

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING (Teleconference)  
SEPTEMBER 22, 2021 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 Stamey, Vice President Crean, Directors Parker, Lee and Gallinatti.

**Board Member Absent:** None.

**1. CALL TO ORDER**

President Stamey called the meeting to order at 1:04 p.m.

**2. PLEDGE OF ALLEGIANCE**

District Staff led the Pledge of Allegiance.

**3. DETERMINATION OF QUORUM AND CONFIRMATION OF AGENDA**

President Stamey declared a quorum of the Board was present; and there were no changes to the Agenda.

**4. PUBLIC COMMENT**

No Public Comment.

**5. CONSENT CALENDAR**

Vice President Crean recognized the promotions and the hard work to achieve them.

Motion by Vice President Crean to approve Consent Calendar Items 5.1 through 5.5; seconded by Director Gallinatti. Motion carried unanimously by roll call vote.

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

6.1 Update on Public Safety Complex.

Chief Meyer and Deputy Chief Drayton presented a slideshow to update the Board on the progress of the Public Safety Complex (PSC). Director Parker and President Stamey appreciate the accomplishments to date being performed on the PSC.

**7. OLD BUSINESS**

7.1 Report from Facilities Subcommittee.

Chief Meyer updated the Board on the Facilities Subcommittee meeting held on September 15, 2021, including updates regarding the disposition of surplus apparatus, and Stations 32, 34 and 39. Director Parker and President Stamey further updated the Board on Station 32 and 39, the Surplus Equipment Policy, fleet purchase options, and the earthquake early warning system. Deputy Chief Drayton presented the Board with three building options to consider for Station 32.

**8. NEW BUSINESS**

None.

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

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

Director Lee commended staff for interactions with District residents.

**10. MONTHLY ACTIVITY REPORTS**

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

Deputy Chief Selover provided the monthly activities report for August 2021, including updates regarding Battalion Chief Task Book and First Responder Awareness Hazardous Materials class.

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

Deputy Chief Selover provided the monthly activities report for August 2021, including updates regarding COVID-19 Surveillance for Unvaccinated, Potential Exposure and Return to County Testing Policy, and COVID-19 testing training.

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

Deputy Chief Drayton provided the monthly activities report for August 2021, including updates regarding plan review, completed inspections, compliance inspection goals, the Community Emergency Response (CERT) Team, and hydrant annual inspections.

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

Deputy Chief Drayton provided the monthly activities report for August 2021, including updates regarding preventative maintenance vendors for staff vehicles and Station 34.

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

Communications and Technology Report of monthly activities.

Director of Emergency Communications Pangelinan provided the monthly activities report for August 2021, including updates regarding BC Academy participation, audit interview, Search and Rescue Canines, and Mutual Aid requests.

10.6 Human Resources Division – District Counsel, Stephanie E. Sakai  
Human Resources Report of monthly activities.

District Counsel Sakai provided the monthly activities report for August 2021, including updates regarding recruitments, Open Enrollment, BC Academy participation, Records Retention and Management System, COVID-19 Surveillance Policy and review of Lexipol policies.

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

Financial Consultant Campo provided the monthly activities report for August 2021, including updates regarding external audit and BC Academy participations. Chief Financial Officer Hatfield presented the monthly Power Point presentation including General Fund Revenue and Expenditures, COVID-19 Expenditures and FEMA reimbursements, Overtime Analysis, and Ambulance Revenue and Transports. Chief Financial Officer Hatfield confirmed for Vice President Crean that the CalOES Mutual Aid Reimbursement System is electronic. President Stamey and Vice President Crean commended the staff's participation in the BC Academy Training.

10.8 Fire Chief – Fire Chief, Paige Meyer  
Verbal report on monthly meetings, seminars, committee meetings, and other District related activities.

Chief Meyer provided his monthly report for August 2021, including updates regarding the BC Academy Training, Mental Health Initiative program, Faria tower, and Dr. Joseph meet and greet for COVID-19 education.

**11. GOOD OF THE ORDER**

11.1 Comments by Board of Directors.

No Board Comments.

**12. UPCOMING CALENDAR OF EVENTS**

12.1 Next Regular Board Meeting, October 27, 2021 at 1:00 p.m.

Chief Meyer anticipates an in-person October meeting with masks, but he will keep the Board apprised after careful considerations closer to the October meeting.

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12.2 Upcoming 2021 CERT PAC Meeting, November 12<sup>th</sup> at 9:00 a.m.

The Board took a recess at 1:57.p.m. and entered Closed Session at 2:07 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): 3 potential cases. Facts and circumstances that might result in litigation need not be disclosed.

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

**14. RETURN TO OPEN SESSION**

The Board returned to Open Session at 2:36 p.m.

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

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

**16. ADJOURNMENT**

The regular meeting concluded at 2:39 p.m.

Prepared by:   
Stephanie E. Sakai  
District Clerk

Approved by:   
Matt Stamey  
Board President