

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

**Members of the San Ramon Valley Fire Protection District Board of Directors who cannot attend this meeting in person will participate in the regular board meeting through teleconferencing pursuant to Government Code Section 54953**

**Wednesday, January 24, 2018 – 1:00 p.m.**

*Matthew Stamey ~ Board President  
H. Jay Kerr, Board Vice-President ~ Chris Campbell, Director  
Don Parker, 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 11, 2017, through January 15, 2018 in the amount of \$2,189,939.43.
- 5.2 Approve the Board minutes from the Regular December 20, 2017 Regular Board Meeting and District Counsel’s Report Upon Return from Closed Session from December 20, 2017.
- 5.3 Approval of salary and payroll taxes and retirement contributions for the month of December 2017 in the amount of \$4,603,139.71.
- 5.4 Authorization to purchase 21 sets of Structural Turnouts from LN Curtis & Sons in the amount of \$53,421.38.
- 5.5 Receive and review of Quarterly Investment Report for the quarter ended December 31, 2017.

- 5.6 Possible approval of Resolution No. 2018-01 establishing fines pursuant to Ordinance No. 24 and repealing Resolution No. 2013-10.
- 5.7 Authorization to enter into a 24-month agreement with AT&T for Managed Internet Services in an amount not to exceed \$1,280.80 per month, excluding telecommunications taxes and fees.
- 5.8 Approval of iNet Subscription Agreement for Hazardous Atmosphere Monitoring Services.

5.9 **Personnel Actions:**

**Merit Increases**

- 1. Approve staff's recommendation to award a merit salary increase to Firefighter 5, Timothy Eng, to Step 5; effective January 1, 2018.
- 2. Approve staff's recommendation to award a merit salary increase to Firefighter 5, Jeffrey Griep, to Step 5; effective January 1, 2018.
- 3. Approve staff's recommendation to award a merit salary increase to Firefighter 5, Thomas Terrazas, to Step 5; effective January 1, 2018.
- 4. Approve staff's recommendation to award a merit salary increase to Firefighter 5, Ryan Terres, to Step 5; effective January 1, 2018.
- 5. Approve staff's recommendation to award a merit salary increase to Firefighter 5, Ryan Pickard, to Step 5; effective January 1, 2018.
- 6. Approve staff's recommendation to award a merit salary increase to Public Safety Dispatcher 2, Nicolette Reid, to Step 2; effective January 10, 2018.
- 7. Approve staff's recommendation to award a merit salary increase to Senior Office Assistant, Amanda Perceval, to Step 4; effective January 1, 2018.

**New Hires**

- 1. Confirmation of Employment (Stacy Tamori, Human Resources Generalist). Approve staff's recommendation to hire Stacy Tamori at Step 6, effective January 17, 2018.

**6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS**

- 6.1 Announcement of Standing Committee Assignments for 2018 by Board President Stamey.

**7. OLD BUSINESS**

- 7.1 Report on Antique Fire Pumper.
- 7.2 Discussion of Retainer, District Legal Counsel.
- 7.3 Approval of the Side Letter Agreement between the San Ramon Valley Fire Protection District and IAFF Local 3546, dated January 24, 2018, and authorize the Fire Chief to sign the agreement.

**8. NEW BUSINESS**

- 8.1 Memo from LAFCO Executive Director, Lou Ann Texeira – Election Notice and Call for Nominations for Special District Representative.
- 8.2 Discussion and possible approval of establishing a Chief Financial Officer Position.

**9. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW**

**10. MONTHLY ACTIVITY REPORTS:**

- 10.1 Operations Division-Deputy Chief, Lon Phares  
Operations Report of monthly activities.
- 10.2 EMS – Battalion Chief John Duggan  
EMS Report of monthly activities.
- 10.3 Logistics – Deputy Chief, Derek Krause  
Logistics Report of monthly activities.
- 10.4 Fire and Life Safety Division – Deputy Chief, Derek Krause  
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 Director Natalie Korthamar Wong  
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 Selection of date for annual Board Retreat at San Ramon City Hall - (April 10, 11 or 12, from 10 a.m. to 2 p.m.).

**12. UPCOMING CALENDAR OF EVENTS**

- Monday, February 19, 2018 – Presidents Day Holiday
- Friday, February 23, 2018 – 9:30 a.m. – CERT PAC Meeting
- Wednesday, February 28, 2018 – 1:00 p.m. – Regular Board Meeting.

**13. CLOSED SESSION**

- 13.1 Possible exposure to litigation (2 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, FEBRUARY 28, 2018 IN THE BOARDROOM.**

Prepared by:



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Susan F. Brooks, District Clerk

Agenda posted on January 18, 2018 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](http://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.