

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING  
MAY 24, 2023 MINUTES**

***MISSION STATEMENT***

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

**Location:** SRVFPD Administrative Offices – Boardroom  
1500 Bollinger Canyon Road, San Ramon, CA 94583

**Board Members Present:** President Lee, Vice President Kerr, Directors Crean, Parker and Stamey

**Board Member(s) Absent:** None

**1. CALL TO ORDER**

President Lee called the meeting to order at 1:00 p.m.

**2. PLEDGE OF ALLEGIANCE**

Director Stamey led the Pledge of Allegiance.

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

President Lee declared a quorum of the Board was present, and there were no changes to the Agenda.

**4. PUBLIC COMMENT**

There was no public comment.

**5. CONSENT CALENDAR**

Motion by Director Crean to approve Consent Calendar Items 5.1 through 5.4; seconded by Vice President Kerr. Motion carried unanimously by roll call vote.

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

6.1 Special Presentation by Captain Brian Olson and Captain Demian Bannister on the iQuest Program.

Captain Olson presented the iQuest Program and introduced iQuest students and their families. The Board took a brief 10-minute recess at 1:14 p.m. for photos with students and their families.

6.2 Presentation of Investment Advisory Program by Karl Meng, Portfolio Strategist, Chandler Asset Management.

Portfolio Strategist Karl Meng presented the Investment Advisory Program to the Board.

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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>.

Ahmed Badawi, President of Badawi & Associates, presented the ACFR.

**7. OLD BUSINESS**

No Old Business.

**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.

President Lee opened the Public Hearing. Fire Chief Meyer and Chief Financial Officer Hatfield presented the Annual CPI Adjustment for Services and Charges contained within Ordinance No. 28 and the basis for calculations. Vice President Kerr discussed with staff evaluating services fees and charges of other agencies. Public comment was made by Mr. Don Reid. President Lee concluded the Public Hearing.

Motion by Director Stamey to consider Annual CPI Adjustment to Service Fees and Charges contained within Ordinance No. 28 and Adoption of Resolution No. 2023-05; seconded by Director Parker. Motion carried unanimously by roll call vote.

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

Letters of appreciation and support from the community were received and acknowledged.

**10. MONTHLY ACTIVITY REPORTS**

10.1 Operations Division - Deputy Chief Jonas Aguiar  
Operations Report of monthly activities.

Deputy Chief Aguiar provided the monthly activities report for April 2023.

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

Deputy Chief Aguiar provided the monthly activities report for April 2023.

10.3 EMS Division - Deputy Chief Jonas Aguiar  
EMS Report of monthly activities.

Deputy Chief Aguiar provided the monthly activities report for April 2023.

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- 10.4 Community Risk Reduction – Deputy Chief Frank Drayton  
Community Risk Reduction of monthly activities.

Deputy Chief Drayton provided the monthly activities report for April 2023.

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

Deputy Chief Drayton provided the monthly activities report for April 2023.

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

Director Pangelinan provided the monthly activities report for April 2023.

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

Administrative Services Consultant Campo provided the monthly activities report for April 2023.

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

Chief Finance Officer Hatfield provided the monthly activities report for April 2023.

- 10.9 Fire Chief – Fire Chief, Paige Meyer

Chief Meyer provided the monthly activities report for April 2023.

## **11. GOOD OF THE ORDER**

- 11.1 Comments by Board of Directors.

The Board will have a Budget Workshop on June 26, 2023 at 10:00 a.m., Administrative Offices – Boardroom.

## **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.

President Lee announced the above events on the upcoming calendar.

The Board took a brief recess and entered Closed Session at 3:28 p.m.

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**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**

The Board returned to Open Session at 3:41 p.m.

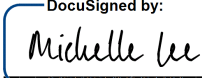
**15. REPORT UPON RETURN FROM CLOSED SESSION (if applicable)**

President Lee announced there was no reportable Board action from Closed Session.

**16. ADJOURNMENT TO THE NEXT REGULAR BOARD MEETING SCHEDULED FOR WEDNESDAY, JUNE 28, 2023 AT 10:00 AM.**

The regular Board meeting adjourned at 3:42 p.m.

Prepared by:   
Stephanie Brendlen  
District Counsel/Clerk

Approved by:   
Michelle Lee  
President Lee  
Board President