

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**  
**Board of Directors Regular Board Meeting**  
**December 15, 2021 – 1:00 p.m.**

*Matt Stamey, Board President*  
*Ryan Crean, Board Vice President*  
*Don Parker, Director, Michelle Lee, Director, Jay Kerr, Director*

**~MISSION STATEMENT~**

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

Pursuant to Assembly Bill 361 and the Ralph M. Brown Act (Government Code section 54950 et seq.), this meeting may utilize teleconferencing. As a precaution to protect the health and safety of staff, officials, and the general public, participating Board Members will not be physically in attendance but will be available via video conference. Although there will be no physical location for members of the public to participate in the meeting, members of the public will have the opportunity to address the Board directly during the Public Comment period by participating in the meeting through Zoom or a call-in option. All votes shall be by roll call due to Board Members participating by teleconference.

**HOW TO PARTICIPATE IN THE MEETING REMOTELY VIA ZOOM**

**Participate via Zoom by joining the webinar online at:**

<https://srvfpd.zoomgov.com/j/1613281468?pwd=MjFzZGp0TVcrTEFwcWICOW16dzdTZz09>

**Meeting Details:**

Webinar ID: 161 328 1468

Passcode: SRVF

When connected, **click the “Raise Your Hand” button** to request to speak during the Public Comment period. You will then be unmuted when it is your turn to make your comment for up to 3 minutes. After the allotted time, you will then be re-muted.

**HOW TO PARTICIPATE IN THE MEETING REMOTELY BY PHONE**

**Listen or participate with an Audio Only connection by telephone, using the dial-in information below:**

**Meeting Details:**

Phone Number: +1 (669) 254-5252

Webinar ID: 161 328 1468

When connected, enter **\*9 on your telephone to “Raise Your Hand”** and request to speak during the Public Comment period. When it is your turn, you will be allowed to speak and prompted **to enter \*6 on your phone to unmute yourself**. You will have up to 3 minutes to make your comment. After the allotted time, you will then be re-muted.

**HOW TO SUBMIT WRITTEN PUBLIC COMMENT**

Members of the public may submit written public comment via email to [PublicComment@srvfire.ca.gov](mailto:PublicComment@srvfire.ca.gov) prior

to the end of the Public Comment period. Please include "Public Comment 12/15/21" in the subject line and the Agenda Item Number for which the comment is being submitted if the comment pertains to an Agenda Item. In the body of the email, please include your name. 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.

## **AGENDA**

1. **CALL TO ORDER**

2. **PLEDGE OF ALLEGIANCE**

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

4. **PUBLIC COMMENT**

Pursuant to the Brown Act, members of the public may comment on Agenda items and non-Agenda items related to any subject pertaining to District business during the Public Comment period. The time allotted for each speaker is determined by the Board President and may be up to a maximum of three (3) minutes.

5. **CONSENT CALENDAR**

Consent Calendar items are considered routine and are acted upon by the Board with a single action unless a Board member requests separate discussion and/or action.

5.1 Approve the demand register for the period November 12, 2021 through December 9, 2021 in the amount of \$2,586,858.02.

5.2 Approve the Board Minutes from the November 17, 2021 Regular Board Meeting.

5.3 Approve salary, payroll taxes and retirement contributions for the month of November 2021 in the amounts of \$5,016,784.72.

5.4 Adopt Resolution No. 2021-06 of the Board of Directors of the San Ramon Valley Fire Protection District Re-ratifying the Proclamation of a State of Emergency by Governor Newsom March 4, 2020, and Re-authorizing Teleconference Meetings Under Assembly Bill 361 for a Period of Thirty Days.

5.5 Approve payment to the State of California for the Workers' Compensation Insurance Self-Insurance Assessment for Fiscal Year 2020-2021 in the amount of \$64,719.08.

5.6 **Personnel Actions:**

**Promotions:**

Approve staff recommendation to award the following promotion, effective, November 1, 2021:

Firefighter Mark Mirchandani, to Engineer 5, step 5

**Step Increases:**

Approve staff recommendation to award the following step increase, effective January 1, 2022:

**2020-1 Academy**

Firefighter Keith Adderly to Firefighter 5, step 2  
Firefighter Daniel Arriola to Firefighter 5, step 2  
Firefighter Madeline Corradi to Firefighter 5, step 2  
Firefighter Dale Flora to Firefighter 5, step 2  
Firefighter Lisa McComb to Firefighter 5, step 2  
Firefighter Anthony Ortega to Firefighter 5, step 2  
Firefighter Oliver Ruggles to Firefighter 5, step 2  
Firefighter Xavier Sanchez to Firefighter 5, step 2  
Firefighter Tanner Silva to Firefighter 5, step 2  
Firefighter David Townley to Firefighter 5, step 2

Chief Financial Officer Davina Hatfield to Chief Financial Officer, step 3

Public Safety Dispatcher Zachary Schiess to Public Safety Dispatcher 2, step 6

Public Safety Dispatcher Shannon Tarte to Public Safety Dispatcher 2, step 4

Media Communications and Public Education Analyst Ryan Mahoney to Media Communications and Public Education Analyst, step 4

**New Hires:**

Confirmation of Employment effective, December 1, 2021. Approve staff recommendation to hire:

**2021-1 Academy**

Patrick Devault for Firefighter 1, step 1  
Kevin Farmer for Firefighter 1, step 1  
Zachary Lee for Firefighter 1, step 1  
Richard Moore for Firefighter 1, step 1  
Brielle Preece for Firefighter 1, step 1  
Corbin Robson for Firefighter 1, step 1  
Isaac Toledo for Firefighter 1, step 1  
Randall Webster for Firefighter 1, step 1  
Blake Yarbrough for Firefighter 1, step 1

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

- 6.1 Announcement of 2021 ISO Public Protection Classification (PPC) review and upgraded status to Class 1 (Stephanie Ruscansky).
- 6.2 Update/Progress on Mental Health Initiative (Preston Loooper).
- 6.3 Shoji Kuruvilla and Tevin Kuruvilla Acknowledgment of Gratitude.

**7. OLD BUSINESS**

- 7.1 Award of Construction Contract for San Ramon Valley Fire Protection District Station 34 Remodel Project to Lowest Responsive Bidder Sausal Corporation.

**8. NEW BUSINESS**

- 8.1 Nomination of Board President and Vice President for 2022.

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

Letter of appreciation and support from a member 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 Approve Regular Board Meeting Dates for 2022:

January 26	May 25	October 26
February 23	June 29	November 16
March 30	August 31	December 14
April 27	September 28	

- 11.2 Comments by Board of Directors.

**12. UPCOMING CALENDAR OF EVENTS**

12.1 Next Regular Board Meeting, January 26, 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.

**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 JANUARY 26, 2021 AT 1:00 P.M.**

Prepared by:

DocuSigned by:  
  
41C3A3F37BD54B3...

Stephanie E. Sakai, District Clerk

Agenda posted on December 9, 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.*



**CONSENT ITEMS**

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

Check/Voucher Register

From 11/12/2021 Through 12/9/2021

Check Nu...	Check Date	Payee	Check Amount	Transaction Description
227596	12/9/2021	360 RESCUE LLC	7,151.78	Rope Equipment
	12/9/2021	360 RESCUE LLC	1,215.11	Truck Gear & Rope Bags
	12/9/2021	360 RESCUE LLC	309.10	Truck Rope Bags (22)
227597	12/9/2021	AARON DRAKE	542.38	Educ Assist-Reg Fee/Book-Company Officer 2C 11/15-11/18/21
227598	12/9/2021	ABLE TO PLUMBING AND ROOTER	361.00	Kitchen Repairs-Stn 36
11/17/21-01	11/17/2021	ACE AUTO REPAIR AND TIRE CENTER	278.10	Cooling System Repairs-Unit 705
11/17/21-02	11/17/2021	ACE AUTO REPAIR AND TIRE CENTER	855.33	A/C Service/Replace Left Front Headlight-Unit 710
12/01/21-01	12/1/2021	ACE AUTO REPAIR AND TIRE CENTER	89.74	Routine PM/Oil Change/Rotate Tire-Unit 359
12/09/21-01	12/9/2021	AIR EXCHANGE INC	1,255.61	Plymovent Repairs-Stn 30
11/17/21-03	11/17/2021	AIRGAS USA LLC	556.08	Oxygen Tank Cylinders
227599	12/9/2021	ALAMEDA COUNTY INDUSTRIES	401.82	Garbage Service 11/1/21-11/30/21-Stn 30
	12/9/2021	ALAMEDA COUNTY INDUSTRIES	725.45	Garbage Service 11/1/21-11/30/21-Stn 34
	12/9/2021	ALAMEDA COUNTY INDUSTRIES	975.51	Garbage Service 11/1/21-11/30/21-Stn 38
	12/9/2021	ALAMEDA COUNTY INDUSTRIES	401.82	Garbage Service 11/1/21-11/30/21-Stn 39
227600	12/9/2021	ALAMO ACE HARDWARE	98.98	Station Supplies-Apparatus Maintenance
	12/9/2021	ALAMO ACE HARDWARE	54.93	Station Supplies-Tool Maintenance
227601	12/9/2021	ALERT ALL CORP	600.00	Fire Hats (1000)
11/17/21-04	11/17/2021	ALL STAR FIRE EQUIPMENT INC	1,668.67	Misc. SCBA Repairs/Function Test
227549	11/22/2021	AMAZON COM CREDIT SERVICES	80.16	Duffel Equipment Bags (6)
	11/22/2021	AMAZON COM CREDIT SERVICES	207.48	Extreme Ownership Book-Academy 2021
	11/22/2021	AMAZON COM CREDIT SERVICES	216.10	N95 Masks-COVID 19
	11/22/2021	AMAZON COM CREDIT SERVICES	8.04	Name Patch-Rescue Team Harness
	11/22/2021	AMAZON COM CREDIT SERVICES	16.80	Office Supplies
227558	12/1/2021	AMAZON COM CREDIT SERVICES	16.30	Camera Lens-Mahoney
	12/1/2021	AMAZON COM CREDIT SERVICES	54.36	Equipment-Wildland Fire Investigation Kits
	12/1/2021	AMAZON COM CREDIT SERVICES	447.81	Phone Cases (10)
	12/1/2021	AMAZON COM CREDIT SERVICES	369.58	Phone Cases (17)
	12/1/2021	AMAZON COM CREDIT SERVICES	412.58	Station Supplies
227602	12/9/2021	AMERICAN MESSAGING	354.01	Paging Service-12/21
227559	12/1/2021	AMERICAN VALLEY WASTE OIL INC	1,000.00	Analytical Evaluation-Interceptor Contents
227513	11/17/2021	AMERIGAS	134.00	Propane Tank Rent 10/1/21-9/30/22 Stn 36
12/01/21-02	12/1/2021	ANNE KOPP PHD	800.00	Psychological Screening (2)
12/01/21-03	12/1/2021	ANNE KOPP PHD	1,600.00	Pre-Employment Psychological Screening (4)-FF/PM
227514	11/17/2021	AP TRITON LLC	4,925.00	PPR Unit Study-Community Risk Assessment/Standards Of Cover
11/17/21-05	11/17/2021	ARMOUR PETROLEUM SERVICE AND EQUIPMENT CORP...	1,204.01	Leaking Gas Nozzle Repairs/Replace Old Hoses-Stn 30
227560	12/1/2021	ATT	22.74	Phone Service 10/19/21-11/18/21
227561	12/1/2021	ATT	1,850.51	Phones/Data/Radio Circuit/Long Distance 10/20/21-11/19/21
227562	12/1/2021	ATT	550.26	Phone Service 10/20/21-11/19/21-Comm Center
227515	11/17/2021	ATT MOBILITY	468.15	Cell Phone/Mobile Data/New Phone-10/1/21-10/31/21
227603	12/9/2021	ATT MOBILITY	800.18	Cell Phones/Mobile Data/iPads 9/27/21-11/26/21
227516	11/17/2021	BAY AREA NEWS GROUP EAST BAY	77.40	Public Hearing Notice-Amended Ordinance No. 35

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

Check/Voucher Register

From 11/12/2021 Through 12/9/2021

Check Nu...	Check Date	Payee	Check Amount	Transaction Description
11/22/21-01	11/22/2021	BIOMEDICAL WASTE DISPOSAL INC	89.00	Bio-Hazard Waste Collection Service 10/18/21-Stn 30
11/22/21-02	11/22/2021	BIOMEDICAL WASTE DISPOSAL INC	89.00	Bio-Hazard Waste Collection Service 10/18/21-Stn 31
11/22/21-03	11/22/2021	BIOMEDICAL WASTE DISPOSAL INC	89.00	Bio-Hazard Waste Collection Service 10/18/21-Stn 32
11/22/21-04	11/22/2021	BIOMEDICAL WASTE DISPOSAL INC	89.00	Bio-Hazard Waste Collection Service 10/18/21-Stn 33
11/22/21-05	11/22/2021	BIOMEDICAL WASTE DISPOSAL INC	89.00	Bio-Hazard Waste Collection Service 10/18/21-Stn 34
11/22/21-06	11/22/2021	BIOMEDICAL WASTE DISPOSAL INC	89.00	Bio-Hazard Waste Collection Service 10/18/21-Stn 35
11/22/21-07	11/22/2021	BIOMEDICAL WASTE DISPOSAL INC	89.00	Bio-Hazard Waste Collection Service 10/18/21-Stn 36
11/22/21-08	11/22/2021	BIOMEDICAL WASTE DISPOSAL INC	89.00	Bio-Hazard Waste Collection Service 10/18/21-Stn 38
11/22/21-09	11/22/2021	BIOMEDICAL WASTE DISPOSAL INC	89.00	Bio-Hazard Waste Collection Service 10/18/21-Stn 39
12/01/21-04	12/1/2021	BOIES SCHILLER FLEXNER	1,550.40	Professional Services-PG&E 10/21
11/17/21-06	11/17/2021	BOUNDTREE MEDICAL LLC	1,197.00	Medical Supplies
11/17/21-07	11/17/2021	BOUNDTREE MEDICAL LLC	2,888.90	Medical Supplies
11/17/21-08	11/17/2021	BOUNDTREE MEDICAL LLC	7,010.21	Medical Supplies
11/22/21-10	11/22/2021	BOUNDTREE MEDICAL LLC	3,678.69	Medical Supplies
11/22/21-11	11/22/2021	BOUNDTREE MEDICAL LLC	381.60	Medical Supplies
227604	12/9/2021	BRANDON CLAY	250.00	Paramedic Recertification
12/01/21-05	12/1/2021	BRYAN COLLINS	22,697.23	415 Limit Replacement Benefits-12/1/21
227517	11/17/2021	BW PRINTWORKS	450.45	2022 Shift Calendars
227518	11/17/2021	CA STATE DEPARTMENT OF JUSTICE	637.00	Live Scan Pre-Employment
227563	12/1/2021	CALIFORNIA CONFERENCE OF ARSON INVESTIGATORS	75.00	CCAI Membership Renewal Fee-F.Drayton
EFT 12/07/...	12/7/2021	CALPERS	1,561.20	CalPERS Health-Admin Fees Dec 2021
	12/7/2021	CALPERS	353,366.43	CalPERS Health-Dec 2021
	12/7/2021	CALPERS	271,110.98	CalPERS Health-Retirees Dec 2021
Wire 11/30/...	11/30/2021	CalPERS CERBT (OPEB)	500,000.00	FY 21/22 OPEB Contribution Prefunding-Nov 2021
Wire 12/09/...	12/9/2021	CCC EMPLOYEES RETIREMENT ASSOCIATION	475,843.99	Employee Retirement Contributions-11/21
227519	11/17/2021	CCC TAX COLLECTOR	2,040.80	Secured Property Taxes FY 2021/22-Admin
	11/17/2021	CCC TAX COLLECTOR	303.16	Secured Property Taxes FY 2021/22-Stn 30
	11/17/2021	CCC TAX COLLECTOR	236.35	Secured Property Taxes FY 2021/22-Stn 31
	11/17/2021	CCC TAX COLLECTOR	169.22	Secured Property Taxes FY 2021/22-Stn 33
	11/17/2021	CCC TAX COLLECTOR	1,224.48	Secured Property Taxes FY 2021/22-Stn 34
	11/17/2021	CCC TAX COLLECTOR	581.99	Secured Property Taxes FY 2021/22-Stn 36
	11/17/2021	CCC TAX COLLECTOR	1,224.48	Secured Property Taxes FY 2021/22-Stn 39
227520	11/17/2021	CHRIS QUIRK	419.99	Motorola Battery Replacement
12/01/21-06	12/1/2021	CHRISTOPHER C SUTER	29,821.12	415 Limit Replacement Benefits-12/1/21
227521	11/17/2021	CINTAS CORPORATION	59.33	Carpet Runner Exchange Service-Stn 32
227522	11/17/2021	CINTAS CORPORATION	35.00	Carpet Runners/Mechanics Coverall Cleaning Fee-Stn 30
227564	12/1/2021	CINTAS CORPORATION	81.22	Carpet Runners/Mechanics Coverall Cleaning Fee-Stn 30
227565	12/1/2021	CINTAS CORPORATION	59.33	Carpet Runner Exchange Service-Stn 32
227566	12/1/2021	CINTAS CORPORATION	35.00	Carpet Runners/Mechanics Coverall Cleaning Fee-Stn 30
227605	12/9/2021	CINTAS CORPORATION	81.22	Carpet Runners/Mechanics Coverall Cleaning Fee-Stn 30
11/17/21-09	11/17/2021	CLARK PEST CONTROL	123.00	Pest Control Service-Training Site



**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

Check/Voucher Register

From 11/12/2021 Through 12/9/2021

Check Nu...	Check Date	Payee	Check Amount	Transaction Description
227523	11/17/2021	COMCAST	1,735.66	Broadband Internet Service 10/1/21-10/31/21-All Stations
227550	11/22/2021	COMCAST	217.85	Cable Service 11/17/21-12/16/21 Admin
227567	12/1/2021	COMCAST	148.86	Cable Service 12/1/21-12/31/21 Stn 33
227568	12/1/2021	COMCAST	233.24	Cable Service 11/26/21-12/25/21 Stn 31
227569	12/1/2021	COMCAST	161.48	Cable Service 12/1/21-12/31/21 Stn 39
227570	12/1/2021	COMCAST	138.73	Cable Service 11/27/21-12/26/21 Stn 35
227571	12/1/2021	COMCAST	61.79	Cable Service 11/26/21-12/25/21 Training Site
227572	12/1/2021	COMCAST	207.10	Cable Service 11/26/21-12/25/21 Stn 36
227573	12/1/2021	COMCAST	159.99	Cable Service 11/27/21-12/26/21 Stn 34
227574	12/1/2021	COMCAST	168.35	Cable Service 11/27/21-12/26/21 Stn 38
227524	11/17/2021	CONCERN EAP	3,231.25	Employee Assistance Premium-11/21
227606	12/9/2021	CONCORD UNIFORMS	1,079.34	Class A Uniform-Castellanos
12/01/21-07	12/1/2021	COOKE AND ASSOCIATES INC	2,214.95	Pre-Employment Background-FF/PM
12/01/21-08	12/1/2021	COOKE AND ASSOCIATES INC	2,214.95	Pre-Employment Background-FF/PM
12/01/21-09	12/1/2021	COOKE AND ASSOCIATES INC	2,214.95	Pre-Employment Background-FF/PM
12/01/21-10	12/1/2021	COOKE AND ASSOCIATES INC	2,165.00	Pre-Employment Background-FF/PM
227575	12/1/2021	CRAIG BOWEN	32,446.82	415 Limit Replacement Benefits-12/1/21
11/17/21-10	11/17/2021	CREATIVE SUPPORTS INC	1,063.70	Ergonomic Office Chair-Dispatch
227576	12/1/2021	D AND M POLYGRAPH	650.00	Pre-Employment Polygraph (2)-FF/PM
12/01/21-11	12/1/2021	DA PAGE LLC	450.00	Paging Software-12/21
227577	12/1/2021	DAVID BONNIE	75.00	Diesel Fuel
12/01/21-12	12/1/2021	DEFINITIVE NETWORKS INC	105,067.00	Admin/Suppression/CQI/ePCR Support/MDCs/Comm Center-11/21
227578	12/1/2021	DEL CONTES LANDSCAPING INC	3,918.00	Landscape Maint 11/21-Admin/Stn 30/31/33/35/36/38
11/17/21-11	11/17/2021	DELTA DENTAL OF CALIFORNIA	12,865.00	Dental Claims-11/5/21-11/11/21
12/01/21-13	12/1/2021	DELTA DENTAL OF CALIFORNIA	14,328.00	Dental Claims-11/12/21-11/18/21
12/09/21-02	12/9/2021	DELTA DENTAL OF CALIFORNIA	5,472.00	Dental Insurance Administrative Fees-11/21
12/09/21-03	12/9/2021	DELTA DENTAL OF CALIFORNIA	10,669.00	Dental Claims-11/19/21-11/25/21
12/09/21-04	12/9/2021	DELTA DENTAL OF CALIFORNIA	7,195.00	Dental Claims-11/26/21-12/2/21
227579	12/1/2021	DENALECT ALARM COMPANY INC	60.00	Phone Update/Signal Testing-Stn 34
12/01/21-14	12/1/2021	DENNIS EVANSON	22,740.71	415 Limit Replacement Benefits-12/1/21
227580	12/1/2021	DIABLO AUTO CARE	475.93	Prev Maint Service/Oil/Filter Change/Replace Battery-#349
227551	11/22/2021	DIRECTV	74.99	Cable Service 11/12/21-12/11/21
227607	12/9/2021	DUBLIN SAN RAMON SERVICES DISTRICT	490.74	Recycled Water Service 10/1/21-11/30/21 Stn 30
227525	11/17/2021	EBMUD	2,769.04	Water Service 9/13/21-11/8/21 Admin
	11/17/2021	EBMUD	974.72	Water Service 9/13/21-11/8/21 Stn 36
227581	12/1/2021	EBMUD	94.67	Water Service 9/21/21-11/17/21 Old Station 32
227608	12/9/2021	EBMUD	843.52	Water Service 9/28/21-11/24/21 Stn 34
	12/9/2021	EBMUD	2,242.59	Water Service 9/30/21-11/29/21 Stn 31
11/17/21-12	11/17/2021	eFAX CORPORATE	32.10	eFax Usage-Oct 2021
227526	11/17/2021	ENNIS-FLINT INC	969.59	Blue Dots-Hydrant Maintenance Program
227582	12/1/2021	ENNIS-FLINT INC	935.00	Blue Reflective Hydrant Markers

