

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING (Teleconference)  
NOVEMBER 18, 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:** Teleconference.

**Board Members Present:** President Parker, Vice President Stamey, Directors Yancey, Kerr and Crean.

**Board Member Absent:** None.

**Staff Present:** Fire Chief Meyer, Deputy Chief Drayton, Director of Emergency Communications Pangelinan, Battalion Chief Duggan, Deputy Chief Selover, Professional Advisor Lon Phares, Controller Hatfield, EMS Coordinator Begin, Technology Systems Manager Call, District Counsel and District Clerk Sakai, Financial Consultant Campo, HR Director Wong, Information Systems Technician Phil Duncan, and Emergency Preparedness Coordinator Ron Marley.

**Others Present:** Consultants Jeff Katz and Christie Jewett, Judy Lloyd, Joe Gorton, Mike Mohun.

**1. CALL TO ORDER**

President Parker chaired the meeting and called for order at 1:03 p.m.

**2. PLEDGE OF ALLEGIANCE**

Director Yancey 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**

District Clerk Sakai read an email from Mr. Donald Medwedeff regarding emergency egress along Diablo Road corridor.

**5. CONSENT CALENDAR**

Motion by Director Yancey to approve Consent Calendar Items 5.1 through 5.4. Director Kerr seconded the motion. Motion carried unanimously by roll call vote.

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

Director Stamey congratulated the District's new hires.

6.1 Congratulations and best wishes to Director Yancey on her retirement.

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Chief Meyer introduced the following individuals to congratulate Director Yancey:

- Senior District Representative Judy Lloyd presented Director Yancey with a certificate of recognition from California State Senator Glazer for her 4 years of public service to the District.
- City Manager of San Ramon Joe Gorton presented Director Yancey with a Yancey “Roll Tide” Way street sign from the City of San Ramon for her leadership and support for the community and incredible job with the District.
- International Association of Firefighters Local 3546 Mike Mohun presented Director Yancey a honor sign with a station bottle opener for her commitment to the Board and extended commitment reaching out to the District Stations and local firefighters.
- District Director of Emergency Communications Denise Pangelinan introduced a video presented by the District in tribute of Director Yancey.

Chief Meyer reflected on Director Yancey’s long list of accomplishments and commended her ability to hit the ground running. He further highlighted Director Yancey’s lifetime work of over 30 years dedicated to protecting people, the real victims, and public safety. Chief Meyer said Director Yancey has made the San Ramon Valley community a safer place. Chief Meyer also thanked Director Yancey for her leadership, guidance and mentorship, presenting Director Yancey with a shadow box patch and badge on behalf of the District.

Director Yancey thanked Chief Meyer for his leadership, relentlessness, and everything he has done for the District and the public. She also thanked the District management team for all of their hard work. Director Yancey wished the District the best and continued success.

#### 6.2 Introduction of District Medical Director Dr. Malcolm Johnson.

Chief Meyer introduced the District’s new Medical Director Dr. Malcolm Johnson, an emergency room physician at John Muir. Chief Meyer is excited to have Dr. Malcolm as part of the District team. Dr. Johnson said he is humbled, honored, and looks forward to a long relationship with the District. He hopes to continue the exemplary care already provided by the District and its staff. President Parker welcomed Dr. Johnson and acknowledged his appreciation for having Dr. Johnson as part of the District. Director Stamey further expressed his appreciation for Dr. Johnson as District Medical Director.

#### 6.3 Public Safety Building Complex Update.

Chief Meyer introduced a presentation from Architect Jeff Katz. Mr. Katz provided an update on the Public Safety Complex.

### 7. OLD BUSINESS

None.

### 8. NEW BUSINESS

None.



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

There were several letters of appreciation and support from members of the community. President Parker acknowledged the nice notes from young children thanking firefighters for their work.

## 10. MONTHLY ACTIVITY REPORTS

### 10.1 Operations/Fleet Division-Deputy Chief Jim Selover Operations and Fleet Report of monthly activities.

Deputy Chief Selover provided his monthly activities report for October 2020, including 10 days for red-flag warnings and firefighter paramedic interviews.

### 10.2 EMS – EMS Coordinator/RN – Laura Begin EMS Report of monthly activities. COVID-19 update for Contra Costa County.

Deputy Chief Selover provided his monthly activities report for October 2020, including EMS incidents and a brief COVID-19 update. Deputy Chief Selover informed the Board that Contra Costa County has moved from an “Orange Tier” status to a “Purple Tier” status, and that 94% of the California population is in “Purple Tier” status. There have been no deaths outside of residential care facilities since October 20, 2020. He further indicated that the flu season will make things more complicated, and calls will be treated as COVID-19 calls. The District’s PPE supply is adequate. Deputy Chief Selover further stated that there are good vaccine results awaiting FDA approval; first wave of vaccines may roll out in January or February to the first responders and high-risk populations.

