

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS REGULAR MEETING (Teleconference)
DECEMBER 15, 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 1:01 p.m.

2. PLEDGE OF ALLEGIANCE

District Staff led the Pledge of Allegiance.

3. DETERMINATION OF QUORUM AND CONFIRMATION OF AGENDA

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

4. PUBLIC COMMENT

Public Comment was made by Don Reid regarding welcoming Director Kerr back to the Board, the District's new ladder truck, and support of raising District fees.

5. CONSENT CALENDAR

Motion by Vice President Crean to approve Consent Calendar Items 5.1 through 5.6; seconded by Director Kerr. Motion carried unanimously by roll call vote.

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).

Chief Meyer acknowledged staff's hard work on ISO project and introduced Community Hazard Mitigation Western Regional Manager Stephanie Ruscansky. Ms. Ruscansky provided a presentation which included recognition of the District's ISO Class 1/1Y Community rating effective February 1, 2022 and identified this rating places the District in less than 1% of ratings of all rated communities (411 across the country). President Stamey commented this represents the District's accomplishment of providing a delivery of services to its citizens and appreciates this top recognition. In response to a question from Director Kerr, Ms. Ruscansky stated each insurance agent will look at ISO ratings upon renewal so residents could reach out to their insurance agents earlier. In response to a question from Director Parker, Ms. Ruscansky stated it is an ISO or PPC rating, and stated this rating is a result of staff's work. In response to a question from Vice President Crean, Ms. Ruscansky estimated 25-40% of the Class 1 ratings are fire districts.

6.2 Update/Progress on Mental Health Initiative (Preston Looper).

Chief Meyer introduced Mental Health Initiative Trainer Preston Looper to provide a Mental Health Initiative update. Mr. Looper provided a presentation which included completion of project components and timeline, feedback, and approach for next steps. Chief Meyer stated this training will help advancement of this program and future initiative. In response to a question from Vice President Crean, Mr. Looper finds adopting evidence-based practices in suicide risk assessment and de-escalation strategies for health emergencies are important components of this program. Chief Meyer pointed out the program's collaborative approach. In response to a question from Director Kerr, Mr. Looper has spent the time to understand the District and its community to develop a novel solution based on his existing mental health material. Director Lee appreciates Mr. Looper's personal and professional approach with the attendees and believes long term this will help our firefighters to help others. In response to a question from President Stamey, Mr. Looper is optimistic of the initial global changes and working with the District to develop protocols and adopt tools. Chief Meyer will work with Mr. Looper on the program's next steps.

6.3 Shoji Kuruvilla and Tevin Kuruvilla Acknowledgment of Gratitude.

Chief Duggan introduced Shoji Kuruvilla and Tevin Kuruvilla. District Dispatch provided then 10-year-old Tevin with emergency response instructions to aid his father Shoji. Tevin was recognized by the District in 2017 for his exceptional response to save his father's life. The Kuruvilla family is relocating from the area and Shoji thanked the District and Board for saving his life.

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.

Chief Meyer reported Sausal Corporation as the lowest responsive bidder for the Station 34 remodel project. Deputy Chief Drayton confirmed Station 34 will be twice the size of the existing Station 34. The contract amount does not include the 10% contingency. Financial Consultant Ken Campo said \$6 million budgeted but will have other budget savings such as purchase of apparatus and does not feel the overage is a problem with the CIP. In response to a question from Director Kerr, Deputy Chief Drayton said the project timeline is between 8-10 months and confirmed there was no negative feedback from the other projects within the area. In response to a question from President Stamey, staff stated the Station will house Type 1 and 3 engines, ambulance and ladder truck and be built to essential service building standards. Director Parker and President Stamey acknowledged increased costs due to current economic conditions and recommended construction not be delayed. The Board appreciates the District's diligent work on this project. In response to a question from Director Lee, Deputy Chief Drayton said the building meets all EIR (Environmental Impact Report) standards and will comply with existing building codes.

Motion by Vice President Crean to Award of Construction Contract for San Ramon Valley Fire Protection District Station 34 Remodel Project to Lowest Responsive Bidder Sausal Corporation; seconded by Director Parker. Motion carried unanimously by roll call vote.