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

Check/Voucher Register

From 11/12/2021 Through 12/9/2021

Check Nu...	Check Date	Payee	Check Amount	Transaction Description
227609	12/9/2021	ENTERPRISE FM TRUST	8,533.81	Monthly Fleet Lease Payment (16) 12/1/21-12/31/21
227527	11/17/2021	FULL TILT STRATEGIES LLC	1,944.95	Site Visit Expenses-Mental Health Training 10/17-11/9/21
	11/17/2021	FULL TILT STRATEGIES LLC	929.26	Site Visit Expenses-Mental Health Training 10/3-10/9/21
227610	12/9/2021	FULL TILT STRATEGIES LLC	25,000.00	Mental Health Training
	12/9/2021	FULL TILT STRATEGIES LLC	1,311.02	Mental Health Training-Air/Ground Travel
227528	11/17/2021	GALLS LLC	41.40	Uniform Belt (1)-Marhenke
	11/17/2021	GALLS LLC	134.60	Uniform Belts (4)-New Academy
227583	12/1/2021	GALLS LLC	33.64	Uniform Belt (1)-New Academy
227611	12/9/2021	GLOBAL GATE CONTROLS INC	242.00	Key Fobs (20)
227584	12/1/2021	GOLDEN STATE EMERGENCY VEHICLE SERVICES	21,323.99	Annual Inspection/Pump Test/Pump Leak Repairs-Unit 602
	12/1/2021	GOLDEN STATE EMERGENCY VEHICLE SERVICES	6,151.17	New Truck Equipment
227612	12/9/2021	GOLDEN STATE EMERGENCY VEHICLE SERVICES	4,480.30	Annual Inspection/Service-Unit 521
	12/9/2021	GOLDEN STATE EMERGENCY VEHICLE SERVICES	3,545.23	Annual Inspection/Service-Unit 522
	12/9/2021	GOLDEN STATE EMERGENCY VEHICLE SERVICES	5,230.81	Annual Inspection/Service-Unit 554
	12/9/2021	GOLDEN STATE EMERGENCY VEHICLE SERVICES	3,473.49	Annual Inspection/Service-Unit 603
	12/9/2021	GOLDEN STATE EMERGENCY VEHICLE SERVICES	2,910.87	Front Rotors/Radial Brake/Brake Pad Kit
227529	11/17/2021	HEALTH NET	119.08	Ambulance Refund
12/01/21-15	12/1/2021	INDUSTRIAL SCIENTIFIC CORP	1,229.29	Monthly iNet Gas Monitoring Subscription-11/1/21-11/30/21
227585	12/1/2021	INNOVATIVE CLAIM SOLUTIONS	10,066.58	Workers' Comp Claim Admin Fees 12/1/21-12/31/21
12/01/21-16	12/1/2021	INTERWEST CONSULTING GROUP INC	1,377.50	Fire Protection Engineering Services-10/21
11/17/21-13	11/17/2021	iPRINT TECHNOLOGIES	503.91	Printer Toners (3)-Stn 31/Dispatch/Training
11/17/21-14	11/17/2021	iPRINT TECHNOLOGIES	175.26	Printer Toner (1)-Admin BC
227586	12/1/2021	ISINGS CULLIGAN	86.75	Water Service 11/21-Admin
	12/1/2021	ISINGS CULLIGAN	100.87	Water Service 11/21-Stn 30
	12/1/2021	ISINGS CULLIGAN	68.57	Water Service 11/21-Stn 31
227613	12/9/2021	JAY A RESENDEZ	555.00	Investigation Services
227614	12/9/2021	JENSEN MECHANICAL INC	170.00	Boardroom A/C Repairs-Admin
	12/9/2021	JENSEN MECHANICAL INC	1,391.50	Replaced HVAC Blower Motor/Mounting Bracket-Admin
227615	12/9/2021	JOSHUA SCOTT	425.00	Educ Assist-Reg Fee-Company Officer 2C 11/15-11/18/21
227530	11/17/2021	KAISER FOUNDATION HEALTH PLAN	600.00	Ambulance Refund
227531	11/17/2021	KAISER FOUNDATION HEALTH PLAN	337.64	Ambulance Refund
227532	11/17/2021	KAISER FOUNDATION HEALTH PLAN	2,580.00	Ambulance Refund
227616	12/9/2021	KAIZEN INFOSOURCE LLC	4,000.00	Records Retention & Management System
12/01/21-17	12/1/2021	KENNETH R CAMPO CPA	17,059.50	Finance Consulting Services-Nov 2021
12/01/21-18	12/1/2021	KRAMER WORKPLACE INVESTIGATION	5,665.00	Investigation
11/17/21-15	11/17/2021	L N CURTIS AND SONS	1,201.69	Turnout Pants-J.Martin
11/17/21-16	11/17/2021	L N CURTIS AND SONS	48.94	New Truck Equipment
11/17/21-17	11/17/2021	L N CURTIS AND SONS	2,353.68	Class B Uniform Pants/Shirts-New Academy
11/17/21-18	11/17/2021	L N CURTIS AND SONS	6,154.43	Firefighting Supplies-New Academy
11/17/21-19	11/17/2021	L N CURTIS AND SONS	4,171.31	Structure Boots/Wildland Boots-New Academy
11/17/21-20	11/17/2021	L N CURTIS AND SONS	1,625.81	Wildland Pants-New Academy

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

Check/Voucher Register

From 11/12/2021 Through 12/9/2021

Check Nu...	Check Date	Payee	Check Amount	Transaction Description
11/17/21-21	11/17/2021	L N CURTIS AND SONS	424.67	Firefighting Supplies-New Academy
11/17/21-22	11/17/2021	L N CURTIS AND SONS	484.89	Structure Boots-New Academy
11/22/21-12	11/22/2021	L N CURTIS AND SONS	927.70	Adapters/Hall Runner/Pressure Regulator-Unit 525
11/22/21-13	11/22/2021	L N CURTIS AND SONS	9,380.00	Annual Hurst Tool Service
12/01/21-19	12/1/2021	L N CURTIS AND SONS	1,751.64	Class B Uniforms-2021 Academy
12/01/21-20	12/1/2021	L N CURTIS AND SONS	181.06	Structure Boots-2021 Academy
12/01/21-21	12/1/2021	L N CURTIS AND SONS	484.89	Structure Boots-2021 Academy
12/01/21-22	12/1/2021	L N CURTIS AND SONS	217.50	Firefighting Supplies-2021 Academy
12/01/21-23	12/1/2021	L N CURTIS AND SONS	108.21	Uniform Shirts-2021 Academy
12/09/21-05	12/9/2021	L N CURTIS AND SONS	759.08	Heavy Duty Rescue Plate (2)-Unit 557
12/09/21-06	12/9/2021	L N CURTIS AND SONS	652.50	Turnout Coat Hangers/Flat Dry Gear Hangers-Stn 32
12/09/21-07	12/9/2021	L N CURTIS AND SONS	281.66	EMS Parka-S.Smith
12/09/21-08	12/9/2021	L N CURTIS AND SONS	281.66	EMS Parka-Word
12/09/21-09	12/9/2021	L N CURTIS AND SONS	867.83	Uniform Pants/Shirts-Laniohan/Olson
12/09/21-10	12/9/2021	L N CURTIS AND SONS	2,040.15	Fire Shelters (4)-New Academy/Stock
12/01/21-24	12/1/2021	LANCE MAPLES	11,655.00	Professional Services-Nov 2021
227533	11/17/2021	LIFE ASSIST INC	196.40	Ketamine (2)
227534	11/17/2021	LIVERMORE SAW AND MOWER LLC	679.23	Replace Chainsaw Piston/Cylinder/Carburetor
227587	12/1/2021	LON M PHARES	7,200.00	Professional Services-Nov 2021
12/01/21-25	12/1/2021	MEGAN OCONNOR	787.80	Dental/Vision Premium Reimbursement-3/1/21-11/1/21
12/01/21-26	12/1/2021	MEYERS NAVE, A PROFESSIONAL CORPORATION	14,268.00	Public Safety Building Complex Project Bid
12/01/21-27	12/1/2021	MEYERS NAVE, A PROFESSIONAL CORPORATION	652.50	Public Safety Building Complex Project Bid
12/01/21-28	12/1/2021	MICHAEL A SYLVIA	28,052.51	415 Limit Replacement Benefits-12/1/21
227617	12/9/2021	MICHAEL DUGGAN	850.00	Educ Assist-Reg Fee-Company Officer 2A & 2E 9/27-10/14/21
227535	11/17/2021	NATHAN R SMITH	895.00	Educ Assist-Reg Fee-Rescue Systems 3
227536	11/17/2021	NICHOLS CARPET CLEANING INC	600.00	Carpet Cleaning/Sanitize-Stn 32
227588	12/1/2021	NICHOLS CARPET CLEANING INC	600.00	Carpet Cleaning/Sanitize-Stn 35
11/17/21-23	11/17/2021	NOB HILL CLEANERS INC	60.00	Patches on Uniform Shirts (6)-Suppression
12/01/21-29	12/1/2021	NOB HILL CLEANERS INC	190.00	Patches on Uniform Shirts (19)-2021 Academy
12/09/21-11	12/9/2021	NOB HILL CLEANERS INC	10.00	Uniform Shirt Patch (1)-2021 Academy
227537	11/17/2021	NORIDIAN MEDICARE JE PART B REFUNDS	576.10	Ambulance Refund
227538	11/17/2021	OFFICE DEPOT	646.50	Office Supplies
227552	11/22/2021	ORKIN	176.00	Pest Control Service-Stn 36
12/09/21-12	12/9/2021	OSBORN SPRAY SERVICE INC	55.00	Pest Control Service-Stn 32
12/09/21-13	12/9/2021	OSBORN SPRAY SERVICE INC	55.00	Pest Control Service-Stn 35
12/09/21-14	12/9/2021	OSBORN SPRAY SERVICE INC	55.00	Pest Control Service-Stn 33
12/09/21-15	12/9/2021	OSBORN SPRAY SERVICE INC	75.00	Pest Control Service-Admin
12/09/21-16	12/9/2021	OSBORN SPRAY SERVICE INC	55.00	Pest Control Service-Stn 30
12/09/21-17	12/9/2021	OSBORN SPRAY SERVICE INC	55.00	Pest Control Service-Stn 34
12/09/21-18	12/9/2021	OSBORN SPRAY SERVICE INC	55.00	Pest Control Service-Stn 38
12/09/21-19	12/9/2021	OSBORN SPRAY SERVICE INC	55.00	Pest Control Service-Stn 36

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

Check/Voucher Register

From 11/12/2021 Through 12/9/2021

Check Nu...	Check Date	Payee	Check Amount	Transaction Description
12/09/21-20	12/9/2021	OSBORN SPRAY SERVICE INC	55.00	Pest Control Service-Stn 31
12/09/21-21	12/9/2021	OSBORN SPRAY SERVICE INC	55.00	Pest Control Service-Stn 39
12/09/21-22	12/9/2021	OSBORN SPRAY SERVICE INC	70.00	Pest Control Service-Stn 30
12/09/21-23	12/9/2021	OSBORN SPRAY SERVICE INC	70.00	Pest Control Service-Admin
12/09/21-24	12/9/2021	OSBORN SPRAY SERVICE INC	70.00	Pest Control Service-Stn 34
12/09/21-25	12/9/2021	OSBORN SPRAY SERVICE INC	70.00	Pest Control Service-Stn 38
12/09/21-26	12/9/2021	OSBORN SPRAY SERVICE INC	70.00	Pest Control Service-Stn 35
12/09/21-27	12/9/2021	OSBORN SPRAY SERVICE INC	70.00	Pest Control Service-Stn 33
12/09/21-28	12/9/2021	OSBORN SPRAY SERVICE INC	70.00	Pest Control Service-Stn 36
12/09/21-29	12/9/2021	OSBORN SPRAY SERVICE INC	70.00	Pest Control Service-Stn 31
12/09/21-30	12/9/2021	OSBORN SPRAY SERVICE INC	70.00	Pest Control Service-Stn 39
227553	11/22/2021	PG&E	2,401.30	Gas/Electric Service 9/7/21-11/3/21-Stn 32
227589	12/1/2021	PG&E	1,285.92	Gas/Electric Service 10/12/21-11/9/21-Stn 36
11/17/21-24	11/17/2021	PUBLIC AGENCY RETIREMENT SERVICES	300.00	PARS ARS Fees-9/21
227539	11/17/2021	R AND S ERECTION OF CONCORD INC	1,569.04	Service Call-Sectional Door Repairs-Stn 37
227618	12/9/2021	R AND S ERECTION OF CONCORD INC	951.89	Furnish/Install Overhead Concealed Door Closer-Admin
11/22/21-14	11/22/2021	RAMOS OIL INC.	427.01	Engine Oil-Stn 36
11/22/21-15	11/22/2021	RAMOS OIL INC.	146.74	Engine Oil-Stn 36
11/22/21-16	11/22/2021	RAMOS OIL INC.	1,693.92	Unleaded/Diesel Fuel-Stn 31
11/22/21-17	11/22/2021	RAMOS OIL INC.	917.80	Diesel Fuel-Stn 35
11/22/21-18	11/22/2021	RAMOS OIL INC.	6,241.31	Unleaded/Diesel Fuel-Stn 38
11/22/21-19	11/22/2021	RAMOS OIL INC.	1,560.25	Diesel Fuel-Stn 39
12/01/21-30	12/1/2021	RAMOS OIL INC.	5,198.80	Unleaded/Diesel Fuel-Stn 38
12/01/21-31	12/1/2021	RAMOS OIL INC.	2,747.91	Unleaded/Diesel Fuel-Stn 34
12/01/21-32	12/1/2021	RAMOS OIL INC.	1,135.52	Diesel Fuel-Stn 33
12/01/21-33	12/1/2021	RAMOS OIL INC.	1,349.68	Unleaded/Diesel Fuel-Stn 30
12/09/21-31	12/9/2021	RAMOS OIL INC.	1,249.94	Unleaded/Diesel Fuel-Stn 31
12/09/21-32	12/9/2021	RAMOS OIL INC.	999.40	Diesel Fuel-Stn 35
12/09/21-33	12/9/2021	RAMOS OIL INC.	801.21	Diesel Fuel-Stn 36
12/09/21-34	12/9/2021	RAMOS OIL INC.	4,480.33	Unleaded/Diesel Fuel-Stn 38
227554	11/22/2021	RED CLOUD INC	217.50	Motorola APX Desk Charger Power Supplies
12/01/21-34	12/1/2021	RICHARD PROBERT	28,495.27	415 Limit Replacement Benefits-12/1/21
227540	11/17/2021	RIVER CITY BANK	16,094.50	SR Public Safety Building-Project #20-21-039-PP1 Retention
	11/17/2021	RIVER CITY BANK	38,137.20	SR Public Safety Building-Project #20-21-039-PP2 Retention
	11/17/2021	RIVER CITY BANK	66,604.75	SR Public Safety Building-Project #20-21-039-PP3 Retention
	11/17/2021	RIVER CITY BANK	113,202.60	SR Public Safety Building-Project #20-21-039-PP4 Retention
11/17/21-25	11/17/2021	ROUNDHOUSE MOANA OPERATING COMPANY LLC	4,450.07	Mental Health Training-Food/Facility Fee 10/18-10/22/21
11/17/21-26	11/17/2021	ROUNDHOUSE MOANA OPERATING COMPANY LLC	4,450.07	Mental Health Training-Food/Facility Fee 11/1-11/5/21
11/17/21-27	11/17/2021	ROUNDHOUSE MOANA OPERATING COMPANY LLC	1,469.87	Mental Health Training-Food/Facility Fee 11/8/21
12/01/21-35	12/1/2021	ROUNDHOUSE MOANA OPERATING COMPANY LLC	4,517.50	Mental Health Training Facility Fee 11/15-11/19/21
12/09/21-35	12/9/2021	SAFETY GLASSES USA INC	226.86	Safety Glasses-Stn 33 Stock

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

Check/Voucher Register

From 11/12/2021 Through 12/9/2021

Check Nu...	Check Date	Payee	Check Amount	Transaction Description
227541	11/17/2021	SAN MATEO REGIONAL NETWORK INC	400.00	FireDispatch.com CAD Interface/Radio Audio Streaming
227619	12/9/2021	SCOTT SAUVE	250.00	Paramedic Recertification
227620	12/9/2021	SEAN CARRILLO	250.00	Paramedic Recertification
12/01/21-36	12/1/2021	SHAMROCK OFFICE SOLUTIONS INC	343.78	Copier Charge 11/1/21-11/30/21 Admin
12/09/21-36	12/9/2021	SHAMROCK OFFICE SOLUTIONS INC	12.50	Toner Cartridge Shipping Fee-Admin Copier
227590	12/1/2021	SMILE BUSINESS PRODUCTS INC	245.03	Copier Service/Maintenance 11/21-Training Office
11/17/21-28	11/17/2021	STAT MED URGENT CARE	170.00	Pre-Employment Physical/Drug Testing-Dispatcher
12/01/21-37	12/1/2021	STAT MED URGENT CARE	1,855.00	Annual Flu Shots
227621	12/9/2021	STEVEN REED	250.00	Paramedic Recertification
227591	12/1/2021	THE HARTFORD	3,029.04	Life/AD&D Insurance-12/21
227555	11/22/2021	THE HOME DEPOT PRO	1,160.30	Household Supplies
	11/22/2021	THE HOME DEPOT PRO	596.22	Station Supplies
227542	11/17/2021	TRI VALLEY TIRE INC	1,038.92	Service Call/New Tires (2)-Unit 714
	11/17/2021	TRI VALLEY TIRE INC	2,584.76	Service Call/New Tires (3)-Unit 712
	11/17/2021	TRI VALLEY TIRE INC	2,467.76	Service Call/New Tires (6)-Unit 713
227556	11/22/2021	TRI VALLEY TIRE INC	1,049.92	Service Call/New Tires (2)-Unit 710
227622	12/9/2021	TRI VALLEY TIRE INC	1,049.38	Service Call/New Tires (3)-Unit 706
227543	11/17/2021	UNITED PARCEL SERVICE	15.45	Delivery Charges-11/6/21
227557	11/22/2021	UNITED PARCEL SERVICE	15.45	Delivery Charges-11/13/21
227592	12/1/2021	UNITED PARCEL SERVICE	15.45	Delivery Charges-11/20/21
	12/1/2021	UNITED PARCEL SERVICE	15.45	Delivery Charges-11/27/21
227623	12/9/2021	UNITED PARCEL SERVICE	15.45	Delivery Charges-12/4/21
227544	11/17/2021	US BANK	3,080.00	2020 COP Trustee Admin Fee
AP 10/21-1	11/19/2021	US BANK	10.39	Mental Health Training-Instructor Lunch
AP 10/21-2	11/19/2021	US BANK	52.99	Creative Cloud Monthly Subscription Fee-Oct 2021
BW 10/21	11/19/2021	US BANK	344.80	Pierce Tiller Cribbing Bags (4)-Unit 557
CH 10/21	11/19/2021	US BANK	283.33	Apparatus Equipment-Unit 557
CJ 10/21-1	11/19/2021	US BANK	2,223.00	Egnyte Connect 12-Months Subscription
CJ 10/21-10	11/19/2021	US BANK	192.45	Coffee Supplies-Admin/Dispatch
CJ 10/21-2	11/19/2021	US BANK	125.00	FasTrak Accounts Replenishmnet
CJ 10/21-3	11/19/2021	US BANK	621.35	Duplicate Vehicle Keys
CJ 10/21-4	11/19/2021	US BANK	163.11	Digital Keypad Cabinet Key Safe
CJ 10/21-5	11/19/2021	US BANK	45.00	Virtual Training-Investigators Report Writing-R.Wendel
CJ 10/21-6	11/19/2021	US BANK	698.34	Mental Health Training-Instructor Lodging
CJ 10/21-7	11/19/2021	US BANK	42.38	Household Supplies-Admin
CJ 10/21-8	11/19/2021	US BANK	150.00	Chair Wheels/Shocks
CJ 10/21-9	11/19/2021	US BANK	394.10	Admin Staff Luncheon
DA 10/21-1	11/19/2021	US BANK	63.29	Training Materials
DA 10/21-2	11/19/2021	US BANK	209.81	Wood For Cribbing & Step Cribbing-New Truck
DA 10/21-3	11/19/2021	US BANK	20.73	Light Bulb/Spare Key/Nuts & Bolts-Admin
DA 10/21-4	11/19/2021	US BANK	475.93	Prev Maint Svc/Oil/Filter Change/Replace Battery-Unit 349

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

Check/Voucher Register

From 11/12/2021 Through 12/9/2021

Check Nu...	Check Date	Payee	Check Amount	Transaction Description
DA 10/21-5	11/19/2021	US BANK	140.00	Car Wash Prepaid Tickets
DA 10/21-6	11/19/2021	US BANK	7.59	Loctite-Ambulance
DA 10/21-7	11/19/2021	US BANK	30.32	Firefighting Supplies
DA 10/21-8	11/19/2021	US BANK	42.73	Lights-Dispatch
DAL 10/21	11/19/2021	US BANK	55.45	Kitchen Supplies-Stn 35
DBE 10/21-1	11/19/2021	US BANK	55.00	Contant Contact-CERT Database
DBE 10/21-2	11/19/2021	US BANK	14.99	Zoom Meeting Monthly Fee
DG 10/21-1	11/19/2021	US BANK	110.93	HazMat Incident Fire Crew Meals
DG 10/21-2	11/19/2021	US BANK	22.18	CalCard Stmt 10/22/21-D.Garcia
DH 10/21-1	11/19/2021	US BANK	90.15	Lunch Meeting-HR/Finance/DC's
DH 10/21-2	11/19/2021	US BANK	185.03	CalCard Stmt 10/22/21-D.Hatfield
DMC 10/2...	11/19/2021	US BANK	266.21	HazMat Incident Fire Crew Meals
DMC 10/2...	11/19/2021	US BANK	184.31	OES Preposition Lodging-D.McNamara
EK 10/21-1	11/19/2021	US BANK	14.58	Batteries-Stock
EK 10/21-2	11/19/2021	US BANK	1,016.21	Vests (18)-Stock
JBR 10/21	11/19/2021	US BANK	200.00	Diesel Fuel
JS 10/21-1	11/19/2021	US BANK	250.00	EMS License Renewal-J.Selover
JS 10/21-2	11/19/2021	US BANK	228.38	Management Luncheon
JS 10/21-3	11/19/2021	US BANK	864.50	Disposable PPE Coveralls-COVID 19
LB 10/21 S...	11/19/2021	US BANK	939.45	CalCard Stmt 10/22/21-L.Begin
LN 10/21	11/19/2021	US BANK	66.03	Food Supplies
MM 10/21 ...	11/19/2021	US BANK	663.96	CalCard Stmt 10/22/21-M.Mariolle
MR 10/21	11/19/2021	US BANK	11.69	Parts/Supplies-PM31
MT 10/21-1	11/19/2021	US BANK	127.27	CCAI Conference-Meals-M.Terry
MT 10/21-2	11/19/2021	US BANK	300.00	CCAI Conference-Lodging-M.Terry 9/25-9/26/21
PM 10/21-1	11/19/2021	US BANK	75.47	CalCard Stmt 10/22/21-P.Meyer
PM 10/21-2	11/19/2021	US BANK	144.72	Mental Health Training-Meals
PM 10/21-3	11/19/2021	US BANK	22.41	Engineer Interviews Lunch
RB 10/21 ...	11/19/2021	US BANK	4,953.74	CalCard Stmt 10/22/21-R.Bock-Willmes
RH 10/21 ...	11/19/2021	US BANK	76.11	CalCard Stmt 10/22/21-R.Huettis
RM 10/21-1	11/19/2021	US BANK	92.75	CCAI Arson Conf-Fuel-R.Marley
RM 10/21-2	11/19/2021	US BANK	663.96	CCAI Arson Conf-Lodging-Marley 9/26-9/30/21
RM 10/21-3	11/19/2021	US BANK	100.80	Office Supplies-Fire Investigators
RM 10/21-4	11/19/2021	US BANK	3,353.76	Cameras (8)-Fire Investigators
SC 10/21-1	11/19/2021	US BANK	38.57	Digi Power Supply-Comm Center
SC 10/21-2	11/19/2021	US BANK	118.50	Apparatus Headset Repairs-E34
SC 10/21-3	11/19/2021	US BANK	0.99	iCloud 50GB Storage Plan-S.Call
SC 10/21-4	11/19/2021	US BANK	247.79	Hard Drive-R.Mahoney
SC 10/21-5	11/19/2021	US BANK	130.00	MISAC Membership-P.Duncan
SC 10/21-6	11/19/2021	US BANK	107.66	Computer Backpack-J.Pedreno
SS 10/21	11/19/2021	US BANK	10.86	Lightbulb-Breathing Support 31

