

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.

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CONSENT ITEMS

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Check/Voucher Register

From 3/16/2024 Through 4/12/2024

Check Num...	Check Date	Payee	Check Amount	Transaction Description
03/21/24-01	3/21/2024	ACE AUTO REPAIR AND TIRE CENTER	256.94	Replaced Ignition Coil-Unit 358
03/28/24-01	3/28/2024	ACE AUTO REPAIR AND TIRE CENTER	201.00	Service for Check Engine Light-Unit 708
04/04/24-01	4/4/2024	ACE AUTO REPAIR AND TIRE CENTER	1,686.35	Preventative Maintenance and Replace Brake Rotor-Unit 711
04/04/24-02	4/4/2024	ACE AUTO REPAIR AND TIRE CENTER	100.74	Preventative Maintenance-Unit 361
04/04/24-03	4/4/2024	ACE AUTO REPAIR AND TIRE CENTER	1,654.37	Preventative Maintenance and Replace Brake Rotor-Unit 713
04/04/24-04	4/4/2024	ACE AUTO REPAIR AND TIRE CENTER	2,964.93	Preventative Maintenance and Service-Unit 714
231648	4/4/2024	ACI OF SAN RAMON	530.51	Garbage Service 03/24-Stn 30
	4/4/2024	ACI OF SAN RAMON	530.51	Garbage Service 03/24-Stn 34
	4/4/2024	ACI OF SAN RAMON	530.51	Garbage Service 03/24-Stn 38
	4/4/2024	ACI OF SAN RAMON	530.51	Garbage Service 03/24-Stn 39
03/21/24-02	3/21/2024	AIR EXCHANGE INC	661.08	Service and Repair on Hose-Stn 35
03/28/24-02	3/28/2024	AIR EXCHANGE INC	897.58	Service and Repair on Plymovent-Stn 38
03/28/24-03	3/28/2024	AIRGAS USA LLC	728.77	Oxygen
04/04/24-05	4/4/2024	AIRGAS USA LLC	773.77	Oxygen
04/12/24-01	4/12/2024	AIRGAS USA LLC	1,538.68	Oxygen Tank Cylinder Rental-03/24
04/12/24-02	4/12/2024	AIRGAS USA LLC	837.70	Oxygen
04/12/24-03	4/12/2024	AIRGAS USA LLC	486.59	Oxygen
231613	3/28/2024	AIRPORT HOME APPLIANCE	16,446.18	Gas Range (3)-Joint Public Safety Building
231649	4/4/2024	ALAMEDA COUNTY FIRE DEPARTMENT	1,735.19	Replaced Batteries (6)-Unit 556
	4/4/2024	ALAMEDA COUNTY FIRE DEPARTMENT	1,398.79	Service and Diagnostic/Found Air Leak-Unit 521
	4/4/2024	ALAMEDA COUNTY FIRE DEPARTMENT	7,209.43	Service and Repairs-Unit 527
	4/4/2024	ALAMEDA COUNTY FIRE DEPARTMENT	95.00	Service Call-Unit 524
	4/4/2024	ALAMEDA COUNTY FIRE DEPARTMENT	285.00	Service/Found Cap Cylinder Leak-Unit 523
231692	4/12/2024	ALAMO ACE HARDWARE	268.19	Fleet Supplies-Unit 555
03/21/24-03	3/21/2024	ALL STAR FIRE EQUIPMENT INC	1,244.20	SCBA Flow Testing-Stn 39
03/21/24-04	3/21/2024	ALL STAR FIRE EQUIPMENT INC	1,723.61	SCBA Flow Testing-Stn 38
03/21/24-05	3/21/2024	ALL STAR FIRE EQUIPMENT INC	2,680.62	SCBA Flow Testing-Stn 30
03/21/24-06	3/21/2024	ALL STAR FIRE EQUIPMENT INC	1,488.21	SCBA Flow Testing-Stn 31
03/21/24-07	3/21/2024	ALL STAR FIRE EQUIPMENT INC	560.50	SCBA Flow Testing-Stn 36
03/28/24-04	3/28/2024	ALL STAR FIRE EQUIPMENT INC	704.70	Suppression-Station Boots (2)
03/28/24-05	3/28/2024	AMAZON CAPITAL SERVICES	111.81	CO Monitor-Unit 527
04/04/24-06	4/4/2024	AMAZON CAPITAL SERVICES	64.03	Office Supplies
04/12/24-04	4/12/2024	AMAZON CAPITAL SERVICES	47.86	Office Supplies
04/12/24-05	4/12/2024	AMAZON CAPITAL SERVICES	131.59	Office Supplies
04/12/24-06	4/12/2024	AMAZON CAPITAL SERVICES	211.13	Electronic Supplies
04/12/24-07	4/12/2024	AMAZON CAPITAL SERVICES	391.46	Electronic Supplies for Board Meetings
04/12/24-08	4/12/2024	AMAZON CAPITAL SERVICES	77.14	Computer Supplies
04/12/24-09	4/12/2024	AMAZON CAPITAL SERVICES	20.66	Electronic Supplies
231650	4/4/2024	AMERICAN MESSAGING	82.28	Paging Service-04/24

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Check/Voucher Register

From 3/16/2024 Through 4/12/2024

Check Num...	Check Date	Payee	Check Amount	Transaction Description
231586	3/21/2024	ANTHEM BLUE CROSS	3,503.80	Ambulance Refund
231614	3/28/2024	ARI INVESTIGATIONS INC	1,500.00	Pre-Employment Background-Dispatcher
231651	4/4/2024	ARI INVESTIGATIONS INC	1,400.00	Pre-Employment Background-District Aide
231693	4/12/2024	ARI INVESTIGATIONS INC	700.00	Pre-Employment Background-District Aide
03/28/24-06	3/28/2024	ARMOUR PETROLEUM SERVICE AND EQUIPMENT CORPORATION	2,395.10	Service Call for Fuel Pumps/Replaced Locks-Stn 32
231694	4/12/2024	AT&T	2,700.22	Phone Service 02/24-Admin Desk Phones
	4/12/2024	AT&T	771.99	Phone Service 03/24-Admin Desk Phones
231615	3/28/2024	ATT	29.39	Phone Service 2/19/24-3/18/24
231616	3/28/2024	ATT	1,409.33	Phones/Data/Radio Circuit/Long Distance 2/20/24-3/19/24
231652	4/4/2024	ATT	29.35	Phone Service 12/19/23-1/18/24
231695	4/12/2024	ATT MOBILITY	50.10	Cell Phones/Mobile Data 03/24
231696	4/12/2024	ATT MOBILITY	625.25	Cell Phones/Mobile Data 04/24
231697	4/12/2024	ATT MOBILITY	213.81	Cell Phones/Mobile Data/iPads 2/27/24-3/26/24
231653	4/4/2024	BAY AREA AIR QUALITY MANAGEMENT DISTRICT	474.00	Annual Permit Renewal 12/1/23-12/1/24-Stn 32 Fuel Dispensing
	4/4/2024	BAY AREA AIR QUALITY MANAGEMENT DISTRICT	489.00	Annual Permit Renewal 2/1/24-2/1/25-Stn 36 Generator
03/21/24-08	3/21/2024	BAYSPORT PREVENTIVE MEDICAL GROUP	2,925.00	Wellness Fitness Exams
03/21/24-09	3/21/2024	BAYSPORT PREVENTIVE MEDICAL GROUP	32,130.00	Wellness Fitness Exams
04/12/24-10	4/12/2024	BAYSPORT PREVENTIVE MEDICAL GROUP	665.00	Wellness Fitness Exams
04/12/24-11	4/12/2024	BAYSPORT PREVENTIVE MEDICAL GROUP	665.00	Wellness Fitness Exams
04/12/24-12	4/12/2024	BAYSPORT PREVENTIVE MEDICAL GROUP	1,615.00	Wellness Fitness Exams
04/12/24-13	4/12/2024	BIOMEDICAL WASTE DISPOSAL INC	90.00	Bio-Hazard Waste Collection Service 04/24-Stn 30
04/12/24-14	4/12/2024	BIOMEDICAL WASTE DISPOSAL INC	90.00	Bio-Hazard Waste Collection Service 04/24-Stn 31
04/12/24-15	4/12/2024	BIOMEDICAL WASTE DISPOSAL INC	90.00	Bio-Hazard Waste Collection Service 04/24-Stn 32
04/12/24-16	4/12/2024	BIOMEDICAL WASTE DISPOSAL INC	90.00	Bio-Hazard Waste Collection Service 04/24-Stn 33
04/12/24-17	4/12/2024	BIOMEDICAL WASTE DISPOSAL INC	90.00	Bio-Hazard Waste Collection Service 04/24-Stn 34
04/12/24-18	4/12/2024	BIOMEDICAL WASTE DISPOSAL INC	90.00	Bio-Hazard Waste Collection Service 04/24-Stn 35
04/12/24-19	4/12/2024	BIOMEDICAL WASTE DISPOSAL INC	90.00	Bio-Hazard Waste Collection Service 04/24-Stn 36
04/12/24-20	4/12/2024	BIOMEDICAL WASTE DISPOSAL INC	90.00	Bio-Hazard Waste Collection Service 04/24-Stn 38
04/12/24-21	4/12/2024	BIOMEDICAL WASTE DISPOSAL INC	90.00	Bio-Hazard Waste Collection Service 04/24-Stn 39
231587	3/21/2024	BLUE SHIELD OF CALIFORNIA	108.70	Ambulance Refund
231588	3/21/2024	BLUE SHIELD OF CALIFORNIA	3,537.84	Ambulance Refund
231589	3/21/2024	BLUE SHIELD OF CALIFORNIA	3,437.44	Ambulance Refund
231590	3/21/2024	BLUE SHIELD OF CALIFORNIA	99.83	Ambulance Refund
03/28/24-07	3/28/2024	BOIES SCHILLER FLEXNER	15,732.65	Legal Services-Advice
03/21/24-10	3/21/2024	BOUNDTREE MEDICAL LLC	803.70	Pharmaceutical Supplies
03/21/24-11	3/21/2024	BOUNDTREE MEDICAL LLC	99.50	Medical Supplies-Disposable
03/21/24-12	3/21/2024	BOUNDTREE MEDICAL LLC	566.97	Medical Supplies-Disposable
04/04/24-07	4/4/2024	BOUNDTREE MEDICAL LLC	4,818.08	Medical Supplies-Disposable
04/04/24-08	4/4/2024	BOUNDTREE MEDICAL LLC	767.36	Pharmaceutical Supplies

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04/04/24-09	4/4/2024	BOUNDTREE MEDICAL LLC	693.66	Medical Supplies-Non-Disposable
04/04/24-10	4/4/2024	BOUNDTREE MEDICAL LLC	74.38	Medical Supplies-Disposable
04/12/24-22	4/12/2024	BOUNDTREE MEDICAL LLC	2,685.41	Medical Supplies-Disposable
04/12/24-23	4/12/2024	BOUNDTREE MEDICAL LLC	1,344.34	Pharmaceutical Supplies
04/12/24-24	4/12/2024	BOUNDTREE MEDICAL LLC	214.95	Pharmaceutical Supplies
231654	4/4/2024	BRANDON BERGER	90.00	Reimbursement-County Paramedic Accreditation Fee
231591	3/21/2024	BRANDON CLAY	207.85	Reimbursement-Books for Captains Exam
231655	4/4/2024	BURNS TRUCK AND TRAILER SERVICES	2,302.90	Full Service and Inspection-Unit 610
	4/4/2024	BURNS TRUCK AND TRAILER SERVICES	2,290.32	Service and Repairs-Unit 611
231698	4/12/2024	BURTONS FIRE INC	10,379.12	Annual Service and Repairs-Unit 522
EFT 04/02/...	4/2/2024	CA DEPARTMENT OF TAX AND FEE ADMINISTRATION	4,945.00	Sales/Use Tax Online Payment 01/01/2024-03/31/2024
231699	4/12/2024	CALIFORNIA PRINTER REPAIR INC	125.00	Printer Repair-Stn 31
EFT 04/05/...	4/5/2024	CALPERS	763,509.20	CalPERS Health-04/24
231656	4/4/2024	CCC DEPT OF INFO TECH	1,275.49	Radio Services 01/24
231592	3/21/2024	CELIA CAVALLINI	119.91	Ambulance Refund
231657	4/4/2024	CENTRAL CONTRA COSTA SANITARY DISTRICT	581.94	Hazardous Waste Disposal
231658	4/4/2024	CENTRALSQUARE	755.95	Public Safety Training Instructor-Travel and Expenses
231659	4/4/2024	CENTRALSQUARE	1,511.85	Public Safety Training Instructor-Travel and Expenses
231617	3/28/2024	CINTAS CORPORATION	79.85	Carpet Runner/Air Filter Cleaning Fee-Stn 32
231700	4/12/2024	CINTAS CORPORATION	79.85	Carpet Runner/Air Filter Cleaning Fee-Stn 32
231701	4/12/2024	CIRA APPS LIMITED	1,320.00	Cell Phone Address Book Sync Software Subscription 2024
03/21/24-13	3/21/2024	CLARK PEST CONTROL	141.00	Pest Control Service-Training Site
04/04/24-11	4/4/2024	CLUB CARE INC	77.55	Workout Equipment/Battery-Stn 39
04/04/24-12	4/4/2024	COMCAST	1,826.78	Broadband Internet Service 03/24-All Stations
231593	3/21/2024	COMCAST	386.16	Cable Service 2/4/24-4/3/24-Stn 32
231594	3/21/2024	COMCAST	106.47	Cable Service 3/8/24-4/7/24
231660	4/4/2024	COMCAST	155.94	Cable Service 4/01/24-4/30/24-Stn 33
231661	4/4/2024	COMCAST	493.08	Cable Service 2/26/24-4/25/24-Stn 31
231662	4/4/2024	COMCAST	135.22	Cable Service 4/01/24-4/30/24-Stn 39
231663	4/4/2024	COMCAST	245.04	Cable Service 2/27/24-4/26/24-Stn 35
231664	4/4/2024	COMCAST	71.90	Cable Service 3/26/24-4/25/24-Training Site
231665	4/4/2024	COMCAST	465.84	Cable Service 2/26/24-4/25/24-Stn 36
231666	4/4/2024	COMCAST	268.56	Cable Service 2/27/24-4/26/24-Stn 34
231667	4/4/2024	COMCAST	314.90	Cable Service 2/27/24-4/26/24-Stn 38
231702	4/12/2024	COMCAST	193.08	Cable Service 4/13/24-5/12/24-Stn 30
231703	4/12/2024	COMCAST	197.83	Cable Service 4/4/24-5/3/24-Stn 32
231595	3/21/2024	CONCERN EAP	3,488.40	Employee Assistance Premium-03/24
231596	3/21/2024	CONOR MCGOVERN-CALDER	250.00	Reimbursement-Paramedic License Renewal
231704	4/12/2024	CONSENSUS CLOUD SOLUTIONS	84.50	eFax Usage-03/24

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From 3/16/2024 Through 4/12/2024

