

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

**Members of the San Ramon Valley Fire Protection District Board of Directors who cannot attend this meeting in person will participate in the regular board meeting through teleconferencing pursuant to Government Code Section 54953**

**Wednesday, August 22, 2018 – 1:00 p.m.**

*Matthew Stamey ~ Board President  
H. Jay Kerr, Board Vice-President ~ Chris Campbell, Director  
Don Parker, Director ~ Dominique Yancey, Director*

**~MISSION STATEMENT~**

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

**Meeting location: S.R.V.F.P.D. Administrative Offices - Boardroom  
1500 Bollinger Canyon Road, San Ramon, CA 94583**

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. DETERMINATION OF QUORUM AND CONFIRMATION OF AGENDA**
- 4. PUBLIC COMMENT**

Any person may address the District Board on any subject pertaining to District business, which is not listed on the agenda. This comment is provided by the Ralph M. Brown Open Meeting Act (Government Code § 54950 *et seq.*) and may be limited to three (3) minutes for any person addressing the Board. Please complete a “Request to Speak” form and submit it to the District Clerk.

**5. CONSENT CALENDAR- June 2018 (Roll Call Vote Required)**

Consent calendar items are considered routine and are acted upon by the Board with a single action. Members of the audience wishing to provide public input may request that the Board remove the item from the Consent Calendar. Comments may be limited to three (3) minutes.

- 5.1 Approve the demand register for the period May 12, 2018, through June15, 2018 in the amount of \$2,634,512.64.
- 5.2 Approve the Board minutes from the May 23, 2018 Regular Board Meeting; and District Counsel’s Report Upon Return from Closed Session, May 23, 2018.
- 5.3 Approval of salary, payroll taxes and retirement contributions for the month of May 2018 in the amount of \$4,085,089.62.

- 5.4 Approval of 2018-19 Excess Workers Compensation Insurance Premium in the amount of \$312,236.
- 5.5 Approval of Grant Deed for new Station 32 Creek Structure Setback Area to Contra Costa County.
- 5.6 Approval of District Investment Policy.
- 5.7 Authorization to purchase 120 sets of Wildland PPE from L.N. Curtis & Sons in the amount of \$66,093.12.

5.8 **Personnel Actions:**

**Merit Increases:**

Approve staff recommendation to award a merit salary increase to Fire and Life Safety Permit Technician, Stephanie Caughey, to Step 2; effective June 4, 2018.

**New Hires:**

Confirmation of Employment. Approve staff recommendation to hire Juan Casillas for Public Safety Dispatcher 1, Step 2; effective June 1, 2018.

Confirmation of Employment. Approve staff recommendation to hire Lisa Augusto for Public Safety Dispatcher 1, Step 1; effective July 1, 2018.

6. **OLD BUSINESS - June 27, 2018 (Roll Call Vote Required)**

- 6.1 Approval of Purchase of four (4) Skeeter Brush Trucks, Dodge 5500, Type 5 Engines for a total not to exceed price of \$1,035,372.
- 6.2 Selection of candidate to fill the RDA Oversight Board as requested by LAFCO.
- 6.3 Discussion and possible adoption of 2018-19 Annual Operating Budget and Capital Improvement Program. The 2018-19 Proposed Budget can be found on the District's website at [www.firedepartment.org](http://www.firedepartment.org)

7. **NEW BUSINESS – June 27, 2018 (Roll Call Vote Required)**

- 7.1 Approval of Letter of Understanding between San Ramon Valley Fire Protection District and Local 3546.
- 7.2 Approval of Letter of Understanding between San Ramon Valley Fire Protection District and Local 3546A.
- 7.3 Authorization to enter into an agreement with Definitive Networks, Inc., for a term of 60 months in an amount not to exceed \$16,100 per month for procurement and installation of new MDC's and modems, including support services.

8. **CONSENT CALENDAR**

Consent calendar items are considered routine and are acted upon by the Board with a single action. Members of the audience wishing to provide public input may request that the Board remove the item from the Consent Calendar. Comments may be limited to three (3) minutes.

- 8.1 Approve the demand register for the period June 16, 2018, through August 8, 2018 in the amount of \$20,890,008.91.

- 8.2 Approve the Board minutes from the June 18, 2018 Board Budget Workshop; the June 27, 2018 District Counsel's Report Upon Return from Closed Session; and the July 13, 2018 Special Board meeting.
- 8.3 Approval of salary, payroll taxes and retirement contributions for the month of June, 2018 in the amount of \$4,176,744.28 and July, 2018 in the amount of 4,310,968.65.
- 8.4 Approval of payment to the Contra Costa County Auditor Controller for LAFCO dues in the amount of \$39,714.45 for net cost apportionment for Fiscal Year 2018-19.
- 8.5 Approval of service agreement with One Concern in the amount of \$20,000 for FY 2018-19 for On-demand Predictive Artificial Intelligence Earthquake Software.
- 8.6 Approval of Consultant Service Agreement with Mr. Duncan Seibert in the amount of \$7,500 for District Emergency Operations Plan Update.
- 8.7 Approval of payment of \$136,753 to the Fire Agencies Insurance Risk Authority (FAIRA) for property and liability insurance for FY 2018/19.
- 8.8 Approval of payment in the amount of \$36,984.00 to the Contra Costa County Department of Information Technology (DoIT) for radio services.
- 8.9 Approval of payment in the amount of \$37,500 for FirstOnScene Software Maintenance.

