

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING  
Minutes –March 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, Parker and Yancey

**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 1:00 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 there were a few changes to the consent calendar.

**4. PUBLIC COMMENT**

None.

**5. CONSENT CALENDAR**

Chief Meyer stated that Consent Calendar item 5.4 would be removed to come back before the Board at the April Board meeting. Chief Meyer also stated that the wording of Consent Calendar item 5.15 should read as follows: Approve a 3% general salary increase for employees represented by IAFF Local 3546 and 3546A as approved by the Board of Directors on March 22, 2017.

Motion by Director Yancey to approve consent item 5.1-5.3 and 5.15 as amended. Motion seconded by Director Campbell. Motion carried.

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

- 6.1 Contra Costa County Community Warning System Overview, presented by Heather Tiernan, Community Warning System Manager.

Chief Meyer introduced Ms. Heather Tiernan from Contra Costa County. Ms. Tiernan proceeded with a slide presentation discussing the Community Warning System. Items discussed were readiness, activation and registering for an account. Ms. Tiernan stressed that the Community Warning System is the official tool for the County. The Board thanked Ms. Tiernan for her presentation and asked for copies of her materials and if she would refer her planning contacts to Director of Emergency Communication Pangelinan.

At this time in the meeting Board President Stamey recognized Fire Chief Meyer for his five years of services here at the District and presented him with his five-year pin. Chief Meyer thanked everyone for the support he has received here at the District.

- 6.2 Recognition of Deputy Chief Krause on his Retirement.

Chief Meyer asked Deputy Chief Krause to come up and proceeded to provide the background of his years of service here at the District and thanked him for all of his hard work.

Station 37 Captain Roger Lake thanked Deputy Chief Krause for a great working relationship and presented him with a clock from the Station 37 volunteers.

Union President Mike Mohun reflected on his years working with Deputy Chief Krause and thanked him for his dedication and hard work at the District.

Gayle Israel from Contra Costa County Supervisor Candance Anderson's office presented Deputy Chief Krause with a proclamation and thanked him for his service to the community.

Deputy Chief Krause thanked everyone for their kind words with special thanks going to his wife Dorothy. Board President Stamey presented Mrs. Krause with flowers and thanked her for her support.

At this time in the meeting, the Board took a 10-minute recess.

## **7. OLD BUSINESS**

- 7.1 Open Public Hearing as set forth in the annual exterior hazard abatement notices mailed on March 21, 2018, stipulating March 28, 2018 at 1:00 p.m., 1500 Bollinger Canyon Road, San Ramon, California, as the date, time and place provided for the purpose of receiving public comment to show cause why exterior hazard abatement standards are not applicable to the appellant's property.

Board President Stamey opened the Public Hearing. No one came forward. Board President Stamey then closed the Public Hearing.

**8. NEW BUSINESS**

8.1 Consideration of Modification to First Responder and Ambulance Transport Fees.

Chief Meyer opened this item providing the background stressing that the District does have good property tax revenue and discussed some of the County trends. Director Campbell asked how often we transfer BLS vs. ALS patients. Chief Meyer stated that staff could gather this information from our billing company, Wittman. The Board directed staff to come back to the Board at the next Board meeting with a resolution based on recovery of actual fees.

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

No comment.

**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 there were a few structure fires this past month and provided an update on the new academy.

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 610 medical incidents this past month that the District responded to and also stated that EMS Captain Michaelson is retiring.

10.3 Logistics – Deputy Chief, Frank Drayton  
Logistics Report of monthly activities.

Deputy Chief Drayton reviewed his report with the Board stating that he is working on the current water issues at Stations 32 and 36 and that the specs are being finalized for the new Type 4 Engines.

Chief Meyer congratulated Deputy Chief Drayton on his promotion.

10.4 Fire and Life Safety Division – Deputy Chief, Frank Drayton  
Fire and Life Safety Report of monthly activities.

Deputy Chief Drayton provided his monthly report stating that interviews will be held the week of April 9<sup>th</sup> for FLSD Inspector and that City Center meetings are held weekly with the opening on track for November 2018.

- 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 testing has been underway on the text to 911 between the wireless carriers and the Communications Center.

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

Human Resources Director Korthamar Wong reported on the large number of recent retirements and that the meetings held with those who are retiring have gone well. Chief Meyer stressed the importance of exit interviews that staff are conducting.

- 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 on the new District Controller that has been hired and will be starting on April 9, 2018. Financial Consultant Campo also stated that the District has again received the GFOA award for the 17<sup>th</sup> year. Board President Stamey suggested formal recognition of the CAFR in the future. Staff has sent the press release to local news publications.

- 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 District recently hosted a Government 101 class in conjunction with the City of San Ramon and thanked staff for helping with the presentation. Chief Meyer also stated that he met with Pat Frost regarding EMS issues and the extension given; and that District Deployment Committee meetings have been held.

## **11. GOOD OF THE ORDER**

District Clerk Brooks informed the Board of an upcoming Knights of Columbus yearly event honoring our Firefighter of the Year to be held in April.

Director Yancey thanked staff for the ride-along she recently took part in, and also attended a CCC Fire Commissioner Dinner meeting with Director Stamey. Director Yancey then handed out a list of upcoming Street-Smart events and invited all to take part in.

**12. UPCOMING CALENDAR OF EVENTS**

Chief Meyer reviewed some of the upcoming events with the Board and staff.

**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.
- 13.2 Personnel Matter: Review draft Retainer for District Legal Counsel (Authorized under Government Code Section 54957).

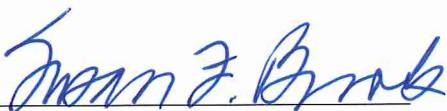
**ADJOURNMENT**

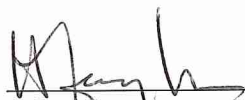
The regular meeting adjourned at 3:25 p.m. The Board adjourned to Closed Session at 3:35p.m., with the Closed Session and meeting concluding at 4:25 p.m. There was no reportable action.

**14. RETURN TO OPEN SESSION**

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

**16. ADJOURNMENT TO THE BOARD RETREAT ON WEDNESDAY, APRIL 18, 2018 AT 10:00 A.M. AT THE CITY OF SAN RAMON, 7000 BOLLINGER CANYON ROAD SAN RAMON.**

Prepared by:   
Susan F. Brooks  
District Clerk

Approved by:   
Matt Stamey  
Board President  