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

Check/Voucher Register

From 11/12/2021 Through 12/9/2021

Check Nu...	Check Date	Payee	Check Amount	Transaction Description
SS 10/21 S...	11/19/2021	US BANK	251.96	CalCard Stmt 10/22/21-S.Sakai
ST 10/21-1	11/19/2021	US BANK	56.82	Firefighter Paramedic Interview Panel Lunch
ST 10/21-2	11/19/2021	US BANK	208.98	Recruitment Interview Snacks
TG 10/21	11/19/2021	US BANK	9.73	Cab Pump Controls Light-Unit 605
TT 10/21	11/19/2021	US BANK	1,124.79	Station Supplies-Stn 33 Stock
TW 10/21	11/19/2021	US BANK	707.90	Wellness Fitness Equipment
227545	11/17/2021	US BANK EQUIPMENT FINANCE	1,365.75	Ricoh Copiers Lease (2) 11/1/21-12/1/21 Admin
12/01/21-38	12/1/2021	VALLEJO FIRE EXTINGUISHER INC	507.90	Fire Extinguisher Annual Maint/Hydrostatic Test-Stn 33
227624	12/9/2021	VETERANS OF FOREIGN WARS	495.00	Firefighter/Dispatcher of the Year Awards Dinner
227546	11/17/2021	VICKIE CALLAHAN	3,401.43	Hats/Sweatshirts/Sweatpants/T-Shirts-Stock
227593	12/1/2021	VICKIE CALLAHAN	1,568.15	Single Role Paramedic T-Shirts-Stock
227625	12/9/2021	VICKIE CALLAHAN	1,265.81	Job Shirts/Jackets
227594	12/1/2021	VISION SERVICE PLAN	10,835.28	Vision Insurance-12/21
12/09/21-37	12/9/2021	WATTCO EQUIPMENT INC.	65.20	Cup Holders/Radio Clip-Unit 361
11/22/21-20	11/22/2021	WESTERN MACHINERY ELECTRIC INC	798.29	Installed Generator New Battery-Stn 39
12/09/21-38	12/9/2021	WESTERN MACHINERY ELECTRIC INC	1,356.80	Generator A,B,D,E Inspection/Service/Parts-Stn 30
12/09/21-39	12/9/2021	WESTERN MACHINERY ELECTRIC INC	1,356.08	Generator A,B,D,E Inspection/Service/Parts-Stn 33
12/09/21-40	12/9/2021	WESTERN MACHINERY ELECTRIC INC	1,261.38	Generator A,B,D,E Inspection/Service/Parts-Stn 34
12/09/21-41	12/9/2021	WESTERN MACHINERY ELECTRIC INC	1,421.80	Generator A,B,D,E Inspection/Service/Parts-Stn 36
12/09/21-42	12/9/2021	WESTERN MACHINERY ELECTRIC INC	1,747.60	Generator A,B,D,E Inspection/Service/Parts-Stn 32
12/09/21-43	12/9/2021	WESTERN MACHINERY ELECTRIC INC	1,382.61	Generator A,B,D,E Inspection/Service/Parts-Stn 39
12/09/21-44	12/9/2021	WESTERN MACHINERY ELECTRIC INC	1,362.35	Generator A,B,D,E Inspection/Service/Parts-Stn 38
12/09/21-45	12/9/2021	WESTERN MACHINERY ELECTRIC INC	1,424.84	Generator A,B,D,E Inspection/Service/Parts-Stn 35
12/09/21-46	12/9/2021	WESTERN MACHINERY ELECTRIC INC	1,189.71	Generator A,B,D,E Inspection/Service/Parts-Stn 37
12/09/21-47	12/9/2021	WESTERN MACHINERY ELECTRIC INC	1,337.39	Generator A,B,D,E Inspection/Service/Parts-Stn 31
227547	11/17/2021	WITMER PUBLIC SAFETY GROUP INC	310.21	Station Boots-R.Smith
227548	11/17/2021	WRIGHT L ESTRANGE AND ERGASTOLO	167.60	224 Rights-Sep 2021
227595	12/1/2021	YADIRA MAGALI MARTINEZ DE LA CRUZ	2,600.00	Cleaning Service-Admin 11/21
Report Total			2,586,858.02	

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING (Teleconference)  
NOVEMBER 17, 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 Kerr

**Board Member Absent:** None.

**1. CALL TO ORDER**

President Stamey called the meeting to order at 1:00 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**

Public Comment was made by Dominique Yancey. She is pleased with staff's recommendation to appoint H. Jay Kerr to fill the vacant District Director Board position.

**5. BOARD APPOINTMENT TO FILL VACANCY AND OATH OF OFFICE**

5.1 Appointment of H. Jay Kerr to Fill the Vacant District Director Board Position.

Chief Meyer confirmed there were no other applicants to fill the vacancy and finds it appropriate to recommend Jay Kerr. Chief Meyer commented Staff worked 8 years with former Director Kerr and stated he was a key part for the financial and strategic direction of the District. The Board supports the appointment of Jay Kerr to fill the member vacancy.

Motion by Director Parker to appoint H. Jay Kerr to fill the vacant District Director Board position; seconded by Vice President Crean. Motion carried unanimously by roll call vote.

5.2 Administer Oath of Office to Director H. Jay Kerr.

District Counsel/District Clerk Sakai administered the Oath of Office to Director H. Jay Kerr. Director Kerr signed his Oath of Office.

5.3 Comment from new Director H. Jay Kerr.



Director Kerr thanked the Board for the appointment and kind words. He appreciates the opportunity to serve the District and its citizens. He also thanked Dominique Yancey for her public comment.

**6. CONSENT CALENDAR**

Motion by Director Lee to approve Consent Calendar Items 6.1 through 6.7; seconded by Vice President Crean. Motion carried unanimously by roll call vote.

Chief Meyer reported a clarification on Agenda Item No. 6.1. For the demand register, Staff would like to acknowledge that transaction for Director Lee's shirts represents only one shirt in the \$30 range. Director Lee thanked Chief for the clarification.

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

None.

**8. OLD BUSINESS**

8.1 Approve and Authorize the Fire Chief, or designee, to execute the agreement authorizing the District to provide emergency ambulance services in the County's Emergency Response Area IV.

Chief Meyer reiterated the significance of exclusive ambulance transport rights in light of changes in the law and regulations for public sector ambulances. After almost 9 years, the District has come to an agreement for its ambulance transport rights which was approved by the Board of Supervisors. Chief Meyer noted the following: (1) past contracts signed by previous District Fire Chiefs did not necessarily go to the Board. Staff researched and was unable to locate any history of the Board approving a Fire Chief to sign a contract over the past 20 years. However, Chief Meyer states it is important that the Board gives the Chief authority to sign the contract because the Board represents the constituents; (2) without proper documentation, it is difficult for the District to determine why a contract is signed or not signed and when the District discusses its exclusive operating area it includes the term 201 and 224 agreements. Under Health and Safety Code §1797.201, the District has the right to set their level of service with no oversight for the level of service for emergency medical transport. Chief Meyer stated it is important to understand that the District has not waived its rights to §1797.201. Under Health and Safety Code §1797.224, this is an agreement the District is exclusive, but may be regulated so the District has criteria to meet and move forward to keep exclusive operating rights. The Chief reiterated that the District will not be waiving its rights to the Health and Safety Code §1797.201 but is moving forward with 224 rights which has been made clear to the local EMS agency and the Board of Supervisors. Further, the Chief reports there could be changes at the state level in the upcoming years to strengthen the District's 201 rights. Therefore, the Board should understand by approving this agreement, it is not giving up the District's right to go back to the agreement if there are changes made at the state level. Chief Meyer emphasized that Citizens are the real winners because now the District can move forward to give them the best emergency services. Financial Consultant Ken Campo stated that the District insisted on contract language Section I.A. to make it clear that the Board is responsible for the deployment of emergency response resources within the District's territory and neither the County nor the County EMS agency may unilaterally alter the District's deployment of emergency response resources. Chief Meyer thanked Board of Supervisor Candace Anderson and Director of County Emergency Medical Services Marshall Bennett for their support for this agreement. President Stamey stated the citizens benefit from this agreement in the level of expected District services. Director Parker commented the problem over the years is Fire Chiefs signed agreements. He believes signing of agreement warrants the participation, advice, and consent from the Board and not

putting the pressure on the Fire Chiefs to sign these agreements. He said the Board needs to know what's going on. He congratulated the Chief Meyer, Financial Consultant Campo and staff for putting this agreement together, and AP Triton. Director Kerr agrees with Director Parker and commends the Chief and Financial Consultant Campo for this accomplishment. Vice President Crean thanked Chief and staff for their hard work, appreciates keeping the Board well-educated, and applauds the flow of the information to the Board. Director Lee appreciates retaining and reserving the District's rights. Director Lee questioned the contract's definition of the word "qualified" on page 18, under Section Q Nondiscriminatory Services and asked if the Chief could go back to Director Bennett or the appropriate person to ask about "non-substantive" changes to reflect an understanding that we serve all people within the District. President Stamey responded that he feels it is clear who the District serves and that going back to question this term is not worth jeopardizing the agreement. District Counsel Sakai agreed with President Stamey that the contract is clear who receives services under the contract and reiterated that any revisions to the contract language would require redrafting and going back to the Board of Supervisors for approval.

Motion by Director Parker to approve and authorize the Fire Chief, or designee, to execute the agreement authorizing the District to provide emergency ambulance services in the County's Emergency Response Area IV; seconded by Director Kerr. Motion carried unanimously by roll call vote.

## 9. NEW BUSINESS

9.1 Authorize staff to implement systems for Defensible Space Inspections and amend the fee schedule to include Defensible Space Inspection fee of \$281.00.

Deputy Chief Drayton presented information about California Civil Code §1102.19 requiring sellers of real property located in a High or Very High Fire Hazard Severity Zone (FHSZ) within the State Responsibility Area (SRA) or Local Responsibility Area (LRA) to provide the buyer with documentation stating the property is in compliance with the requirements of local vegetation management ordinances. Chief Meyer added the fee of \$281 is intended to cover the cost of the inspection. In response to a question from Director Kerr, Deputy Chief Drayton stated the District would provide the Defensible Space inspection document to the appropriate parties to be included as part of the real estate transaction packet. Director Lee commends the staff for its work on this in recognition of the law.

Motion by Director Lee to authorize staff to implement systems for Defensible Space Inspections and amend the fee schedule to include Defensible Space Inspection fee of \$281.00; seconded by Vice President Crean. Motion carried unanimously by roll call vote.

## 10. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW

Letters of appreciation and support from the community were received and acknowledged.

## 11. MONTHLY ACTIVITY REPORTS

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

Deputy Chief Selover provided the monthly activities report for October 2021, including updates regarding Standards of Cover, CPR skill testing for Station 37 volunteers, quarterly testing of probationary employees, simulated structure fire-multi company training, Mental Health Training Curriculum.

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

Deputy Chief Selover provided the monthly activities report for October 2021, including updates regarding COVID-19 testing and policy, EMS Academy, COVID-positive personnel, and recruitment. Chief Meyer reported that it's been challenging to find qualified Firefighter/Paramedic candidates, especially returning from the COVID-19 pandemic, and this puts a lot of stress on the Training Division because of the continuous interviewing of applicants.

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

Deputy Chief Drayton provided the monthly activities report for October 2021, including updates regarding plan reviews, completed inspections goals, Wildfire Emergency Prep Class, CERT Leader & Instructor Meetings. President Stamey expressed appreciation for the earthquake training program.

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

Deputy Chief Drayton provided the monthly activities report for October 2021, including updates regarding engine and truck specifications, ambulance specifications, public bid process for Station 34, landscape site inspections, and Public Safety Complex. In response to question from President Stamey, Chief Drayton confirmed that the District considers availability and longevity of equipment and parts when purchasing apparatus.

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

Chief Meyer provided the monthly activities report for October 2021 for Director Denise Pangelinan, including updates regarding fiber circuit installation in the Communications Center, 911 phone system, and “Aftermath K9 Grant.”

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

District Counsel Sakai provided the monthly activities report for October 2021, including updates regarding recruitments, Open Enrollment, the Records Management System, and flu vaccinations.

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

Financial Consultant Campo provided the monthly activities report for October 2021, including updates regarding external audit, and property tax consultants. Chief Financial Officer Hatfield presented the monthly financial presentation covering General Fund revenues and expenditures, COVID-19 expenditures and FEMA reimbursements, overtime analysis, and ambulance revenue and transports.

Board Minutes November 17, 2021

Page 5 of 6

11.8 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 October 2021, including updates regarding Leadership San Ramon Valley speaking engagement, chairing EBRCs (East Bay Regional Communications System Authority) Finance Committee, staff presentation at City of San Ramon Government 101, Mental Health Initiative, and Measure X funding. The District will receive \$740,200.00 of Measure X funds for the Mental Health Initiative to offset initial program development costs, including the purchase of one single role ambulance, first year cost of one single role paramedic, and Mental Health training for first responders and dispatchers.

**12. GOOD OF THE ORDER**

12.1 Comments by Board of Directors.

In response to a question from Director Parker, Chief Meyer confirmed that Rodeo-Hercules Fire Protection District and East Contra Costa Fire Protection District will be absorbed by Contra Costa County Fire and funded by Measure X for the next 20 years.

**13. UPCOMING CALENDAR OF EVENTS**

13.1 Next CERT PAC Meeting, December 10, 2021 at 9:00 a.m.

13.2 Next Regular Board Meeting, December 15, 2021 at 1:00 p.m.

The Board took a recess at 2:29 p.m. and entered Closed Session at 2:39 p.m.

**14. CLOSED SESSION**

14.1 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 REORGANIZATION UPDATE

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

**15. RETURN TO OPEN SESSION**

The Board returned to Open Session at 2:59 p.m.

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

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

Board Minutes November 17, 2021

Page 6 of 6

17. **ADJOURNMENT**

The regular meeting concluded at 3:00 p.m.

DocuSigned by:  
*Stephanie E. Sakai*  
Prepared by: \_\_\_\_\_  
Stephanie E. Sakai  
District Clerk

DocuSigned by:  
*Matt Stamey*  
Approved by: \_\_\_\_\_  
Matt Stamey  
Board President

**San Ramon Valley Fire Protection District  
Salaries, Payroll Taxes & Retirement Contributions**

For the Month of: **November-21**

Department	# Reg Employees	Gross Wages	Payroll Taxes	Retirement	Total	% of Total
GL Acct Number		(5110,5115,5120,5121)	(5140)	(5150,5151)		
Board of Directors	5	590.00	8.55	-	598.55	0.01%
Fire Chief	2	51,974.24	748.47	825.00	53,547.71	1.07%
Human Resources	3	43,719.24	593.90	6,441.37	50,754.51	1.01%
Finance	3	52,824.40	756.36	17,596.23	71,176.99	1.42%
Fire Life & Safety	5	64,919.45	931.52	31,011.26	96,862.23	1.93%
Technology	2	30,063.76	427.75	9,986.02	40,477.53	0.81%
Communication Center	14	223,894.95	3,214.15	57,691.62	284,800.72	5.68%
Facilities	0	14,509.85	210.38	-	14,720.23	0.29%
Fire Suppression	130	2,855,168.61	40,170.46	1,350,906.52	4,246,245.59	84.64%
Fleet	1	10,567.50	68.93	3,332.75	13,969.18	0.28%
Training	2	40,033.22	665.20	22,876.10	63,574.52	1.27%
EMS	1	30,019.43	434.21	10,141.62	40,595.26	0.81%
Rescue		18,846.30	-	8,164.46	27,010.76	0.54%
HazMat		8,275.94	-	4,175.00	12,450.94	0.25%
<b>TOTALS</b>	<b>168</b>	<b>3,445,406.89</b>	<b>48,229.88</b>	<b>1,523,147.95</b>	<b>5,016,784.72</b>	<b>100.00%</b>

**RESOLUTION NO. 2021-06**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN RAMON VALLEY  
FIRE PROTECTION DISTRICT RE-RATIFYING THE PROCLAMATION OF A  
STATE OF EMERGENCY BY GOVERNOR NEWSOM MARCH 4, 2020, AND RE-  
AUTHORIZING TELECONFERENCE MEETINGS UNDER ASSEMBLY BILL 361  
FOR A PERIOD OF THIRTY DAYS**

WHEREAS, the Board of Directors (“Board”) of the San Ramon Valley Fire Protection District (“District”) is committed to preserving public access and participation in meetings of the Board of Directors; and

WHEREAS, all meetings of the Board are open and public, as required by the Ralph M. Brown Act (“the Brown Act,” Government Code section 54950 et seq.), so that any member of the public may attend, participate, and watch the Board conduct their business; and

WHEREAS, on September 16, 2021, Governor Newsom signed Assembly Bill 361 (“AB 361”), which provides that under Government Code section 54953(e), a legislative body subject to the Brown Act may continue to meet using teleconferencing without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, in order to meet by teleconference under Government Code section 54953(e), the Governor must have proclaimed a state of emergency pursuant to Government Code section 8625 of the California Emergency Services Act, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558;

WHEREAS, on March 4, 2020, Governor Newsom issued a Proclamation of a State of Emergency under the California Emergency Services Act in response to the COVID-19 pandemic, which is still in existence; and

WHEREAS, its further required that state or local officials have imposed or recommended measures to promote social distancing and/or meeting in person would present imminent risks to the health or safety of attendees; and

WHEREAS, on March 10, 2020, the Contra Costa County Board of Supervisors (“County Board of Supervisors”) found that due to the introduction of COVID-19 in the County, conditions of disaster or extreme peril to the safety of persons and property had arisen, commencing on March 3, 2020. Based on these conditions, pursuant to Government Code section 8630, the Board adopted Resolution No. 2020/92, proclaiming the existence of a local emergency throughout the County (“Resolution No. 2020/92”); and

WHEREAS, the California Department of Public Health (CDPH) and the federal Centers for Disease Control and Prevention (CDC) caution that the Delta variant of COVID-19, currently

the dominant strain of COVID-19 in the country, is more transmissible than prior variants of the virus, may cause more severe illness, and even fully vaccinated individuals can spread the virus to others resulting in rapid and alarming rates of COVID-19 cases and hospitalizations; and

WHEREAS, on September 20, 2021, the Contra Costa County Health Officer issued Recommendations for Safely Holding Public Meetings that includes recommended measures to promote social distancing, including: (1) on-line meetings (teleconferencing meetings) are strongly recommended as those meetings present the lowest risk of transmission of SARS-CoV-2, the virus that causes COVID-19; (2) if a local agency determines to hold in-person meetings, offering the public the opportunity to attend via a call-in option or an internet-based service option is recommended when possible to give those at higher risk of an/or higher concern about COVID-19 an alternative to participating in person; (3) a written safety protocol should be developed and followed, and it is recommended that the protocol require social distancing – i.e., six feet of separation between attendees – and face masking of all attendees; (4) seating arrangements should allow for staff and members of the public to easily maintain at least six-foot distance from one another at all practicable times;

WHEREAS, on November 26, 2021, the World Health Organization (WHO) designated the variant B.1.1.529 a variant of concern, named Omicron, on the advice of WHO’s Technical Advisory Group on Virus Evolution.

WHEREAS, the CDC states that the Omicron variant likely will spread more easily than the original SARS-CoV-2 virus and expects that anyone with Omicron infection can spread the virus to others, even if they are vaccinated or don’t have symptoms. The Centers for Disease Control and Prevention Director Dr. Rochelle Walensky stated at least fifteen states have detected the Omicron Coronavirus variant and that number is expected to rise; and

WHEREAS, the Board does hereby find that the Governor’s Proclamation of a State of Emergency in response to the COVID-19 pandemic remains in effect, state and local officials have imposed or recommend measures to promote social distancing, and meeting in person would present imminent risks to the health or safety of attendees; and

WHEREAS, the Board does hereby find that the legislative bodies of the San Ramon Valley Fire Protection District shall conduct meetings without compliance with the requirements of Government Code section 54953(b)(3), as authorized by Government Code section 54953(e) under AB 361, and that all legislative bodies shall comply with the requirements of Government Code section 54953(e); and

WHEREAS, in the interest of public health and safety, as affected by the emergency caused by the spread of COVID-19, the Board and its subcommittees will meet in a virtual manner where public access and participation will be available through call-in and interactive web-video communication.

NOW, THEREFORE, the Board of Directors of the San Ramon Valley Fire Protection District resolves as follows:



1. Recitals. The Board finds the recitals set forth above are true and correct and are incorporated into this Resolution 2021-06 by this reference.

2. Re-ratification of Proclamation of State of Emergency. The Board hereby ratifies California Governor Newsom's Proclamation of State of Emergency in response to the COVID-19 pandemic, effective as of its issuance date of March 4, 2020.

3. Affirmation of County Recommendations for Social Distancing and Teleconferencing. The Board finds that the Contra Costa County Health Officer has strongly recommended social distancing and that public meetings be held by teleconferencing as those meetings present the lowest risk of transmission of SARS-CoV-2, the virus that causes COVID-19.

4. Imminent Risks to the Health and Safety of Attendees. The Board finds that in person meetings of the Board would present imminent risks to the health or safety of attendees due to a proclaimed State of Emergency in response to the COVID-19 pandemic in place, Resolution No. 2020/92, proclaiming the existence of a local emergency throughout Contra Costa County, and Contra Costa County's Recommendations for Social Distancing and Teleconferencing.

5. Remote Teleconference Meetings. As authorized by Assembly Bill 361, the Board authorizes and directs staff to take all actions necessary to implement the intent and purpose of this Resolution 2021-06, including conducting open and public meetings in accordance with the Government Code section 54953(e) and all other applicable provisions of the Brown Act.

6. Effective Date of Resolution. This Resolution 2021-06 shall take effect immediately upon its adoption and shall be effective until earlier of January 14, 2022, or such time the Board adopts a subsequent resolution in accordance with Government Code section 54953(e) to extend the time during which the Board may continue to teleconference without compliance with Government Code section 54953(b)(3) as authorized under AB 361, or this Resolution 2021-06 lapses due to lack of action by the Board.

On motion of Director \_\_\_\_\_, seconded by Director \_\_\_\_\_, and duly carried, the foregoing resolution was PASSED AND ADOPTED on December 15, 2021, by the following vote:

**AYES:**  
**NOES:**  
**ABSTAIN:**  
**ABSENT:**

**[SIGNATURES TO FOLLOW ON NEXT PAGE]**

DATED: December 15, 2021

---

Matthew J Stamey  
President, Board of Directors

APPROVED TO CONTENT:

---

Paige Meyer, District Fire Chief

APPROVED AS TO FORM:

---

Stephanie E. Sakai  
District Counsel

ATTEST:

---

Stephanie E. Sakai  
District Clerk



# San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

Phone (925) 838-6600 | Fax (925) 838-6629

www.firedepartment.org | info@firedepartment.org

Date: December 15, 2021

To: Board of Directors

From: Davina Hatfield, Chief Financial Officer

Re: Workers' Compensation Insurance Self-Insurance Assessment for Fiscal Year 2021-22

---

## **Background**

The District is self-insured for workers' compensation insurance. As a self-insured employer, the District is regulated by the State of California, Department of Industrial Relations, Office of Self-Insurance Plans. Labor Code Sections 62.5 and 62.6 authorize the Department of Industrial Relations to assess employers for the costs of the administration of the workers' compensation program. The assessment is based upon the total indemnity costs actually paid by the District in FY 2020-21. While the assessment factors increased by 10% from last year, total indemnity costs (i.e., LC 4850 time) decreased by 35% from \$939,969 to \$610,817; resulting in a decrease in the overall assessment amount of \$18,527 from the previous year. The decrease in indemnity costs is attributable to several claims involving injuries for which the employees have since retired and are no longer on the District payroll.

## **Recommended Board Action:**

Authorize payment to the State of California for the Workers' Compensation Insurance Self-Insurance Assessment for Fiscal Year 2021-22 in the amount of \$64,719.08.

## **Financial Impacts:**

The assessment amount is within the amount budgeted for Fiscal Year 2021-22.