Check Num...	Check Date	Payee	Check Amount	Transaction Description
231668	4/4/2024	CONSOLIDATED ENGINEERING LABORATORIES	145.20	San Ramon Training Facility-02/24
231705	4/12/2024	CONTRA COSTA CRISIS CENTER	8,333.33	Behavioral Health Warm Transfer Call Svcs-03/24
231669	4/4/2024	CORE PSYCHOLOGICAL CORPORATION	1,500.00	Pre-Employment Psychological Exam (3)-Dispatchers
231706	4/12/2024	CROSS CONNECTIONS MOBILE COMMUNICATIONS	685.19	Mobile Radio Speakers for New BC Vehicles
04/04/24-13	4/4/2024	DA PAGE LLC	550.00	Paging Software Service-04/24
231670	4/4/2024	DANIEL HANNIGAN	90.00	Reimbursement-County Paramedic Accreditation Fee
231707	4/12/2024	DAVID SCAMPORRINO	412.06	Reimb-Mitigating Solar/Battery/EV Fires-Registration/Mileage
04/12/24-25	4/12/2024	DEFINITIVE NETWORKS INC	85,747.00	Admin/Suppression/CQI/ePCR Support/MDCs/Comm Center-03/24
231618	3/28/2024	DEL CONTES LANDSCAPING INC	4,222.00	Landscape Maintenance 3/24-Stn 30/31/32/33/35/38/39
	3/28/2024	DEL CONTES LANDSCAPING INC	75.00	Sprinkler Repair-Stn 36
03/28/24-08	3/28/2024	DELTA DENTAL OF CALIFORNIA	19,544.21	Dental Claims 3/8/24-3/14/24
03/28/24-09	3/28/2024	DELTA DENTAL OF CALIFORNIA	6,173.92	Dental Insurance Administrative Fee-03/24
03/28/24-10	3/28/2024	DELTA DENTAL OF CALIFORNIA	18,240.70	Dental Claims 3/15/24-3/21/24
04/04/24-14	4/4/2024	DELTA DENTAL OF CALIFORNIA	17,865.06	Dental Claims 3/1/24-3/7/24
04/04/24-15	4/4/2024	DELTA DENTAL OF CALIFORNIA	8,337.00	Dental Claims 3/22-3/28/24
04/12/24-26	4/12/2024	DELTA DENTAL OF CALIFORNIA	7,348.60	Dental Claims 3/29/24-4/4/24
231619	3/28/2024	DENALECT ALARM COMPANY INC	217.99	Replace Alarm Panel Batteries & AES Battery-Stn 32
231708	4/12/2024	DENALECT ALARM COMPANY INC	125.00	Alarm Service and Repair-Stn 32
2/4 CY 2024	4/12/2024	DEPT OF HEALTH CARE SVC GEMT	46,781.75	GEMT PP Payment-2/4 CY 2024
231620	3/28/2024	DEVIN J MONGEAU	1,185.78	Reimbursement-HazMat F Registration/Mileage/Meals
	3/28/2024	DEVIN J MONGEAU	1,167.15	Reimbursement-HazMat G Registration/Mileage/Meals
231621	3/28/2024	DIRECTV	92.99	Cable Service 3/12/24-4/11/24
231597	3/21/2024	DONNEL HALSEY	250.00	Reimbursement-Paramedic License Renewal
231709	4/12/2024	DOUGLAS OR DELPHINE LANGILLE	1,401.32	Ambulance Refund
231710	4/12/2024	DUBLIN SAN RAMON SERVICES DISTRICT	85.93	Water Service 2/1/24-3/31/24-Stn 30
231622	3/28/2024	EBMUD	663.74	Water Service 1/11/24-3/13/24-Old Admin
231623	3/28/2024	EBMUD	431.25	Water Service 1/11/24-3/13/24-Old Admin
231624	3/28/2024	EBMUD	663.74	Water Service 1/10/24-3/12/24-Stn 36
231625	3/28/2024	EBMUD	391.85	Water Service 1/10/24-3/12/24-Stn 36
231671	4/4/2024	EBMUD	98.80	Water Service 1/22/24-3/21/24-Old Stn 32
231711	4/12/2024	EBMUD	339.56	Water Service 1/29/24-3/28/24-Stn 34
231712	4/12/2024	EBMUD	436.06	Water Service 1/29/24-3/28/24-Stn 34
231713	4/12/2024	EBMUD	4,675.90	Water Service 1/29/24-3/28/24-Stn 34
231714	4/12/2024	EBMUD	663.74	Water Service 1/31/24-4/3/24-Stn 31
231715	4/12/2024	EBMUD	1,021.22	Water Service 1/31/24-4/3/24-Stn 31
231716	4/12/2024	EBMUD	73.43	Water Service 1/31/24-4/3/24-Stn 31
231717	4/12/2024	EBMUD	339.56	Water Service 1/31/24-4/3/24-Stn 31
231672	4/4/2024	EMPLOYMENT DEVELOPMENT DEPT	7,200.00	Unemployment Insurance Benefit-Q3 2023
	4/4/2024	EMPLOYMENT DEVELOPMENT DEPT	5,850.00	Unemployment Insurance Benefit-Q4 2023

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From 3/16/2024 Through 4/12/2024

Check Num...	Check Date	Payee	Check Amount	Transaction Description
03/21/24-14	3/21/2024	ENTERPRISE FM TRUST	27,358.61	Monthly Fleet Lease Payment (23)-03/24
03/28/24-11	3/28/2024	ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE INC	7,380.00	GIS Annual License Renewal 4/4/24-4/3/25
231626	3/28/2024	FASTSIGNS OF SAN RAMON	33.60	Office Personnel Signs
231673	4/4/2024	FIRE PLAN REVIEW INC	1,341.25	Plan Review Services-03/24
04/04/24-16	4/4/2024	FULL TILT STRATEGIES LLC	16,633.20	BH Solution-Design & Implementation/Reimb Expenses-02/24
231718	4/12/2024	GARRETT McINTYRE	250.00	Reimbursement-Paramedic License Renewal
04/12/24-28	4/12/2024	GOLDEN STATE FIRE APPARATUS INC	8,861.56	New Tiller Truck-Change Order #1
231674	4/4/2024	GOLDEN STATE FLEET SERVICES INC	370.00	Tow Service-Unit 711
231719	4/12/2024	GRANITE STATE FIRE HELMETS	1,298.00	Suppression-Structure Helmet (1)
231598	3/21/2024	GUARANTEED PLUMBING	445.00	Installed New Shower Diverter-Stn 32
231675	4/4/2024	HUNTER CLEMENT	250.00	Reimbursement-Paramedic License Renewal
231676	4/4/2024	HWW INC	3,308.00	Job Posting-Dispatcher/District Aide
231720	4/12/2024	HWW INC	2,686.00	Job Posting-EMS Specialist
231677	4/4/2024	IMAGETREND INC	3,687.95	Records Management-Data Mart Subscription 3/19/24-3/18/25
04/04/24-17	4/4/2024	INDUSTRIAL SCIENTIFIC CORP	1,229.29	Monthly iNet Gas Monitoring Subscription 03/24
231721	4/12/2024	INGRAM CONSTRUCTION INC	2,845.00	Install Gas Line for Patio-Stn 34
231627	3/28/2024	INNOVATIVE CLAIM SOLUTIONS	10,679.67	Workers Comp Claim Admin Fee 04/24
03/28/24-12	3/28/2024	INTERNATIONAL ACADEMIES OF EMERGENCY DISPATCH	93.00	EMD/EFD Recertification-Dispatcher
04/12/24-29	4/12/2024	INTERNATIONAL ACADEMIES OF EMERGENCY DISPATCH	93.00	EMD/EFD Recertification-Dispatcher
04/12/24-30	4/12/2024	iPRINT TECHNOLOGIES	737.35	Printer Toner (3)
04/12/24-31	4/12/2024	iPRINT TECHNOLOGIES	724.28	Printer Toner (4)
04/12/24-32	4/12/2024	iPRINT TECHNOLOGIES	423.05	Printer Toner (2)
04/12/24-33	4/12/2024	iPRINT TECHNOLOGIES	560.08	Printer Toner (3)
04/12/24-34	4/12/2024	iPRINT TECHNOLOGIES	244.70	Printer Toner (1)
04/12/24-35	4/12/2024	iPRINT TECHNOLOGIES	541.60	Printer Toner (2)
231628	3/28/2024	ISINGS CULLIGAN	65.55	Water Service 03/24-Stn 30
231629	3/28/2024	ISINGS CULLIGAN	100.01	Water Service 03/24-Dispatch
231630	3/28/2024	JACK CLANCY ASSOCIATES	18,500.00	Fire Captain Promotional Exam Process 2024
231722	4/12/2024	JAY A RESENDEZ	2,025.00	Legal Services-Investigation
231631	3/28/2024	JEFFREY BREASHER	900.00	2024 Medical Opt-Out Plan 1/24-3/24
231632	3/28/2024	JUAN PEDRENO II	208.79	Reimbursement-Uniform Pants and Shoes
231723	4/12/2024	KAISER PERMANENTE	3,588.00	Ambulance Refund
231633	3/28/2024	KATHLEEN D BUSSELL	172.59	Reimbursement-Uniform Shoes
04/04/24-18	4/4/2024	KENNETH R CAMPO CPA	15,077.50	Administrative Management Services-03/24
231599	3/21/2024	KNIGHTS OF COLUMBUS ASSEMBLY 1979	640.00	Red Blue & Gold Banquet Dinner Attendance Fee (9)-4/19/24
231678	4/4/2024	KT TEXTILES LLC	600.00	Recognition Supplies-SRVFPD Blankets (15)
03/21/24-15	3/21/2024	L N CURTIS AND SONS	215.39	Suppression-Station Boots (1)
03/21/24-16	3/21/2024	L N CURTIS AND SONS	215.39	Suppression-Station Boots (1)

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03/28/24-13	3/28/2024	L N CURTIS AND SONS	319.03	Firefighting Supplies
03/28/24-14	3/28/2024	L N CURTIS AND SONS	81.56	Firefighting Supplies
03/28/24-15	3/28/2024	L N CURTIS AND SONS	956.24	Firefighting Supplies
03/28/24-16	3/28/2024	L N CURTIS AND SONS	5,528.80	Firefighting Supplies-Fire Hose
04/04/24-19	4/4/2024	L N CURTIS AND SONS	1,301.74	Wildland Helmet Shrouds (18)
04/04/24-20	4/4/2024	L N CURTIS AND SONS	418.39	Firefighting Supplies
04/12/24-36	4/12/2024	L N CURTIS AND SONS	374.10	Emergency Preparedness-Uniform Pants (1)
04/12/24-37	4/12/2024	L N CURTIS AND SONS	726.45	Emergency Preparedness-Uniform Pants (2)
04/12/24-38	4/12/2024	L N CURTIS AND SONS	420.42	Single Role Paramedic-EMS Coat/Uniform Pants (2)
04/12/24-39	4/12/2024	L N CURTIS AND SONS	644.64	Suppression-Structure Boots (1)
04/12/24-40	4/12/2024	L N CURTIS AND SONS	644.64	Suppression-Structure Boots (1)
04/12/24-41	4/12/2024	L N CURTIS AND SONS	923.77	Suppression-Uniform Pants (5)
04/12/24-42	4/12/2024	L N CURTIS AND SONS	944.87	Suppression-Uniform Pants (5)
04/12/24-43	4/12/2024	L N CURTIS AND SONS	430.51	Suppression-Station Boots (2)
04/12/24-44	4/12/2024	L N CURTIS AND SONS	56.99	Suppression-Uniform Belt (1)
04/12/24-45	4/12/2024	L N CURTIS AND SONS	56.99	Suppression-Uniform Belt (1)
04/12/24-46	4/12/2024	L N CURTIS AND SONS	140.49	Suppression-Uniform Shirt (1)
231679	4/4/2024	LIEBERT CASSIDY WHITMORE	7,993.50	Legal Services-Litigation
231724	4/12/2024	LIEBERT CASSIDY WHITMORE	3,670.00	ERC Membership with Library Subscription 2024
	4/12/2024	LIEBERT CASSIDY WHITMORE	8,566.50	Legal Services-Advice
231634	3/28/2024	LIFTOFF LLC	2,400.00	MS Office 365 License Monthly Fee (200 Licenses)-02/24
	3/28/2024	LIFTOFF LLC	828.00	MS Office 365 License Monthly Fee (200 Licenses)-Final Bill
231600	3/21/2024	LIVERMORE PLEASANTON FIRE DEPARTMENT	1,570.00	Training Facility Use-Drafting Pit for Engineer Academy
	3/21/2024	LIVERMORE PLEASANTON FIRE DEPARTMENT	510.00	Training Facility Use-Firefighter Probationary Testing
231680	4/4/2024	LON M PHARES	14,732.00	Professional Services-03/24
231601	3/21/2024	LUCAS A HIRST	250.00	Reimbursement-Paramedic License Renewal
231635	3/28/2024	LUKE DANGER	250.00	Reimbursement-Paramedic License Renewal
231681	4/4/2024	MATHEW M MARTIN	250.00	Reimbursement-Paramedic License Renewal
231682	4/4/2024	MATTHEW BENDER AND COMPANY INC	82.73	Book-CA Fire Laws 2024
231636	3/28/2024	MICHAEL L YBARRA	900.00	2024 Medical Opt-Out Plan 1/24-3/24
231602	3/21/2024	MICHAEL POPE	250.00	Reimbursement-Paramedic License Renewal
231683	4/4/2024	MICHAEL POPE	90.00	Reimbursement-County Paramedic Accreditation Fee
231603	3/21/2024	MOTOROLA SOLUTIONS	5,305.00	Dispatch Headset Volume Control Jacks (14)
	3/21/2024	MOTOROLA SOLUTIONS	1,682.57	Radio Equipment-9 Stations
	3/21/2024	MOTOROLA SOLUTIONS	75.91	Radio Ignition/Accessory Cable-Stn 34
231725	4/12/2024	MOTOROLA SOLUTIONS	90,238.15	Optimization of Equipment-Wiedemann Tower
231604	3/21/2024	ODP BUSINESS SOLUTIONS LLC	122.44	Office Supplies-Admin
231637	3/28/2024	ODP BUSINESS SOLUTIONS LLC	371.79	Office Supplies-Admin
	3/28/2024	ODP BUSINESS SOLUTIONS LLC	155.75	Office Supplies/Kitchen Supplies-Admin

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231684	4/4/2024	ODP BUSINESS SOLUTIONS LLC	123.92	Office Supplies-Admin
231726	4/12/2024	ODP BUSINESS SOLUTIONS LLC	46.51	Office Supplies-Admin
04/04/24-21	4/4/2024	P AND A ADMINISTRATIVE SERVICES INC	120.00	COBRA Notice Fees-03/24
231685	4/4/2024	PETER KRAVARIOTIS	90.00	Reimbursement-County Paramedic Accreditation Fee
231605	3/21/2024	PG&E	2,056.97	Gas/Electric Service 2/5/24-3/5/24-Stn 32
231638	3/28/2024	PG&E	3,425.83	Gas/Electric Service 2/9/24-3/11/24-Stn 36
231727	4/12/2024	PG&E	83.81	Signal Light 04/24-Stn 34
231728	4/12/2024	PG&E	26,426.23	Gas/Electric Service 03/24
04/12/24-47	4/12/2024	PRIMARY PHARMACEUTICALS INC	1,588.11	Pharmaceutical Supplies
03/21/24-17	3/21/2024	PUBLIC AGENCY RETIREMENT SERVICES	300.00	PARS ARS Fee 01/24
04/12/24-48	4/12/2024	PUBLIC AGENCY RETIREMENT SERVICES	300.00	PARS ARS Fee 02/24
03/28/24-17	3/28/2024	RAHUL MAHARAJ	4,000.00	EMD/EFD Quality Improvement Review-01/24
04/12/24-49	4/12/2024	RAHUL MAHARAJ	1,000.00	CCC EMS Compliance Review-03/24
03/21/24-18	3/21/2024	RAMOS OIL INC.	231.82	Diesel Fuel-Stn 30
03/21/24-19	3/21/2024	RAMOS OIL INC.	695.46	Diesel Fuel-Stn 33
03/21/24-20	3/21/2024	RAMOS OIL INC.	5,254.43	Unleaded Fuel-Stn 38
03/21/24-21	3/21/2024	RAMOS OIL INC.	2,286.88	Unleaded/Diesel Fuel-Stn 31
03/28/24-18	3/28/2024	RAMOS OIL INC.	988.76	Unleaded/Diesel Fuel-Stn 31
03/28/24-19	3/28/2024	RAMOS OIL INC.	477.94	Diesel Fuel-Stn 33
03/28/24-20	3/28/2024	RAMOS OIL INC.	788.62	Diesel Fuel-Stn 35
03/28/24-21	3/28/2024	RAMOS OIL INC.	5,285.39	Unleaded/Diesel Fuel-Stn 38
03/28/24-22	3/28/2024	RAMOS OIL INC.	1,672.83	Diesel Fuel-Stn 39
03/28/24-23	3/28/2024	RAMOS OIL INC.	440.44	Fuel Sample Testing Service-Stn 34
04/04/24-22	4/4/2024	RAMOS OIL INC.	1,922.23	Small Engines Fuel/Diesel Engine Fluid
04/04/24-23	4/4/2024	RAMOS OIL INC.	1,449.44	Unleaded/Diesel Fuel-Stn 31
04/04/24-24	4/4/2024	RAMOS OIL INC.	1,416.67	Diesel Fuel-Stn 34
04/04/24-25	4/4/2024	RAMOS OIL INC.	1,020.34	Unleaded/Diesel Fuel-Stn 36
04/04/24-26	4/4/2024	RAMOS OIL INC.	5,708.02	Unleaded/Diesel Fuel-Stn 38
04/12/24-50	4/12/2024	RAMOS OIL INC.	898.13	Diesel Fuel-Stn 30
04/12/24-51	4/12/2024	RAMOS OIL INC.	1,687.10	Unleaded/Diesel Fuel-Stn 31
04/12/24-52	4/12/2024	RAMOS OIL INC.	814.39	Diesel Fuel-Stn 35
04/12/24-53	4/12/2024	RAMOS OIL INC.	6,634.79	Unleaded Fuel-Stn 38
04/12/24-54	4/12/2024	RAMOS OIL INC.	1,481.46	Unleaded/Diesel Fuel-Stn 31
04/12/24-55	4/12/2024	RAMOS OIL INC.	588.31	Diesel Fuel-Stn 35
04/12/24-56	4/12/2024	RAMOS OIL INC.	985.42	Diesel Fuel-Stn 36
04/12/24-57	4/12/2024	RAMOS OIL INC.	6,591.84	Unleaded/Diesel Fuel-Stn 38
04/12/24-58	4/12/2024	RAMOS OIL INC.	1,441.36	Diesel Fuel-Stn 34
231686	4/4/2024	REGIONAL GOVERNMENT SERVICES	4,544.00	Payroll Services-02/24
03/28/24-24	3/28/2024	REPUBLIC SERVICES 210	844.41	Garbage Service 03/24-Stn 36

