

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

Wednesday, March 27, 2024 – 10:00 a.m.

Jay Kerr, Board President
Matthew Stamey, Board Vice President
Ryan Crean, Director, Michelle Lee, 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: Roundhouse, 2600 Camino Ramon, San Ramon, CA - Tenaya Room

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

AGENDA

- 1. CALL TO ORDER**
- 2. DETERMINATION OF QUORUM AND CONFIRMATION OF AGENDA**
- 3. 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.

4. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

- 4.1 Danville American Heart Month February 2024 Proclamation.
- 4.2 Update on Goals from 2023-2024. Identify and Prioritize 2024-2025 Goals. **(Board Retreat)**
- 4.3 Special Presentation of COVID Expense Reimbursement to SRVFPD for Administering Vaccination Clinics throughout Contra Costa County. (Chief Meyer and Supervisor Candace Andersen)

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 February 16, 2024 through March 15, 2024 in the amount of \$4,026,220.16.
- 5.2 Approve the Board Minutes from the February 28, 2024 Regular Board Meeting.
- 5.3 Approve salary, payroll taxes and retirement contributions for the period of February in the amount of \$5,209,856.50

CONSENT CALENDAR (CONTINUED)

- 5.4 Approve Second Amendment to the Full Tilt Strategies LLC for Behavioral Health Response and Wellness Solutions Agreement in the amount of \$131,249.97.
- 5.5 Adopt Resolution No. 2024-02 for the 2024 Exterior Hazard Abatement Program to declare seasonal and recurrent nuisances.
- 5.6 Authorize Contract with Atlas Technical Consultants for Geotechnical Engineering observation and soils testing for the San Ramon Training Facility construction project in the amount of \$39,875.
- 5.7 **Personnel Actions:**

New Hires

Confirmation of Employment. Approve staff recommendation to hire:

- Shacoya Robinson for Public Safety Dispatcher 2, step 1, effective April 2, 2024
- Jeannine Girard for Public Safety Dispatcher 1, step 1, effective March 18, 2024
- Ren Moore for Public Safety Dispatcher 1, step 1, effective March 22, 2024

Promotions

Approve staff recommendation to award the following promotions effective March 1, 2024:
Engineer Arturo Perez to Captain 11, step 4

Step Increases

Approve staff recommendation to award the following step increase, effective April 1, 2024:
Captain Alex Simi to Captain 25, step 6
Captain Scott Dwyer to Captain 11, step 6
Firefighter Madeline Mechikoff to Firefighter 5, step 4
Single Role Paramedic Wyatt Schneider to Single Role Paramedic, step 3
Administrative Analyst Amanda Aguila-Perceval to Administrative Analyst 1, step 5

General Salary Increase

Approve a 3% general salary increase for employees represented by IAFF Local 3546 and 3546-B as contained in the Letter of understanding approved by the Board of Directors

Approve a 3% general salary increase for employees represented by IAFF Local 3546-A as contained in the Letter of understanding approved by the Board of Directors

6. OLD BUSINESS

There is no Old Business.

7. NEW BUSINESS

7.1 Approve Changes to Full-Time Non-Represented Employee Compensation.

8. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW

Letter of appreciation and support from the community.

9. MONTHLY ACTIVITY REPORTS

- 9.1 Operations Division – Deputy Chief Jonas Aguiar
Operations Report of monthly activities.
- 9.2 Training Division – Battalion Chief Chris Parsons
Training Report of monthly activities.
- 9.3 EMS Division – EMS Division Manager Lance Maples
EMS Report of monthly activities.
- 9.4 Community Risk Reduction Division – Interim Fire Marshal Roy Wendel
Community Risk Reduction Report of monthly activities.
- 9.5 Fleet and Facilities Division – Interim Deputy Dave Garcia
Fleet and Facilities Report of monthly activities.
- 9.6 Communications and Technology Division – Interim Deputy Chief Garcia
Communications and Technology Report of monthly activities.
- 9.7 Human Resources Division – Interim Deputy Chief Garcia
Human Resources Report of monthly activities.
- 9.8 Finance Division – Chief Financial Officer Davina Hatfield
Finance Report of monthly activities.
- 9.9 Fire Chief – Fire Chief Paige Meyer
Verbal report on monthly meetings, seminars, committee meetings, and other District related activities.

10. GOOD OF THE ORDER

- 10.1 Comments by Board of Directors.
- 10.2 LAFCO Ballot for Regular Special District Member (Due April 19, 2024).

11. UPCOMING CALENDAR OF EVENTS

- 11.1 Next Regular Board Meeting, April 24, 2024 at 10:00 a.m.

12. CLOSED SESSION

- 12.1 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.

13. RETURN TO OPEN SESSION

14. REPORT UPON RETURN FROM CLOSED SESSION (if applicable)

15. **ADJOURNMENT**

Prepared by:

Stephanie Brendlen

Stephanie Brendlen, District Counsel/District Clerk

Agenda posted on March 22, 2024 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.