

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

**January 27, 2021 – 1:00 p.m.**

*Matt Stamey, Board President  
Ryan Crean, Board Vice President  
Don Parker, Director, Michelle Lee, Director, Thomas Gallinatti, Director*

**~MISSION STATEMENT~**

*In the spirit of our tradition, we strive for excellence, respectfully serving all with pride, honor and compassion.*

***Consistent with California Governor's Executive Order N-29-20 promoting social distancing, there will be no physical or in-person meeting location available to the public. Instead, the meeting will be conducted by teleconference. The meeting will be accessible for all members of the public to attend and give public comment via the District's website, by emailing [PublicComment@srvfire.ca.gov](mailto:PublicComment@srvfire.ca.gov). Please make sure comments are submitted prior to 1 p.m. January 27, 2021.***

***Zoom for Government by Video:***

From a PC, Mac, iPhone, Android, or iPad device click on:

<https://srvfpd.zoomgov.com/j/1607987005?pwd=UXZMQnlRRR0RZQVdZeGFDNTBGOHRGdz09>

Webinar ID: 160 798 7005

Webinar Passcode: SRVF

***By Phone:***

Dial-in Number: (669) 254-5252

Webinar ID: 160 798 7005

**TELECONFERENCE PARTICIPANTS**

**BOARD MEMBERS MICHELLE LEE, THOMAS GALLINATTI, DON PARKER, BOARD VICE PRESIDENT RYAN CREAM, AND BOARD PRESIDENT MATT STAMEY WILL PARTICIPATE BY TELECONFERENCE PURSUANT TO GOVERNOR NEWSOM'S EXECUTIVE ORDER N-29-20**

**PURSUANT TO THE RALPH M. BROWN ACT, GOVERNMENT CODE SECTION 54953, ALL VOTES SHALL BE BY ROLL CALL DUE TO BOARD MEMBERS LEE, GALLINATTI, PARKER, VICE PRESIDENT CREAM, AND BOARD PRESIDENT STAMEY PARTICIPATING BY TELECONFERENCE**

**This meeting will be available to District Residents via the District's website at**

<https://www.firedepartment.org>

**ATTENTION: Members of the public may submit comments via email prior to the meeting to [PublicComment@srvfire.ca.gov](mailto:PublicComment@srvfire.ca.gov), which should designate the Agenda Item Number for which the comment is being submitted if the comment pertains to an Agenda Item. The District reserves the right to read comments received prior to the start of the meeting into the record or include the emailed comment in the next month's Board packet, depending on the length of the email. *The time allotted for each public comment is determined by the Board President and may be up to a maximum of three (3) minutes.***

## AGENDA

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **DETERMINATION OF QUORUM AND CONFIRMATION OF AGENDA**
4. **PUBLIC COMMENT \*Please see language on Page 1 pertaining to Public Comment\***
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 9, 2020 through January 13, 2021 in the amount of \$2,697,971.67.
- 5.2 Approve the Board Minutes from the December 16, 2020 Regular Board Meeting.
- 5.3 Approve salary, payroll taxes and retirement contributions for the month of December 2020 in the amount of \$ 4,801,037.81.
- 5.4 Authorize staff to execute a two-year contract with ECS Imaging, Inc. for scanning services and document management software in the amount not to exceed \$29, 468.
- 5.5 Authorize suspension of the medical premium cap for active employees for calendar year 2021, and continue to review on a year-to-year basis the financial impact of removing the cap.
- 5.6 Authorize staff to enter into a contract with AP Triton, LLC for the provision of Fire-Service-Based EMS Advocacy services for a fee not to exceed \$60,000.00 annually.
- 5.7 Authorize staff to pay the East Bay Regional Communications System Authority (EBRCSA) operating payment in the amount of \$93,600.

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

- 6.1 Public Safety Building Complex Update and Fire Station 34 Renovation.
- 6.2 Presentation of District's Comprehensive Annual Financial Report (CAFR) for Fiscal Year Ended June 30, 2020, by Phillip White, CPA with Eide Bailly.  
<https://www.firedepartment.org/Home/ShowDocument?id=4473>

## 7. **OLD BUSINESS**

- 7.1 Approval of Changes to the Memorandum of Understanding 3546-A.

## 8. **NEW BUSINESS**

- 8.1 Approval of Changes to the Memorandum of Understanding between San Ramon Valley Fire Protection District and Local 3546 IAFF.
- 8.2 Approval of Salary Adjustments for Unrepresented and Executive Staff Employees.
- 8.3 Approval of Amendment No. 6 to Fire Chief Employment Agreement with the San Ramon Valley Fire Protection District.
- 8.4 Consideration and Approval, by simple motion, of the Board Compensation and Benefits Policy.

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

There were several letters of appreciation and support from members of the community.

**10. MONTHLY ACTIVITY REPORTS:**

- 10.1 Operations/Fleet Division-Deputy Chief Jim Selover  
Operations and Fleet Report of monthly activities.
- 10.2 EMS Division – Deputy Chief Jim Selover  
EMS Report of monthly activities. COVID-19 update for Contra Costa County
- 10.3 Fire and Life Safety/Training Division – Deputy Chief Frank Drayton  
Fire and Life Safety and Training Report of monthly activities.
- 10.4 Facilities Division – Deputy Chief Frank Drayton  
Facilities Report of monthly activities.
- 10.5 Communications/Technology Division – Director of Emergency Communications, Denise Pangelinan  
Communications and Technology 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 Report on District Standing Committee Assignments for 2021.
- 11.2 Comments by Board of Directors.

**12. UPCOMING CALENDAR OF EVENTS**

- Monday, February 15, 2021 – President’s Day

**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): 2 potential cases. Facts and circumstances that might result in litigation need not be disclosed.

13.2 PERSONNEL – FINAL DISTRICT REORGANIZATION PRESENTATION

Pursuant to California Government Code Section 54957(b)(1).

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**14. RETURN TO OPEN SESSION**

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

**16. ADJOURNMENT TO THE NEXT REGULAR BOARD MEETING SCHEDULED FOR WEDNESDAY February 24, 2021 AT 1:00 P.M.**

Prepared by:

DocuSigned by:  
  
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Stephanie E. Sakai, District Clerk

*Agenda posted on January 24, 2021 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.*