

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
Minutes –May 23, 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 Kerr, Parker and Yancey

Board Members Absent: Director Campbell

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

1. CALL TO ORDER

Board President Stamey chaired the meeting and called for order at 3:04 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

There was some discussion regarding the expenditure for construction costs at Station 31, which Deputy Chief Drayton responded to.

Director Kerr moved approval of the Consent Calendar. Director Parker seconded the motion. Motion carried.

6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

6.1 Special Recognition for outstanding District constituent.

The Board and staff thanked District resident Don Reid for his efforts in assisting the District over the years and for his attendance at Board meetings; then all wished him a happy birthday. The Board took a 10-minute recess for birthday refreshments.

7. OLD BUSINESS

None.

8. NEW BUSINESS

8.1 Adopt Resolution No. 2018-06 rescinding Resolution No. 2009-09 and Resolution No. 2009-10 and direct staff to continue providing the full cost associated with any changes to employee compensation.

Chief Meyer provided the background of this item regarding long term pension impacts. Board President Stamey requested the Board continue to be provided with pension information whenever compensation changes are being considered.

Motion by Director Parker to Adopt Resolution No. 2018-06 rescinding Resolution No. 2009-09 and Resolution 2009-10 and directed staff to continue providing the full cost including retirement related costs associated with any changes to employee compensation. Director Kerr seconded the motion which was approved by roll call vote.

8.2 Approval of Resolution No. 2018-07 specifying requirements for electing members to the Board of Directors.

District Clerk Brooks provided the background of this item for the Board. Motion by Director Yancey to Adopt Resolution No. 2018-07 specifying requirements for electing members to the Board of Directors. Director Kerr seconded the motion which was approved by a roll call vote.

8.3 Discussion and possible action regarding LAFCO Call for nominations to appoint an Independent Special District Representative to the Countywide Redevelopment Agency Oversight Board.

Chief Meyer presented this item. The Board did not have a nomination to forward to LAFCO. District Clerk Brooks would forward that information to LAFCO by their deadline of May 30, 2018.

8.4 Discussion of need for Interim Fire Marshal position.

Chief Meyer presented this item stating this need is due to the deployment of current Deputy Chief Drayton. Chief Meyer stated that Mr. Healy is well-qualified and is a retired Fire Chief and his employment with the District would be subject to the 960 hours per year schedule for CCCERA retirees. It was confirmed that Mr. Healy would have to file a Form 700. Director Parker asked for assurance that there would be ample time to train Mr. Healy before Deputy

Chief Drayton left. Chief Meyer confirmed this and also stated that Battalion Chief Selover would also be helping out with Logistics and Fleet. Motion by Director Yancey to approve the creation of a limited term Fire Marshal position which would be limited to 960 hours per fiscal year, would be temporary and for a limited duration with an hourly rate of \$80/hour, not to exceed \$76,800. Director Parker seconded the motion. Motion carried.

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 discussing the last academy class and that one Firefighter resigned. Deputy Chief Phares also stated that Captain Jim Martin taught a Sports Medicine class at Monte Vista High School.

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

EMS Battalion Chief Duggan reviewed his board report informing the Board that the District responded to 560 medical incidents this past month and he also completed the audit of Ambulance Response Time Performance Report for 2017.

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

Deputy Chief Drayton reviewed his report with the Board stating that the water issues at Stations 35, 36 and 39 have been repaired.

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

Deputy Chief Drayton informed the Board of his upcoming deployment and that retired Chief Healy as well as Battalion Chief Selover would help out while he is gone. Chief Drayton also informed the Board that weed abatement inspections would begin on June 4, 2018. Board President Stamey asked if our Firefighters have had the opportunity to tour the new City Center. Chief Drayton stated that all our crews have been through the center.

- 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 radio upgrades have been completed seamlessly.

- 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 recent hiring of our District Controller Davina Hatfield and that Human Resources staff have been working on several recruitments. Human Resources Director Korthamar Wong also discussed the candidate survey she included in the Board Packet.

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

Financial Consultant Campo reviewed the monthly financial reports stating that overtime costs have dropped and that s Finance Subcommittee Meeting and annual budget workshops would be held in the next few weeks. Controller Hatfield discussed the reserve chart as well as the expenditures. Chief Meyer briefly discussed ambulance revenues and transports.

- 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 attended an annual Knights of Columbus event honoring our Firefighter of the Year and also attended a meeting with the City of San Ramon regarding the Public Safety Building. Chief Meyer then informed the Board of some recent issues with PG & E regarding wildland fires and removal of trees.

11. UPCOMING CALENDAR OF EVENTS

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

12. GOOD OF THE ORDER

Director Yancey thanked the Chief for the opportunity to attend Legislative Days in Sacramento which she found very informative.

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.
- 13.2 Annual Fire Chief Evaluation and Discussion of mutual goals, pursuant to Government Code Section 54957.

- 13.3 Conference with Labor Negotiators pursuant to Government Code Section 54957.6
Agency Representative: Financial Consultant Ken Campo
Employee Organization: IAFF Local 3546

ADJOURNMENT

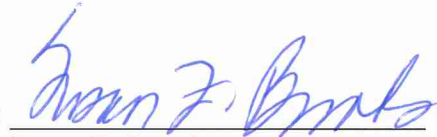
The regular meeting adjourned at 4:42 p.m. The Board adjourned to Closed Session at 4:52p.m., with the Closed Session and meeting concluding at 6:07 p.m.

14. RETURN TO OPEN SESSION

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

16. ADJOURNMENT TO THE NEXT REGULAR BOARD MEETING OF WEDNESDAY, JUNE 27, 2018 AT 1:00 P.M., 1500 BOLLINGER CANYON ROAD, SAN RAMON.

Prepared by:



Susan F. Brooks
District Clerk

Approved by:



Matt Stamey
Board President