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04/12/24-59	4/12/2024	REPUBLIC SERVICES 210	432.92	Garbage Service 04/24-Stn 33
04/12/24-60	4/12/2024	REPUBLIC SERVICES 210	865.89	Garbage Service 04/24-Stn 31
04/12/24-61	4/12/2024	REPUBLIC SERVICES 210	416.39	Garbage Service 04/24-Stn 35
04/12/24-62	4/12/2024	REPUBLIC SERVICES 210	832.74	Garbage Service 04/24-Training Site
231639	3/28/2024	RICK NOGUEIRA	900.00	2024 Medical Opt-Out Plan 1/24-3/24
04/04/24-27	4/4/2024	ROEBBELEN CONTRACTING INC	467,272.50	San Ramon Training Facility-PP3
231729	4/12/2024	RYAN A MAHONEY	176.31	Reimbursement-Uniform Pants
231640	3/28/2024	RYAN VANDER HYDE	1,066.26	Reimbursement-HazMat F Registration/Mileage/Meals
	3/28/2024	RYAN VANDER HYDE	1,074.94	Reimbursement-HazMat G Registration/Mileage/Meals
231730	4/12/2024	SAFE T LITE OF MODESTO INC	1,348.22	Barricades/Related Supplies
231731	4/12/2024	SAN MATEO REGIONAL NETWORK INC	420.00	FireDispatch.com CAD Interface/Radio Audio Streaming
231732	4/12/2024	SCOTT SAUVE	1,950.94	Reimb-REMS Rescue Training-Registration/Mileage/Lodging
03/28/24-25	3/28/2024	SCOTTS PPE RECON INC	1,976.79	Extractor Service/Install Injection Pump and Program-Stn 34
04/12/24-63	4/12/2024	SCOTTS PPE RECON INC	9,616.93	Turnout Cleaning/Inspections/Repairs-03/24
04/04/24-28	4/4/2024	SHAMROCK OFFICE SOLUTIONS INC	376.53	Copier Charge 2/13/24-3/12/24-Admin
04/12/24-64	4/12/2024	SHAMROCK OFFICE SOLUTIONS INC	15.00	Toner Cartridge Shipping Fee
04/12/24-65	4/12/2024	SHAMROCK OFFICE SOLUTIONS INC	15.00	Toner Cartridge Shipping Fee
231641	3/28/2024	STACY TAMORI-WARD	22.30	Reimbursement-Captains Recruitment Refreshments
	3/28/2024	STACY TAMORI-WARD	393.94	Reimbursement-Firefighter Recruitment Lunch
	3/28/2024	STACY TAMORI-WARD	53.11	Reimbursement-Firefighter Recruitment Refreshments
	3/28/2024	STACY TAMORI-WARD	71.15	Reimbursement-Mileage 2/22/24-3/14/24
231606	3/21/2024	STANFORD HEALTH CARE TRI-VALLEY	468.00	Pre-Employment Physicals-Dispatcher (2)
231607	3/21/2024	STEPHANIE BRENDLEN	140.20	Reimbursement-PARMA Conference Meals/Transportation
231687	4/4/2024	STEPHEN RODWELL	708.40	Training for Comms Center
231688	4/4/2024	STEVE LAUGERO	250.00	Reimbursement-Paramedic License Renewal
03/21/24-22	3/21/2024	TELEFLEX LLC	3,850.00	Medical Supplies-Disposable
231608	3/21/2024	THE HOME DEPOT PRO	798.92	Household Supplies-Stations
231642	3/28/2024	THE HOME DEPOT PRO	563.76	Household Supplies-Stations
	3/28/2024	THE HOME DEPOT PRO	130.94	Office Supplies-Stations
231689	4/4/2024	THE HOME DEPOT PRO	1,034.53	Household Supplies-Stations
	4/4/2024	THE HOME DEPOT PRO	209.01	Office Supplies
231733	4/12/2024	THE HOME DEPOT PRO	220.89	Household Supplies-Stations
231609	3/21/2024	TODD THOMAS	1,490.84	Reimbursement-CCAI Conference Registration/Lodging/Mileage
03/21/24-23	3/21/2024	TRI VALLEY TIRE INC	206.34	Flat Tire Repair-Unit 714
231690	4/4/2024	TROY SCHMIDT	90.00	Reimbursement-County Paramedic Accreditation Fee
231610	3/21/2024	UNITED PARCEL SERVICE	18.37	Delivery Charges 03/09/24
231643	3/28/2024	UNITED PARCEL SERVICE	18.25	Delivery Charges 03/16/24
	3/28/2024	UNITED PARCEL SERVICE	18.25	Delivery Charges 3/23/24
231734	4/12/2024	UNITED PARCEL SERVICE	32.67	Delivery Charges 3/30/24

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	4/12/2024	UNITED PARCEL SERVICE	18.36	Delivery Charges 4/6/24
231644	3/28/2024	US BANK	413.34	Ricoh Copier Lease (1) 04/24
231691	4/4/2024	US BANK	413.34	Ricoh Copier Lease (1) 04/24
AP 02/24-01	3/21/2024	US BANK	24.95	1099-Misc 2023 Filing Fee
AP 02/24-02	3/21/2024	US BANK	103.68	1099-NEC 2023 Filing Fee
AP 02/24-03	3/21/2024	US BANK	24.95	1099-R 2023 Filing Fee
AP 02/24-04	3/21/2024	US BANK	55.79	CSFMO Conference-Meals
AP 02/24-05	3/21/2024	US BANK	185.70	Computer Supplies
AS 02/24-01	3/21/2024	US BANK	16.99	Board Meeting-Meals
AS 02/24-02	3/21/2024	US BANK	475.24	Board Meeting-Meals
AS 02/24-03	3/21/2024	US BANK	147.50	Ribbon Cutting Ceremony Refreshments-Joint Public Safety Bldg
AS 02/24-04	3/21/2024	US BANK	2,830.22	Ribbon Cutting Ceremony Catering-Joint Public Safety Bldg
AS 02/24-05	3/21/2024	US BANK	160.80	Ribbon Cutting Ceremony Refreshments-Joint Public Safety Bldg
AS 02/24-06	3/21/2024	US BANK	103.30	Ribbon Cutting Ceremony Supplies-Joint Public Safety Bldg
AS 02/24-07	3/21/2024	US BANK	552.96	Navigator Conference-Airfare
AS 02/24-08	3/21/2024	US BANK	1,300.00	Board Retreat/Meeting-Facility Rental Deposit
AS 02/24-09	3/21/2024	US BANK	750.00	San Ramon State of the City Address Registration (10)
AS 02/24-10	3/21/2024	US BANK	70.68	Donation Baskets
AS 02/24-11	3/21/2024	US BANK	70.00	Danville State of the Town Registration (1)
AS 02/24-12	3/21/2024	US BANK	7.99	Board Meeting Supplies
AS 02/24-13	3/21/2024	US BANK	350.00	Danville State of the Town Registration (5)
AS 02/24-14	3/21/2024	US BANK	140.00	Danville State of the Town Registration (2)
BE 02/24-01	3/21/2024	US BANK	9.78	Ambulance Parts-Unit 715
BE 02/24-02	3/21/2024	US BANK	14.13	Office Supplies
BE 02/24-03	3/21/2024	US BANK	36.96	Replacement Engine Headset Parts
BE 02/24-04	3/21/2024	US BANK	7.06	Fleet Parts-Unit 557
BO 02/24-01	3/21/2024	US BANK	244.91	Replacement Saw Blades-Unit 557
BO 02/24-02	3/21/2024	US BANK	16.71	Household Supplies-Stn 31
BO 02/24-03	3/21/2024	US BANK	21.32	Tools-Unit 557
BO 02/24-04	3/21/2024	US BANK	167.92	Emergency Food Supplies-Unit 805
BO 02/24-05	3/21/2024	US BANK	42.29	Truck Parts-Unit 557
BO 02/24-06	3/21/2024	US BANK	23.98	Comm Reserves Meals-Radio Distribution Workday
BO 02/24-07	3/21/2024	US BANK	400.00	Radio Supplies
BO 02/24-08	3/21/2024	US BANK	75.97	Comms Support Supplies-Unit 856
BW 02/24-01	3/21/2024	US BANK	96.90	Apparatus Mid-Build Review Meeting Travel-Meals
BW 02/24-02	3/21/2024	US BANK	39.47	Apparatus Mid-Build Review Meeting Travel-Meals (4)
BW 02/24-03	3/21/2024	US BANK	120.00	Apparatus Mid-Build Review Meeting Travel-Parking
BW 02/24-04	3/21/2024	US BANK	88.55	Apparatus Mid-Build Review Meeting Travel-Meals (4)
BW 02/24-05	3/21/2024	US BANK	39.71	Apparatus Mid-Build Review Meeting Travel-Meals (4)

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BW 02/24-06	3/21/2024	US BANK	126.75	Fleet Supplies
BW 02/24-07	3/21/2024	US BANK	20.35	Apparatus Headset Supplies
CC 02/24-01	3/21/2024	US BANK	89.03	Strike Team Preposition-Meals
CC 02/24-02	3/21/2024	US BANK	62.14	Station Supplies
CJ 02/24-01	3/21/2024	US BANK	202.69	Station 34 Reopening Event Supplies
CJ 02/24-02	3/21/2024	US BANK	65.00	Fastrak Replenishment
CJ 02/24-03	3/21/2024	US BANK	217.45	Cork Board for Break Rooms
CJ 02/24-04	3/21/2024	US BANK	190.00	Service Call for Ranges-Stn 32
CJ 02/24-05	3/21/2024	US BANK	743.82	Replacement Dish Washer-Stn 39
CJ 02/24-06	3/21/2024	US BANK	82.52	AFSS Conference-Lodging Deposit
CJ 02/24-07	3/21/2024	US BANK	340.92	Replaced Door Gasket on Range-Stn 32
CJ 02/24-08	3/21/2024	US BANK	65.00	Fastrak Replenishment
CP 02/24-01	3/21/2024	US BANK	716.00	Training Officer Bootcamp Registration
CP 02/24-02	3/21/2024	US BANK	1,190.72	Academy Graduation Facility Rental
DA 02/24-01	3/21/2024	US BANK	275.67	Academy Graduation-Programs
DA 02/24-02	3/21/2024	US BANK	148.35	Storage Boxes
DA 02/24-03	3/21/2024	US BANK	11.07	Board Meeting Supplies
DA 02/24-04	3/21/2024	US BANK	175.00	Cleaning Supplies
DA 02/24-05	3/21/2024	US BANK	473.00	Ribbon Cutting Ceremony Supplies-Joint Public Safety Bldg
DA 02/24-06	3/21/2024	US BANK	28.22	Ribbon Cutting Ceremony Supplies-Joint Public Safety Bldg
DA 02/24-07	3/21/2024	US BANK	27.06	Facilities Supplies
DA 02/24-08	3/21/2024	US BANK	47.69	Station Maintenance Supplies
DA 02/24-09	3/21/2024	US BANK	6.80	Academy Graduation Supplies
DA 02/24-10	3/21/2024	US BANK	121.75	Academy Graduation Supplies
DA 02/24-11	3/21/2024	US BANK	53.19	Academy Graduation Supplies
DA 02/24-12	3/21/2024	US BANK	6.51	Office Supplies
DA 02/24-13	3/21/2024	US BANK	295.00	Academy Graduation Supplies
DA 02/24-14	3/21/2024	US BANK	5.15	Display Case Key for Front Desk
DA 02/24-15	3/21/2024	US BANK	15.19	Cleaning Supplies
DA 02/24-16	3/21/2024	US BANK	54.27	Office Supplies
DA 02/24-17	3/21/2024	US BANK	7.84	Station Supplies
DAL 02/24-...	3/21/2024	US BANK	53.70	OES Preposition-Meals
DAL 02/24-...	3/21/2024	US BANK	158.97	Academy EVOC Training-Lodging
DAL 02/24-...	3/21/2024	US BANK	158.97	Academy EVOC Training-Lodging
DAL 02/24-...	3/21/2024	US BANK	234.82	Academy Training Supplies
DB 02/24-01	3/21/2024	US BANK	43.48	Station Supplies-Stn 39
DBE 02/24-...	3/21/2024	US BANK	86.09	Radio for CERT EOC
DBE 02/24-...	3/21/2024	US BANK	92.79	CERT Supplies
DBE 02/24-...	3/21/2024	US BANK	62.00	Constant Contact-CERT Database

