

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**  
**Board of Directors Regular Board Meeting/Board Retreat (Continued)**

**Wednesday, April 26, 2023 – 1:00 p.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:** SRVFPD Administrative Offices – Boardroom  
1500 Bollinger Canyon Road, San Ramon, CA 94583

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

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

- 5.1 Identifying and Disrupting Wildfire Pathways into our Community.
- 5.2 Continue update on Goals from 2022-2023. Continue identifying and prioritizing 2023-2024 Goals. **(Board Retreat)**

6. **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.

- 6.1 Approve the demand register for the period March 17, 2023 through April 20, 2023 in the amount of \$3,728,943.33.
- 6.2 Approve the Board Minutes from the March 29, 2023 Board Retreat/Regular Board Meeting.
- 6.3 Approve salary, payroll taxes and retirement contributions for the period of March in the amount of \$5,652,192.33
- 6.4 Approve Letter to Assembly Member Gregg Hart in Support of AB 557 (Abbreviated Brown Act teleconferencing rules during a State of Emergency).

- 6.5 Authorize staff to enter into contract with Metropolitan Van and Storage Inc. for relocation services in an amount not to exceed \$29,642.50.

6.6 **Personnel Actions:**

**New Hires**

Confirmation of Employment. Approve staff recommendation to hire:  
Yolanda Oryall for Senior Office Assistant, step 5, effective April 1, 2023  
Wyatt Schneider for Single Role Paramedic, step 1, effective, April 3, 2023

**Promotions**

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

Engineer Scott Dwyer to Captain 11, step 4  
Engineer Alex Simi to Captain 11, step 4  
Firefighter Jeffrey Griep to Engineer 4, step 5  
Firefighter Mathew Martin to Engineer 4, step 5

**Step Increases**

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

Engineer Jason Alaga to Engineer 4, step 6  
Engineer Michael Bueno to Engineer 5, step 6  
EMS Specialist Troy Vincent to EMS Specialist, step 2  
Single Role Paramedic Daniel Gray to Single Role Paramedic, step 2  
Single Role Paramedic Conor McGovern-Calder to Single Role Paramedic, step 2

**7. OLD BUSINESS**

- 7.1 Open Public Hearing for Second Reading and Adoption 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.
- 7.2 2022-2023 Midyear Operating Budget update and approve budget adjustment recommendations.
- 7.3 Personnel Subcommittee recommendations for performance evaluation procedures from President Lee (Chair).

**8. NEW BUSINESS**

- 8.1 Approve San Ramon Fire Training Facility project in amount not to exceed \$16,500,000, award construction contract for the San Ramon Fire Training Facility project to Roebbelen Contracting, Inc., consistent with their bid submittal and provisions contained in the RFP, and authorize the Fire Chief to execute a final contract with Roebbelen Contracting, Inc., in an amount not to exceed the Guaranteed Maximum Price of \$15,900,103.

**9. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW**

Letters of appreciation and support from community.

**10. MONTHLY ACTIVITY REPORTS**

- 10.1 Operations Division – Deputy Chief Jonas Aguiar  
Operations Report of monthly activities.
- 10.2 Training Division – Deputy Chief Jonas Aguiar  
Training Report of monthly activities.
- 10.3 EMS Division – Deputy Chief Jonas Aguiar  
EMS Report of monthly activities.
- 10.4 Community Risk Reduction Division – Deputy Chief Frank Drayton  
Community Risk Reduction Report of monthly activities.
- 10.5 Fleet and Facilities Division – Deputy Chief Frank Drayton  
Fleet and Facilities Report of monthly activities.
- 10.6 Communications and Technology Division – Director of Emergency Communications, Denise Pangelinan  
Communications and Technology Report of monthly activities.
- 10.7 Human Resources Division – Administrative Services Consultant, Ken Campo  
Human Resources Report of monthly activities.
- 10.8 Finance Division – Chief Financial Officer, Davina Hatfield  
Finance Report of monthly activities.
- 10.9 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.
- 11.2 Street Smarts “Be Reel!” Video Contest update by President Lee.

**12. UPCOMING CALENDAR OF EVENTS**

- 12.1 Next Regular Board Meeting, May 24, 2023 at 1:00 p.m.
- 12.2 Street Smarts Community Bike Festival, Saturday, May 6, 2023, 8:30 a.m. to 2:00 p.m. at Iron Horse Middle School.

**13. CLOSED SESSION**

- 13.1 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION  
California Government Code Section 54956.9:  
Laura Begin v. SRVFPD; Chief John Duggan; and DOES 1 through 50, inclusive, Case No.: C23-00085
- 13.2 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION  
California Government Code Section 54956.9:  
James Harder v. SRVFPD, WCAB #: ADJ1408633
- 13.3 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION  
California Government Code Section 54956.9:  
James Harder v. SRVFPD, WCAB #: ADJ15812611

- 13.4 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**

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

16. **ADJOURNMENT TO THE NEXT REGULAR BOARD MEETING SCHEDULED FOR WEDNESDAY, MAY 24, 2023 AT 1:00 P.M.**

Prepared by:

*Stephanie Brendlen*

Stephanie Brendlen, District Clerk

Agenda posted on April 21, 2023 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).

*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](http://www.firedepartment.org), at the District's Administrative Office located at 1500 Bollinger Canyon Road, San Ramon, California, or at the scheduled meeting.*