Chief Meyer said the District has taken an aggressive stance within the District on the COVID-19 situation with the County entering “Purple Tier” status. Generally, the public will go through an upcoming spike and darker period partly due to people being indoors and gathering during the winter season and holidays. Chief Meyer hopes that with the cold and flu season, District employees will choose to stay home when they or family members are sick to avoid exposing others. The District is encouraging the wearing of masks in the station. Also, Chief Meyer is hoping people will be smart, aware, and aggressive through the first of the year in their efforts to avoid infecting others with COVID-19. The District will work remotely from an administrative perspective until January 3, 2021. Also, Medical Director Johnson is working on getting access to in-house rapid COVID-19 testing. President Parker supports Chief Meyer’s precautions being implemented to protect the District staff.

### 10.3 Fire and Life Safety/Training Division – Deputy Chief Frank Drayton Fire and Life Safety and Training Report of monthly activities.

Deputy Chief Drayton provided his monthly activities report for October 2020, including reporting an average turnaround time for plans review of 1 day and 1 hour, that annual compliance inspections are at 70.50% with staff working to get all done by the end of the year, conducted a SRV CERT refresher class on Wildlife Preparedness, hosted a number of FEMA and National CERT Association courses, and finalized the Training Calendar for 2020-1 Recruit Academy, and hosted a 5-day advanced rescue course.

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10.4 Facilities Division – Deputy Chief Frank Drayton

Facilities Report of monthly activities.

Deputy Chief Drayton provided his monthly activities report for October 2020, including the removal of seven dead cherry trees from Station 30 (replanting three of the trees) and continued work on design criteria for Station 34.

Director Stamey thinks the cherry trees died due to too much water. Deputy Chief Drayton agreed that the soil was too wet. Director Stamey asked for an update on Station 32 to which Deputy Chief Drayton replied that the District is waiting for the Water Control Board to respond soon within its 90-day period to reply.

10.5 Communications/Technology Division – Director of Emergency Communications, Denise Pangelinan

Communications and Technology Report of monthly activities.

Director of Emergency Communications Pangelinan provided her monthly activities report for October 2020, including reporting on the Image Trend RMS Configuration Build, review of Laserfische requirements, monitoring and mapping of PG&E reporting outages, and the weekly Public Safety Project Team meetings.

10.6 Human Resources Division – Human Resources Director Natalie Korthamar-Wong

Human Resources Report of monthly activities.

Human Resources Director Korthamar-Wong provided her monthly activities report for October 2020, including reporting on the internal recruit training interviews for the District's Scholarship Program, completion of Open Enrollment changes, and no new workers compensation claims for the month of October.

10.7 Finance Division – Financial Consultant, Ken Campo

Finance Report of monthly activities.

Financial Consultant Campo provided his monthly activities report for October 2020, including reporting on the closing of the 2020 Certificates of Participation (which gives the District \$40 million in the construction improvement fund) and recognition of Controller Hatfield's hard work on the reimbursement for transports through the Ground Emergency Medical Transport Program (GEMT) program (the District receiving roughly \$100,000 a year) and related audit by the State Department of Health Care Services. Financial Consultant Campo also stated that the District received notification of the Government Financial Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting for the District's June 30, 2019 Comprehensive Annual Financial Report which is the District's 18<sup>th</sup> consecutive year for receiving this award. Controller Hatfield presented the Power Point presentation of the District's financial report for October 2020. Director Stamey asked Controller Hatfield about the reimbursement for COVID-19 expenses. Controller Hatfield confirmed both state and federal reimbursement.



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10.8 Fire Chief – Fire Chief, Paige Meyer

Chief Meyer announced the District held interviews for the District's Scholarship Program. Chief Meyer informed that the District has awarded five District Aide or District Firefighter Reserves with scholarships, including awarding two paramedic scholarships contingent on pending background checks and three Firefighter Academy scholarships.

**11. GOOD OF THE ORDER**

Director Kerr congratulated Director Yancey on her retirement. Director Yancey acknowledged Director Kerr's ability to successfully assist in the creation of legislation with Senator Glazer.

**12. UPCOMING CALENDAR OF EVENTS**

- Thursday, December 24, 2020 – Christmas Eve
- Friday, December 25, 2020 – Christmas Day

The Board took a recess at 2:35 p.m. and entered Closed Session at 2:50 p.m.

**13. CLOSED SESSION**

13.1 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to California Government Code Section 54956.9(d)(2): 6 potential cases. Facts and circumstances that might result in litigation need not be disclosed.

13.2 CONFERENCE WITH LABOR NEGOTIATORS

Pursuant to California Government Code Section 54957.6  
Agency designated representatives: Chief Meyer, Financial Consultant Ken Campo  
Employee organization: International Association of Firefighters Local 3546

**14. RETURN TO OPEN SESSION**

The Board returned to Open Session at 4:08 p.m.

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

President Parker announced there was no reportable Board action from Closed Session.

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**16. ADJOURNMENT**

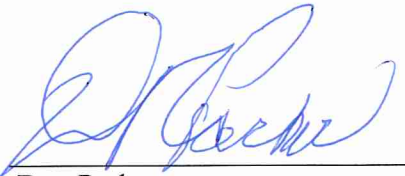
The regular meeting concluded at 4:09 p.m.

Prepared by:

  
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Stephanie E. Sakai  
District Clerk

Approved by:



Don Parker  
Board President