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Check/Voucher Register

From 3/16/2024 Through 4/12/2024

Check Num...	Check Date	Payee	Check Amount	Transaction Description
DBE 02/24-...	3/21/2024	US BANK	15.99	Zoom Meeting Monthly Fee
DBE 02/24-...	3/21/2024	US BANK	1,574.56	CERT Training Supplies-Mannequin
DH 02/24-01	3/21/2024	US BANK	42.60	CRR-Inspection and Plan Review Credit Card Fee
DH 02/24-02	3/21/2024	US BANK	57.41	CSMFO Conference-Meals
DH 02/24-03	3/21/2024	US BANK	135.00	CSFMO Membership-D. Hatfield
DH 02/24-04	3/21/2024	US BANK	55.00	CSFMO Membership-K. Campo
DM 02/24-...	3/21/2024	US BANK	520.00	AHIMT Symposium Registration
DM 02/24-...	3/21/2024	US BANK	20.31	OES Preposition-Meals
DM 02/24-...	3/21/2024	US BANK	45.26	OES Preposition-Meals
DM 02/24-...	3/21/2024	US BANK	25.56	OES Preposition-Meals
DM 02/24-...	3/21/2024	US BANK	32.17	OES Preposition-Meals
DM 02/24-...	3/21/2024	US BANK	762.97	AHIMT Symposium-Airfare
DM 02/24-...	3/21/2024	US BANK	31.17	OES Preposition-Meals
DM 02/24-...	3/21/2024	US BANK	21.66	OES Preposition-Meals
DM 02/24-...	3/21/2024	US BANK	399.79	OES Preposition-Lodging
DM 02/24-...	3/21/2024	US BANK	34.99	Facility Supplies-Stn 31
DP 02/24-01	3/21/2024	US BANK	11.01	CalCard Stmt 02/22/24-D.Pangelinan
DP 02/24-02	3/21/2024	US BANK	100.80	Household Supplies-Dispatch
DP 02/24-03	3/21/2024	US BANK	46.41	Household Supplies-Dispatch
EMS 02/24...	3/21/2024	US BANK	410.00	AHA Heartsaver CPR Online Course (20)
GM 02/24-...	3/21/2024	US BANK	21.75	Household Supplies-Stations
GM 02/24-...	3/21/2024	US BANK	674.75	Station Supplies-Electrolytes
IM 02/24-01	3/21/2024	US BANK	233.98	Household Supplies-Stations
IM 02/24-02	3/21/2024	US BANK	13.69	Fleet Supplies
IM 02/24-03	3/21/2024	US BANK	280.96	Station Supplies-Lightbulbs
IM 02/24-04	3/21/2024	US BANK	394.62	Household Supplies-Stations
IM 02/24-05	3/21/2024	US BANK	9.77	Station Maintenance Supplies
JA 02/24-01	3/21/2024	US BANK	28.43	Class A Uniform Update
JB 02/24-01	3/21/2024	US BANK	89.29	OES Preposition-Meals
JB 02/24-02	3/21/2024	US BANK	62.63	OES Preposition-Meals
JBR 02/24-01	3/21/2024	US BANK	1,017.75	New Tires (4)-Unit 393
JK 02/24-01	3/21/2024	US BANK	99.00	Navigator Conference-Airfare
JK 02/24-02	3/21/2024	US BANK	556.20	Navigator Conference-Airfare
JK 02/24-03	3/21/2024	US BANK	137.95	Navigator Conference-Parking
JL 02/24-01	3/21/2024	US BANK	13.27	Station Supplies
JL 02/24-02	3/21/2024	US BANK	104.80	Fleet Supplies-Hubcaps (2) Unit 712
JS 02/24-01	3/21/2024	US BANK	62.10	OES Preposition-Meals
JY 02/24-01	3/21/2024	US BANK	46.71	Station Supplies-Stn 34
JY 02/24-02	3/21/2024	US BANK	34.72	Fleet Supplies

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Check/Voucher Register

From 3/16/2024 Through 4/12/2024

Check Num...	Check Date	Payee	Check Amount	Transaction Description
JY 02/24-03	3/21/2024	US BANK	61.26	Station Supplies-Stn 34
JY 02/24-04	3/21/2024	US BANK	14.13	Office Supplies
JY 02/24-05	3/21/2024	US BANK	10.86	Household Supplies-Stn 34
KB 02/24-01	3/21/2024	US BANK	75.12	Locker Name Tags-Stn 32
LN 02/24-01	3/21/2024	US BANK	57.60	Comms Center Manager Interviews-Panel Meals
LN 02/24-02	3/21/2024	US BANK	150.00	Engineer Promotional-Rater Gift Cards (15)
LN 02/24-03	3/21/2024	US BANK	527.98	Engineer Promotional Exam-Refreshments
LN 02/24-04	3/21/2024	US BANK	31.34	Engineer Promotional Exam Supplies
LN 02/24-05	3/21/2024	US BANK	71.69	Engineer Promotional Exam-Refreshments
LN 02/24-06	3/21/2024	US BANK	6.90	Engineer Promotional Exam Supplies
MD 02/24-...	3/21/2024	US BANK	792.28	Household Supplies-Stations
MD 02/24-...	3/21/2024	US BANK	799.20	Station Supplies-Water
MM 02/24-...	3/21/2024	US BANK	968.97	CalCard Stmt 02/22/24-M.Mohun
PM 02/24-01	3/21/2024	US BANK	78.10	Chief Meeting-Meals
RM 02/24-01	3/21/2024	US BANK	74.94	OES Training-Fuel
RM 02/24-02	3/21/2024	US BANK	72.84	Replacement Headlights-Unit 345
RM 02/24-03	3/21/2024	US BANK	28.90	OES Training-Fuel
RM 02/24-04	3/21/2024	US BANK	792.22	OES Training-Lodging
RM 02/24-05	3/21/2024	US BANK	206.57	Replacement Camera for Investigation Team
RW 02/24-01	3/21/2024	US BANK	39.00	Training-Fire Alarm Course
RW 02/24-02	3/21/2024	US BANK	87.40	Books-Inspection Guide Books
SB 02/24-01	3/21/2024	US BANK	522.75	CA Bar License 2024 Dues
SB 02/24-02	3/21/2024	US BANK	52.11	CalCard Stmt 02/22/24-S.Brendlen
SD 02/24-01	3/21/2024	US BANK	76.74	Fleet Supplies-Unit 340
SL 02/24-01	3/21/2024	US BANK	179.00	Fresno Training Symposium-Registration
SO 02/24-01	3/21/2024	US BANK	25.98	Station 34 Reopening Event Supplies
SO 02/24-02	3/21/2024	US BANK	27.18	Station 34 Reopening Event Supplies
SO 02/24-03	3/21/2024	US BANK	97.59	OES Preposition-Meals
SO 02/24-04	3/21/2024	US BANK	68.51	OES Preposition-Meals
SO 02/24-05	3/21/2024	US BANK	61.98	PPE Supplies
SO 02/24-06	3/21/2024	US BANK	11.95	Household Supplies-Stn 34
SO 02/24-07	3/21/2024	US BANK	29.61	Household Supplies-Stn 34
SR 02/24-01	3/21/2024	US BANK	52.17	Replacement Windshield Wipers-Unit 554
SR 02/24-02	3/21/2024	US BANK	22.83	OES Preposition-Meals
SR 02/24-03	3/21/2024	US BANK	57.29	OES Preposition-Meals
SR 02/24-04	3/21/2024	US BANK	89.79	OES Preposition-Meals
SR 02/24-05	3/21/2024	US BANK	67.82	Household Supplies-Stations
SR 02/24-06	3/21/2024	US BANK	123.29	Household Supplies-Stations
SR 02/24-07	3/21/2024	US BANK	6.00	Fleet Supplies-Unit 522

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Check/Voucher Register

From 3/16/2024 Through 4/12/2024

Check Num...	Check Date	Payee	Check Amount	Transaction Description
SR 02/24-08	3/21/2024	US BANK	135.94	Replacement Screen for Stationary Bike
SS 02/24-01	3/21/2024	US BANK	41.28	Firefighting Supplies
SS 02/24-02	3/21/2024	US BANK	100.07	OES Preposition-Meals
ST 02/24-01	3/21/2024	US BANK	31.22	Accounting Technician Interviews-Panel Meals
TD 02/24-01	3/21/2024	US BANK	376.75	Computer and Electronic Supplies
TD 02/24-02	3/21/2024	US BANK	84.00	Vimeo Annual Subscription Renewal
Trvl-3 02/2...	3/21/2024	US BANK	2,314.56	Plaque-Joint Public Safety Building
Trvl-4 02/2...	3/21/2024	US BANK	2.99	Social Media Cloud Back-up
Trvl-4 02/2...	3/21/2024	US BANK	275.31	Recruitment Supplies-Ice Chests (2)
Trvl-4 02/2...	3/21/2024	US BANK	94.41	Engineer Promotional Exam Supplies-Refreshments
TT 02/24-01	3/21/2024	US BANK	438.49	Firefighting Supplies
TT 02/24-02	3/21/2024	US BANK	872.00	Firefighting Supplies
231645	3/28/2024	US BANK EQUIPMENT FINANCE	2,152.97	Ricoh (2)/HP Copier Lease (1) 3/1/24-4/1/24
231735	4/12/2024	US BANK EQUIPMENT FINANCE	413.34	Ricoh Copier Lease (1) 04/24
231611	3/21/2024	US POSTAL SERVICE	320.00	Bulk Mail Permit Renewal
04/04/24-29	4/4/2024	VERTIV CORPORATION	4,139.10	Server Room UPS and Battery Stack Support-Stn 31
04/12/24-66	4/12/2024	VICKIE CALLAHAN	(20.00)	Credit-Shipping Fees
	4/12/2024	VICKIE CALLAHAN	358.85	District Aides-Uniform Polos (6)/IT-Jacket (1)
231646	3/28/2024	VISION SERVICE PLAN	12,125.07	Vision Insurance-04/24
231647	3/28/2024	WALNUT CREEK FORD	3,437.59	Replaced Steering Gear Box/Oil Change-Unit 393
03/21/24-24	3/21/2024	WESTERN MACHINERY ELECTRIC INC	1,298.42	Generator Quarterly Inspection/Service-Stn 31
03/21/24-25	3/21/2024	WESTERN MACHINERY ELECTRIC INC	1,426.96	Generator Quarterly Inspection/Service-Stn 31
03/28/24-26	3/28/2024	WESTERN MACHINERY ELECTRIC INC	328.78	Generator Service and Repair-Stn 33
03/28/24-27	3/28/2024	WESTERN MACHINERY ELECTRIC INC	544.06	Generator Quarterly Inspection-Stn 33
03/28/24-28	3/28/2024	WESTERN MACHINERY ELECTRIC INC	1,183.17	Generator Quarterly Inspection/Service-Stn 36
03/28/24-29	3/28/2024	WESTERN MACHINERY ELECTRIC INC	2,599.94	Generator Quarterly Inspection/Service-Stn 30
03/28/24-30	3/28/2024	WESTERN MACHINERY ELECTRIC INC	968.91	Generator Quarterly Inspection/Service-Stn 32
04/04/24-30	4/4/2024	WESTERN MACHINERY ELECTRIC INC	544.44	Generator Quarterly Inspection-Stn 37
04/04/24-31	4/4/2024	WESTERN MACHINERY ELECTRIC INC	1,183.17	Generator Quarterly Inspection/Service-Stn 38
04/04/24-32	4/4/2024	WESTERN MACHINERY ELECTRIC INC	1,088.12	Generator Quarterly Inspection/Service-Stn 39
231612	3/21/2024	WITMER PUBLIC SAFETY GROUP INC	696.98	Suppression-Structure Boots (1)
03/28/24-31	3/28/2024	WITTMAN ENTERPRISES LLC	26,467.57	Ambulance Collection Fee-02/24
231736	4/12/2024	ZEKIEL SPANI	<u>72.54</u>	Reimb-TDA Final Meeting-Mileage/Parking
Report Total			<u>2,175,040.59</u>	

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS REGULAR MEETING AND BOARD RETREAT
MARCH 27, 2024 MINUTES**

Board of Directors Regular Board Meeting and Board Retreat

MISSION STATEMENT

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

Location: Roundhouse, 2600 Camino Ramon, San Ramon, CA - Tenaya Room

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

Board Member(s) Absent: None

AGENDA

1. CALL TO ORDER

President Kerr called the meeting to order at 10:10 a.m.

Vice President Stamey led the Pledge of Allegiance.

2. DETERMINATION OF QUORUM AND CONFIRMATION OF AGENDA

President Kerr declared a quorum of the Board was present, and there were no changes to the Agenda. Chief Meyer informed the Board that the order of Agenda items were arranged to accommodate the Board Retreat; informing the Board and public that Agenda Item No. 4.3 (COVID Expense Reimbursement) will be presented around 11:30 a.m. when Supervisor Candace Andersen arrives, and Agenda Item No. 12 (Closed Session) is scheduled for 1:00 p.m. He also noted that Monthly Division Activity Reports will not be presented today since Management will be updating the Board on their Division Goals, but Division Reports are included in the Board Meeting packet.

3. PUBLIC COMMENT

There was no public comment.

4. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

4.1 Danville American Heart Month February 2024 Proclamation.

Deputy Chief Aguiar presented the Board with the Danville American Heart Month Proclamation for February 2024.

4.2 Update on Goals from 2023-2024. Identify and Prioritize 2024-2025 Goals. **(Board Retreat)**

Chief Meyer introduced the Board Retreat, Staff's update on Goals from 2023-2024 and presentation of proposed 2024-2025 Goals. Staff updated the Board on their Division Goals from 2023-2024, and identified and prioritized their 2024-2025 Division Goals, with the Board asking numerous questions throughout the meeting that were answered by Staff. The Board took a brief recess at 11:22 a.m. Staff resumed Goals at

11:34 a.m. The Board moved to Agenda Item No. 4.3 at 11:43 a.m. and returned to Staff Goals at 11:50 a.m. The Board took a lunch recess at 12:26 p.m. and returned to Open Session at 1:01 p.m. with the announcement of Closed Session. The Board resumed Staff Goals at 1:50 p.m. after returning from Closed Session. Staff completed the update and presentation of their Goals at 3:25 p.m. and took a brief recess at 3:27 p.m. At 3:36 p.m., Board Goals 2023-2024 and Fire Chief Goals 2023-2024/2024-2025 were reviewed and discussed.

The Board moved to Agenda Item No. 5 (Consent Calendar).

4.3 Special Presentation of COVID Expense Reimbursement to SRVFPD for Administering Vaccination Clinics throughout Contra Costa County. (Chief Meyer and Supervisor Candace Andersen)

At 11:43 a.m. Supervisor Anderson and Chief Meyer presented a COVID Expense Reimbursement to the Board for administering vaccination clinics through Contra Costa County in the amount of \$345,507.29.

5. CONSENT CALENDAR

Motion by Director Lee to approve Consent Calendar Items 5.1 through 5.7; seconded by Vice President Stamey. Motion carried unanimously by roll call vote.

6. OLD BUSINESS

There was no Old Business.

7. NEW BUSINESS

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

Motion by Director Lee to approve changes to Full-Time Non-Represented Employee Compensation; seconded by Director Parker. Motion carried unanimously by roll call vote.

8. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW

A letter of appreciation and support from the community was received and acknowledged.

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.

President Kerr updated the Board on the CCC/PAC meeting last week. Director Lee announced the Streets Smart video contest was held last week in San Ramon and valuable safety information was presented to students. President Kerr recognized the recent Danville State of the Town with Mayor Karen Stepper.

- 10.2 LAFCO Ballot for Regular Special District Member (Due April 19, 2024).

President Kerr presented this item and asked for Board comment, which there was none. He announced as the District's voting delegate he will vote for Mr. McGill.

11. UPCOMING CALENDAR OF EVENTS

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

President Kerr announced the Board will enter Closed Session for Agenda Item No. 12.1 at 1:01 p.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

The Board returned to Open Session at 1:50 p.m.

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

President Kerr announced there was no reportable Board action from Closed Session. Staff resumed presentation of Staff Goals under Agenda Item 4.2.

15. ADJOURNMENT.

The regular Board meeting adjourned at 4:05 p.m.