**Department of Industrial Relations**

Office of Self-Insurance Plans  
 11050 Olson Drive, Suite 230  
 Rancho Cordova, CA 95670  
 (916) 464-7000  
 Fax: (916) 464-7007

**INVOICE**

Invoice Number: OSIP 69233  
 Certificate No.: 7414  
 Invoice Date: December 1, 2021  
 Due Date: December 31, 2021  
 OSIP Federal Tax ID.: 94-3160882

Customer Information:

Billing Address:		Send Payment To:	
Company:	San Ramon Valley Fire Protection District	Company:	Department Of Industrial Relations
Name:	Davina Hatfield	Name:	Office of Self Insurance Plans
Address:	1500 Bollinger Canyon Rd	Address:	11050 Olson Drive, Suite 230
City/State/Zip	San Ramon, CA 94583	City/State/Zip	Rancho Cordova, CA 95670

For : San Ramon Valley Fire Protection District

**Terms:** Due and payable within 30 days

Factor	Assessment for fiscal year July 1, 2021 through June 30, 2022 using 2020 / 2021 Public Annual Report	Paid Indemnity (Line4 minus Line11 on the annual report)	Assessment Due
0.031386	Workers' Compensation Administration Revolving Fund Assessment (WCARF)	\$ 610,817	\$ 19,171.10
0.002301	Uninsured Employers Benefits Trust Fund Assessment (UEBTF)	\$ 610,817	\$ 1,405.48
0.034845	Subsequent Injuries Benefits Trust Fund Assessment (SIBTF)	\$ 610,817	\$ 21,283.91
0.016639	Occupational Safety and Health Fund Assessment (OSHF)	\$ 610,817	\$ 10,163.38
0.008178	Workers's Compensation Fraud Account Assessment (FRAUD)	\$ 610,817	\$ 4,995.26
0.012606	Labor Enforcement and Compliance Fund (LECF)	\$ 610,817	\$ 7,699.95
<b>License Fee Assessment:</b>			
	Base Fee (determined by total number of employees)		\$ 0.00
	Additional Location Fee (No. of Locations)		\$ 0.00
	Per Capita Employee Charge (# of ee's * 0 )	License Fee Assessment Subtotal:	\$ 0.00
		<b>Invoice Totals:</b>	<b>\$ 64,719.08</b>
		<b>Amount Paid:</b>	<b>\$ 0.00</b>
		<b>Balance Due:</b>	<b>\$ 64,719.08</b>

**Notes:**  
 The letter establishing the assessment factors and methodology used for calculation are available on the OSIP website at <http://sip.dir.ca.gov> You can also make an electronic funds transfer(EFT)payment online at <http://www.dir.ca.gov/osip> It is very important to enter the correct invoice number when making an online payment.



**SPECIAL ANNOUNCEMENTS/  
PRESENTATIONS/  
GENERAL BUSINESS**



1000 Bishops Gate Blv. Ste 300  
Mt. Laurel, NJ 08054-5404

t1.800.444.4554 Opt.2  
f1.800.777.3929

October 25, 2021

Mr. Matt Stamey, Board Chairman  
San Ramon Valley FD  
1500 Bollinger Canyon Rd  
San Ramon, California, 94583

RE: San Ramon Valley Fd, Contra Costa County, California (N)  
Public Protection Classification: 01/1Y  
Effective Date: February 01, 2022

Dear Mr. Matt Stamey,

We wish to thank you and Chief Paige Meyer for your cooperation during our recent Public Protection Classification (PPC) survey. ISO has completed its analysis of the structural fire suppression delivery system provided in your community. The resulting classification is indicated above.

If you would like to know more about your community's PPC classification, or if you would like to learn about the potential effect of proposed changes to your fire suppression delivery system, please call us at the phone number listed below.

Please note that as part of our analysis it was determined that the following fire station(s) did not meet the minimum requirements for recognition: San Ramon Valley FS 40, Training Center Fire Station is not recognized.

ISO's Public Protection Classification Program (PPC) plays an important role in the underwriting process at insurance companies. In fact, most U.S. insurers – including the largest ones – use PPC information as part of their decision-making when deciding what business to write, coverage's to offer or prices to charge for personal or commercial property insurance.

Each insurance company independently determines the premiums it charges its policyholders. The way an insurer uses ISO's information on public fire protection may depend on several things – the company's fire-loss experience, ratemaking methodology, underwriting guidelines, and its marketing strategy.

Through ongoing research and loss experience analysis, we identified additional differentiation in fire loss experience within our PPC program, which resulted in the revised classifications. We based the differing fire loss experience on the fire suppression capabilities of each community. The new classifications will improve the predictive value for insurers while benefiting both commercial and residential property owners. We've published the new classifications as "X" and "Y" – formerly the "9" and "8B" portion of the split classification, respectively. For example:

- A community currently graded as a split 6/9 classification will now be a split 6/6X

- classification; with the “6X” denoting what was formerly classified as “9.”
- Similarly, a community currently graded as a split 6/8B classification will now be a split 6/6Y classification, the “6Y” denoting what was formerly classified as “8B.”
- Communities graded with single “9” or “8B” classifications will remain intact.
- Properties over 5 road miles from a recognized fire station would receive a class 10.

PPC is important to communities and fire departments as well. Communities whose PPC improves may get lower insurance prices. PPC also provides fire departments with a valuable benchmark, and is used by many departments as a valuable tool when planning, budgeting and justifying fire protection improvements.

ISO appreciates the high level of cooperation extended by local officials during the entire PPC survey process. The community protection baseline information gathered by ISO is an essential foundation upon which determination of the relative level of fire protection is made using the Fire Suppression Rating Schedule.

The classification is a direct result of the information gathered, and is dependent on the resource levels devoted to fire protection in existence at the time of survey. Material changes in those resources that occur after the survey is completed may affect the classification. Although ISO maintains a pro-active process to keep baseline information as current as possible, in the event of changes please call us at 1-800-444-4554, option 2 to expedite the update activity.

ISO is the leading supplier of data and analytics for the property/casualty insurance industry. Most insurers use PPC classifications for underwriting and calculating premiums for residential, commercial and industrial properties. The PPC program is not intended to analyze all aspects of a comprehensive structural fire suppression delivery system program. It is not for purposes of determining compliance with any state or local law, nor is it for making loss prevention or life safety recommendations.

If you have any questions about your classification, please let us know.

Sincerely,

*Alex Shubert*

Alex Shubert  
Manager -National Processing Center

cc: Ms. Denise Pangelinan, 911 Director, San Ramon Valley Fire Department  
Mr. Dan Martin, Water Superintendent, Dublin San Ramon Services District  
Mr. Jose Rios, Engineer, East Bay Municipal Utility District  
Chief Paige Meyer, Chief, San Ramon Valley Fire Department

# San Ramon Valley FD, CA

## ISO Class 1/1Y community

Effective February 1, 2022

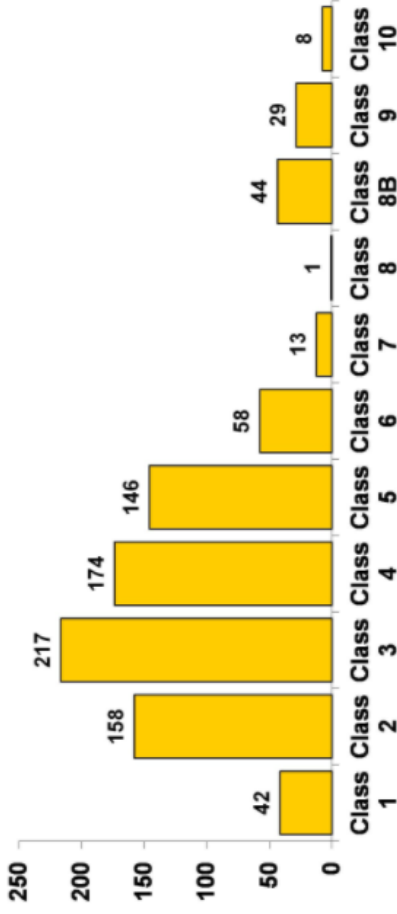




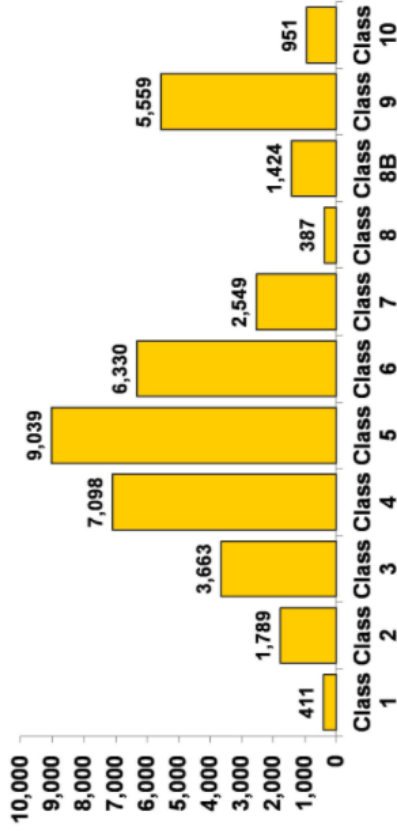
# ISO Public Protection Classification

- ISO's PPC program measures the effectiveness of public fire protection for structures in 39,000 fire districts across the country
- PPC considers the overall fire suppression service capability relative to the risk in the graded area
- Better fire protection – as measured by the PPC – generally leads to a better loss experience for insured structural damage
- Reviews are conducted every five years

California



Countrywide



ISO: 411 Class 1's = Less than 1% of all rated Communities

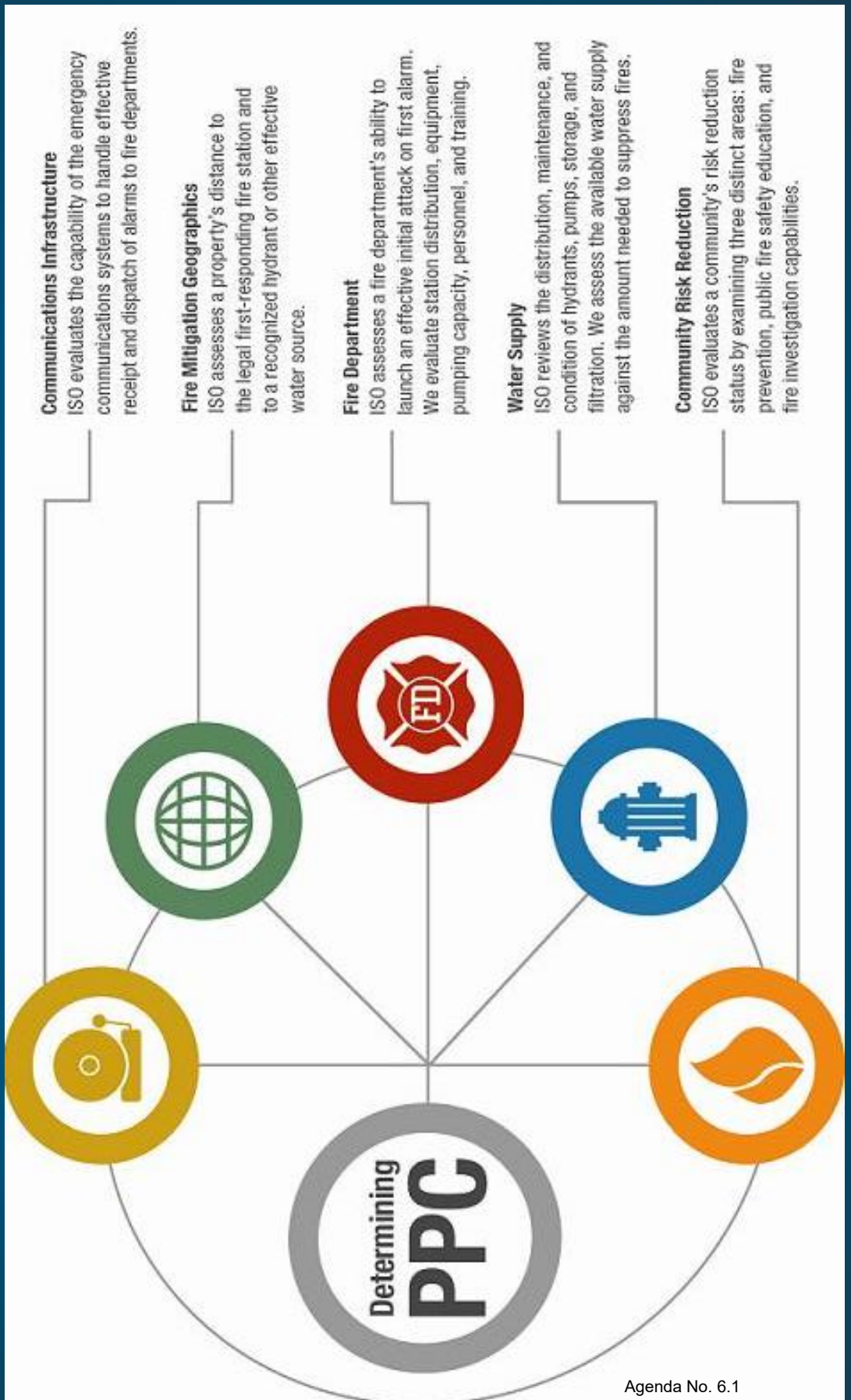
# Fire Suppression Rating Schedule

- A community fire suppression evaluation, not just a fire department evaluation
- Acknowledged and accepted measurement of a community's fire suppression capabilities
- References proven national standards



**National Fire Protection Association**  
The authority on fire, electrical, and building safety

# Items Evaluated in the FSRS



# How Does PPC Information Affect Individual Insurance Policies?

ISO's Public Protection Classification (PPC®) information plays an important part in the decisions insurers make affecting the underwriting and pricing of property insurance. In fact, most U.S. insurance companies — including the largest ones — use PPC information in one or more of the following ways:

- to identify opportunities for writing new business
- to manage the quality of community fire protection across their book of business
- to review loss experience in various rating territories
- to offer coverages and establish deductibles for individual homes and businesses

Insurance companies — not ISO — establish the premiums they charge to policyholders. The methodology a company uses to calculate premiums for property insurance may depend on the company's fire loss experience, underwriting guidelines, and marketing strategy.

Here are some general guidelines to help you understand the benefits of improved PPC ratings for residents and businesses:

- PPC may affect the underwriting and pricing for a variety of personal and commercial insurance coverages, including homeowners, mobile home, fine arts floaters, and commercial property (including business interruption).
- Assuming all other factors are equal, the price of property insurance in a community with a good PPC is lower than in a community with a poor PPC.

# San Ramon Valley FD, CA

## ISO Class 1/1Y community

Effective February 1, 2022





**OLD BUSINESS**



# San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

Phone (925) 838-6600 | Fax (925) 838-6629

www.firedepartment.org | info@firedepartment.org

Date: December 15, 2021

To: Board of Directors

From: Paige Meyer, Fire Chief  
Ken Campo, Financial Consultant

Subject: Award of Construction Contract for San Ramon Valley Fire Protection District  
San Ramon Station 34 Remodel Project to Lowest Responsive Bidder, Sausal Corporation

---

## **Background:**

The Request for Proposals (RFP) for the Station 34 remodel project was publicly noticed on District website on October 12, 2021. Information on the project was also provided to the Bay Area Builders Exchange, which is an online plan room that maintains public works projects for their membership and serves both Contra Costa County and Alameda County.

A Mandatory Pre-Bid Conference and Site Visit was held at Station 34 in San Ramon on October 28, 2021. Twenty (20) general contractors attended the meeting. On November 18, 2021, the District received six (6) responses to the RFP, one of which was deemed non-responsive and subsequently withdrawn by the contractor the next day. The following Proposers were deemed to have submitted responsive bids;

Sausal Corporation. (Concord, CA)	\$7,589,000
Strawn Construction, Inc. (San Jose, CA)	\$7,833,000
W.A. Thomas, Inc. (Martinez, CA)	\$8,311,000
DL Falk Construction, Inc. (Hayward, CA)	\$8,354,000
MarCon Construction, Inc, (Oakland, CA)	\$9,526,355

Based on the RFP selection criteria, evaluation and feedback from references, staff is recommending the Station 34 remodel project be awarded to the lowest, responsive bidder, Sausal Corporation. Staff feels that the proposal from Sausal Corporation offers the best value to the District overall based on the current bid environment and the other proposals received for the project.

The District will be utilizing the law firm of Meyers Nave to assist with finalizing the construction contract with Sausal, a draft of which accompanies this staff report.



**Recommended Board Action:**

Staff recommends award of the construction contract for the Public Safety Building project to Sausal Corporation, consistent with their bid and the provisions contained in the RFP; and that the Board authorize the Fire Chief to execute a final contract with Sausal Corporation, in substantial form as the draft contract attached to this staff report.

**Financial Impacts:**

The budget established for this project was \$6,000,000. Staff believes the additional \$1,589,000 required to meet the low bid amount can be reallocated from other CIP projects with no additional CIP budget appropriation needed at this time.

Attachments:

Draft Construction Contract for the San Ramon Public Safety Building Construction Project

**DOCUMENT 00 5200**

**AGREEMENT**

THIS AGREEMENT, dated this \_\_\_\_ day of 2021, by and between SAUSAL CORPORATION whose place of business is located at 3550 Willow Pass Rd. Concord, CA 94519 (“Contractor”), and the SAN RAMON VALLEY FIRE PROTECTION DISTRICT (hereinafter “Owner”), acting under and by virtue of the authority vested in Owner by the laws of the State of California.

WHEREAS, Owner, by its Resolution No. \_\_\_\_\_, adopted on \_\_\_\_\_, 2021, awarded to Contractor the following Contract: **San Ramon Fire Station 34 Project**.

NOW, THEREFORE, in consideration of the mutual covenants hereinafter set forth, Contractor and Owner agree as follows:

1. **SCOPE OF WORK OF THE CONTRACT.** Contractor shall complete all Work specified in the Contract Documents, in accordance with the Specifications, Drawings, and all other terms and conditions of the Contract Documents (the “**Work**”).
2. **PRICE FOR COMPLETION OF THE WORK.** Owner shall pay Contractor the following Contract Sum (**Contract Sum**) for completion of Work in accordance with Contract Documents as set forth in Contractor’s Bid, attached hereto: \$7,589,000.00. The Contract Sum includes all Work described in the Contract Documents and all costs related to the impacts from COVID-19 and local, County, and State requirements related thereto.
3. **COMMENCEMENT AND COMPLETION**
  - 3.01 **Commencement of the Work.** Contractor shall commence Work on the date stated in the Notice to Proceed (the “**Commencement Date**”). Owner reserves the right to modify or alter the Commencement Date.
  - 3.02 **Completion of the Work.** Contractor shall achieve Final Completion within 300 Calendar Days from the date when the Contract Time commences to run.
4. **PROJECT REPRESENTATIVES**
  - 4.01 **Owner’s Project Manager.** Owner has designated Frank Drayton, Deputy Chief, as its Project Manager to act as Owner’s Representative in all matters relating to the Contract Documents. Owner’s Project Manager shall have final authority over all matters pertaining to the Contract Documents and shall have sole authority to modify the Contract Documents on behalf of Owner, to accept work, and to make decisions or actions binding on Owner, and shall have sole signature authority on behalf of Owner. Owner may assign all or part of the Project Manager’s rights, responsibilities and duties to a Construction Manager, or other Owner Representative.
  - 4.02 **Contractor’s Project Manager.** Contractor has designated Adam Baca as its Project Manager to act as Contractor’s Representative in all matters relating to the Contract Documents.
5. **LIQUIDATED DAMAGES**
  - 5.01 **Liquidated Damages For Delay to Substantial Completion.** As liquidated damages for delay, Contractor shall pay Owner three thousand dollars (\$3,000.00) for each

San Ramon Valley Fire Protection District  
Station #34 Remodel  
San Ramon, CA

10/12/2021  
Agreement  
00 5200 - 1

Calendar Day that expires after the time specified herein for Contractor to achieve Substantial Completion of the Work, until achieved.

**5.02 Liquidated Damages for Delay to Final Completion.** As liquidated damages for delay, Contractor shall pay Owner one thousand dollars (\$1,000.00) for each Day that expires after the time specified herein for Contractor to achieve Final Completion of the entire Work, until achieved.

**5.03 Scope of Liquidated Damages.** The liquidated damages amounts stated in Section 5.01 and 5.02 shall apply cumulatively. Limitations and stipulations regarding liquidated damages (if any) are set forth in Document 00 7200 (General Conditions).

## **6. CONTRACT DOCUMENTS**

**6.01** The Contract Documents consist of the following documents, including all changes, Addenda, and Modifications thereto:

Document 00 1000	Notice Inviting Bids
Document 00 2000	Instructions to Bidders
Document 00 4000	Bid Form
Document 00 4314	Bidder Registration Form
Document 00 4330	Subcontractors List
Document 00 4513	Statement of Qualifications
Document 00 4546	Bidder Certifications
Document 00 5200	Agreement
Document 00 5500	Notice to Proceed
Document 00 6113.13	Construction Performance Bond
Document 00 6113.16	Construction Labor and Material Payment Bond
Document 00 6290	Escrow Agreement for Security Deposits
Document 00 6325	Substitution Request Form
Document 00 6363	Change Order Form
Document 00 6530	Release of Claims
Document 00 6536	Guaranty
Document 00 7200	General Conditions
Document 00 7201	Supplementary General Conditions
Document 00 7316	Insurance Requirements
Document 00 7383	Claims and Dispute Resolution
Specifications	Divisions 01 through 48
Drawings listed in Sheet T-2	

**6.02** There are no Contract Documents other than those listed above. The Contract Documents may only be amended, modified or supplemented as provided in Document 00 7200 (General Conditions).

## **7. MISCELLANEOUS**

**7.01** Terms and abbreviations used in this Agreement are defined in Document 00 7200 (General Conditions) and Section 01 4200 (References and Definitions) and will have the meaning indicated therein.

**7.02** It is understood and agreed that in no instance are the persons signing this Agreement for or on behalf of Owner or acting as an employee, agent, or representative of Owner, liable on this Agreement or any of the Contract Documents, or upon any warranty of authority, or otherwise, and it is further understood and agreed that liability of Owner is

San Ramon Valley Fire Protection District  
Station #34 Remodel  
San Ramon, CA

10/12/2021  
Agreement  
00 5200 - 2

limited and confined to such liability as authorized or imposed by the Contract Documents or applicable law.

- 7.03** In entering into a public works contract or a subcontract to supply goods, services or materials pursuant to a public works contract, Contractor or Subcontractor offers and agrees to assign to the awarding body all rights, title and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. §15) or under the Cartwright Act (Chapter 2 (commencing with §16700) of Part 2 of Division 7 of the Business and Professions Code), arising from purchases of goods, services or materials pursuant to the public works contract or the subcontract. This assignment shall be made and become effective at the time Owner tenders final payment to Contractor, without further acknowledgment by the parties.
- 7.04** Copies of the general prevailing rates of per diem wages for each craft, classification, or type of worker needed to execute the Contract, as determined by Director of the State of California Department of Industrial Relations, are deemed included in the Contract Documents and on file at Owner's Office, and shall be made available to any interested party on request. Pursuant to California Labor Code §§ 1860 and 1861, in accordance with the provisions of Section 3700 of the Labor Code, every contractor will be required to secure the payment of compensation to his employees. Contractor represents that it is aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that Code, and Contractor shall comply with such provisions before commencing the performance of the Work of the Contract Documents.
- 7.05** During the term of this Agreement, Contractor warrants that it is currently registered with the Department of Industrial Relations and qualified to perform public work consistent with Labor Code section 1725.5. Contractor further warrants that any subcontractors who are subject to Public Contract code section 4104, are registered and qualified to perform public work consistent with Labor Code section 1725.5.
- 7.06** This project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.
- 7.07** This Agreement and the Contract Documents shall be deemed to have been entered into in the County of Contra Costa, State of California, and governed in all respects by California law (excluding choice of law rules). The exclusive venue for all disputes or litigation hereunder shall be in the Superior Court for the County of Contra Costa.

IN WITNESS WHEREOF the parties have executed this Agreement in quadruplicate the day and year first above written.

