

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING (Teleconference)  
OCTOBER 27, 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.

**Board Member Absent:** None.

**1. CALL TO ORDER**

President Stamey called the meeting to order at 12:01 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 two changes to the Agenda (1) under Agenda Item No. 13, Closed Session will be held prior to the Consent Calendar; and (2) under Agenda Item No. 9, there is no correspondence.

**4. PUBLIC COMMENT**

No Public Comment.

The Board entered Closed Session at 12:07 p.m. and returned to Open Session at 1:01 p.m. with reportable action listed under Agenda Item No. 15.

**5. CONSENT CALENDAR**

President Stamey removed Consent Calendar Item 5.6 to Agenda Item No. 7.1 under Old Business at the request of Director Lee.

Motion by Vice President Crean to approve Consent Calendar Items 5.1 through 5.7 with the exception of Consent Calendar Item 5.6; seconded by Director Parker. Motion carried unanimously by roll call vote.

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

None.

**7. OLD BUSINESS**

7.1 Approval of Update to Disposing of Surplus Equipment Policy.

Agenda Item No. 7.1 moved from Consent Calendar Item 5.6. Director Lee would like to see an updated policy to show disposal of surplus equipment with an estimated value \$10,000 or less and have reasonable priority disposition guidelines as in section D of the current policy (other public agencies or public offices, non-profits, etc.). Chief Meyer said this may require evaluation of staffing models to accommodate. President Stamey said the complexity of this may be an unreasonable amount of work and may outweigh the benefits but will allow Staff to make recommendations. Staff will return with recommendations at the November Board meeting.

**8. NEW BUSINESS**

8.1 Open Public Hearing to Introduce, Waive Reading, and adopt Amended Ordinance 35: An Urgency Ordinance of the San Ramon Valley Fire Protection District Requiring Notice and Cost Recovery Associated with Monitoring Work in High Fire-Risk Areas and the Deployment of Safety and Infrastructure Protection Teams by Electric Utility Companies.

President Stamey opened the Public Hearing. Chief Meyer presented the background and intent for amending Ordinance 35, highlighting the amended terms and the District and PG&E's expressed concern in maintaining a safe community. Chief Meyer credits PG&E for working with the District and focusing on the community we serve and protect. There were no public comments or Board comments. Motion by VP Crean to waive the Reading of Amended Ordinance 35 and adopt Amended Ordinance 35: An Urgency Ordinance of the San Ramon Valley Fire Protection District Requiring Notice and Cost Recovery Associated with Monitoring Work in High Fire-Risk Areas and the Deployment of Safety and Infrastructure Protection Teams by Electric Utility Companies; seconded by Director Lee. Motion carried unanimously by roll call vote, 4-0 by President Stamey, Vice President Crean, Director Parker, and Director Lee. President Stamey concluded the Public Hearing.

8.2 Authorize staff to add Juneteenth as a standing District Holiday and revise Administrative Policy #212.

Chief Meyer presented the background and intent of staff's recommendation for this item. Motion by Vice President Crean to authorize staff to add Juneteenth as a standing District Holiday and revised Administrative Policy #212; seconded by Director Lee. Motion carried unanimously by roll call vote.

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

None.

**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 September 2021, including updates regarding mutual aid response, Standards of Cover (SOC), Incident Command Refresher Training, Mental Health Training Calendar, and Second Battalion and Truck Staff Model. Director Lee was pleased to see that the

SOC update was in process and thanked staff for their hard work on this. Vice President Crean thanked the staff for adding the second battalion and fourth person to the truck which is critical to enhancing the District's ability to respond to citizens.

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

Deputy Chief Selover provided the monthly activities report for September 2021, including updates regarding COVID-19 Surveillance for Unvaccinated, Potential Exposure and Return to County Testing Policy, COVID-19 testing and monitoring, mental health initiative training, and pre-hospital life support training. President Stamey complimented the forward thinking of utilizing ambulance ride-alongs to provide personal experience for the mental health imitative trainer.

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

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

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 September 2021 in the Board packet, including updates regarding final engine and truck specifications, rescue vehicle inspections, Station 34 design review, landscape inspections, and the Public Safety Complex.

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 September 2021, including updates regarding migration of on-premise SRV911 email server, dispatch sit-alongs, new Officer Orientation, evacuation zone maps, Communications Reserves Refresher Training, and Disaster Recovery software, and ImageTrend training.

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 September 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 September 2021, including updates regarding external audit, state reporting requirements for self-insured Workers' Compensation program, reorganization, PG&E and Amended Ordinance No. 35, and EMS transport agreement with the County. 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.

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 September 2021, including updates regarding the Mental Health Initiative, ISO response, and PG&E and Amended Ordinance No. 35. Vice President Crean commended the staff's success on coming to an agreement with PG&E and work on 224, and appreciates the work the staff does and how the District values its employees. Stamey also complimented and thanked staff on behalf of the citizens.

**11. GOOD OF THE ORDER**

11.1 Comments by Board of Directors.

President Stamey accepted a written resignation from Director Gallinatti, effective October 26, 2021 and directed staff to prepare documentation regarding procedures for filling the Board member vacancy at the November 17, 2021 Board meeting.

**12. UPCOMING CALENDAR OF EVENTS**

12.1 Next Regular Board Meeting, November 17, 2021 at 1:00 p.m. and December 15, 2021 at 1:00 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): 1 potential case. Facts and circumstances that might result in litigation need not be disclosed.

13.2 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

California Government Code Section 54956.9(d)(1):  
PG&E v. SRVFPD, Case No.: MSN20-1649

13.3 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

California Government Code Section 54956.9(d)(1):  
PG&E v. SRVFPD, Case No.: A161191 (MSN19-2458)

13.4 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

California Government Code Section 54956.9(d)(1):  
Karan Ravi Panjabi v. SRVFPD, et al., Case No.: CIVMSC21-00077

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13.5 REORGANIZATION UPDATE

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

**14. RETURN TO OPEN SESSION**

The Board entered Closed Session at 12:07 p.m. and returned to Open Session at 1:01p.m. with reportable action listed under Agenda Item No. 15.

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


District Counsel Sakai reported with respect to Agenda Items 13.2 and 13.3, pursuant to California Government Code Section 54957.1(a)(3), there was reportable action of approval given by the Board, Directors Stamey, Crean, Parker and Lee, 4-0, to accept a settlement signed by the opposing party PG&E in the cases PG&E v. SRVFPD, Case No.: MSN20-1649 and PG&E v. SRVFPD, Case No.: A161191.

The substance of the settlement agreement includes PG&E's dismissal of the aforementioned cases against the District and reimbursement of legal costs incurred by the District in defending Ordinance 35 in exchange for the District's adoption of amendments to Ordinance 35.

**16. ADJOURNMENT**

The regular meeting concluded at 1:58 p.m.

Prepared by:   
Stephanie E. Sakai  
District Clerk

Approved by:   
Matt Stamey  
Board President