Prepared by: _____
Stephanie Brendlen
District Clerk

Approved by: _____
President Kerr
Board President

San Ramon Valley Fire Protection District Salaries, Payroll Taxes & Retirement Contributions

For the Month of: **March-24**

Department	# Reg Employees	Gross Wages	Payroll Taxes	Retirement	Total	% of Total
GL Acct Number		(5110,5115,5120,5121)	(5140)	(5150,5151)		
Board of Directors	5	\$ 590.00	\$ 8.54	-	\$ 598.54	0.01%
Fire Chief	2	40,086.93	574.26	33,714.46	74,375.65	1.39%
District Counsel	1	19,204.00	271.54	6,763.65	26,239.19	0.49%
Human Resources	2	19,944.44	274.33	6,826.82	27,045.59	0.50%
Finance	2	27,997.23	392.43	9,667.25	38,056.91	0.71%
Community Risk Reduction	3	60,406.48	877.27	11,932.33	73,216.08	1.36%
Technology	2	19,763.03	274.72	6,429.61	26,467.36	0.49%
Communication Center	17	273,063.68	3,909.47	48,013.34	324,986.49	6.06%
Emergency Preparedness	1	10,815.00	154.70	3,809.04	14,778.74	0.28%
Facilities	0	-	-	-	-	0.00%
Fire Suppression	139	2,938,376.65	42,727.18	1,519,375.64	4,500,479.47	83.89%
Fleet	0	5,356.22	3.55	3,733.71	9,093.48	0.17%
Training	0	-	-	-	-	0.00%
EMS	8	89,271.60	1,213.21	24,801.20	115,286.01	2.15%
Rescue		42,393.27	-	26,135.95	68,529.22	1.28%
Fire Investigation Team		8,632.76	-	6,508.79	15,141.55	0.28%
Hazmat		31,079.69	-	19,290.82	50,370.51	0.94%
TOTALS	182	\$ 3,586,980.98	\$ 50,681.20	\$ 1,727,002.61	\$ 5,364,664.79	100.00%

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OLD BUSINESS



San Ramon Valley Fire Protection District
2401 Crow Canyon Road, Suite A
San Ramon, CA 94583
www.firedepartment.org

Date: April 24, 2024
To: Board of Directors
From: Davina Hatfield, Chief Financial Officer
Subject: 2023-24 Budget Update

Background

Last June, the Board of Directors adopted a 2023-24 Annual Operating Budget that reflected the Board's commitment to providing a level of emergency services second to none and keeping the District on a fiscally sustainable path into the foreseeable future. The adopted General Fund budget included revenues of \$103.9 million, which would contribute towards covering ongoing operating costs of \$95.4 million, annual debt service of \$5.6 million (including \$2 million for the joint public safety facility, \$2 million for equipment lease), and capital fund set aside of \$7.5 million. These costs were projected to utilize \$4.6 million of the reserve balance this fiscal year. The adopted Capital Projects Fund budget included capital spending of \$22.7 million, primarily for the construction of the new Training Facility and completion of the Joint Public Safety Facility and Fire Station 34 Improvements, offset by the General Fund contribution and investment earnings for a net reduction to the ending capital balance of \$14.2 million.

Attached are General Fund and Capital Improvement Fund budget updates comparing actual results for 2022-23 with the 2023-24 budget, actual activity through March 2024, and revised projections for 2023-24. Based on actual results through March, the District is now expected to end the fiscal year with only utilizing \$300,000 of the General Fund reserve balance; \$4.2 million less than initially projected. For the Capital Project Fund, we anticipate spending \$12.1 million as opposed to the \$22.7 million budgeted due to delays in project start.

As discussed below, General Fund expenditures are expected to come in under the adopted budget by approximately \$2.4 million (2.6%), while General Fund revenues are expected to exceed budget by \$1.8 million (1.7%). Overall, the financial outlook for the District remains positive and the District continues to be well-positioned heading into next fiscal year and beyond.

General Fund Revenues

General Fund revenue is now expected to exceed budget by approximately \$1.8 million due to the following increased revenue amounts:

Ambulance Transport revenue	\$ 321,325
Investment Income	\$ 1,000,000
COVID reimbursement	\$ 345,000
Inspection and Plan Review Fees	\$ 120,500
	<u>\$ 1,786,825</u>

The District experienced a net taxable value increase of 4.9% for secured property taxes for the 2023-24 tax roll: below the countywide increase of 6.3% for the same period. The assessed value increase between 2022-23 and 2023-24 was \$2.9 billion. Major components of the increase include \$1.5 billion (52%) from higher value sales of existing property, \$1.1 billion (38%) from the Prop 13 annual inflation adjustment, \$140 million (4.8%) from new construction and a decrease of (\$281 million) (9.7%) from the Proposition 8 recapture of single family parcels that had sold since 2020. Many sales in 2022 had values that were less than the assessed values enrolled for this year. On average the District receives 16.6 cents of every property tax dollar collected within the District; which means the District receives roughly \$1.66 million of property tax revenue for every \$1 billion of assessed value. Property tax revenue for the year is tracking at the projected amount of \$92.1 million without factoring in any supplemental payment expected in June. This represents an increase of 1.4% over the amount collected last year.

Other major changes relate to increased investment income due to rising rates, increased ambulance transports, reimbursement from Contra Costa County for salaries and benefits related to COVID vaccination administration during the pandemic, and increased plan review activity.

General Fund Expenditures

Overall General Fund expenditures are projected to be under the adopted budget by a net \$2.4 million. Due to retirements and other transitions, there are a number of vacant positions throughout the Organization generating cost savings in salaries and benefits. Overtime costs are expected to stay within budget for the year. Worker's compensation costs (non-4850 time) and services and supplies are expected to be under budget by \$205,000 and \$750,000, respectively.

Capital Improvement Fund Revenues

The Capital Improvement Fund is funded by transfers from the General Fund, investment income, developer contributions and proceeds from the issuance of debt.

Capital Improvement Fund Expenditures

The District has been focused on three major projects over the past three years: the Public Safety Building, Station 34 Improvements, and the new Training Facility. In addition, the District adheres to scheduled replacements of apparatus and equipment; all of which are approved by the Board of Directors in the Capital Improvement Fund budget at the beginning of each fiscal year. Due to unforeseen circumstances, changes in plans and increased costs there were changes to the scope of work of the Public Safety Building resulting in change orders. Although the project is essentially complete, we are working with Roebelen to finalize all work and related payments. To date, remaining change orders and retention for the Public Safety Building total \$3.3 million, approximately \$600,000 over the current fiscal year budgeted amount. Similarly, Station 34 Improvements were impacted in the same manner causing additional change orders in the amount of \$385,000. The delay in the completion of the Public Safety Building impacted the start date of the Training Facility. The Training Facility is now underway, but the District has had to modify plans due to utility company requirements, which along with weather impacts have caused a further delay in this project.

Included in the 2023-24 Capital Improvement budget were SCBA replacements in the amount of \$1.4 million. The SCBA purchase was delayed while the District sought potential grant funding.

We were not successful in securing the grant funding, this project will be included in the 2024-25 fiscal year Capital Improvement budget.

Cost savings in technology will be utilized to offset higher than expected fleet upfitting costs. This year we were able to secure seven command vehicles that required upfitting; there were change orders related to the new mobile communications unit; upfitting costs for the six Type 3 engines and the Type 1 engine totaled \$335,800; the new apparatus required battery-powered extrication equipment in the amount of \$155,532.

Financial Impact | Budget Adjustments

There are no budget adjustments proposed for the General Fund.

Recommended budget adjustments for the Capital Improvement Fund are:

Increase Expenditure:	
Station 34 Improvements	<u>\$ 385,000</u>

Recommended Board Action

By simple motion, approve the following budget adjustments:

- Increase Capital Improvement Fund expenditure budget by \$385,000

Attachments

1. Fiscal Year 2023-24 General Fund Budget Update
2. Fiscal Year 2023-24 Capital Improvement Budget Update

San Ramon Valley Fire Protection District
 General Fund Budget Update
 Fiscal Year 2023-24

	Unaudited	Approved Budget	Actual July	Projected	Variance Budget vs.		Prior Year	Notes
	2022-23	2023-24	2023 - March 2024	2023-24	Projected	Projected	% Increase	
					\$	%	% Increase	
Revenue								
Property Tax	\$ 90,854,053	\$ 92,140,358	\$ 52,213,497	\$ 92,140,358	\$ -	0.0%	1.4%	
Interest Income	(977,761)	1,000,000	1,583,862	2,000,000	1,000,000	50.0%	-304.5%	Higher rates
Ambulance Services	6,631,944	6,562,535	5,140,870	6,983,860	421,325	6.0%	5.3%	More transport activity
PP-GEMT-IGT	-	558,839	326,662	458,662	(100,177)	-21.8%	#DIV/0!	
City of San Ramon - Dispatch	2,221,608	2,219,020	1,109,510	2,219,020	-	0.0%	-0.1%	
SAFER Grant	303,894	-	-	-	-	#DIV/0!	-100.0%	
Reimbursements from State & County	2,042,441	762,465	1,158,805	1,107,465	345,000	31.2%	-45.8%	COVID reimbursement from County
Inspection, Plan Review Fees & Citations	624,852	539,500	584,834	660,000	120,500	18.3%	5.6%	
Cellular Tower Rental Income	68,307	79,510	64,456	79,510	-	0.0%	16.4%	
Miscellaneous	6,059	10,000	4,655	10,000	-	0.0%	65.0%	
Total Revenue	\$ 101,775,397	\$ 103,872,227	\$ 62,187,151	\$ 105,658,875	\$ 1,786,648	1.7%	3.8%	
Expenditures								
Salaries	\$ 32,239,927	\$ 33,058,216	\$ 23,825,209	\$ 31,990,991	\$ (1,067,225)	-3.3%	-0.8%	Vacant positions
Overtime	11,294,992	11,735,000	8,672,475	11,735,000	-	0.0%	3.9%	
Pension Contribution	19,032,686	21,698,633	15,996,646	21,317,573	(381,060)	-1.8%	12.0%	
Insurance	5,257,260	5,646,130	4,118,696	5,495,634	-	0.0%	4.5%	
Workers' Compensation	1,255,052	1,400,000	881,281	1,194,715	(205,285)	-17.2%	-4.8%	
OPEB Contribution	11,684,595	11,469,154	7,105,950	11,469,154	-	0.0%	-1.8%	Full ADC + \$6,000,000 additional payday
Services and Supplies	8,809,732	10,152,814	6,206,158	9,402,814	(750,000)	-8.0%	6.7%	
GEMT/QAF Payment	271,410	189,000	171,425	218,139	29,139	13.4%	-19.6%	
Total Operating Expenditures	\$ 89,845,654	\$ 95,348,947	\$ 66,977,840	\$ 92,824,020	\$ (2,374,430)	-2.6%	3.3%	
Capital Projects Contribution	\$ 2,360,412	\$ 7,546,723	\$ 7,546,723	\$ 7,546,723	\$ -			
Debt Service Contribution	5,580,650	5,586,665	5,586,665	5,586,665	-			
Total Expenditures	\$ 97,786,716	\$ 108,482,335	\$ 80,111,228	\$ 105,957,408	\$ (2,374,430)	-2.2%		
Reserve addition (use)	\$ 3,988,681	\$ (4,610,108)		\$ (298,533)	\$ 4,161,078	-1393.8%		
Beginning Fund Balance	\$ 89,170,507	\$ 93,159,187	\$ 93,159,187	\$ 93,159,187	\$ -			
Ending Fund Balance	\$ 93,159,187	\$ 88,549,079	\$ 93,159,187	\$ 92,860,654	\$ 4,161,078	4.5%		

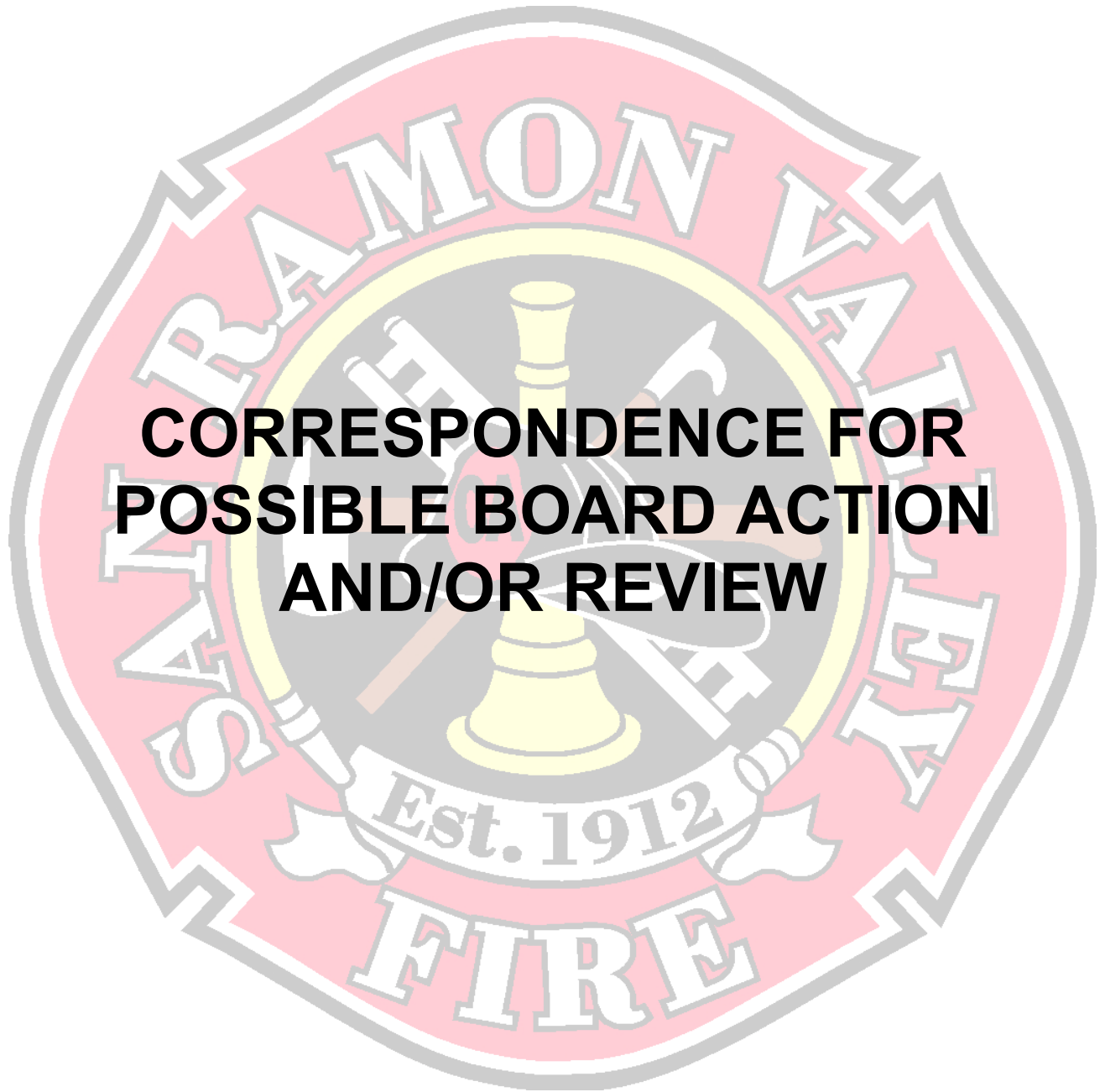
San Ramon Valley Fire Protection District
 Capital Improvement Fund Budget Update
 Fiscal Year 2023-24

	Unaudited	Approved Budget	Actual 2023 -	July Projected	Variance Budget vs. Projected		Prior Year	Notes
	2022-23	2023-24	March 2024	2023-24	\$	%	% increase	
Revenue								
Transfer from General Fund	\$ 2,360,412	\$ 7,546,723	\$ 7,546,723	\$ 7,546,723	\$ -	0.0%	219.7%	
Interest Income	440,467	71,009	106,654	256,654	185,645	72.3%	-41.7%	
Developer Contributions	-	750,000	-	-	(750,000)			
Grant	-	100,000	-	100,000	-	0.0%	#DIV/0!	
Miscellaneous	32,886	17,768	29,656	30,000	-	0.0%	-8.8%	
Total Revenue	\$ 2,833,765	\$ 8,485,500	\$ 7,683,033	\$ 7,933,377	\$ (564,355)	-7.1%	180.0%	
Expenditures								
Projects								
Public Safety Building	11,559,030	2,707,503	465,824	3,309,658	602,155	18.2%	-71.4%	
Fire Station 34	5,346,665	1,410,358	1,305,005	1,795,358	385,000	21.4%	-66.4%	change orders dealyed start, utility modifications, rain
Training Facility	383,782	12,616,218	1,394,265	2,687,527	(9,928,691)	-369.4%	600.3%	
Live Fire Burn Prop	-	894,200	8,000	894,200	-	0.0%	#DIV/0!	
Wiedemann Tower	1,205,300	268,509	-	90,238	(178,271)	-197.6%	-92.5%	
Other	28,466	284,417	190,152	250,000	(34,417)	-13.8%	778.2%	
Radios	1,732,047	465,750	34,385	465,750	-	0.0%	-73.1%	
Technology	442,159	800,155	98,304	600,155	(200,000)	-33.3%	35.7%	
Communications Center	-	64,350	37,605	64,350	-	0.0%	#DIV/0!	
Equipment	328,849	1,437,165	-	-	(1,437,165)	#DIV/0!	-100.0%	SCBAs not purchased
Fleet	582,576	1,714,522	155,533	1,990,405	275,883	13.9%	241.7%	
Total Expenditures	\$ 21,608,874	\$ 22,663,147	\$ 3,689,073	\$ 12,147,641	\$ (10,515,506)	-86.6%	-43.8%	
Reserve addition (use)	\$ (18,775,109)	\$ (14,177,647)		\$ (4,214,264)	\$ 9,951,151	-236.1%		
Beginning Fund Balance	\$ 43,636,043	\$ 24,860,933	\$ 24,860,933	\$ 24,860,933	\$ -			
Ending Fund Balance	\$ 24,860,933	\$ 10,683,286	\$ 24,860,933	\$ 20,646,669	\$ 9,951,151	48.2%		



NEW BUSINESS

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

Dear Chief Meyer, Chief Maples and the SRV Fire Department:

We thank you with sincere gratitude for the consoles donated to the Contra Costa Crisis Center. For us, they are “new” and an incredible upgrade, along with the filing cabinets, monitors and other electronics.