**CONTRACTOR: [CONTRACTOR'S NAME]**

By: \_\_\_\_\_  
(Signature)

Its: \_\_\_\_\_  
Title (If Corporation: Chairman, President  
or Vice President)

**OWNER: SAN RAMON FIRE PROTECTION  
DISTRICT**

By: \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Title)

Attest: \_\_\_\_\_  
Secretary

\_\_\_\_\_  
(Print Name)

APPROVED AS TO FORM AND LEGALITY  
THIS \_\_ DAY OF \_\_\_\_\_, [202\_\_]

By: \_\_\_\_\_  
Attorney for Owner

\_\_\_\_\_  
(Print Name)

RESOLUTION NO. \_\_\_\_\_

**END OF DOCUMENT**



**NEW BUSINESS**

The logo of the Ramon Valley Fire Department is a Maltese cross. The top arm contains the word "RAMON" and the right arm contains "VALLEY". The bottom arm contains the word "FIRE". A central yellow bell is positioned in the center of the cross. A banner at the bottom of the cross reads "Est. 1912".

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

**Sent:** Monday, November 15, 2021 3:49 PM  
**To:** Laura Begin <[lbegin@srvfire.ca.gov](mailto:lbegin@srvfire.ca.gov)>  
**Cc:** Lance Maples <[lmaples@srvfire.ca.gov](mailto:lmaples@srvfire.ca.gov)>  
**Subject:** SRVFD Crew Recognition Message

Hi Laura,

Follow up message from our phone call this morning. If you can please forward the message to the crew members that responded and provided care it would be greatly appreciated. I believe the crew information in the screenshot at the bottom is correct.

My wife [REDACTED], her immediate family and I wanted to extend our appreciation to the crew members of E34 and PM38. On Saturday evening around 6:50 pm they responded to [REDACTED]'s parents house at [REDACTED] in San Ramon. My wife and daughter left a couple of hours earlier after visiting her mother ([REDACTED]) who just had knee replacement surgery last Tuesday. She was doing well during their visit and was actually ambulating well on her own with a walker.

Around 6:30 she was sitting at the dinner table, began to have palpitations, became cool, pale & diaphoretic, vomited once and felt weak. My father in law ([REDACTED]) called their neighbor who is a nurse and has been helping [REDACTED] after the surgery, she came over immediately, she was able to assess and help put [REDACTED] at ease a little bit, she recommended to my father in law that 911 should be activated.

Apparently E34 arrived first and initiated ALS care, followed by the crew on PM38 who continued [REDACTED]'s care seamlessly... I spoke with the SRRMC ICU Nurse on Sunday afternoon who provided me with pretty extensive details of [REDACTED]'s care (similar to a shift turnover report). To summarize, [REDACTED] was found to be in A-Fib (new onset) with heart rates as high as 200 and a rapid ventricular response per the 12 lead, the crews attempted a Vagal Maneuver which was not successful. They recognized the need for immediate transport to SRRMC. She was admitted to the ICU after the ED performed a full standard Cardiac workup, including a Chest CT to rule out Pulmonary Embolism, Ultrasound to rule out DVT, serial 12 leads, labs, etc... They attempted to chemically convert the A-Fib with Diltiazem and then switched to Amiodarone which resulted in converting the A-Fib to a Sinus Rhythm about 1:00am Sunday morning. On Sunday afternoon they performed an ECHO with negative findings and checked a second time for DVT. They moved her from ICU Sunday night to a monitored bed for observation and was awaiting discharge as I was typing this email... She has referrals to



Kaiser Cardiology for follow up care. She will be on a blood thinner and oral Amiodarone for now.

My father in law expressed his appreciation for the crews professional and compassionate care, it had been a stressful week for both of them. They are very active people in their mid 70's and have been dealing with the post knee replacement activities (home health visits, pain management, etc...), my daughter's wedding was the Saturday before as well so [REDACTED] had a very active a couple of days before the surgery. They have lived in that house for 40 years and thankfully have not had to use 911 services more than a couple of times. It was a very positive experience and as a retired [REDACTED] FD Captain/Paramedic I wanted to recognize the crews for the care and compassion they provided to my extended family. Crews don't always hear the personal side and the positive results of the care they initiated. So ***Thank You!***

Hopefully [REDACTED]'s road to recovery will be a short one

***Steve*** [REDACTED]



**OPERATIONS AND TRAINING**



# San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

Phone (925) 838-6600 | Fax (925) 838-6629

www.firedepartment.org | info@firedepartment.org

**Date:** December 15, 2021  
**To:** Board of Directors  
**From:** James Selover, Deputy Chief  
**Subject:** Operations and Training – Activities Report for November 2021

---

## Activities

- Completed Annual Joint Apprenticeship Committee (JAC) Administration Training
- Completed on-boarding processing of nine (9) Firefighter Recruits
- Completed issuance of Position Task Books to newly promoted Engineers
- Developed State Fire Fighter II compliant Flammable Liquids Training Module
- Participated in Back-to-Basics Training Development
- Facilitated the delivery of 22 modules of Mental Health Generalist Training
- Participated in Government 101 Presentation
- Completed State CalVax Vaccine Inventory Control Training Models

## Meetings

11/02/21- Apparatus Committee Meeting  
11/03/21- Firefighter Paramedic Interviews  
11/04/21- Firefighter Paramedic Interviews  
11/05/21- Annual Wellness Fitness Meeting  
11/08/21- COVID Situation Status Briefing  
11/08/21- City of San Ramon- Gov 101 Presentation  
11/09/21- Command Staff Meeting  
11/10/21- Implementation & Evaluation Meeting- Mental Health  
11/11/21- Station 37 Training Work Group  
11/15/21- District Aide Interviews  
11/16/21- Management Staff Meeting  
11/18/21- Firefighter Paramedic Interviews  
11/22/21- Firefighter Reserve Work Group  
11/22/21- COVID Situation Status Briefing  
11/23/21- Command Staff Meeting  
11/25/21- Station 37 Training Work Group  
11/30/21- Medical Dispatch Review Committee

# Standards of Cover Policy Compliance Report

## November 1, 2021 - November 30, 2021

	SOC Goal 1, 5, 6			SOC Goal 2, 5, 6			SOC Goal 3, 5, 6			SOC Goal 5, 6		
	Urban (Count = 274)			Suburban (Count = 125)			Rural (Count = 4)			Wilderness (Count =1)		
	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D
<b>First Unit Response</b>	7:00	7:08	7:33	8:00	8:04	8:18	15:00	11:00	13:42	45:00	27:34	31:45
		99%	94%		99%	97%		100%	100%		100%	100%

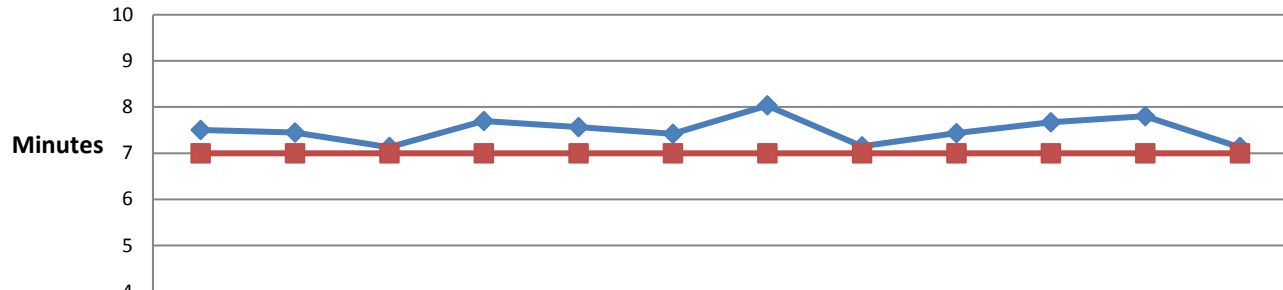
	SOC Goal 4											
	Urban (Count = 0)			Suburban (Count = 0)			Rural (Count = 0)			Wilderness (Count = 0)		
	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D
<b>ERF Fire Response</b>	13:00	0:00	16:09	14:00	0:00	12:29	21:00	0:00	17:37	45:00	0:00	0:00
		0%	63%		0%	100%		0%	100%		0%	0%

	SOC Goal 8											
	Urban (Count = 134)			Suburban (Count = 59)			Rural (Count = 2)			Wilderness (Count = 0)		
	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D
<b>ERF Medical Response</b>	9:00	10:49	10:17	10:00	12:21	10:21	21:00	14:37	18:53	45:00	0:00	30:20
		79%	89%		89%	97%		100%	100%		0%	100%

SOC Goal 7									
Call Processing EMS			Call Processing Time			Turnout Time			
Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	
1:00	1:02	1:04	1:00	1:35	1:40	2:00	1:33	1:46	
	98%	98%		87%	86%		100%	100%	

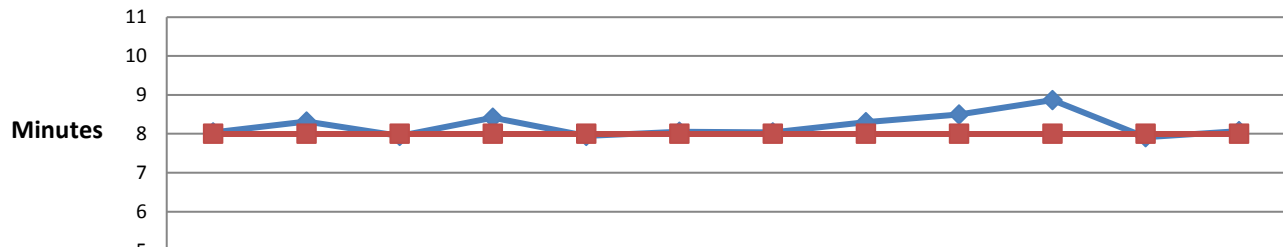
## First Unit Response

### Urban



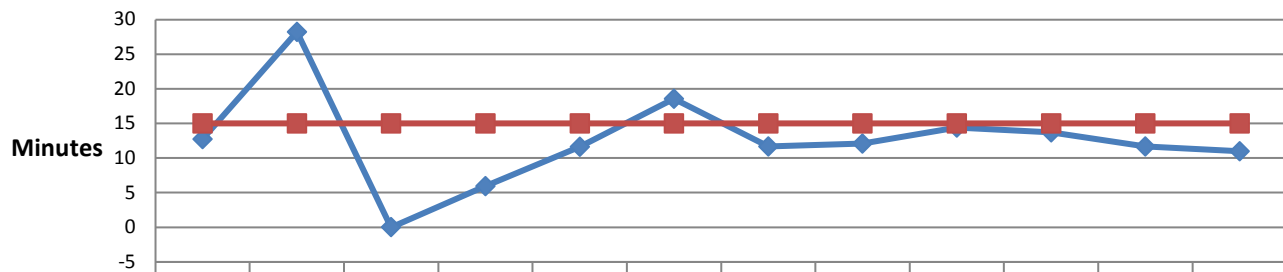
	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov
Urban	7.5	7.5	7.1	7.7	7.6	7.4	8.0	7.2	7.4	7.7	7.8	7.1
Benchmark	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0

### Suburban



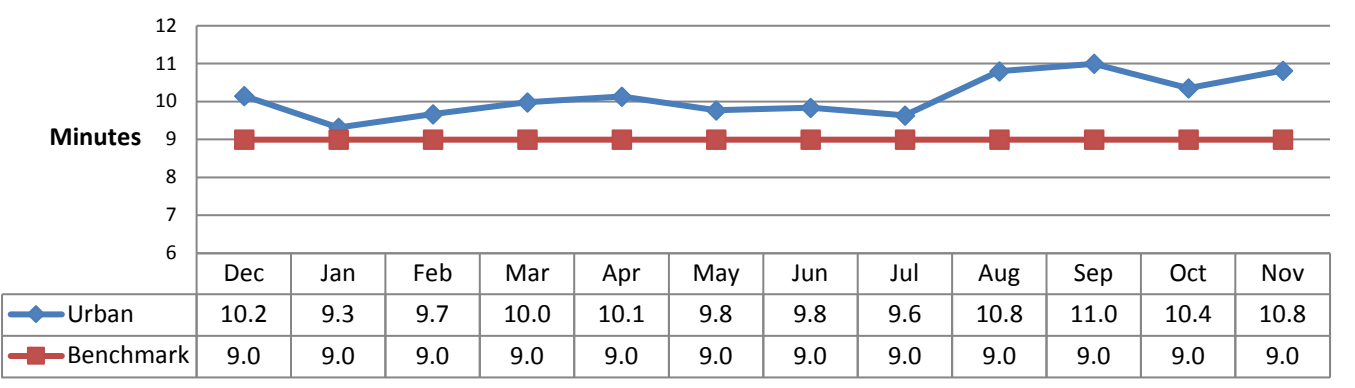
	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov
Suburban	8.0	8.3	8.0	8.4	8.0	8.1	8.0	8.3	8.5	8.9	7.9	8.1
Benchmark	8.0	8.0	8.0	8.0	8.0	8.0	8.0	8.0	8.0	8.0	8.0	8.0

### Rural

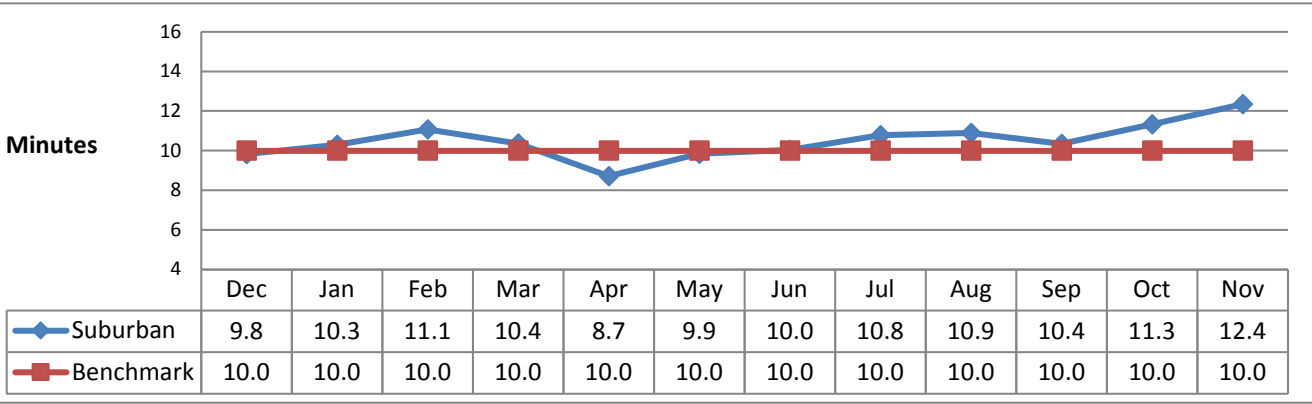


	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov
Rural	12.7	28.3	0.0	5.9	11.6	18.6	11.7	12.1	14.4	13.7	11.7	11.0
Benchmark	15.0	15.0	15.0	15.0	15.0	15.0	15.0	15.0	15.0	15.0	15.0	15.0

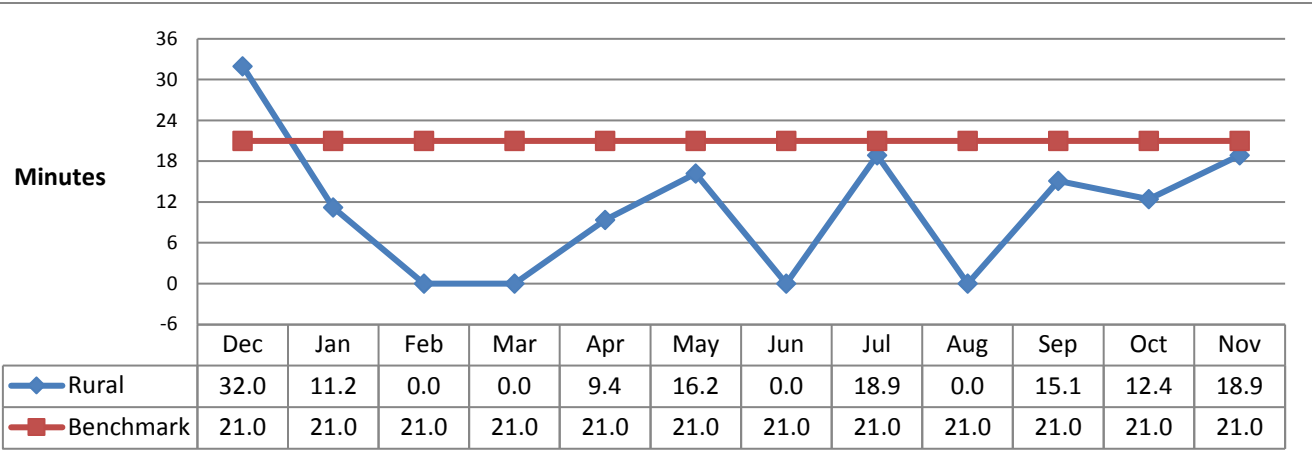
**ERF Medical**  
**Urban**



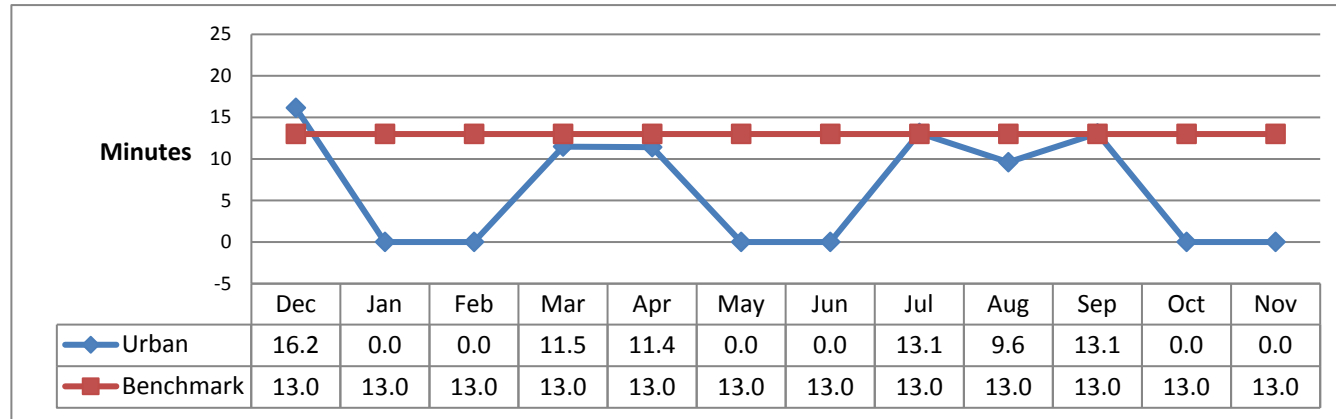
**Suburban**



**Rural**



**ERF Fire Response Urban**



**Goal 1**

*Distribution of Fire Stations for Built-up Urban Areas of Greater than 2,000 People per Square Mile*

To treat and transport medical patients and control small fires, the first-due unit should arrive within 7 minutes total response time, 90 percent of the time from the receipt of the call in fire dispatch. Total response time equates to 1 minute dispatch time, 2 minute crew turnout time and 4 minutes travel time spacing for single units.

**Goal 2**

*Distribution of Fire Stations for Suburban Areas of 1,000 to 2,000 People per Square Mile*

The first-due fire unit should arrive within 8 minutes total response time, 90 percent of the time.

**Goal 3**

*Distribution of Fire Stations for Rural Areas of Less than 1,000 People per Square Mile*

The first-due fire unit should arrive within 15 minutes total response time, 90 percent of the time.

#### **Goal 4**

##### *Effective Response Force (First Alarm) for Urban Areas of Greater than 2,000 People per Square Mile*

To confine fires near the room of origin and to treat up to 5 medical patients at once, a multiple-unit response of at least 15 personnel should arrive within 13 minutes total response time from the time of 911 call receipt, 90 percent of the time. This equates to 1 minute dispatch time, 2 minutes crew turnout time and 10 minutes travel time spacing for multiple units. Suburban areas should receive the full first alarm within 14 minutes total response time, 90 percent of the time with the goal to limit the fire spread to the area already involved upon the arrival of the effective response force. For rural areas, this should be 21 minutes, 90 percent of the time. Outcome goals in these areas would be to confine fires to the building of origin and to care for medical patients.

#### **Goal 5**

##### *Hazardous Materials Response*

Respond to hazardous materials emergencies with enough trained personnel to protect the community from the hazards associated with the release of hazardous and toxic materials. Achieve a total response time consistent with Goal 1, Goal 2 and Goal 3 with the first company capable of operating at the California OSHA First Responder Operations (FRO) level. After size-up and scene evaluation is complete, a determination will be made whether to request the on-duty District Hazardous Materials Team and/or other appropriate resources.

#### **Goal 6**

##### *Technical Rescue*

Respond to technical rescue emergencies with enough trained personnel to facilitate a successful rescue. Achieve a total response time consistent with Goal 1, Goal 2 and Goal 3 with the first company capable of operating at the California Rescue System 1 (RS1) level. After size-up and scene evaluation is complete, a determination will be made whether to request the on-duty District Rescue Team and/or other appropriate resources.

#### **Goal 7**

##### *Call processing and turnout times*

A concentrated focus will be placed on systems, training and feedback measures to crews to lower dispatch and turnout time reflex measures to national best practices of 1 minute for dispatch and 2 minutes for fire crew turnout, 90 percent of the time.

