

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS BOARD BUDGET WORKSHOP  
Minutes – May 30, 2017**

**Board of Directors Budget Workshop**

*MISSION STATEMENT*

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

**Location:** 1500 Bollinger Canyon Road  
Administrative Building-Boardroom  
San Ramon, CA 94583

**Board Members Present:** Board President Parker, Vice-President Campbell, Directors Kerr, Stamey and Stark.

**Staff Present:** Fire Chief Meyer, Financial Consultant Campo, Deputy Chief Phares, Deputy Chief Krause, Controller Koran, Director of Emergency Communications Pangelinan, Director of HR Korthamar Wong, Technology Systems Manager Call, EMS Battalion Chief Duggan, FLS Manager Drayton

**1. CALL TO ORDER**

Board President Parker chaired the meeting and called for order at 10:05 a.m.

**2. PLEDGE OF ALLEGIANCE**

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

There was a quorum and no changes were made to the agenda.

**4. PUBLIC COMMENTS**

Union President Mohun thanked the Board of Directors, Chief Meyer and staff for a great 4-year contract and appreciated the support of everyone.

**5. BUDGET WORKSHOP**

5.1 Review and discussion of proposed Annual Operating and Capital Budgets for Fiscal Year 2017/18.

Chief Meyer thanked Union President Mohun for his kind works and stated that while going through the budget, he encouraged the Board to ask question as they came up, instead of saving questions for the end of the workshop.

Financial Consultant Campo provided a summary and overview of the budget which was followed by each Division Director providing an overview of their individual budgets. Several items were brought up for follow-up which included staff addressing Board compensation, tablets for inspectors, and preventative maintenance for District fleet. The Board also discussed our Volunteers at Stations 37/40 and our Reserve Firefighter program. Discussion came up regarding the new City Center and Manager Drayton stated that we will have staff on site during the development of that project. Communications

Director Pangelinan discussed integrating the Communications Center personnel with the District's established community outreach programs and implementing Emergency Fire Dispatch software through the International Academy of Emergency Dispatch to provide consistency in call training.

Technology Services Manager Call will be evaluating Fire Station audio and apparatus headsets and upgrading fire stations to high speed fiber optic connectivity working with AT & T.

Human Resources Director Korthamar Wong stated that she will ensure implementation of the District's performance management program, as well as evaluating the workers' compensation process.

Finance Controller Koran stated that he will be evaluating the District's current banking services, as well as integrating our financial system with our budgeting system.

Board President Parker complimented staff as well as Labor in helping to maintain long term fiscal sustainability here at the District.

**6. OLD BUSINESS**

6.1 Discussion and selection of Board Meeting dates for November and December 2017, due to the Thanksgiving and Christmas holidays.

The Board decided on the dates of Wednesday, November 15, 2017 at 1:00 p.m. and Wednesday, December 20, 2017 at 1:00 p.m. for the November and December, 2017 Board meeting dates.

**7. ADJOURNMENT**

The meeting was adjourned by President Parker at 1:00 p.m.

Prepared by:

  
Natalie Korthamar Wong

Human Resource Director/Acting District Clerk

Approved by:



Don Parker, Board President