8.10 **Personnel Actions:**

**Merit Increases:**

Approve staff recommendation to award a merit salary increase to Public Safety Dispatcher 2, Nicolette Reid, to Step 3; effective July 10, 2018.

Approve staff recommendation to award a merit salary increase to Firefighter 5, Michael Bueno, to Step 3; effective August 1, 2018.

Approve staff recommendation to award a merit salary increase to Firefighter 5, Liam Clauzel, to Step 3; effective August 1, 2018.

Approve staff recommendation to award a merit salary increase to Firefighter 5, Michael Duggan, to Step 3; effective August 1, 2018.

Approve staff recommendation to award a merit salary increase to Firefighter 5, Casey Good, to Step 3; effective August 1, 2018.

Approve staff recommendation to award a merit salary increase to Firefighter 5, Brett Herendeen, to Step 3; effective August 1, 2018.

Approve staff recommendation to award a merit salary increase to Firefighter 5, Brandon Hicks, to Step 3; effective August 1, 2018.

Approve staff recommendation to award a merit salary increase to Firefighter 5, Ricky Laniohan, to Step 3; effective August 1, 2018.

**New Hires:**

Confirmation of Employment. Approve staff recommendation to hire Juan Pedreno for GIS Analyst, Step 4; effective July 1, 2018.

Confirmation of Employment. Approve staff recommendation to hire Brandon Clay for Firefighter 5, Step 3; effective August 1, 2018.

Confirmation of Employment. Approve staff recommendation to hire Moyses Garcia for Firefighter 5, Step 2; effective August 1, 2018.

Confirmation of Employment. Approve staff recommendation to hire Jared Lomker for Firefighter 1, Step 1; effective August 1, 2018.

\Confirmation of Employment. Approve staff recommendation to hire Mathew Martin for Firefighter 1, Step 1; effective August 1, 2018.

Confirmation of Employment. Approve staff recommendation to hire Frederick Rincon for Firefighter 1, Step 1; effective August 1, 2018.

Confirmation of Employment. Approve staff recommendation to hire Timothy Robertson for Firefighter 1, Step 4; effective August 1, 2018.

Confirmation of Employment. Approve staff recommendation to hire David Smith for Firefighter 1, Step 1; effective August 1, 2018.

## **9. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS**

- 9.1 Proclamation in Recognition of September 11, 2001, proclaiming September 11, 2018 as Patriot Day.

## **10. OLD BUSINESS**

- 10.1 Approval of Contract with Jeff Katz Architecture for Architectural Services - San Ramon Joint Use Fire/Police/Comm Facility Space Needs Assessment in the amount of \$65,000.

## **11. NEW BUSINESS**

- 11.1 Approval of Contract Extension Agreement (Emergency Services Response Area 4) with Contra Costa County.
- 11.2 Approval of Landscape Projects at Stations 33, 35 and 39.
- Station 33 – amount not to exceed \$7,875
  - Station 35 – amount not to exceed \$32,250
  - Station 39 – amount not to exceed \$25,150
- 11.3 Authorization to place order with Motorola for radio required upgrades in an amount not to exceed \$71,947.28.
- 11.4 Adoption of Resolution No. 2018-10 authorizing an Alternative Retirement System provided by Public Agency Retirement Services (PARS) in lieu of Social Security for employees not eligible for enrollment in the Contra Costa County Employee Retirement Association (CCCERA) and;
- 2). Authorize the Fire Chief to execute the trust agreement and all related documents.

## **12. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW**

## **13. MONTHLY ACTIVITY REPORTS:**

- 13.1 Operations Division-Deputy Chief, Lon Phares  
Operations Report of monthly activities.

- 13.2 EMS – Battalion Chief, John Duggan  
EMS Report of monthly activities.
- 13.3 Logistics – Interim Chief Selover  
Logistics Report of monthly activities.
- 13.4 Fire and Life Safety Division – Interim Chief Selover  
Fire and Life Safety Report of monthly activities.
- 13.5 Communications Division – Director of Emergency Communications, Denise Pangelinan  
Communication Report of monthly activities.
- 13.6 Human Resources Division – Human Resources Director, Natalie Korthamar Wong  
Human Resources Report of monthly activities.
- 13.7 Finance Division – Financial Consultant, Ken Campo  
Finance Report of monthly activities.
- 13.8 Fire Chief – Fire Chief, Paige Meyer  
Verbal report on monthly meetings, seminars, committee meetings, and other District related activities.

#### **14. GOOD OF THE ORDER**

#### **15. UPCOMING CALENDAR OF EVENTS:**

- 9-11 Event, Tuesday, September 11, 2018 – Oak Hill Park, 5:30 p.m.
- 9/13-16 East Bay Stand Down
- CSDA Annual Conference September 24-27, 2018-Indian Wells, CA
- 9-29 SRV Emergency Preparedness Fair
- October 7, 2018 – CERT PAC Meeting, 10:00 a.m.

#### **16. CLOSED SESSION**

- 16.1 Conference with Legal Counsel – Possible exposure to litigation (3 matters) pursuant to Government Code Section 54956.9(d)(2). Facts and circumstances that might result in litigation need not be disclosed.

#### **17. RETURN TO OPEN SESSION**

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

#### **19. ADJOURNMENT TO THE NEXT REGULAR BOARD MEETING SCHEDULED FOR WEDNESDAY SEPTEMBER 19, 2018 AT 1:00 P.M.**

Prepared by:



Susan F. Brooks, District Clerk

Agenda posted on August 16, 2018 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.