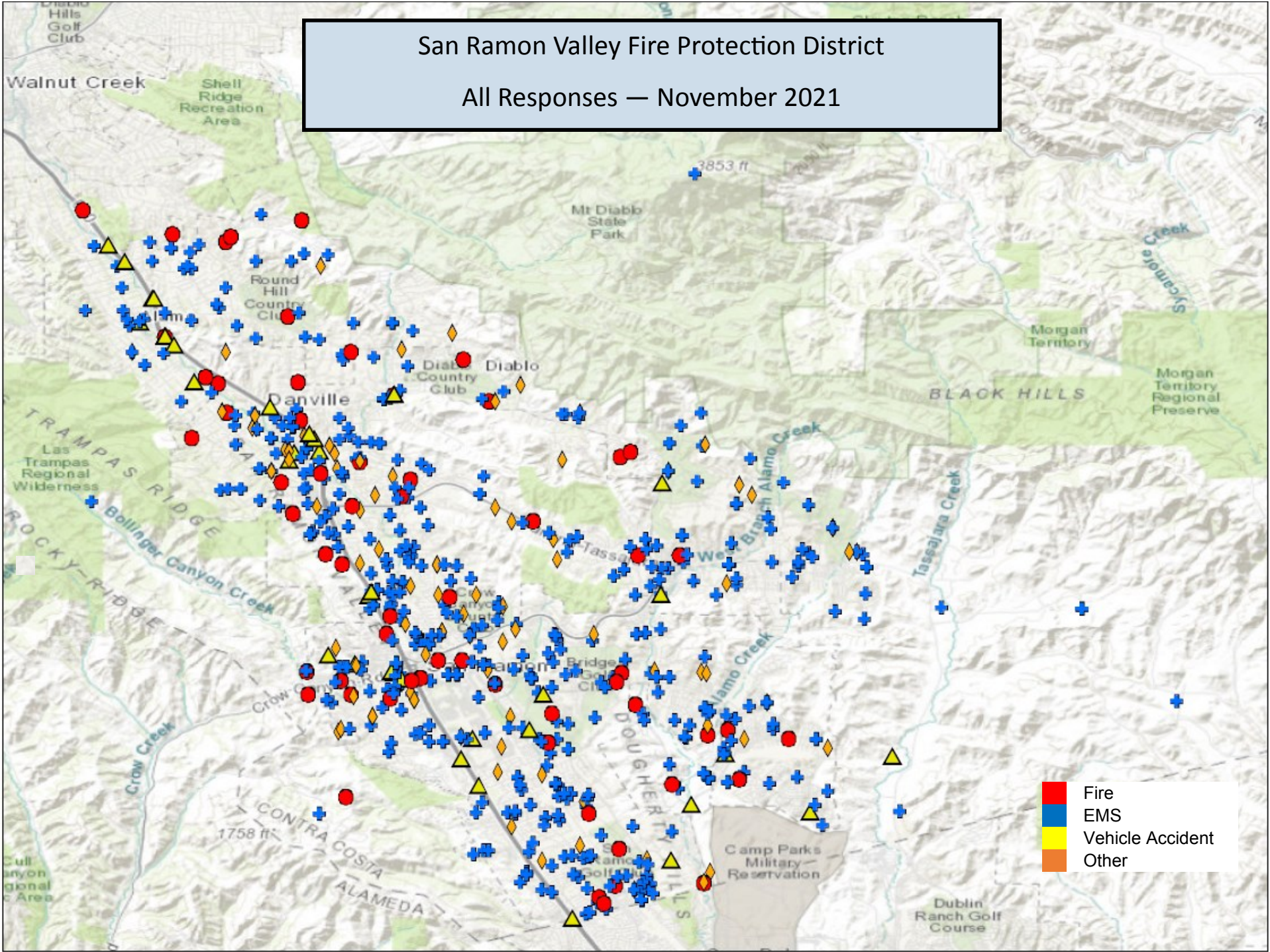
#### **Goal 8**

##### *Effective Response Force for Advanced Life Support (ALS) Medical Emergencies*

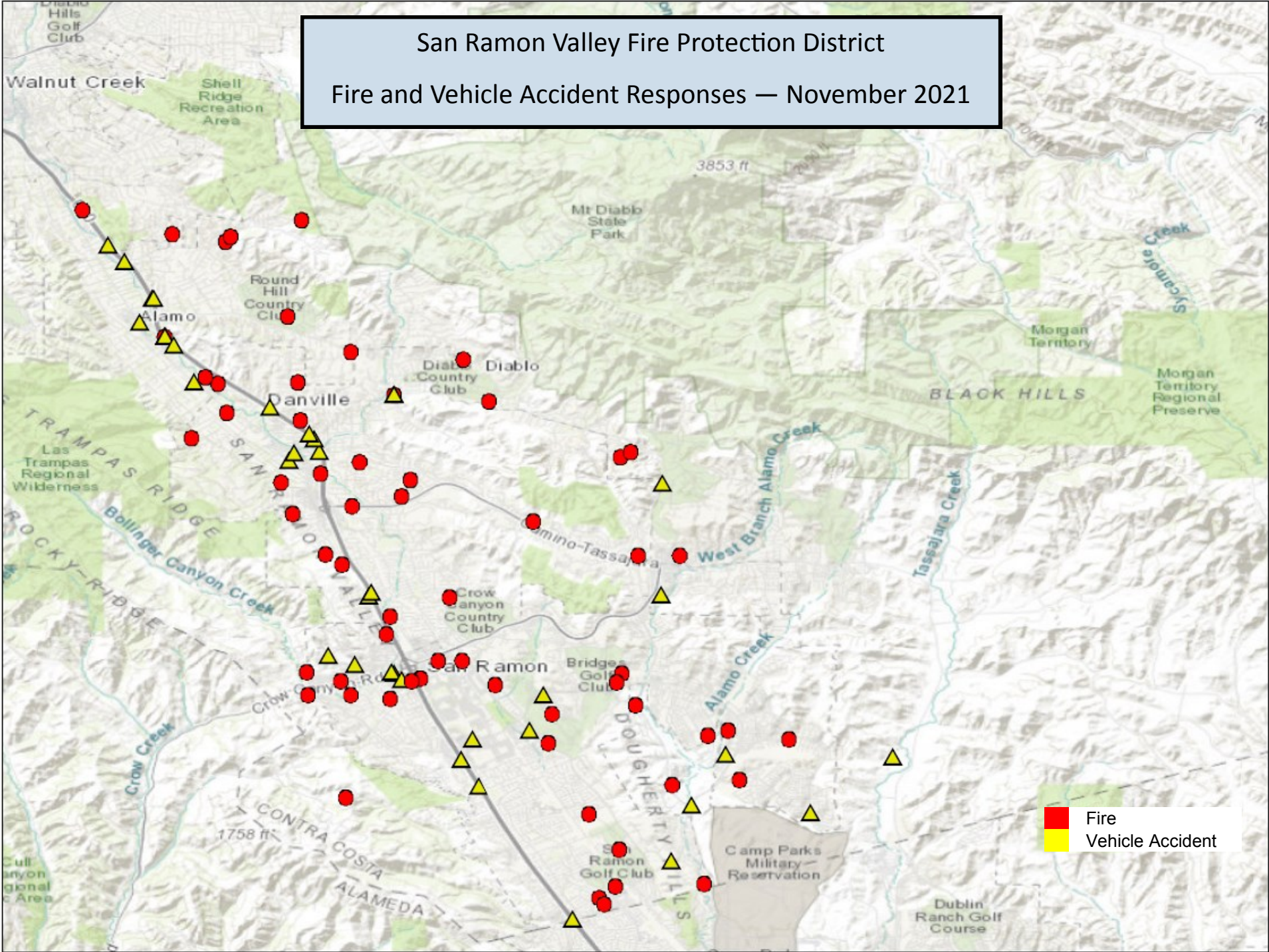
To treat medical patients requiring advanced procedures and skills (defined as Charlie, Delta or Echo), a two-unit response consisting of one paramedic-staffed ambulance and one additional paramedic-staffed unit for a response force of at least five personnel should arrive within 6 minutes travel time in urban areas and 7 minutes travel time in suburban areas, 90 percent of the time. For rural areas, excluding Mt. Diablo State Park, personnel should arrive within 18 minutes travel time 90 percent of the time.



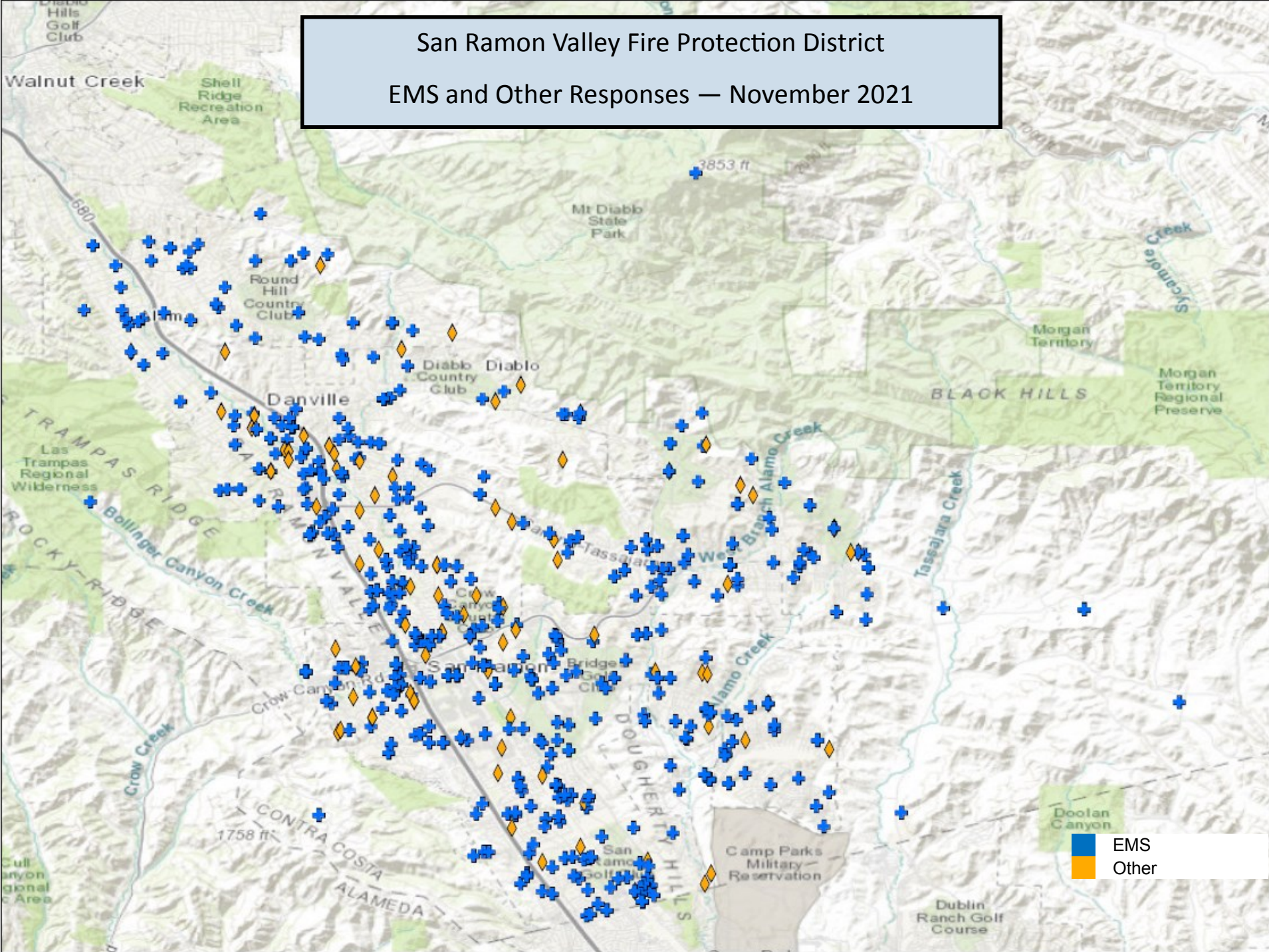
San Ramon Valley Fire Protection District  
All Responses — November 2021



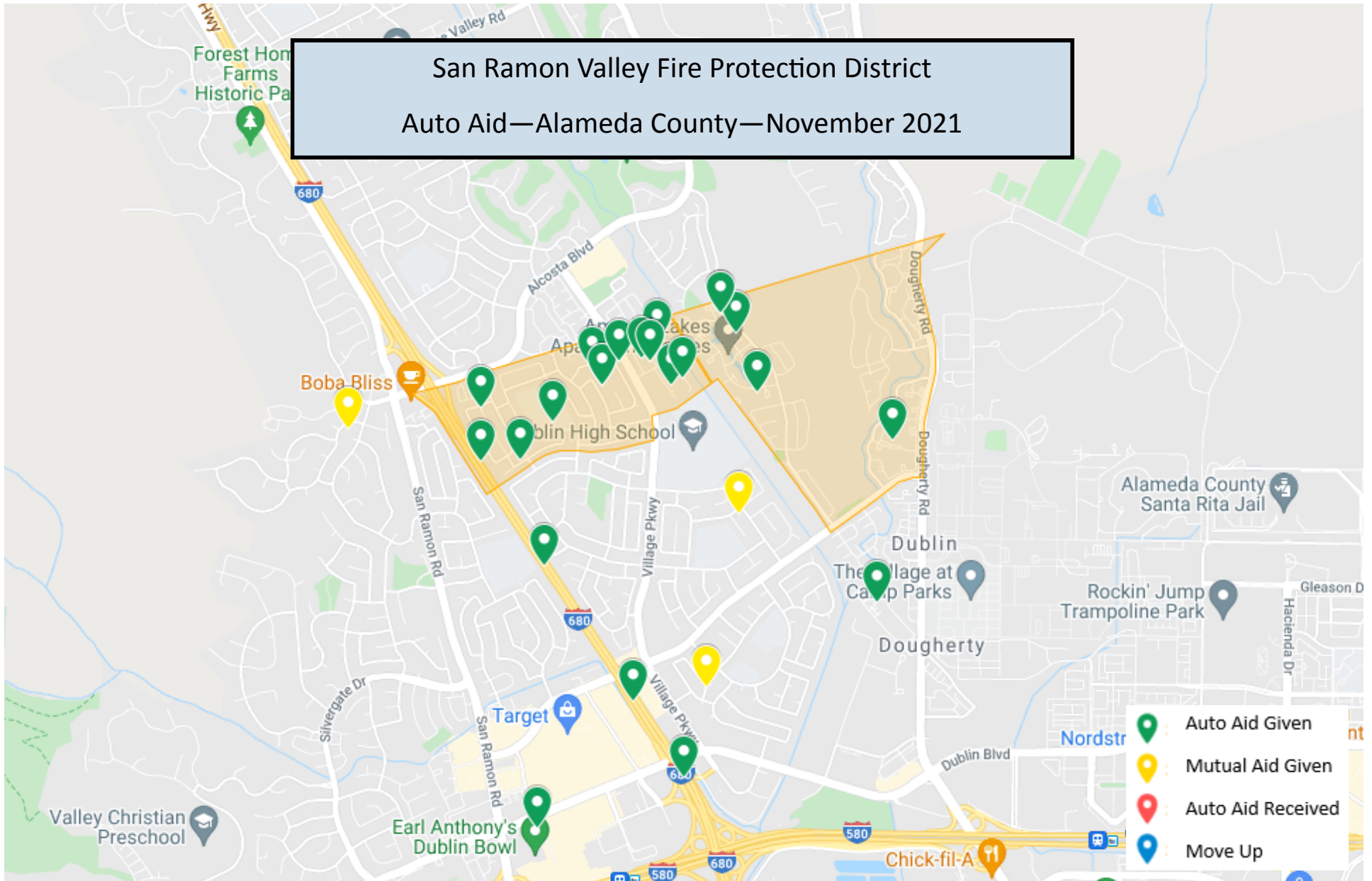
San Ramon Valley Fire Protection District  
Fire and Vehicle Accident Responses — November 2021



San Ramon Valley Fire Protection District  
EMS and Other Responses — November 2021

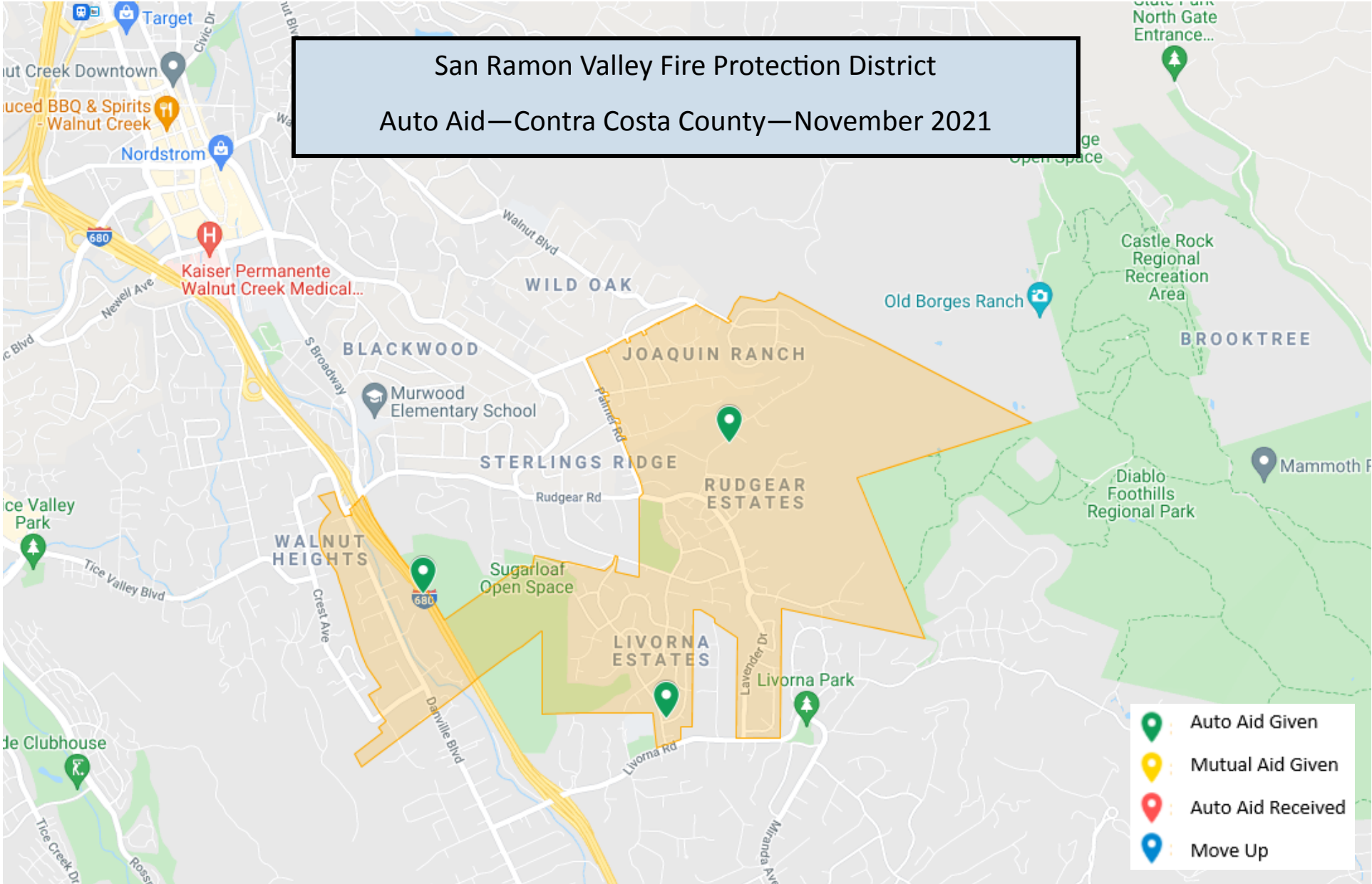


**San Ramon Valley Fire Protection District**  
**Auto Aid—Alameda County—November 2021**



	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV
Auto Aid Given	9	14	14	11	8	17	11	18	11	11	15	24
Mutual Aid Given	5	6	8	6	3	2	5	10	7	8	5	3
Auto Aid Received	0	0	0	1	0	1	0	1	2	0	0	0
Move-up	0	0	0	0	0	0	0	0	0	0	0	0

**San Ramon Valley Fire Protection District**  
**Auto Aid—Contra Costa County—November 2021**



	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV
Auto Aid Given	0	0	1	0	3	6	7	6	6	7	6	3
Mutual Aid Given	0	1	0	0	0	0	1	1	1	3	3	0
Auto Aid Received	0	0	0	1	0	1	0	2	3	0	0	0
Move-up	0	0	0	0	0	1	0	0	0	0	0	0



**EMS**



## San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

Phone (925) 838-6600 | Fax (925) 838-6629

www.firedepartment.org | info@firedepartment.org

Date: December 15, 2021  
To: Board of Directors  
From: James Selover, Deputy Chief  
Subject: EMS Division- Activities Report for November 2021

---

### **EMS-Incidents**

The District responded to 527 emergency medical incidents during the month of November. Thirteen (13) of those incidents were in response to a patient who experienced a sudden cardiac arrest. Unfortunately none of the cardiac arrest victims had a return of spontaneous circulation prior to arriving at the emergency department.

### **Projects / Activities**

#### **1. COVID-19 Activities Update**

- Monitored policy, “Covid-19 Surveillance for Unvaccinated, Potential Exposure and Return to County Testing” to align with Contra Costa Health Services (CCHS) testing for unvaccinated individuals mandate requirement.
- Monitored Covid19 positive personnel per daily check-in policy requirements
- Continued Covid-19 related policy review to remain current with changing CCHS, CDPH and CDC recommendations.
- Participated in Statewide Fire EMS Covid19 update meetings
- Participated in bi-weekly CCHS Public Health COVID19 update calls
- Testing of District personnel and immediate family members for symptomatic or post exposure/potential exposure.

## **2. Activities and Training Update**

- Monitored Mental Health training online modules for Suppression and Dispatch
- Continued Module 2 and started Module 3 of Mental Health training
- Mental Health initiative Module 3 training packet development for in-person classes
- EMS Academy planning for December 1-17<sup>th</sup> academy
- Prepared lesson plans and presentations for the December EMS academy
- EMS records retention Phase 2 review completed
- Continued to work with AP Triton regarding EMS Standards of Cover
- Continued discussions with County Mobile Crisis Response Team (MCRT) for collaboration in the field
- LEMSA/EMS Division collaborative discussions continued to maintain strong partnership.
- Continued review of Lexipol EMS policies
- Assigned 4<sup>th</sup> Quarter CCC EMS Training for all Personnel
- Booster shot support program setup with the Choice in Aging Clinics
- Continued to work with Full Tilt Strategies LLC to put together metrics that can serve as barometers for the Mental Health program.





**FIRE AND LIFE SAFETY**



## San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

Phone (925) 838-6600 | Fax (925) 838-6629

[www.firedepartment.org](http://www.firedepartment.org) | [info@firedepartment.org](mailto:info@firedepartment.org)

**Date:** December 15, 2021  
**To:** Board of Directors  
**From:** Frank Drayton, Deputy Chief/Fire Marshal  
**Subject:** Monthly Fire and Life Safety Division Report for November 2021

---

### **Plan Review and Inspections**

Plan reviews and construction inspections continue to be a priority in support of all active construction projects in the District. The District completed 54 Inspections in November and our Plan Review turnaround time is currently averaging 6 days.

### **Compliance Inspections**

FLSD Inspectors have an established goal of completing the inspections of all state mandated and permitted buildings in the calendar year 2021, with a 100% completion rating. Re-inspections of occupancies attempting to achieve full compliance will continue as required.

Currently we are on track to complete inspections in early December.

### **Community Emergency Response Team (CERT):**

- Presented a class on How to Be Prepared for all of CERT via zoom
- Attended CERT Meetings for each CERT Area via zoom
- OES Operational County Meetings and present CERT updates



**FLEET AND FACILITIES**



# San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

Phone (925) 838-6600 | Fax (925) 838-6629

www.firedepartment.org | info@firedepartment.org

**Date:** December 15, 2021

**To:** Board of Directors

**From:** Frank Drayton, Deputy Chief/Fire Marshal

**Subject:** Monthly Fleet and Facilities Division Report for November 2021

---

## Fleet

- Continued to Finalize the Engine & Truck Specifications
- Working on the Rescue Vehicle Specifications
- Finalize Ambulance Specifications
- Met with Wattco to discuss lighting options for our vehicles

## Facilities

- Attended Station 34 Bid Opening
- Ongoing progress meetings for the Public Safety Complex
- Public Safety Building Project - 22% Complete  
General Contractor/Roebbelen Contracting, Inc.