Once they are in place, we will send you photos of the finished products.

Take care and let us know how we can assist in any way.

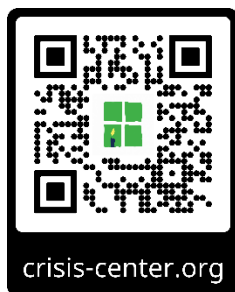
Warmly,

Elaine Cortez Schroth
Executive Director
P.O. Box 3364
Walnut Creek, CA 94598
925-939-1916 x 107
elainecs@crisis-center.org



*We keep people alive and safe,
help them through crises, and
provide or connect them with culturally
relevant resources in the community.*

With help comes hope.





OPERATIONS



San Ramon Valley Fire Protection District
2401 Crow Canyon Road, Suite A
San Ramon, CA 94583

www.firedepartment.org

Date: April 24, 2024
To: Board of Directors
From: Jonas Aguiar, Deputy Chief of Operations
Subject: Monthly Communications Division Report for March 2024

Operations

- ❖ Fire District responded to 973 Incidents
- ❖ Auto-Aid Multi-Company Drills with Alameda County Fire
- ❖ Auto-Aid Multi-Company Drills with Contra Costa County Fire
- ❖ Captain Test for 13 internal candidates
- ❖ Engineer Academy
- ❖ FF/PM Oral and Skills Interviews
- ❖ Helicopter Rescue Team Training
- ❖ Company performance standards 1st quarter training
- ❖ Reserve Firefighter training
- ❖ iQuest Program Ride-A-Long for four students
- ❖ Annual Wellness Fitness physicals
- ❖ Annual SCBA Fit Testing

Special Teams

- ❖ Hazardous Materials Team
 - Quarter 1 Training
 - Atmospheric Monitoring and PEAC-WMD Software Training
- ❖ Technical Rescue Team
 - Quarter 1 Training
 - Rope Rescue, Patient Extraction, K9 Search

Meetings

- ❖ Led EMS Division meeting – weekly goal review
- ❖ Led Training Division meeting – weekly goal review
- ❖ Weekly training tower planning meeting
- ❖ Monthly Command Staff meeting
- ❖ Monthly Labor Management meeting
- ❖ Bi-Weekly Meeting with HR and Finance

Meetings (Continued)

- ❖ Engineer Promotional Interviews
- ❖ Navigator Conference PowerPoint presentation meeting
- ❖ Contra Costa Community College scholarship meeting
- ❖ Captain Academy planning meeting with Training Division
- ❖ Mechanic Coordinator Interviews
- ❖ Mechanic Coordinator Fleet planning meeting
- ❖ Tablet Command Product Overview Meeting
- ❖ Drone Program meeting with Contra Costa County Sherrif
- ❖ Functional Fitness Program meeting
- ❖ FF/PM Hiring Panel meeting
- ❖ Communications Manager Interview
- ❖ Station 37 site visit with Cal Fire
- ❖ Attended policy discussion on mental health hosted by Assemblymember Bauer-Kahan
- ❖ Attended Emergency Medical Care Committee meeting

Events Attended by Suppression Personnel

- ❖ Career Fair San Ramon Valley High School
- ❖ Dougherty Valley High School Teen Esteem Mental Health Fair
- ❖ Alamo Easter Egg Hunt

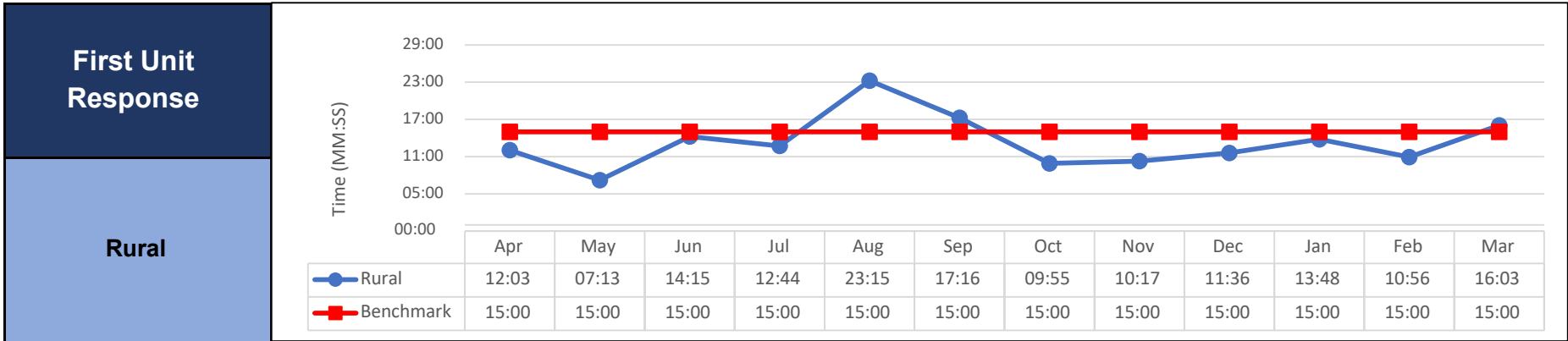
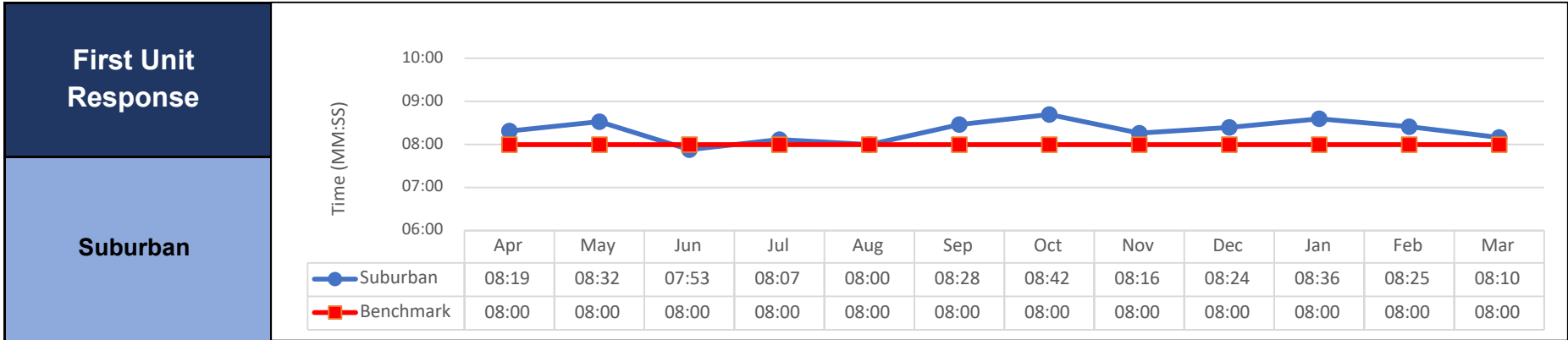
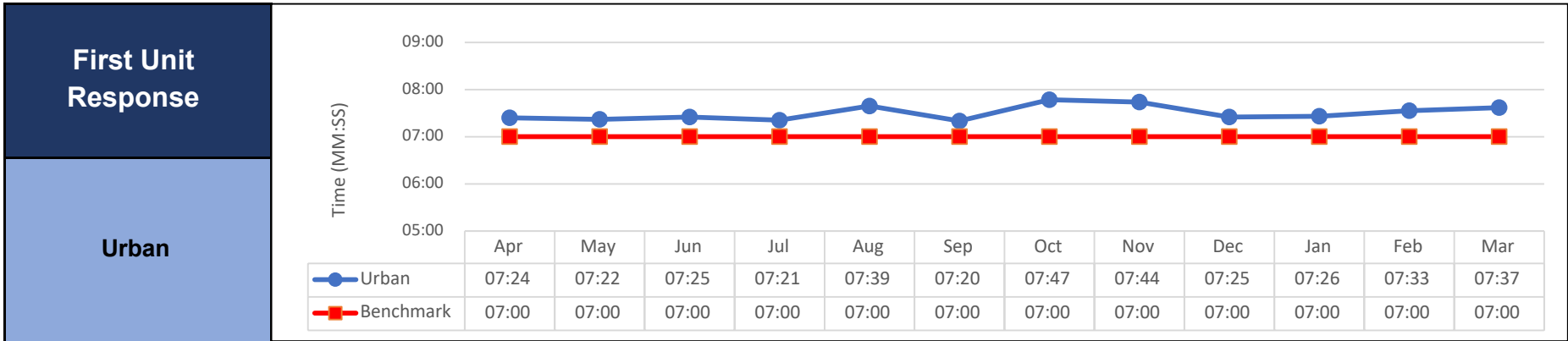
Standards of Cover Policy Compliance Report March 1, 2024 - March 31, 2024

	SOC Goal 1, 5, 6			SOC Goal 2, 5, 6			SOC Goal 3, 5, 6			SOC Goal 5, 6		
	Urban (Count = 389)			Suburban (Count = 161)			Rural (Count = 4)			Wilderness (Count = 1)		
	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D
First Unit Response	7:00	7:37	7:29	8:00	8:10	8:23	15:00	16:03	12:44	45:00	11:51	21:16
		95%	95%		98%	97%		84%	100%		100%	100%

	SOC Goal 4											
	Urban (Count = 0)			Suburban (Count = 0)			Rural (Count = 0)			Wilderness (Count = 0)		
	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D
ERF Fire Response	13:00	0:00	19:01	14:00	0:00	18:08	21:00	0:00	0:00	45:00	0:00	0:00
		0%	96%		0%	56%		0%	0%		0%	0%

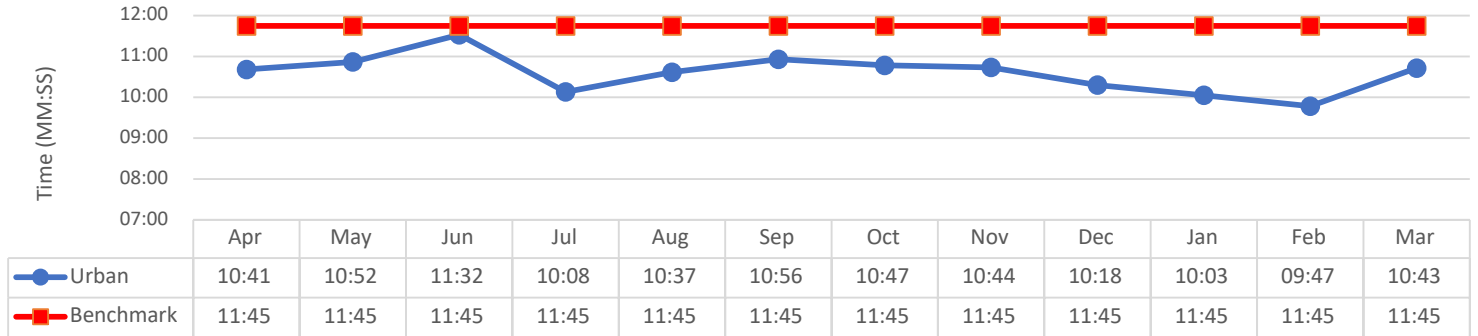
	SOC Goal 8											
	Urban (Count = 192)			Suburban (Count = 71)			Rural (Count = 2)			Wilderness (Count = 0)		
	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D
ERF Medical Response	11:45	10:43	10:39	11:45	10:23	11:17	20:00	15:46	17:33	20:00	0:00	36:05
		100%	100%		99%	100%		100%	100%		0%	84%

SOC Goal 7								
Call Processing EMS			Call Processing Time			Turnout Time		
Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D
1:00	1:10	1:06	1:00	1:46	1:45	2:00	1:36	1:41
	95%	97%		82%	84%		100%	100%



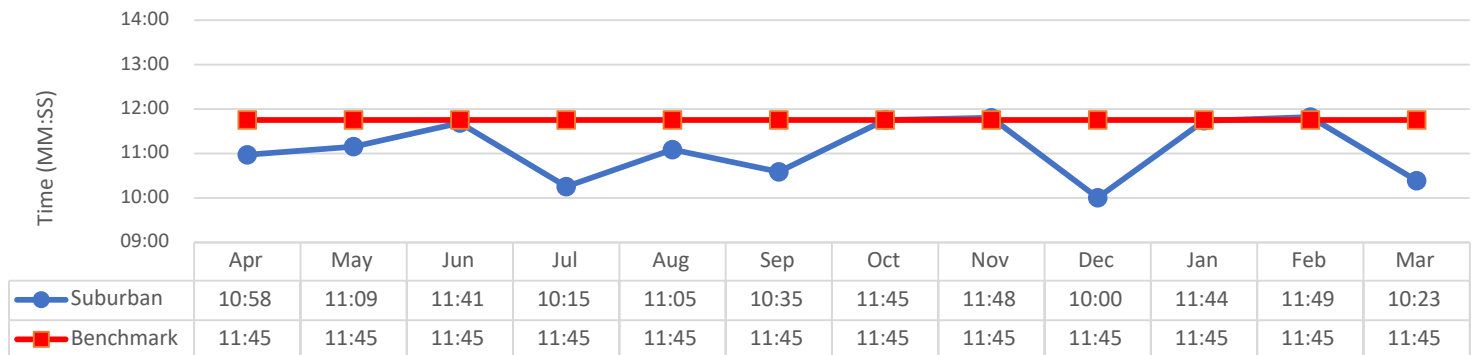
Effective Response Force Medical

Urban



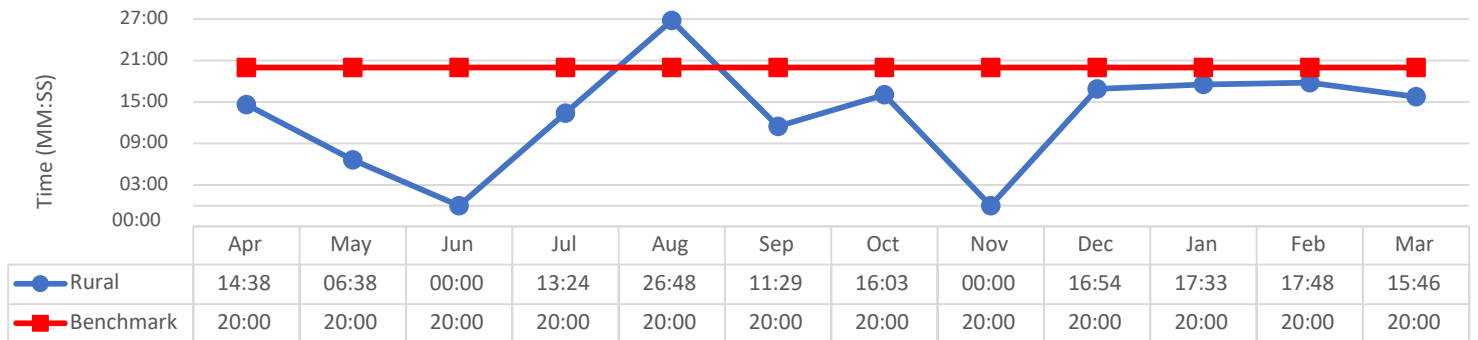
Effective Response Force Medical

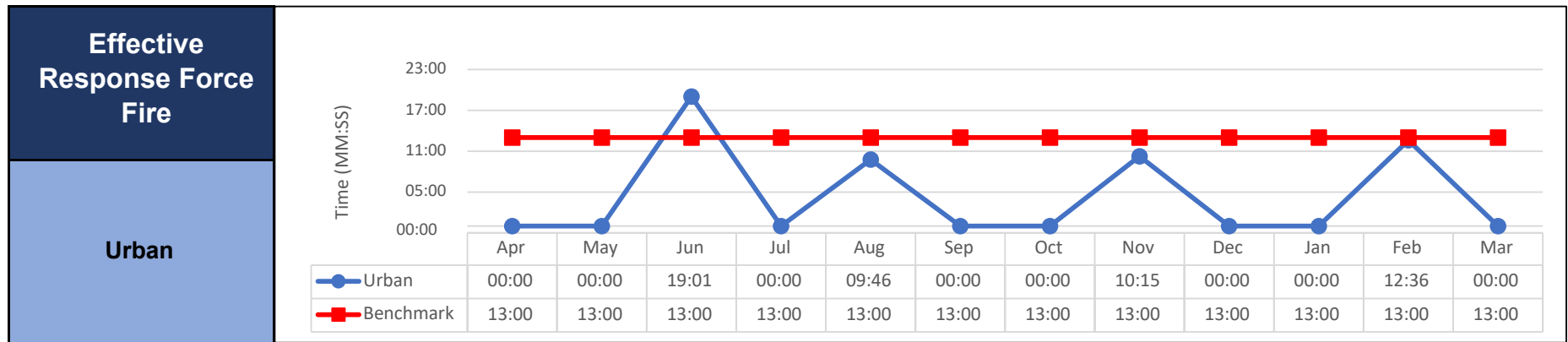
Suburban



Effective Response Force Medical

Rural





Goal 1

Distribution of Fire Stations for Built-up Urban Areas of Greater than 2,000 People per Square Mile

