

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

Wednesday, March 29, 2023 – 10:00 a.m.

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

~MISSION STATEMENT~

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

MEETING LOCATION: Roundhouse, 2600 Camino Ramon, San Ramon, CA - Tenaya Room

WEBSITE: <https://www.firedepartment.org/>

AGENDA

- 1. CALL TO ORDER**
- 2. DETERMINATION OF QUORUM AND CONFIRMATION OF AGENDA**
- 3. 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.

4. 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.

- 4.1 Approve the demand register for the period February 2, 2023 through March 16, 2023 in the amount of \$10,904,243.22.
- 4.2 Approve the Board Minutes from the February 15, 2023 Regular Board Meeting.
- 4.3 Approve salary, payroll taxes and retirement contributions for the period of February in the amount of \$5,018,199.14.
- 4.4 Adopt Resolution No. 2023-01 for the 2023 Exterior Hazard Abatement Program to declare seasonal and recurrent nuisances.
- 4.5 Approve letter to Contra Costa County Board of Supervisors to update District's Conflict of Interest Code.

4.6 **Personnel Actions:**

Promotions:

Approve staff recommendation to award the following promotions effective March 1, 2023:

- Battalion Chief Jonas Aguiar to Deputy Chief, step 5
- Engineer Brandon Eynck to Captain 10, step 4
- Firefighter Brandon Clay to Engineer 4, step 5
- Firefighter Ryan Vander Hyde to Engineer 4, step 4

Approve staff recommendation to award the following promotion effective April 1, 2023:

- Senior Office Assistant Amanda Aguila-Perceval to Administrative Analyst I, step 3

Step Increases:

Approve staff recommendation to award the following step increase, effective April 1, 2023:

- Captain Casey Rivers to Captain 12, step 6
- Firefighter Madeline Mechikoff to Firefighter 5, step 3

General Salary Increase:

Approve a 4% general salary increase effective April 1, 2023, for employees represented by IAFF Local 3546 and 3546-B as contained in the Letter of understanding approved by the Board of Directors.

Approve a 3% general salary increase effective April 1, 2023, for employees represented by IAFF Local 3546-A as contained in the Letter of understanding approved by the Board of Directors.

5. **OLD BUSINESS**

No Old Business.

6. **NEW BUSINESS**

- 6.1 Introduce by title only and waive the First Reading of Proposed Ordinance 2023-38: An Ordinance of the San Ramon Valley Fire Protection District Establishing Fuel Mitigation and Exterior Hazard Abatement Standards in All State and Local Responsibility Areas within the District, and Adopting Findings of Fact.
- 6.2 Open Public Hearing to consider adoption of Resolution No. 2023-02 modifying the First Responder Assessment Without Transport Fee and the Ambulance Transport Fees and Charges contained within Ordinance No. 30.
- 6.3 Adopt Resolution No. 2023-03: Opposition to Initiative 21-00421A1.
- 6.4 Approve Memorandum of Understanding between San Ramon Valley Fire Protection District and the Contra Costa County Crisis Center for the Warm Hand-Off Pilot Program.
- 6.5 Approve Changes to Non-Represented Employee Compensation.
- 6.6 Approve purchase of Live-Fire Burn Prop at a cost not to exceed \$824,200.
- 6.7 Adopt Resolution No. 2023-04: County LAFCO Special District Member Nomination.

7. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW

7.1 Letters of appreciation and support from the community.

8. MONTHLY ACTIVITY REPORTS

8.1 Operations Division – Deputy Chief Jonas Aguiar
Operations Report of monthly activities.

8.2 Training Division – Deputy Chief Jonas Aguiar
Training Report of monthly activities.

8.3 EMS Division – Deputy Chief Jonas Aguiar
EMS Report of monthly activities.

8.4 Community Risk Reduction Division – Deputy Chief Frank Drayton
Community Risk Reduction Report of monthly activities.

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

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

8.7 Human Resources Division – Administrative Services Consultant, Ken Campo
Human Resources Report of monthly activities.

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

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

9. GOOD OF THE ORDER

9.1 Comments by Board of Directors.

9.2 CCC/PAC Meeting Update from Vice President Kerr (Chair).

9.3 San Ramon Valley Street Smarts Program received a One-Bay Area Grant which will provide 88% of the program's funding for the next 4 years.

10. UPCOMING CALENDAR OF EVENTS

10.1 Next Regular Board Meeting, April 26, 2023 at 1:00 p.m.

10.2 Academy 2022-1 Graduation, Roundhouse, 2600 Camino Ramon, San Ramon (Tahoe Room) on March 31, 2023, 3:00 p.m. to 5:00 p.m.

10.3 Community Bike Rodeo, Saturday, May 6, 2023, Iron Horse Middle School (requesting at least five (5) volunteers from each agency).

10.4 Streets Smarts "Be Reel" Video Contest Awards Ceremony, Thursday, April 13, 2023 – Danville Theater.

11. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

- 11.1 Update on Goals from 2022-2023. Identify and Prioritize 2023-2024 Goals. **(Board Retreat)**
- 11.2 Diversity and Inclusion Presentation.

12. CLOSED SESSION

- 12.1 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
California Government Code Section 54956.9:
Laura Begin v. SRVFPD; and DOES 1 through 50, inclusive, Case No.: C23-00085
- 12.2 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to California Government Code Section 54956.9(d)(2): 2 potential cases. Facts and circumstances that might result in litigation need not be disclosed.

13. RETURN TO OPEN SESSION

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

15. ADJOURNMENT TO THE NEXT REGULAR BOARD MEETING SCHEDULED FOR WEDNESDAY, APRIL 26, 2023 AT 1:00 P.M.

Prepared by:

DocuSigned by:

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Stephanie Brendlen, District Clerk

This Agenda is posted on March 24, 2023 at the District's Administration Building, Fire Stations 30, 31, 32, 33, 34, 35, 36, 38, 39 and on the San Ramon Valley Fire Protection District's website at www.firedepartment.org.

All public meetings under the Brown Act must comply with Section 202 of the Americans with Disabilities Act ("ADA") and its implementing rules and regulations. If you have a disability and require a reasonable accommodation to fully participate in a public meeting, please contact the District Clerk at (925) 838-6661 as soon as possible but at least 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 on the District website at www.firedepartment.org, at the District's Administrative Office located at 1500 Bollinger Canyon Road, San Ramon, California, or at the scheduled