Original Contract Value	\$	22,141,000	
Change Orders		<u>92,602</u>	0.4% percentage of contract
Total	\$	<u>22,233,602</u>	
Paid to Date	\$	<u>2,981,842</u>	13.4% percentage complete
Remaining Contract to Bill	\$	<u>19,251,760</u>	86.6%

## **Meetings**

- Participated in Alamo MAC Meeting
- Participated in District Aide Interviews
- Participated in Firefighter Paramedic Interviews
- Participated in Fire Gauge Training
- Attended SRPD Access Control Meeting
- Attended Command Staff Meeting
- Attended Several Management Meetings
- Planning update meeting with Plans Examiner Wendel
- Participated in Wiedemann site discussion
- Participated in Apparatus Committee Meeting
- Continue to work on Radio Communication Tower



**COMMUNICATIONS  
AND  
TECHNOLOGY**



# San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

Phone (925) 838-6600 | Fax (925) 838-6629

www.firedepartment.org | info@firedepartment.org

**Date:** December 15, 2021  
**To:** Board of Directors  
**From:** Denise Pangelinan, Director of Emergency Communications  
**Subject:** Monthly Communications/Technology Division Report November 2021

---

## **Activity Report**

- Completed dispatch workstation design for the new Communications Center
- Upgraded email server in interim step to migrate to cloud-hosted Office 365
- Replaced District smartphones as part of biennial replacement cycle
- Presented overview of Communications and Technology Divisions at the City of San Ramon Government 101 Class
- Published new Defensible Space web map to allow the public to search addresses
- Created Fire Hazard Severity Zone map for City of San Ramon 2040 General Plan
- Produced video introducing new Pierce Truck 31 for posting on social media and website
- Posted a Thanksgiving fire safety tip on social media

## **Training**

- Classroom training: Public Safety for Mental Health
- On-line training: 2021 SRV F.I.R.S.T. Mental Health Initiative

## **Meetings**

- Emergency Medical Dispatch Steering Committee Meeting
- Emergency Fire/Medical Dispatch Steering Committee Meeting
- Public Safety Complex weekly construction meetings
- XCC Communications Meeting
- EBRCS TAC Meeting
- San Ramon Chamber Board Meeting

## **Communications Reserves**

- Demonstration of CS131 for the City of San Ramon's Government 101 Class

# San Ramon Valley Fire Protection District DNI Technology Monthly Focus November 2021

## End User Support

- 202 Service Tickets Processed
- 1 Active Ticket
- 2 Pending Tickets Waiting on Vendors

## After Hours / Emergency Support

- Received 19 After-Hours / Emergency Support Calls
- Average Triage Time Was 2.1 Minutes

## System Alerts

- Responded to 268 System Alerts
- Mean Time to Acknowledge Was 56 Seconds
- Mean-Time Resolution of Problem Was 2 hours 13 minutes

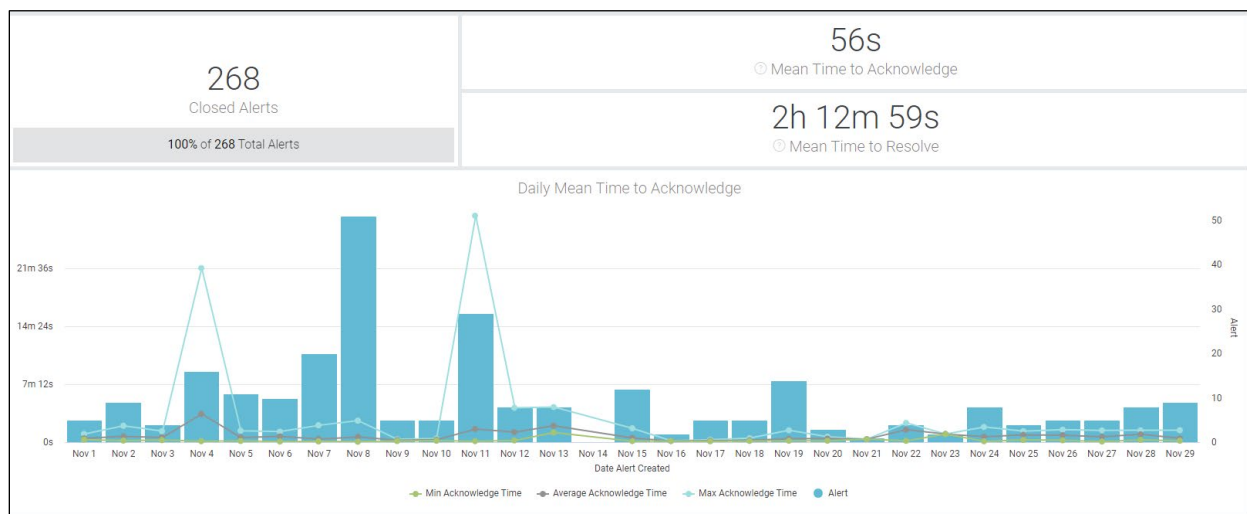


Figure 1: System Alert Response





## Disaster Recovery

- Dispatch Center Server Backups Are Completing in 47 minutes (7.5 Terabytes)
- Suppression Backups Are Completing in 11 Minutes (11.8 TB)
- Station Alerting Backups Are Completing in 9 Minutes (238 GB)
- Police Department Incident Records Backup Are Completing in 100 minutes (3.4 TB)
- Data Backups Tested 1 December 2021

Object	Start Time	End Time	Status	Performance Rate	Data Transferred
brws01.srv911.org	11/30/2021 10:10:55 pm	11/30/2021 10:13:52 pm	Success	71.6 MB/s	4.6 GB
cadl01.srv911.org	11/30/2021 09:31:59 pm	11/30/2021 09:35:57 pm	Success	66 MB/s	5.4 GB
cadl02.srv911.org	11/30/2021 09:33:09 pm	11/30/2021 09:36:28 pm	Success	68.6 MB/s	5.6 GB
cadl03.srv911.org	11/30/2021 09:35:45 pm	11/30/2021 09:45:01 pm	Success	82.2 MB/s	18.8 GB
cad501.srv911.org	11/30/2021 09:36:20 pm	11/30/2021 09:45:42 pm	Success	67.5 MB/s	9.6 GB
cad502.srv911.org	11/30/2021 09:45:13 pm	11/30/2021 09:49:30 pm	Success	125 MB/s	8.9 GB
cad503.srv911.org	11/30/2021 09:48:13 pm	11/30/2021 09:56:39 pm	Success	163.7 MB/s	16.9 GB
dwhs01.srv911.org	11/30/2021 09:56:12 pm	11/30/2021 10:11:14 pm	Success	80.3 MB/s	43.2 GB
gsl01.srv911.org	11/30/2021 10:13:27 pm	11/30/2021 10:16:27 pm	Success	73.1 MB/s	4.2 GB
mlbc.srv911.org	11/30/2021 09:30:28 pm	11/30/2021 09:33:20 pm	Success	83.8 MB/s	4.4 GB
ms01.srv911.org	11/30/2021 10:13:43 pm	11/30/2021 10:17:22 pm	Success	71.1 MB/s	5.6 GB

Figure 2: San Ramon Dispatch Center

Object	Start Time	End Time	Status	Performance Rate	Data Transferred
files.srvfire.gov	11/30/2021 12:37:55 am	11/30/2021 12:41:21 am	Success	706.2 MB/s	12.5 GB
fuel.srvfire.gov	11/30/2021 12:37:55 am	11/30/2021 12:40:37 am	Success	251.7 MB/s	5.1 GB
lmct.srvfire.gov	11/30/2021 12:38:25 am	11/30/2021 12:40:34 am	Success	321.5 MB/s	8 GB
netcaler-1.srvfire.gov	11/30/2021 12:39:35 am	11/30/2021 12:41:02 am	Success	4.5 MB/s	34.4 MB
onscene.srvfire.gov	11/30/2021 12:40:36 am	11/30/2021 12:44:33 am	Success	497.7 MB/s	9.3 GB
onscene-test.srvfire.gov	11/30/2021 12:40:41 am	11/30/2021 12:41:49 am	Success	0 bytes/s	32 B
print.srvfire.gov	11/30/2021 12:41:06 am	11/30/2021 12:43:19 am	Success	484.1 MB/s	8.4 GB
pvs1.srvfire.gov	11/30/2021 12:44:32 am	11/30/2021 12:47:26 am	Success	420 MB/s	6.2 GB
pvs2.srvfire.gov	11/30/2021 12:44:37 am	11/30/2021 12:47:35 am	Success	375.3 MB/s	8.8 GB

Figure 3: San Ramon Fire Suppression Backup

Object	Start Time	End Time	Status	Performance Rate	Data Transferred
srv911ttron01.srv911.org	11/30/2021 01:00:52 am	11/30/2021 01:09:16 am	Success	206.9 MB/s	3.8 GB

Figure 4: Station Alerting Backup



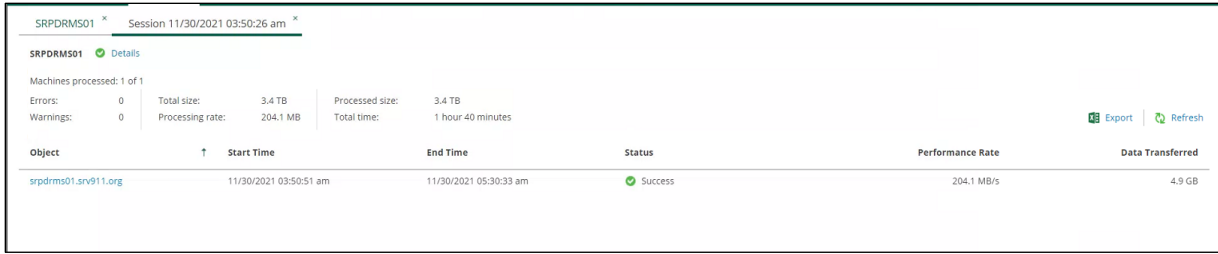


Figure 5: Police Department Incident Records Backup

### Mitigated Threats

- Installed 374 Software Patches and Updates on District Computers
- There Were 24 Security Events which Resulted in a User Account Being Locked

### Software Patch Update Dashboard

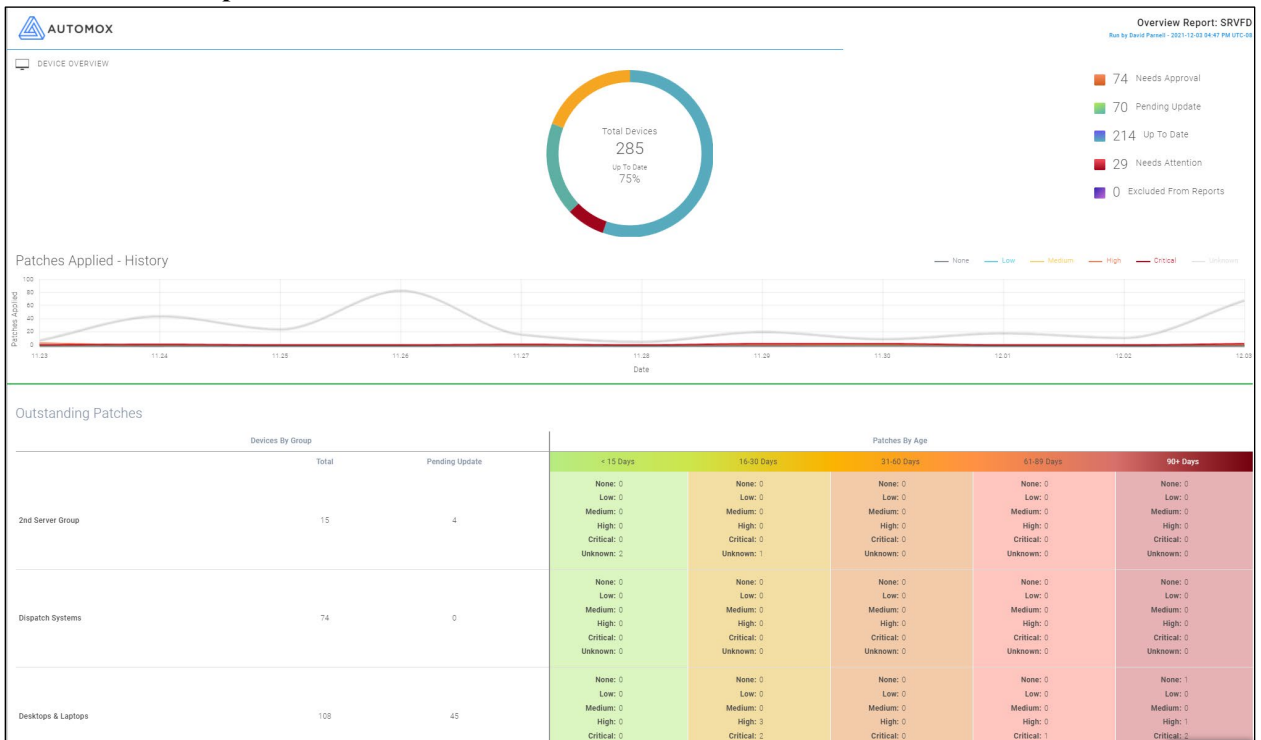


Figure 6: Windows Security Overview (All District Devices)



## Apparatus MDC Uptime

- 65 In-Motion Gateways (Active and Spares)
- 53 In-Service in October
- Achieved 99+% Uptime on Average

Availability Trend for Group: San Ramon (65 Gateways) from Nov 1 to Nov 30 (29 days 1 hour), availability as uptime over gateway run time, 52 reporting, 3 below average of 99%, 2,303,327 events

Save Results | Change | Edit

Results by vehicle (active WAN link only)

Vehicle	Run Time	Average	Nov 1	Nov 2	Nov 3	Nov 4	Nov 5	Nov 6	Nov 7	Nov 8	Nov 9	Nov 10	Nov 11	Nov 12	Nov 13
708 RM31 NDB3010016011034	28 days 24 hours	89%	100%	100%	100%	100%	100%	100%	87%	85%	87%	87%	87%	87%	86%
527 E31 NDB3060396011034	28 days 20 hours	94%	100%	100%	100%	100%	100%	100%	100%	99%	30%	68%	100%	100%	100%
350 B3110 (replacement) NDB301046011034	12 days 0 hour	99%	100%		99%	100%	100%	100%	99%				100%	100%	100%
658 WT130 NDB3060294011034	13 days 9 hours	99%													100%
354 3171 NDB3060412011034	12 days 11 hours	99%			99%	100%	100%				99%	100%	100%		
351 B3113 NDB3020163011034	10 days 20 hours	99%	99%	100%	100%				100%	100%	100%				100%
601 E3 Res.2 NDB3060273011034	28 days 24 hours	99%	100%	99%	100%	100%	100%	100%	100%	99%	100%	100%	100%	100%	100%
553 E31 NDB3020094011034	28 days 24 hours	99%	100%	99%	100%	99%	100%	100%	100%	99%	100%	100%	100%	100%	100%
557 NDB3060230011034	28 days 23 hours	99%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
706 M30 NDB3020185011034	28 days 9 hours	99%	100%	99%	100%	100%	100%	100%	100%	99%	100%	100%	100%	100%	100%
711 M31 NDB3020208011034	28 days 23 hours	99%	100%	100%	99%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
610 NDB3010123011034	28 days 23 hours	99%	100%	99%	99%	100%	100%	100%	100%	99%	99%	100%	100%	100%	100%
713 M39 NDB3010162011034	28 days 23 hours	99%	100%	100%	100%	100%	99%	100%	100%	100%	100%	100%	100%	100%	99%
521 E36 NDB3060208011034	28 days 22 hours	99%	100%	100%	99%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
523 E33 NDB3060374011034	28 days 23 hours	99%	100%	99%	100%	100%	100%	100%	99%	100%	100%	100%	100%	100%	100%
526 T35 NDB3020082011034	28 days 24 hours	99%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	99%	100%
710 M35 NDB3010156011034	28 days 24 hours	99%	100%	100%	100%	100%	100%	99%	100%	100%	100%	100%	99%	100%	100%
522 E32 NDB3060181011034	28 days 23 hours	99%	100%	100%	100%	100%	100%	100%	100%	99%	100%	100%	100%	100%	100%

Figure 7: Apparatus Connectivity Report (Nov 2021)

## Station Alerting

- Achieved 100% Uptime for Zetron Station Alerting
- Updated Network Addresses for Primary and Backup Station Alerting Servers

Zetron FSA Console

View Filter

No Filter | Regions | Alarms

Station 30	E30 Available In	E330 Available In	WT130 Available In			
Station 31	E31 Out Service	T31 Available Out	PM31 Available In	E331 Out Service	HM31 Out Service	BS31 Unknown
Station 32	E32 Available Out	PM32 Available In	E332 Out Service			
Station 33	E33 Available In	E333 Available In				
Station 34	E34 Available In	T34 Available In	E334 Available In	USR134 Available In		
Station 35	E35 Available In	T35 Available In	PM35 Available In	E335 Available In	WT135 Available In	
Station 36	E36 Out Service	E336 Available In				
Station 38	E38 Out Service	E338 Available In	PM38 Available In			
Station 39	E39 Available In	PM39 Available In	E339 Available In			

Figure 8: Station Alerting Status Dashboard



## Patient-Care Record Review and Reporting (ImageTrend)

- Reviewed 586 Patient Care Records for Compliance
- Routed 63 Patient Care Records to EMS for Follow Up
- Created Custom Reports Merging CAD, Staffing, and PCR Data as Directed

Incident Location	Incident Number	Unit Call Sign	Incident Date	Time Unit Dispatched	Time Unit On Scene	Time Unit Transporting	Time Unit Available	Incident Crew List	Shift	Patient Last Name	Disposition	Destination Facility
2 IRON HORSE TRAIL NO. ALCOSTA BLVD, SAN RAMON	SRM210008971	PM38	11/25/2021 14:24:00	14:25:26	14:34:39	14:58:00	14:58:57	Maria Castellanos, Matthew Martin, Ryan Vander Hyde	C Shift	Cookell	Patient Evaluated, Refused Treatment and transport/AMA	Null
2 Macgregor Pl, DANVILLE	SRM210008788	T31	11/18/2021 10:57:59	10:58:22	11:02:13	Null	11:14:39	Ricky Lanzhan, Wesley Fredrickson, John Leonard, Martin Rossen, Anthony Romero, Michael Stevens, Frederick Rincon	B Shift	Gonzales	Patient Treated, Released (AMA)	Null
3 Stuart Pl, DANVILLE	SRM210008688	PM38	11/14/2021 14:15:20	14:18:59	14:27:06	14:38:50	15:14:08	Matthew Martin, Xavier Sanchez, Sean O'Dwyer, Christopher Cosley, Taylor Westernen	C Shift	Anderson	Patient Treated, Transported	Kaiser Walnut Creek
	SRM210008909	PM35	11/22/2021 23:56:56	23:57:32	00:04:23	Null	01:00:00	Cody Peebles, Casey Good, Ryan Terres, Joseph Corbett, Steven Laugero	A Shift	Anderson	Pt Dead at Scene-Resuscitation Attempted (W/O Transport)	Null
5 Morecto Dr, DANVILLE	SRM210008502	PM32	11/7/2021 14:11:51	14:14:24	14:18:00	Null	14:35:18	Scott Dwyer, Bryan Shuler, Daniel Arriola, Kenneth Day, Ryan Pickard, Erick Hubbard	C Shift	George	Cancelled on Scene (No Patient Contact / RAS)	Null
		PM38	11/7/2021 14:11:51	14:12:20	Null	Null	14:14:15	Jason Alaga, Joshua Scott	C Shift	Null	Cancelled (PTA At Scene)	Null
	SRM210008726	PM35	11/15/2021 20:40:39	20:46:41	20:50:49	Null	21:20:00	John Archuleta, Jared Lombard, Oliver Ruggles, Ryan Terres, Joseph Corbett	A Shift	George	Patient Evaluated, Refused Treatment and transport/AMA	Null

Figure 9: Sample Incident Location Search Report

## Performance Evaluation System (FireGauge)

- Updated Performance Evaluation Assignments
- Worked with Denise to Train Battalion Chiefs
- Scheduled Training for Company Officers and Admin Staff for December

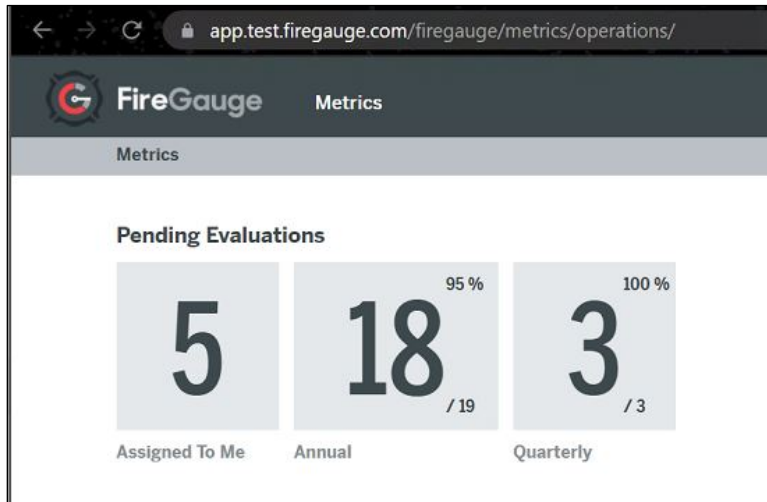


Figure 10: Evaluation Assignment Page Summary for Evaluator



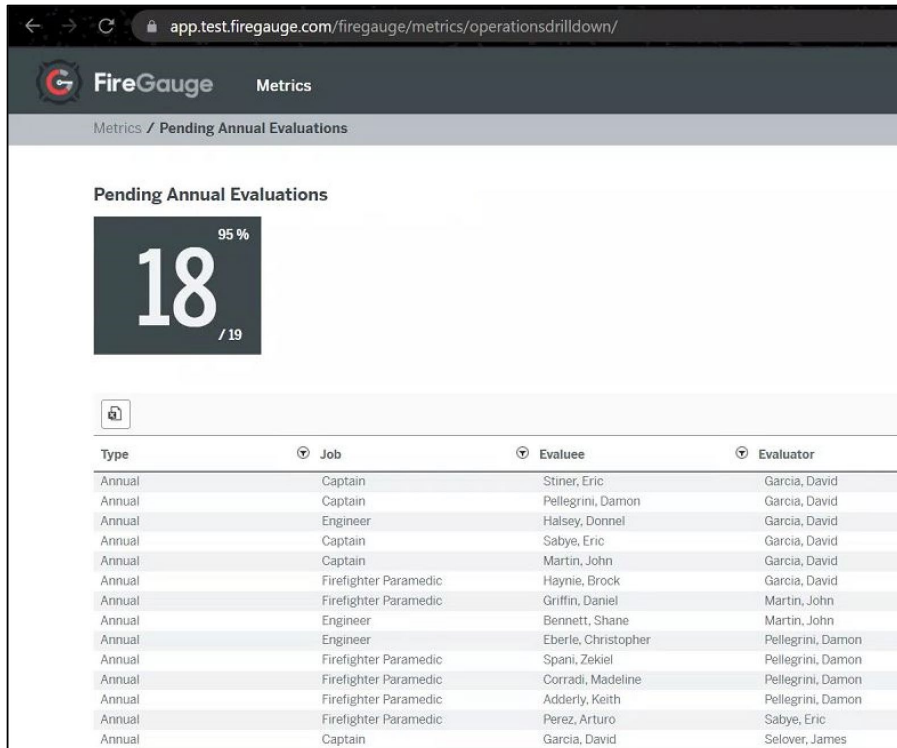


Figure 11: Evaluation Tracking Dashboard for Command Staff

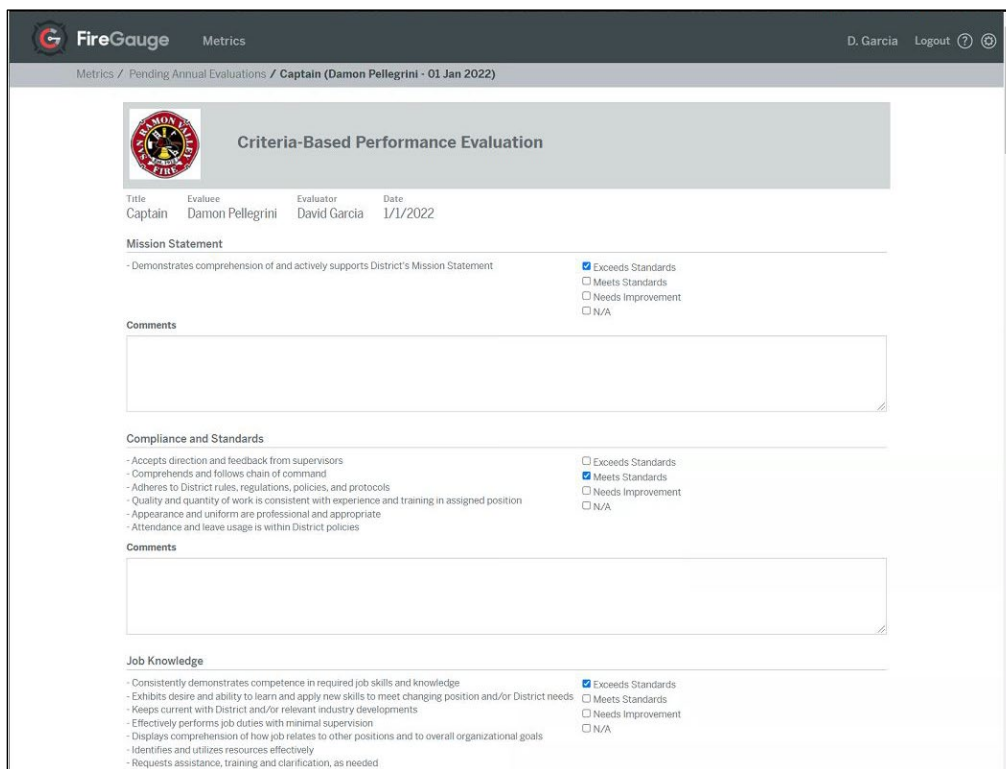


Figure 12: Sample Evaluation





# **HUMAN RESOURCES**



# San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

Phone (925) 838-6600 | Fax (925) 838-6629

www.firedepartment.org | info@firedepartment.org

Date: December 15, 2021  
To: Board of Directors  
From: Stephanie Sakai, District Counsel  
Re: Monthly Human Resources Report for November

---

## **Recruitment:**

- ❖ Provided conditional offers and coordinated backgrounds for Firefighter Paramedic applicants
- ❖ Coordinated and scheduled Firefighter Paramedic Chief's interviews
- ❖ On boarded Chaplain Volunteer
- ❖ On boarded Part-Time Office Assistant
- ❖ Proctored a Fire Team Test for Firefighter Paramedic applicants
- ❖ Participated in oral panel for Firefighter Reserve for three days
- ❖ Coordinated and scheduled District Aide oral interviews

## **Additional Accomplishments:**

- ❖ Finalized and processed Open Enrollment employee benefits changes
- ❖ Assisted Fleet and Facilities with FAIRA Report
- ❖ Worked on Lexipol policies review
- ❖ Worked on Records Management System with Kaizen and Divisions
- ❖ HR staff attended California Public Employers Labor Relations Association (CALPELRA) Annual Conference
- ❖ Met to begin planning for Annual Wellness Fitness Blood Draws and Exams
- ❖ Met with employee to process retirement paperwork and go over retiree benefits

Report: Employee Illness/Injury Report – November 2021



# San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

Phone (925) 838-6600 | Fax (925) 838-6629

www.firedepartment.org | info@firedepartment.org

Date: December 15, 2021  
To: Board of Directors  
From: Stephanie Sakai, District Counsel  
Subject: November 2021 Employee Illness/Injury Report

---

## **Indemnity (Lost Time)**

November 6, 2021 DOI-11/6/2021-An employee sought treatment for hernia.