To treat and transport medical patients and control small fires, the first-due unit should arrive within 7 minutes total response time, 90 percent of the time from the receipt of the call in fire dispatch. Total response time equates to 1 minute dispatch time, 2 minute crew turnout time and 4 minutes travel time spacing for single units.

Goal 2

Distribution of Fire Stations for Suburban Areas of 1,000 to 2,000 People per Square Mile

The first-due fire unit should arrive within 8 minutes total response time, 90 percent of the time.

Goal 3

Distribution of Fire Stations for Rural Areas of Less than 1,000 People per Square Mile

The first-due fire unit should arrive within 15 minutes total response time, 90 percent of the time.

Goal 4

Effective Response Force (First Alarm) for Urban Areas of Greater than 2,000 People per Square Mile

To confine fires near the room of origin and to treat up to 5 medical patients at once, a multiple-unit response of at least 15 personnel should arrive within 13 minutes total response time from the time of 911 call receipt, 90 percent of the time. This equates to 1 minute dispatch time, 2 minutes crew turnout time and 10 minutes travel time spacing for multiple units. Suburban areas should receive the full first alarm within 14 minutes total response time, 90 percent of the time with the goal to limit the fire spread to the area already involved upon the arrival of the effective response force. For rural areas, this should be 21 minutes, 90 percent of the time. Outcome goals in these areas would be to confine fires to the building of origin and to care for medical patients.

Goal 5

Hazardous Materials Response

Respond to hazardous materials emergencies with enough trained personnel to protect the community from the hazards associated with the release of hazardous and toxic materials. Achieve a total response time consistent with Goal 1, Goal 2 and Goal 3 with the first company capable of operating at the California OSHA First Responder Operations (FRO) level. After size-up and scene evaluation is complete, a determination will be made whether to request the on-duty District Hazardous Materials Team and/or other appropriate resources.

Goal 6

Technical Rescue

Respond to technical rescue emergencies with enough trained personnel to facilitate a successful rescue. Achieve a total response time consistent with Goal 1, Goal 2 and Goal 3 with the first company capable of operating at the California Rescue System 1 (RS1) level. After size-up and scene evaluation is complete, a determination will be made whether to request the on-duty District Rescue Team and/or other appropriate resources.

Goal 7

Call processing and turnout times

A concentrated focus will be placed on systems, training and feedback measures to crews to lower dispatch and turnout time reflex measures to national best practices of 1 minute for dispatch and 2 minutes for fire crew turnout, 90 percent of the time.

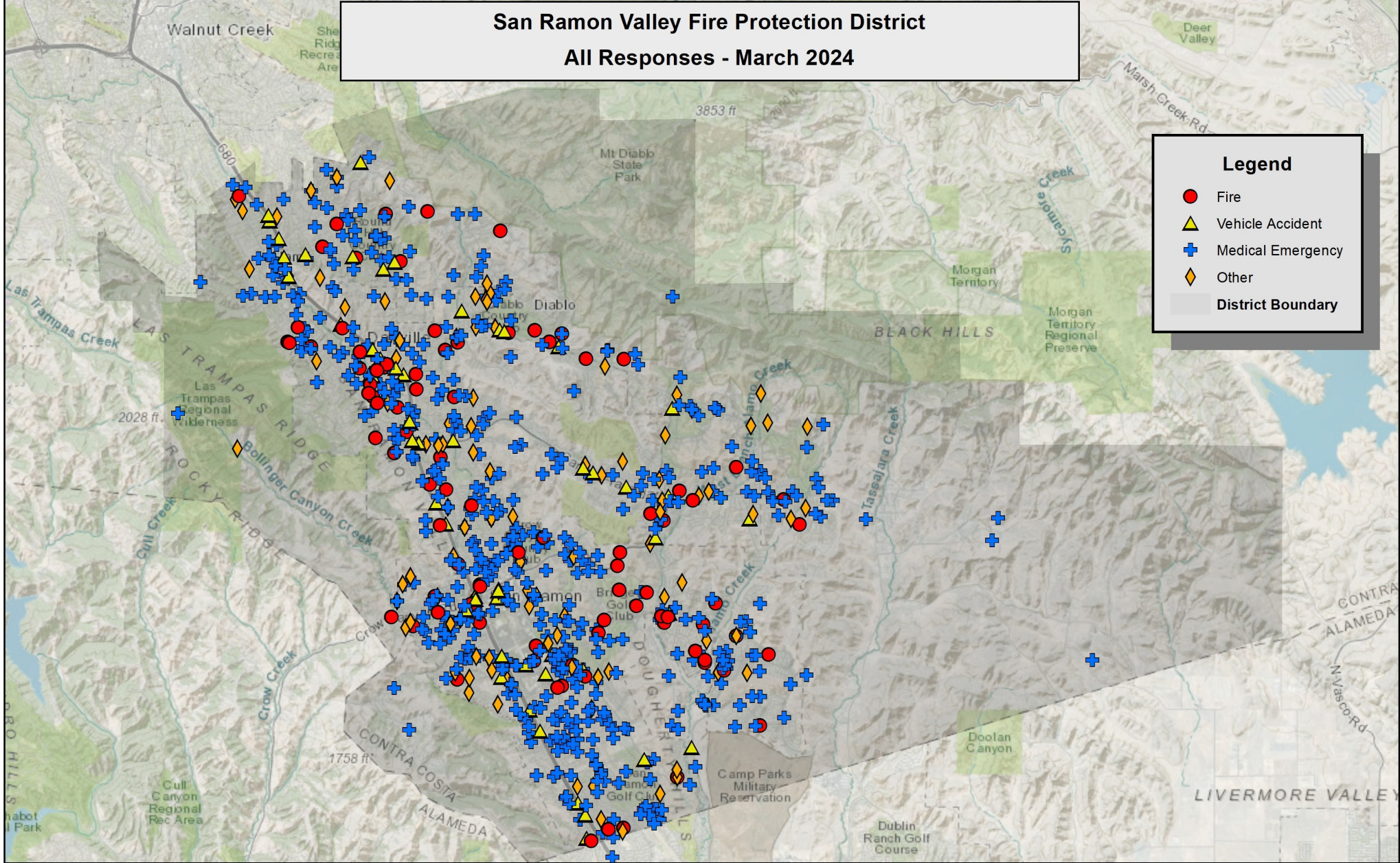
Goal 8

Effective Response Force for Advanced Life Support (ALS) Medical Emergencies

To treat medical patients requiring advanced procedures and skills (defined as Charlie, Delta or Echo), a two-unit response consisting of one paramedic-staffed ambulance and one additional paramedic-staffed unit for a response force of at least five personnel should arrive within 6 minutes travel time in urban areas and 7 minutes travel time in suburban areas, 90 percent of the time. For rural areas, excluding Mt. Diablo State Park, personnel should arrive within 18 minutes travel time 90 percent of the time.

San Ramon Valley Fire Protection District

All Responses - March 2024



Legend

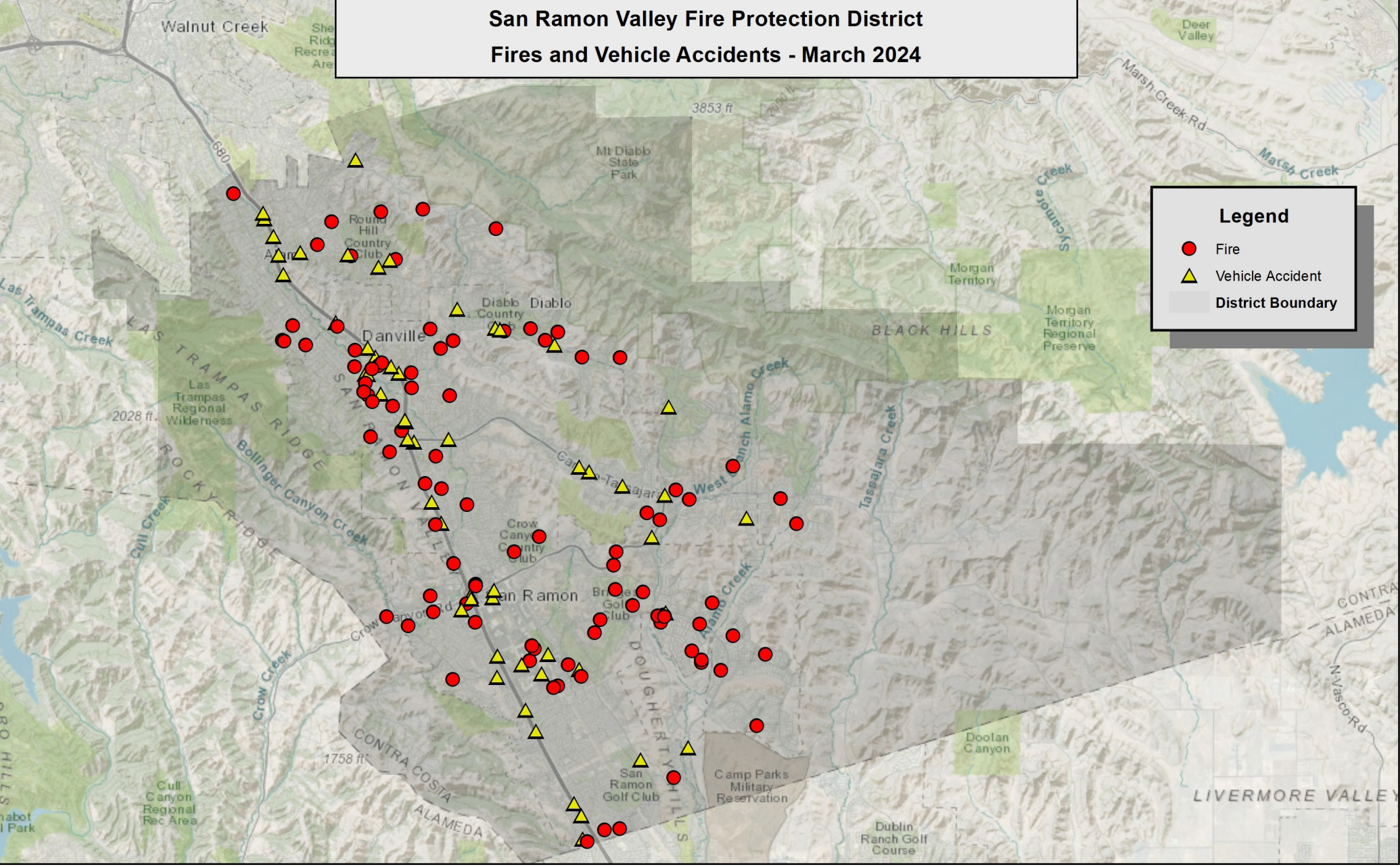
- Fire
- ▲ Vehicle Accident
- + Medical Emergency
- ◆ Other
- District Boundary

	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR
All Responses	846	888	868	962	999	896	957	881	990	954	900	973
Fires & Vehicle Accidents	138	149	154	165	179	143	157	149	148	155	164	163
Med Emergencies & Other	707	739	714	797	820	752	800	732	842	799	736	810

San Ramon Valley Fire Protection District Fires and Vehicle Accidents - March 2024

Legend

- Fire
- ▲ Vehicle Accident
- District Boundary

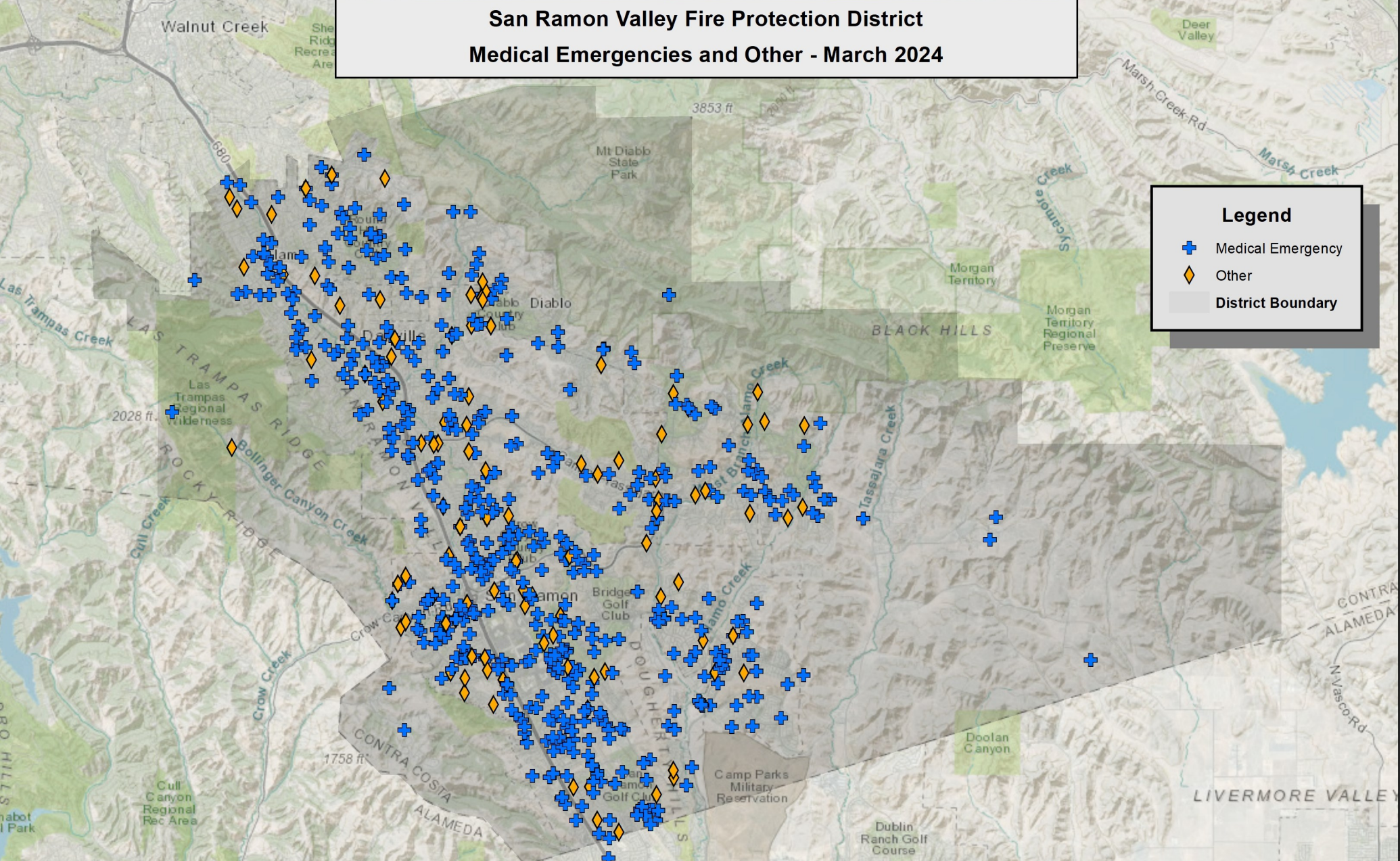


	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR
Fires & Vehicle Accidents	138	149	154	165	179	143	157	149	148	155	164	163

