review.

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

Financial Consultant Campo reviewed a power point showing the District Financials and also updated the Board that the CFO recruitment is winding down with 30-40 applicants submitting applications now down to 2 applicants. Financial Consultant Campo stated that staff is in the process of reviewing the level of cost recovery attained by the current ambulance transport rates and may have a report to the Board as early as the March board meeting.

- 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 he recently attended an EBRCSA Meeting and informed the Board that the rates per radio were raised and would again be raised in FY 19/20. Chief Meyer also informed the Board that he, Director Yancey and Ken Campo met separately with each of the CCC Board of Supervisors discussing the ambulance contract. Chief Meyer stated that he received the resignation of Deputy Chief Krause and thanked Deputy Chief Krause for his years of service to the District. Chief Krause thanked the Board and staff for their kind words.

11. GOOD OF THE ORDER

- 11.1 Discussion regarding changing the date of the regular April 25, 2018 Board Meeting.

The Board agreed to change the date of the April Board meeting from April 25, 2018 to April 30, 2018 at 1 p.m., due to the Navigator conference April 23-25, 2018.

Director Yancey thanked Fire and Life Safety Manager Drayton and Fire and Life Safety Plans Examiner Wendel for several ride-a-longs she went on with them. Director Yancey also wanted to thank Deputy Chief Krause for the tour of Stations 36/37 and Danielle Bell for the CERT Class she recently attended.

Chief Meyer stated with the recent notice of retirement of Deputy Chief Krause, he will be moving forward with the recruitment for this position.

12. UPCOMING CALENDAR OF EVENTS

March 23, 2018 – 9:30 a.m. – CERT PAC Meeting
March 28, 2018 – 1:00 p.m. – Regular Monthly Board Meeting
April 1, 2018 – Easter
April 18, 2018 – 10:00 a.m. – Board Retreat-San Ramon City Hall

The regular meeting adjourned at 9:15 p.m. The Board adjourned to Closed Session at 9:24 p.m., with the Closed Session and meeting concluding at 10:09 p.m.

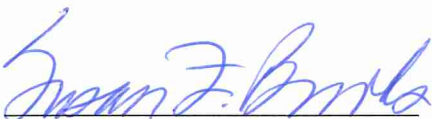
13. CLOSED SESSION


- 13.1 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 TO THE NEXT REGULARLY SCHEDULED BOARD MEETING AT 1:00 P.M. WEDNESDAY, MARCH 28, 2018 IN THE BOARDROOM.

Prepared by: 
Susan F. Brooks
District Clerk

Approved by: 
Matt Stamey
Board President