*Status:* Remains off work

November 12, 2021 DOI-11/12/2021-An employee sought treatment for right thumb/palm area.

*Status:* Remains off work

## **Medical Only (No Lost Time)**

November 11, 2021 DOI- 11/11/2021 – An employee sought treatment for lower back pain. No loss time.

As of November 30, 2021, there were eight (8) employees absent from their regular work assignment. Total lost time due to injuries for the month of November equaled 205 calendar days.





**FINANCE**



# San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

Phone (925) 838-6600 | Fax (925) 838-6629

www.firedepartment.org | info@firedepartment.org

Date: December 15, 2021

To: Board of Directors

From: Ken Campo, Financial Consultant  
Davina Hatfield, Chief Financial Officer

Re: Monthly Financial Report for November 2021

---

## Financials:

- Balance Sheets
- Revenues – All Funds, Budget vs. Actual
- Expenditures – General Fund Budget vs. Actual
- Expenditures – Capital and Debt Service Funds Budget vs. Actual
- Revenue/Expense History – Monthly, General Fund
- Overtime Analysis

## Meetings/Activities:

- Received the Governmental Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting for fiscal year ended June 30, 2020
- Continued year-end audit fieldwork with external audit firm
- Assisted with Station 34 remodel project Bid process
- Provided support and assistance to other Divisions with the following projects:
  - Lexipol policy implementation
  - ECS/Kaizen Document Management
  - FireGauge Employee Evaluation software training
  - Standards of Cover Study
  - City of San Ramon Government 101 Presentation
  - Meet and Confer with Local 3546



Government Finance Officers Association

Certificate of  
Achievement  
for Excellence  
in Financial  
Reporting

Presented to

**San Ramon Valley Fire Protection District  
California**

For its Annual Comprehensive  
Financial Report  
For the Fiscal Year Ended

June 30, 2020

*Christopher P. Morill*

Executive Director/CEO



GOVERNMENT FINANCE OFFICERS ASSOCIATION  
**NEWS RELEASE**

**FOR IMMEDIATE RELEASE**

10/29/2021

**For more information contact:**  
**Michele Mark Levine, Director/TSC**  
**Phone: (312) 977-9700**  
**Fax: (312) 977-4806**  
**Email: [mlevine@gfoa.org](mailto:mlevine@gfoa.org)**

(Chicago, Illinois)—Government Finance Officers Association of the United States and Canada (GFOA) has awarded the Certificate of Achievement for Excellence in Financial Reporting to **San Ramon Valley Fire Protection District** for its annual comprehensive financial report for the fiscal year ended June 30, 2020. The report has been judged by an impartial panel to meet the high standards of the program, which includes demonstrating a constructive "spirit of full disclosure" to clearly communicate its financial story and motivate potential users and user groups to read the report.

The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

*Government Finance Officers Association (GFOA) advances excellence in government finance by providing best practices, professional development, resources, and practical research for more than 21,000 members and the communities they serve.*

San Ramon Valley Fire Protection District  
 Combined Balance Sheet  
 November 30, 2021

	GOVERNMENTAL FUNDS					AGENCY	ACCOUNT GROUPS		Total
	General Fund	Budget Stabilization	Debt Service	Capital Projects	Special Revenue	CERT	Fixed Asset	Long-Term Debt	
<b>ASSETS</b>									
Cash - Checking	\$ 431,912	\$ 709,463	\$ -	\$ -	\$ 1,260	\$ 80,447	\$ -	\$ -	\$ 1,223,082
Cash - Money Market	500,331	-	-	-	-	-	-	-	500,331
Cash - Workers' Compensation	(85,417)	-	-	-	-	-	-	-	(85,417)
Cash - Flexible Spending	10,813	-	-	-	-	-	-	-	10,813
Petty Cash	1,250	-	-	-	-	-	-	-	1,250
Investments - LAIF @ 0.20%	-	11,111,194	-	7,853,572	-	-	-	-	18,964,766
Investments - Market Value Adjustment	23,220	6,600	-	795	-	-	-	-	30,615
Investments - Bank of the West @ .93% avg	27,179,863	8,071,962	-	-	-	-	-	-	35,251,825
Escrow Account - River City Bank (PSB retention)	-	-	-	234,039	-	-	-	-	234,039
Cash with Fiscal Agent	-	-	132	38,286,022	-	-	-	-	38,286,154
Accounts Receivable	978,480	-	-	-	-	-	-	-	978,480
Interest Receivable	105,282	30,783	-	7,693	-	-	-	-	143,758
YE Accrued Ambulance Billing	1,001,185	-	-	-	-	-	-	-	1,001,185
Prepaid Expenses and Deposits	9,766,014	-	-	2,115,832	-	-	-	-	11,881,846
Land	-	-	-	-	-	-	6,000,878	-	6,000,878
Buildings and Improvements	-	-	-	-	-	-	34,354,445	-	34,354,445
Construction in Progress	-	-	-	-	-	-	2,783,433	-	2,783,433
Equipment	-	-	-	-	-	-	8,462,987	-	8,462,987
Vehicles	-	-	-	-	-	-	24,381,148	-	24,381,148
Accumulated Depreciation	-	-	-	-	-	-	(38,727,479)	-	(38,727,479)
Amount to be Provided - Long Term Debt	-	-	-	-	-	-	-	59,750,184	59,750,184
<b>TOTAL ASSETS</b>	<u>\$ 39,912,933</u>	<u>\$ 19,930,002</u>	<u>\$ 132</u>	<u>\$ 48,497,953</u>	<u>\$ 1,260</u>	<u>\$ 80,447</u>	<u>\$ 37,255,412</u>	<u>\$ 59,750,184</u>	<u>\$ 205,428,323</u>
<b>LIABILITIES</b>									
Accounts Payable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Accrued Expenses	3,142,671	-	-	-	-	-	-	-	3,142,671
Deposits Payable	14,083	-	-	-	-	-	-	-	14,083
Deferred Ambulance Billing Revenue	353,419	-	-	-	-	-	-	-	353,419
Long Term Debt - Certificates of Participation	-	-	-	-	-	-	-	44,580,000	44,580,000
Long Term Debt - Vehicle Lease	-	-	-	-	-	-	-	3,677,171	3,677,171
Workers' Compensation	-	-	-	-	-	-	-	8,194,000	8,194,000
Accumulated Leave	-	-	-	-	-	-	-	3,299,013	3,299,013
<b>TOTAL LIABILITIES</b>	<u>3,510,173</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>59,750,184</u>	<u>63,260,357</u>

San Ramon Valley Fire Protection District  
 Combined Balance Sheet  
 November 30, 2021

	GOVERNMENTAL FUNDS					AGENCY	ACCOUNT GROUPS		Total
	General Fund	Budget Stabilization	Debt Service	Capital Projects	Special Revenue	CERT	Fixed Asset	Long-Term Debt	
<b>FUND BALANCE</b>									
Investment in General Fixed Assets	-	-	-	-	-	-	37,255,412	-	37,255,412
Non-Spendable Fund Balance	353,793	-	-	2,115,832	-	-	-	-	2,469,625
Restricted Fund Balance	-	-	132	136,462	1,260	-	-	-	137,854
Committed Fund Balance:									
Dry Period Funding	35,956,142	-	-	-	-	-	-	-	35,956,142
Budget Stabilization	-	15,930,002	-	-	-	-	-	-	15,930,002
Workers' Compensation Claims	-	4,000,000	-	-	-	-	-	-	4,000,000
Capital Projects	-	-	-	42,745,689	-	-	-	-	42,745,689
Assigned Fund Balance:									
Other Assigned Fund Balance	92,825	-	-	3,499,970	-	-	-	-	3,592,795
Unassigned Fund Balance	-	-	-	-	-	80,447	-	-	80,447
<b>TOTAL FUND BALANCE</b>	<u>36,402,760</u>	<u>19,930,002</u>	<u>132</u>	<u>48,497,953</u>	<u>1,260</u>	<u>80,447</u>	<u>37,255,412</u>	<u>-</u>	<u>142,167,966</u>
<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<u>\$ 39,912,933</u>	<u>\$ 19,930,002</u>	<u>\$ 132</u>	<u>\$ 48,497,953</u>	<u>\$ 1,260</u>	<u>\$ 80,447</u>	<u>\$ 37,255,412</u>	<u>\$ 59,750,184</u>	<u>\$ 205,428,323</u>

# San Ramon Valley Fire Protection District

## Revenue - All Funds

For the Period Ended November 30, 2021

FISCAL YEAR COMPLETED - 41.67%

	2020/21	2021/22			% Received
	Actual (unaudited)	Budgeted	Realized	Remaining Budget	
<b>TAXES</b>					
Property Taxes - Current Secured	\$ 74,918,751	\$ 78,129,861	\$ -	\$ 78,129,861	0.0%
Property Taxes - Supplemental	1,296,887	-	-	-	
Property Taxes - Utilities (Unitary)	1,119,854	909,633	-	909,633	0.0%
Property Taxes - Current Unsecured	2,094,261	2,110,317	1,756,543	353,774	83.2%
Homeowners Property Tax Relief	445,990	453,404	-	453,404	0.0%
RDA Property Tax	1,381,831	1,383,347	-	1,383,347	0.0%
County Tax Administration	(604,959)	(626,591)	-	(626,591)	0.0%
Property Taxes - Prior Secured	(82,107)	(100,000)	-	(100,000)	0.0%
Property Taxes - Prior Supplemental	(63,362)	(63,000)	-	(63,000)	0.0%
Property Taxes - Prior Unsecured	31,905	-	-	-	
Total Taxes	<u>80,539,051</u>	<u>82,196,971</u>	<u>1,756,543</u>	<u>80,440,428</u>	<u>2.1%</u>
<b>INTERGOVERNMENTAL</b>					
Measure "H"	33,000	33,000	-	33,000	0.0%
State Aid/Grants	2,182,761	-	96,294	(96,294)	
Federal Grant Revenue	566,789	750,000	-	750,000	0.0%
Other Intergovernmental Revenue	441,877	428,283	110,048	318,235	25.7%
GEMT	444	240,000	-	240,000	0.0%
Consolidated Dispatch	1,702,540	1,735,122	-	1,735,122	0.0%
Total Intergovernmental	<u>4,927,411</u>	<u>3,186,405</u>	<u>206,342</u>	<u>2,980,063</u>	<u>6.5%</u>
<b>CHARGES FOR SERVICE</b>					
Inspection Fees	29,245	40,170	1,454	38,716	3.6%
Plan Review	336,308	325,000	168,431	156,569	51.8%
Weed Abatement Charges	3,283	-	-	-	
Administrative Citation Charges	(300)	1,030	-	1,030	0.0%
Ambulance Services	4,525,376	5,000,000	2,156,536	2,843,464	43.1%
CPR Classes	-	494	-	494	0.0%
Reports and Photocopies	3,710	3,654	580	3,074	15.9%
Total Charges For Service	<u>4,897,622</u>	<u>5,370,348</u>	<u>2,327,001</u>	<u>3,043,347</u>	<u>43.3%</u>
<b>USE OF MONEY AND PROPERTY</b>					
Investment Earnings	855,649	1,133,248	290,687	842,561	25.7%
Total Use Of Money and Property	<u>855,649</u>	<u>1,133,248</u>	<u>290,687</u>	<u>842,561</u>	<u>25.7%</u>
<b>RENTAL INCOME</b>					
Rent On Real Estate	76,036	70,033	24,589	45,444	35.1%
Total Rental Income	<u>76,036</u>	<u>70,033</u>	<u>24,589</u>	<u>45,444</u>	<u>35.1%</u>
<b>OTHER REVENUE</b>					
Indemnifying Proceeds	1,465	-	-	-	
Miscellaneous Revenue	12,202	10,000	257,411	(247,411)	2574.1%
Total Other Revenue	<u>13,667</u>	<u>10,000</u>	<u>257,411</u>	<u>(247,411)</u>	<u>2574.1%</u>
<b>OTHER FINANCING SOURCES</b>					
Debt/Lease Proceeds	40,197,323	-	-	-	
Total Other Financing Sources	<u>40,197,323</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Total Revenue	<u>\$131,506,759</u>	<u>\$ 91,967,005</u>	<u>\$ 4,862,573</u>	<u>\$ 87,104,432</u>	<u>5.3%</u>

# San Ramon Valley Fire Protection District

## Expenditures - General Fund

For the Period Ended November 30, 2021

FISCAL YEAR COMPLETED - 41.67%

	2020/21	2021/22			
	Actual (unaudited)	Budget	Actual to Date	Remaining Budget	% Expended
<b>SALARIES AND BENEFITS</b>					
Permanent Salaries	\$ 28,443,949	\$ 30,416,972	\$ 12,261,244	\$ 18,155,728	40.3%
Temporary Salaries	404,103	464,273	220,663	243,610	47.5%
Overtime	12,023,278	8,425,000	4,651,252	3,773,748	55.2%
FICA/Medicare	576,680	559,921	237,650	322,271	42.4%
Retirement Contributions	17,850,436	18,584,461	7,829,044	10,755,417	42.1%
Retirement Contributions - UAAL	260,000	263,000	263,000	-	100.0%
401A Contributions - Employer Paid	9,256	9,900	4,125	5,775	41.7%
Employee Group Insurance	4,346,131	4,777,538	1,863,514	2,914,024	39.0%
Retiree Health Insurance	3,281,358	3,414,338	1,479,011	1,935,327	43.3%
OPEB Contribution	6,000,000	6,000,000	2,500,000	3,500,000	41.7%
Unemployment Insurance	11,633	10,000	-	10,000	0.0%
Workers' Compensation	1,010,280	1,100,000	550,390	549,610	50.0%
Total Salaries and Benefits	74,217,104	74,025,403	31,859,893	42,165,510	43.0%
<b>SERVICES AND SUPPLIES</b>					
Office Supplies	25,998	31,975	12,093	19,882	37.8%
Postage	16,657	29,050	929	28,121	3.2%
Telecommunications	212,932	208,940	72,410	136,530	34.7%
Utilities	461,339	382,500	192,956	189,544	50.4%
Small Tools and Equipment	106,185	135,000	38,266	96,734	28.3%
Miscellaneous Supplies	87,274	132,500	22,924	109,576	17.3%
Medical Supplies	283,160	240,000	101,785	138,215	42.4%
Firefighting Supplies	65,358	80,000	19,695	60,305	24.6%
Pharmaceutical Supplies	59,301	40,000	15,891	24,109	39.7%
Computer Supplies	9,218	15,500	3,605	11,895	23.3%
Radio Equipment and Supplies	13,526	20,500	217	20,283	1.1%
Food Supplies	39,325	39,000	5,920	33,080	15.2%
PPE Inspection and Repairs	-	19,500	-	19,500	0.0%
Safety Clothing	160,313	305,100	23,031	282,069	7.5%
Class A Uniforms	10,805	10,500	2,117	8,383	20.2%
Non-Safety Clothing	15,175	25,230	3,428	21,802	13.6%
Class B Uniforms	55,991	98,400	18,022	80,378	18.3%
Household Supplies	64,904	43,000	22,936	20,064	53.3%
Central Garage - Repairs	528,150	325,000	199,730	125,270	61.5%
Central Garage - Maintenance	125,033	100,000	15,870	84,130	15.9%
Central Garage - Gas, Diesel and Oil	382,766	387,500	205,262	182,238	53.0%
Central Garage - Tires	54,137	54,000	28,105	25,895	52.0%
Central Garage - Mandated Inspections	44,662	124,500	3,312	121,188	2.7%
Maintenance and Repairs - Equipment	150,828	167,400	54,104	113,296	32.3%
Maintenance and Repairs - Radio and Electronic	79,384	90,880	10,223	80,657	11.2%
Maintenance and Repairs - Buildings	139,974	200,000	52,249	147,751	26.1%
Maintenance and Repairs - Grounds	48,811	60,000	25,762	34,238	42.9%
Rents and Leases	217,494	203,075	95,705	107,370	47.1%
Software and Licensing	439,128	500,015	278,106	221,909	55.6%
Professional Services	2,038,593	2,510,732	806,473	1,704,259	32.1%



# San Ramon Valley Fire Protection District

## Expenditures - General Fund

For the Period Ended November 30, 2021

FISCAL YEAR COMPLETED - 41.67%

	2020/21	2021/22			
	Actual (unaudited)	Budget	Actual to Date	Remaining Budget	% Expended
Recruiting Costs	169,331	151,947	22,796	129,151	15.0%
Legal Services	374,166	310,000	33,973	276,027	11.0%
Medical Services	9,751	153,000	-	153,000	0.0%
Communications Services	93,600	95,360	93,600	1,760	98.2%
Election Services	119,671	-	-	-	#DIV/0!
Insurance Services	271,734	492,625	355,830	136,795	72.2%
Publication Of Legal Notices	392	3,500	-	3,500	0.0%
Specialized Printing	34,023	28,550	4,141	24,409	14.5%
Memberships	131,384	101,556	58,717	42,839	57.8%
Educational Courses and Supplies	107,276	523,750	105,341	418,409	20.1%
Educational Assistance	18,076	50,000	3,954	46,046	7.9%
Public Educational Supplies	-	11,000	-	11,000	0.0%
Books and Periodicals	12,736	28,325	2,248	26,077	7.9%
Recognition Supplies	2,291	3,500	1,038	2,462	29.7%
Meetings and Travel	45,321	89,730	23,343	66,387	26.0%
Other Expense	109,785	-	18,442	(18,442)	#DIV/0!
Taxes and Assessments	139,936	140,000	77,434	62,566	55.3%
Total Services and Supplies	<u>7,575,894</u>	<u>8,762,640</u>	<u>3,131,983</u>	<u>5,630,657</u>	<u>35.7%</u>
Total Operating Expenditures	<u>\$ 81,792,998</u>	<u>\$ 82,788,043</u>	<u>\$ 34,991,876</u>	<u>\$ 47,796,167</u>	<u>42.3%</u>

# San Ramon Valley Fire Protection District

## Expenditures - All Other Funds

For the Period Ended November 30, 2021

FISCAL YEAR COMPLETED - 41.67%

	2020/21	2021/22			
	Actual (unaudited)	Budget	Actual to Date	Remaining	
				Budget	% Expended
<b>CAPITAL PROJECTS</b>					
Professional Services	\$ 70,722	\$ -	\$ -	\$ -	
Legal Services	87,515	-	-	-	
Technology Improvements	-	90,200	14,889	75,311	16.5%
Specialized Printing	2,500	-	-	-	
Various Improvements	2,326,538	19,621,860	1,662,291	17,959,569	8.5%
Radio and Electronic Equipment	107,813	824,391	52,337	772,054	6.3%
Major Equipment	14,883	259,665	-	259,665	0.0%
Autos and Trucks	466,785	1,947,924	47,642	1,900,282	2.4%
Total Capital Projects	<u>\$ 3,076,756</u>	<u>\$ 22,744,040</u>	<u>\$ 1,777,159</u>	<u>\$ 20,966,881</u>	<u>7.8%</u>
<b>DEBT SERVICE</b>					
Professional Services	\$ -	\$ -	\$ -	\$ -	
2015 Certificates Of Participation	926,050	927,250	740,375	186,875	79.8%
2020 Certificates of Participation	404,055	1,994,563	1,321,131	673,432	66.2%
Equipment Lease	613,155	613,155	308,106	305,049	50.2%
Total Debt Service	<u>\$ 1,943,260</u>	<u>\$ 3,534,968</u>	<u>\$ 2,369,612</u>	<u>\$ 1,165,356</u>	<u>67.0%</u>
Total Capital, Equipment and Debt Service	<u>\$ 5,020,016</u>	<u>\$ 26,279,008</u>	<u>\$ 4,146,771</u>	<u>\$ 22,132,237</u>	82.6%

# San Ramon Valley Fire Protection District

## General Fund

### Revenue and Expenditures

Month	2017/18		2018/19		2019/20		2020/21		2021/22	
	Revenue	Expenditures	Revenue	Expenditures	Revenue	Expenditures	Revenue	Expenditures	Revenue	Expenditures
July	\$ 354,888	\$ 6,122,636	\$ 550,530	\$ 5,622,648	\$ 749,436	\$ 5,451,614	\$ 748,807	\$ 7,063,529	\$ 615,957	\$ 7,595,516
August	695,817	5,671,451	499,377	5,905,072	610,284	6,468,445	436,936	5,415,373	614,807	6,716,218
September	480,964	5,593,302	579,731	5,563,173	388,535	5,580,182	481,504	6,749,996	575,880	7,181,678
October	2,593,632	5,999,337	2,375,797	6,005,201	2,931,282	6,169,069	633,361	6,409,267	2,286,870	6,771,836
November	362,621	5,888,575	656,486	6,191,849	516,137	6,368,317	3,069,984	7,404,339	701,139	6,726,630
December	34,930,693	5,966,196	39,332,475	5,629,084	40,716,284	6,133,552	42,109,519	6,465,330	-	-
January	8,491,817	5,387,036	1,334,430	5,722,401	1,818,008	5,781,707	1,919,622	6,769,534	-	-
February	446,775	5,326,521	632,213	5,524,960	856,640	5,675,617	915,885	6,680,845	-	-
March	883,105	6,063,429	972,913	5,624,000	742,260	5,932,483	1,696,361	6,936,490	-	-
April	22,339,121	5,257,800	28,219,039	5,320,835	29,646,763	5,904,545	31,336,141	7,254,141	-	-
May	639,163	5,506,219	507,822	6,529,026	507,535	5,565,403	579,440	7,178,714	-	-
June	5,266,780	5,952,983	6,282,536	6,135,504	6,469,451	6,475,129	7,280,114	7,465,440	-	-

# Total Overtime Hours by Month January 2019 - November 2021

