

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

August 25, 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 Orders N-29-20 and N-08-21 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. Please make sure comments are submitted prior to 11 a.m. August 25, 2021.

Zoom for Government by Video:

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

<https://srvfpd.zoomgov.com/j/1617026340?pwd=andEMGFRdlZmRFNOenA2WlhXNDJQQT09>

Webinar ID: 161 702 6340

Webinar Passcode: SRVF

By Phone:

Dial-in Number: (669) 254-5252

Webinar ID: 161 702 6340

TELECONFERENCE PARTICIPANTS

BOARD MEMBERS MICHELLE LEE, THOMAS GALLINATTI, DON PARKER, BOARD VICE PRESIDENT RYAN CREAN, AND BOARD PRESIDENT MATT STAMEY WILL PARTICIPATE BY TELECONFERENCE PURSUANT TO GOVERNOR NEWSOM'S EXECUTIVE ORDERS N-29-20 AND N-08-21

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 CREAN, 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, 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 June 12, 2021 through August 11, 2021 in the amount of \$26,233,214.03.
- 5.2 Approve the Board Minutes from the June 23, 2021 Regular Board Meeting.
- 5.3 Approve salary, payroll taxes and retirement contributions for the months of June and July 2021 in the amounts of \$4,887,445.52 and \$5,164,837.84, respectively.
- 5.4 Authorize staff to make a payment to Contra Costa County Department of Information Technology (DoIT) in the amount of \$40,200 for leasing radio sites to house District's emergency communications equipment.
- 5.5 Authorize staff to pay East Bay Regional Communications Systems Authority (EBRCSA) operating payment in the amount of \$93,600 to utilize 260 radios on EBRCS for fiscal year 2021-2022.
- 5.6 Authorize staff to enter into contract with AP Triton, LLC for an updated Standards of Cover study and deployment analysis in the amount of \$49,250.
- 5.7 Receive and review the Contra Costa County Employees' Retirement Association (CCCERA) Employer Retirement Contributions prepayment calculation for fiscal year 2021/22.
- 5.8 Receive and review the Quarterly Investment Report for the quarter ended June 30, 2021.
- 5.9 Approval to declare Apparatus E-531, E-632, E-659, T-827 (Training Tiller) and Medic 704 as Surplus Property.
- 5.10 **Personnel Actions:**

Promotions:

Approve staff recommendation to appoint the following effective September 1, 2021:
Captain Michael Mohun to Battalion Chief 2, step 3
Captain Erik Falkenstrom to Battalion Chief 3, step 3
Captain Christopher Parsons to Battalion Chief 1, step 3

Step Increases:

Approve staff recommendation to award the following step increases, effective September 1, 2021:

Captain Steven Laugero to Captain 12, step 5
Public Safety Dispatcher Eva Samorano to Public Safety Dispatcher 2, step 2

6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

6.1 COVID-19/Health Order Update.

7. OLD BUSINESS

None.

8. NEW BUSINESS

8.1 Authorize staff to enter into contracts with Kaizen Infosource, LLC and ECS Imaging, Inc. to develop a Records Management and Retention System in the amount of \$98,008.

8.2 Authorize staff to enter into contract with Full Tilt Strategies LLC for mental health training for the Public Safety for Mental Health Initiative in the amount of \$75,000.

8.3 Authorize staff to enter into contract with *idt*Plans to Implement a new Plan Review Records Management System.

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 and Training Division - Deputy Chief Jim Selover
Operations and Training Report of monthly activities.

10.2 EMS Division - Deputy Chief Jim Selover
EMS Report of monthly activities.

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

10.4 Fleet and Facilities Division – Deputy Chief Frank Drayton
Fleet and Facilities Report of monthly activities.

10.5 Communications and Technology Division – Director of Emergency Communications, Denise Pangelinan
Communications and Technology Report of monthly activities.

10.6 Human Resources Division – District Counsel, Stephanie E. Sakai
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 Comments by Board of Directors.

12. UPCOMING CALENDAR OF EVENTS

12.1 Next Regular Board Meeting, September 22, 2021 at 1:00 p.m.

12.2 Upcoming 2021 CERT PAC Meeting, November 12th at 9:00 a.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 REORGANIZATION UPDATE

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

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 SEPTEMBER 22, 2021 AT 1:00 P.M.

Prepared by:

DocuSigned by:

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Stephanie E. Sakai, District Clerk

Agenda posted on August 20, 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.

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.