

SAN RAMON VALLEY FIRE PROTECTION DISTRICT
Board of Directors Regular Board Meeting
Wednesday, April 24, 2024 – 1:00 p.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: SRVFPD Administrative Offices – Boardroom
2401 Crow Canyon Road, Suite A, 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. **CLOSED SESSION**
 - 5.1 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
California Government Code Section 54956.9(d)(1):
Laura Begin v. SRVFPD, a Government Entity, Chief John Duggan, an individual, and
DOES 1 through 50, inclusive, Case No.: C23-00085
 - 5.2 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to California Government Code
Section 54956.9(d)(2): 4 potential cases. Facts and circumstances that might result in litigation
need not be disclosed.
6. **RETURN TO OPEN SESSION**
7. **REPORT UPON RETURN FROM CLOSES SESSION (if applicable)**

8. 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.

- 8.1 Approve the demand register for the period March 16, 2024, through April 12, 2024 in the amount of \$2,175,040.59.
- 8.2 Approve the Board Minutes from the March 27, 2024 Regular Board Meeting and Board Retreat.
- 8.3 Approve salary, payroll taxes and retirement contributions for the period of March in the amount of \$5,364,664.79.

8.4 Personnel Actions

New Hires

Confirmation of Employment. Approve staff recommendation to hire:

Meyling Rosales for Accounting Technician, step 1, effective April 29, 2024

Promotions

Approve staff recommendation to award the following promotions effective April 1, 2024:

Firefighter Devin Mongeau to Engineer 5, step 5

Firefighter Colton Fredrickson to Engineer 4, step 5

Firefighter Zekiel Spani to Engineer 4, step 5

9. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

- 9.1 Board Recognition for Life Saving Event on November 9, 2023.
- 9.2 Proposed Functional Fitness Program Presentation (Dr. Ryan Ting).

10. OLD BUSINESS

- 10.1 2023-2024 Midyear Operating Budget update and approve budget adjustment recommendations.
- 10.2 Continue identifying and prioritizing Fire Chief and Board Goals for 2024-2025.

11. NEW BUSINESS

No New Business.

12. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW

Letter of appreciation and support from the community.

13. MONTHLY ACTIVITY REPORTS

- 13.1 Operations Division – Deputy Chief Jonas Aguiar
Operations Report of monthly activities.
- 13.2 Training Division – Battalion Chief Chris Parsons
Training Report of monthly activities.
- 13.3 EMS Division – EMS Division Manager Lance Maples
EMS Report of monthly activities.

- 13.4 Community Risk Reduction Division – Interim Fire Marshal Roy Wendel
Community Risk Reduction Report of monthly activities.
- 13.5 Fleet and Facilities Division – Interim Deputy Dave Garcia
Fleet and Facilities Report of monthly activities.
- 13.6 Communications Division – Deputy Chief Jonas Aguiar
Communications Report of monthly report activities.
- 13.7 Technology Division – Interim Deputy Dave Garcia
Technology Report of monthly activities.
- 13.8 Human Resources Division – Interim Deputy Dave Garcia
Human Resources Report of monthly activities.
- 13.9 Finance Division – Chief Financial Officer Davina Hatfield
Finance Report of monthly activities.
- 13.10 Fire Chief – Fire Chief Paige Meyer
Verbal report on monthly meetings, seminars, committee meetings, and other District-related activities.

14. GOOD OF THE ORDER

- 14.1 Comments by Board of Directors.

15. UPCOMING CALENDAR OF EVENTS

- 15.1 Next Regular Board Meeting, May 22, 2024 at 1:00 p.m.
- 15.2 Annual Street Smarts Bike Rodeo, Saturday, May 11, 2024, Charlotte Wood Middle School (Danville), 10:00 a.m.-2:00 p.m.

16. ADJOURNMENT

Prepared by:

Stephanie Brendlen

Stephanie Brendlen, District Counsel/District Clerk

Agenda posted on April 19, 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.