

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

Wednesday, November 15, 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
2401 Crow Canyon Road, Suite A, San Ramon, CA 94583

****For ADA Accessibility, please see attached map for further instructions.****

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 October 14, 2023 through November 3, 2023 in the amount of \$1,470,100.61.
- 5.2 Approve the Board Minutes from the October 25, 2023 Regular Board Meeting.
- 5.3 Approve salary, payroll taxes and retirement contributions for the period of October in the amount of \$5,349,023.54.

5.4 **Personnel Actions:**

Step Increases:

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

Battalion Chief Eric Sabye to Battalion Chief 2, step 5

Captain Bret Herendeen to Captain 10, step 4

Captain Garrett McIntyre to Captain 10, step 5

Engineer Salvatore Bautista to Engineer 5, step 6

Engineer Brandon Hicks to Engineer 4, step 6

Academy 2021-1

Firefighter Patrick Devault to Firefighter 5, step 3

Firefighter Zachary Lee to Firefighter 5, step 3

Firefighter Richard Moore to Firefighter 5, step 3

Firefighter Corbin Robson to Firefighter 5, step 3

Firefighter Isaac Toledo to Firefighter 5, step 3

Firefighter Randall Webster to Firefighter 5, step 3

Firefighter Blake Yarbrough to Firefighter 5, step 3

Academy 2022-1 (Group 2)

Firefighter Dylan Costamagna to Firefighter 5, step 2

Firefighter Chazz Griffiths to Firefighter 5, step 2

Firefighter Brian Parisi to Firefighter 5, step 2

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

No Special Announcements/Presentations/General Business.

7. **OLD BUSINESS**

No Old Business.

8. **NEW BUSINESS**

8.1 Approve Employment Agreement with Retired District Employee Stephen Rodwell as Interim Dispatch Supervisor.

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 – Battalion Chief Chris Parsons
Training Report of monthly activities.

- 10.3 EMS Division – Deputy Chief Jonas Aguiar
EMS Report of monthly activities.
- 10.4 Community Risk Reduction Division – Interim Fire Marshal Roy Wendel
Community Risk Reduction Report of monthly activities.
- 10.5 Fleet and Facilities Division – Interim Deputy Chief Lon Phares
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 – Interim Administrative Services Director 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 Discuss Rescheduling December Regular Board Meeting from Wednesday, December 13, 2023, to Thursday, December 14, 2023.

12. UPCOMING CALENDAR OF EVENTS

- 12.1 Next Regular Board Meeting, December 13, 2023 at 1:00 p.m.
- 12.2 San Ramon Chamber of Commerce *WOW Awards Dinner*, The Bridges Golf Club, 9000 S. Gale Ridge Road, San Ramon, Wednesday, December 6, 2023 at 5:30 p.m. to 8:30 p.m.

13. CLOSED SESSION

- 13.1 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to California Government Code Section 54956.9(d)(4): 2 potential cases. Facts and circumstances that might result in litigation need not be disclosed.
- 13.2 PUBLIC EMPLOYEE PERFORMANCE EVALUATION
California Government Code Section 54957(b)
Title: District Counsel/District Clerk
- 13.3 PUBLIC EMPLOYEE PERFORMANCE EVALUATION
California Government Code Section 54957(b)
Title: Fire Chief

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, DECEMBER 13, 2023 AT 1:00 P.M.**

Prepared by:

Stephanie Brendlen

Stephanie Brendlen, District Counsel/District Clerk

Agenda posted on November 10, 2023 at the District's Administrative Offices, 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 Offices located at 2401 Crow Canyon Road, Suite A, San Ramon, California, or at the scheduled meeting.

ADA ACCESSIBILITY MAP For SRVFPD Board Meeting



CROW CANYON RD

PARK PL

CREEKSIDE DR

1500 BOLLINGER CANYON RD

2001 CROW CANYON RD

NO THRU ACCESS

AVAILABLE PARKING

B.O.C

CREEKSIDE DR

2401 CROW CANYON RD

1600 BOLLINGER CANYON RD

BOLLINGER CANYON RD

CREEKSIDE DR