8. NEW BUSINESS

8.1 Nomination of Board President and Vice President for 2022.

President Stamey nominated Vice President Crean for President for 2022; seconded by Director Parker. Motion carried by roll call vote in favor by President Stamey, Director Parker, Director Lee and Director Kerr; Vice President Crean abstaining. Vice President Crean nominated Director Kerr for Vice President for 2022; seconded by Director Lee. Motion carried by roll call vote in favor by President Stamey, Director Parker, Director Lee and Vice President Crean; Director Kerr abstaining.

9. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW

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

10. MONTHLY ACTIVITY REPORTS

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

Deputy Chief Selover provided the monthly activities report for November 2021, including updates regarding Firefighter Recruits, Back-to-Basics Training Development, Mental Health Generalist Training, and Government 101 presentation.

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

Deputy Chief Selover provided the monthly activities report for November 2021, including updates regarding COVID-19 policies, COVID-19 testing, OSHA compliance, EMS Academies, Mental Health Initiative training, and COVID-19 booster shot support program.

Vice President Crean commended the District's efforts with the COVID-19 vaccine clinics and is proud of the staff's work.

10.3 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 November 2021, including updates regarding plan reviews and compliance inspections, plan review software, OES Operational County meetings, and CERT meetings.

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

Deputy Chief Drayton provided the monthly activities report for November 2021, including updates regarding engine, truck and ambulance specifications, fleet lighting vendor, and Public Safety Project completion. In response to a question by Vice President Crean, Deputy Chief Drayton confirmed 4 type 1s, 6 type 3s, and a truck. In response to questions by President Stamey, Deputy Chief Drayton said there is a good mix with Type 6 and 3 engines and confirmed supply chain issues will not delay the Public Safety Building (PSB) project. In response to a question by Director Kerr, Deputy Chief Drayton said weather will not delay the PSB construction.

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

Director Denise Pangelinan provided the monthly activities report for November 2021 for, including updates regarding dispatch workstation design, migration to cloud-hosted Office 365, Defensible Space web map, Fire Hazard Severity Zone map, Pierce Truck 31 video, Thanksgiving fire safety tips, security events, CS131 Demonstration, and Danville Santa visit. In response to a question by Director Lee, Director Pangelinan stated DNI supports a secure system with the latest security systems in place which include weekly patches performed and DNI security alerts on all networking systems to alert the District to attacks.

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 November 2021, including updates regarding recruitments, Open Enrollment, the Records Management System, and Annual Wellness Fitness Exams.

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

Financial Consultant Campo provided the monthly activities report for November 2021, including updates regarding Certificate of Achievement of Excellence in Financial Reporting. 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. Director Kerr congratulates the District for its Certificate of Achievement Award. President Stamey appreciates the District in meeting and exceeding its expectations.

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 November 2021, including updates regarding District Aide Aiden Tijero’s Internal Recruit and Training scholarship, Firefighter Paramedic and Single Role Paramedic recruitments, and his elected position as the Vice Chair of EBRCS (East Bay Regional Communications System Authority).

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	

President Stamey confirmed the dates for the 2022 Board Meetings, noting that the April 27 will be changed to a date to be determined.

11.2 Comments by Board of Directors.

Vice President Crean recognized the District’s new hires, Firefighter of the Year Nathan Smith and Dispatcher of the Year Juan Casillas; stated he appreciates the interface with members for the public such as Shoji and Tevin which is critical to the District’s mission; and thanked all the staff for their efforts in 2021, highlighting the professional demeanor of the executive staff. Vice President Crean encouraged more Board involvement with committees in 2022. President Stamey further congratulated Employee of the Year Roy Wendel. Director Lee announcement the Street Smarts Advisory Committee Meeting on January 12, 2022 and asked if any Board members were available to attend.

12. UPCOMING CALENDAR OF EVENTS

12.1 Next Regular Board Meeting, January 26, 2021 at 1:00 p.m.

Chief Meyer confirmed with Omicron and masking mandates, staff will monitor the situation and make determinations accordingly if the next meeting is in-person.

The Board took a recess at 2:56 p.m. and entered Closed Session at 3:05 p.m.

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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

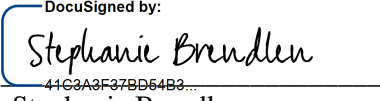
The Board returned to Open Session at 4:06 p.m.

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

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

16. ADJOURNMENT

The regular meeting concluded at 4:06 p.m.

Prepared by: 
Stephanie Brendlen
District Clerk

Approved by: 
Matt Stamey
Board President