

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

Wednesday, May 24 – 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. **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 21, 2023 through May 11, 2023 in the amount of \$4,399,091.87.
- 5.2 Approve the Board Minutes from the April 26, 2023 Board Retreat/Regular Board Meeting.
- 5.3 Approve salary, payroll taxes and retirement contributions for the period of April in the amount of \$5,021,301.12.

5.4 **Personnel Actions:**

Step Increases

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

- Battalion Chief David Garcia to Battalion Chief 1, step 5
- Single Role Paramedic Dominic Marks to Single Role Paramedic, step 2
- Single Role Paramedic Douglas Xiques to Single Role Paramedic, step 2

6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

- 6.1 Special Presentation by Engineer Brian Olson and Captain Demian Bannister on the iQuest Program.
- 6.2 Presentation of Investment Advisory Program by Karl Meng, Portfolio Strategist, Chandler Asset Management.
- 6.3 Presentation of Annual Comprehensive Financial Report (ACFR) by Ahmed Badawi, President, Badawi & Associates. The ACFR is located on the District's website at: <https://www.firedepartment.org/our-district/finance>.

7. OLD BUSINESS

None.

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. 2023-05.

9. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW

Letters of appreciation and support from the 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.

12. UPCOMING CALENDAR OF EVENTS

- 12.1 Next Regular Board Meeting (Board Training), June 28, 2023 at 10:00 a.m.
- 12.2 Promotion Ceremony, June 8, 2023, 6:00 p.m. to 8:00 p.m., Roundhouse, 2600 Camino Ramon, San Ramon.

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 – 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.

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 28, 2023 AT 10:00 AM.

Prepared by:

Stephanie Brendlen

Stephanie Brendlen, District Counsel/Clerk

Agenda posted on May 19, 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.

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 meeting.