

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

May 16, 2022 – 1:00 p.m.

Ryan Crean, Board President

Jay Kerr, Board Vice President

Matthew Stamey, Director, Don Parker, Director, Michelle Lee, 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 remotely via video conference and by phone. 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, a call-in option, or written comment. 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:

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

<https://srvfpd.zoomgov.com/j/1608619623?pwd=ZFp1c1ZROGFocnNUUTMrTTZ3R1dqdz09>

Meeting Details:

Webinar ID: 160 861 9623

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: 160 861 9623

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 prior to the end of the Public Comment period. Please include “Public Comment 5/16/22” 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 Ralph M. Brown Act (Government Code §54950 et. seq.), 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 limited to 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 April 7, 2022 through May 11, 2022 in the amount of \$4,267,139.53.

5.2 Approve the Board Minutes from the April 13, 2022 Regular Board Meeting.

5.3 Approve salary, payroll taxes and retirement contributions for the period of April 2022 in the amount of \$5,279,370.25.

5.4 Adopt Resolution No. 2022-09 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 structural firefighting turnout replacement in the amount of \$71,735.85.

5.6 Receive and review the investment report for the quarter ended March 31, 2022.

5.7 Adopt Resolution No. 2022-10 specifying requirements for electing members to the Board of Directors.

5.8 Personnel Actions:

Step Increases:

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

Engineer Michael Duggan to Engineer 5, step 6

Engineer Chad Bower to Engineer 4, step 6

Engineer Garrett McIntyre to Engineer 4, step 6

6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

6.1 Introduction of 2021-I Fire Recruit Academy.

7. OLD BUSINESS

7.1 2021-2022 Budget update and approval of budget adjustments listed in the staff report.

8. NEW BUSINESS

8.1 Open Public Hearing to consider Annual CPI Adjustment to Service Fees and Charges contained within Ordinance No. 28 and Adoption of Resolution No. 2022-08.

8.2 Open Public Hearing for the Annual Exterior Hazard Abatement Program for the purpose of receiving public comment to show just cause why exterior hazard abatement standards are not applicable to appellant property.

9. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW

Letters of appreciation and support from the community.

10. MONTHLY ACTIVITY REPORTS

10.1 Operations and Training Division - Deputy Chief Frank Drayton
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 – Financial Consultant, Ken Campo
Human Resources Report of monthly activities.

10.7 Finance Division – Chief Financial Officer, Davina Hatfield
Finance Report of monthly activities.

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

11. GOOD OF THE ORDER

11.1 Comments by Board of Directors.

12. UPCOMING CALENDAR OF EVENTS

- 12.1 Board Budget Workshop, June 2, 2022 at 10:00 a.m., Administrative Offices - Boardroom.
- 12.2 2021-1 Firefighter Recruit Academy Graduation, June 3, 2022, 3:00-5:00 p.m., at The Roundhouse (2600 Camino Ramon, San Ramon) in the Tahoe Auditorium.
- 12.3 Next Regular Board Meeting, June 22, 2022 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): 3 potential cases. 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, JUNE 22, 2022 AT 1:00 P.M.

Prepared by:

DocuSigned by:

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Stephanie Brendlen, District Clerk

Agenda posted on May 12, 2022 at the District's Administration Building, Fire Stations 30, 31, 32, 33, 34, 35, 36, 38, 39 and the San Ramon Valley Fire Protection Districts website at www.firedepartment.org.

The San Ramon Valley Fire Protection District ("District"), in complying with the Americans with Disabilities Act ("ADA"), requests individuals who require special accommodations to access, attend and/or participate in District Board meetings due to a disability, including but not limited to American Sign Language interpreters, assistive listening devices, transportation to and from the meeting site or other accommodations, may be requested by calling (925) 838-6661 no later than 72 hours in advance of the scheduled meeting time. In compliance with Government Code Section 54957.5, non-exempt writings that are distributed to a majority or all of the Board in advance of a meeting, may be viewed at 1500 Bollinger Canyon Road, San Ramon, California or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the Agenda, please contact the District Clerk at (925) 838-6661.