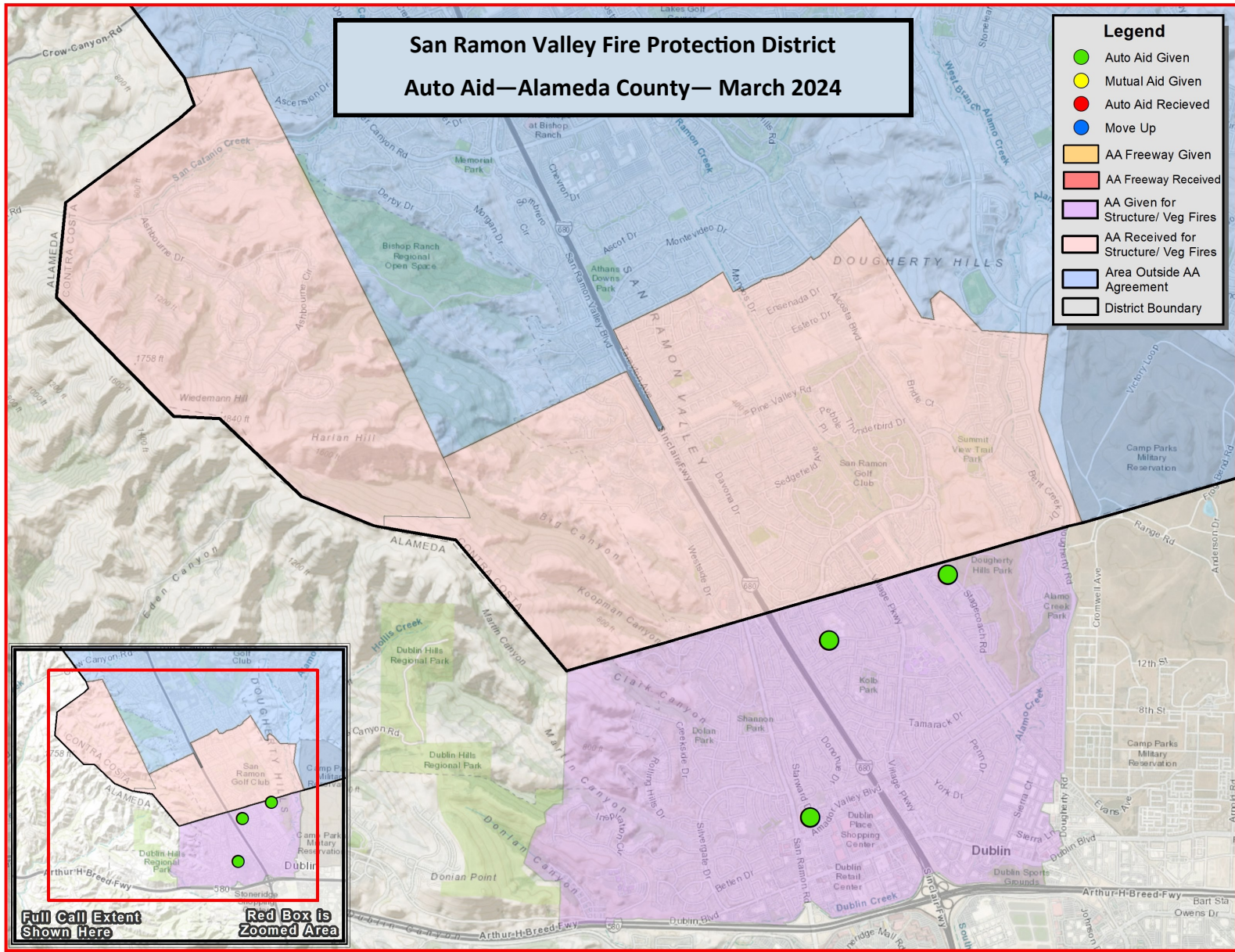
San Ramon Valley Fire Protection District Medical Emergencies and Other - March 2024

Legend

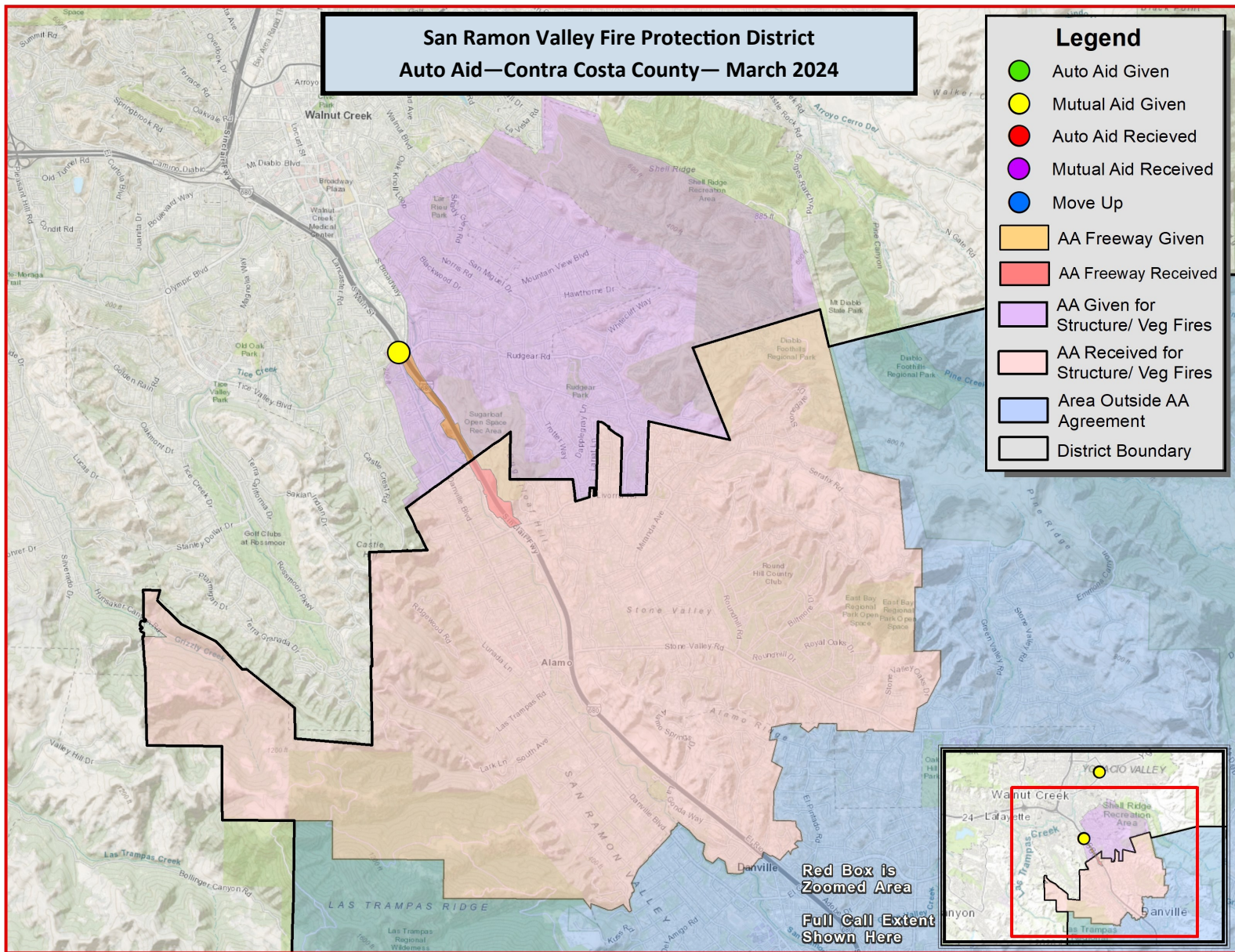
- + Medical Emergency
- ◇ Other
- District Boundary



	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR
Med Emergencies & Other	707	739	714	797	820	752	800	732	842	799	736	810



	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR
Auto Aid Given	15	12	20	13	0	0	0	0	1	0	1	3
Mutual Aid Given	1	7	7	10	0	1	0	0	0	1	0	0
Auto Aid Received	1	1	1	1	3	0	0	0	0	0	2	0
Mutual Aid Received	0	0	0	0	0	0	0	0	0	0	0	0
Move-up	0	0	0	0	0	0	0	0	0	0	0	0



	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR
Auto Aid Given	0	3	2	1	0	1	0	1	0	0	0	0
Mutual Aid Given	2	0	2	1	0	1	2	3	2	0	1	2
Auto Aid Received	0	0	2	0	0	0	0	0	0	0	0	0
Mutual Aid Received	0	0	0	0	0	0	0	0	1	0	0	0
Move-up	0	0	1	0	0	0	0	0	0	0	0	0

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TRAINING



San Ramon Valley Fire Protection District
2401 Crow Canyon Road, Suite A
San Ramon, CA 94583
www.firedepartment.org

Date: April 24, 2024
To: Board of Directors
From: Chris Parsons, Battalion Chief of Training
Re: Monthly Training Report for March 2024

Activities

- ❖ Managed Drager Project Permitting Process with the County Building Department
- ❖ Planned Attendance at the Cal-JAC Career Expo, Livermore
- ❖ Attended Training Officer Bootcamp at Fresno Training Symposium
- ❖ Coordinated Auto-Aid Training with Alameda County Fire Department
- ❖ Planned 2024 Captains Academy
- ❖ Delivered 2024 Engineer Academy
- ❖ Coordinated 2024 Wellness/Fitness Physical Exams
- ❖ Participated in District Aide Interviews
- ❖ Attended Dougherty Valley High School Senior Wildcat Event
- ❖ Taskbook Issuance and Tracking
- ❖ Managed Ride-Along Program
- ❖ Managed Educational Assistance and District Partnership Programs

Meetings

- ❖ Drager Live Fire Training Prop Meeting
- ❖ Management Staff Meetings
- ❖ Contra Costa County Chiefs Meeting
- ❖ Training Site Weekly Planning Meetings
- ❖ Labor/Management Meeting
- ❖ Deputy Chief Bi-Weekly Meeting with HR and Finance
- ❖ FireGauge Evaluation Meeting
- ❖ Training Site Visit with United Engineering and Construction
- ❖ Training Tower Fire Pump Design Meetings
- ❖ Contra Costa County Building Department Meeting



EMS



San Ramon Valley Fire Protection District
2401 Crow Canyon Road, Suite A
San Ramon, CA 94583
www.firedepartment.org

Date: April 24, 2024
To: Board of Directors
From: Lance Maples, EMS Division Manager
Subject: Monthly EMS Division Report for March 2024

EMS – Incidents

- ❖ Fire District responded to 701 emergency medical incidents during the month of March
 - Of the medical incidents, seven (7) were in response to sudden cardiac arrest. Please see the breakdown of the sudden cardiac arrest cases below:

March Cardiac Arrest Incident Data

	Number of Incidents	Percent of Total
Bystander-Initiated CPR	2	29%
AED Applied	0	0%
Achieved Return of Spontaneous Circulation (ROSC)	1	14%

Activities

- ❖ Continued Quarter 1 EMS Training:
 - 123 individuals have completed Pediatric Advanced Life Support (PALS) training
 - 118 individuals have completed Advanced Cardiac Life Support (ACLS) training
 - 123 individuals have completed Basic Life Support (BLS) training
 - 11 individuals have completed Prehospital Trauma Life Support (PHTLS) training
- ❖ 21 requests for public records were processed and released
- ❖ Six (6) Paramedics completed their provisional assignment
 - One (1) Paramedic completed his FTO training
- ❖ Attended virtual CHEMPACK training
- ❖ Completed Heartsaver First Aid CPR AED training for CERT members
 - 17 CERT members have completed training year-to-date
- ❖ Participated in San Ramon Police Department Teen Esteem Event

Activities (Continued)

- ❖ Completed EOC training
- ❖ Develop Quarter 2 EMS Training
- ❖ Submitted Contra Costa County Emergency Medical Services EMS Quality Improvement Plan
 - Received approval for EMS Quality Improvement Plan

Meetings

- ❖ Led EMS Division Meetings – weekly goal review
- ❖ Facilitated internal meeting to review and discuss changes for Continuous Quality Improvement
- ❖ Facilitated internal meeting to discuss Granicus GovQA Program for processing records requests
- ❖ Participated in Laserfiche meeting to review PRA Form
- ❖ Participated in Contra Costa County (CCC) EMS Chiefs meeting
- ❖ Participated in CCC Emergency Medical Services Agency Medical Advisory Committee meeting
- ❖ Participated in meeting with Assemblymember Rebecca Bauer-Kahan regarding Proposition 1
- ❖ Attended ImageTrend webinar
- ❖ Participated in CCC Emergency Medical Services Agency Emergency Medical Care Committee meeting
- ❖ Participated in San Ramon Valley Unified School District monthly meeting
- ❖ Participated in County EMS Agency, PES/Contra Costa Regional Medical Center, 911 Ambulance Providers Meeting

Behavioral Health Activities Update

- ❖ Updated Statistics for 2024:

Behavioral Health Response Pilot Program

	Number of Incidents
City of San Ramon	46
Warm Hand Offs <i>(Since 01/09/2023)</i>	17
Firefighter First Responses <i>(Since 10/02/2023)</i>	19

- ❖ Worked with Consultant Preston Looper to continue CQI process refinement for Behavioral Health calls
- ❖ Developed presentation for Navigator 2024
- ❖ Participated in Behavioral Health Collaboration meetings including:
 - Behavioral Health Onboarding with Dispatchers

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**COMMUNITY RISK
REDUCTION**



San Ramon Valley Fire Protection District
2401 Crow Canyon Road, Suite A
San Ramon, CA 94583
www.firedepartment.org

Date: April 24, 2024
To: Board of Directors
From: Roy Wendel, Interim Fire Marshal
Re: Monthly Community Risk Reduction Report for March 2024

Plan Review and Inspections

Staff processed 90 applications and completed 114 Plan Reviews and 111 construction inspections during the month of February. There are currently 677 active permits for construction.

Compliance Inspections

Staff continue to conduct compliance inspections. Inspection schedule reflects inspection based on risk of High, Moderate and Low per NFPA. Inspections are scheduled at 1 year, 2 year and 3 year intervals.

Meetings/Activity

- ❖ Attended project call for Chevron emergency generator coordination
- ❖ Attended project call to review Chevron proposed final inspection schedule
- ❖ Attended bi-weekly project review meeting with Sunset Development and City of San Ramon
- ❖ Attended meeting with City Center to discuss emergency procedures for fire alarm activation and/or sprinkler activation
- ❖ Attended Chamber event discussing proposed development in Bishop Ranch
- ❖ Attended project call for Robert Half office expansion
- ❖ Attended EOC Training

Public Education / Special Events / Community Emergency Response Team (CERT)

Educator Bell conducted the following activities:

- ❖ First grade presentations at Montair Elementary
- ❖ PAC meeting at the Town of Danville
- ❖ Personal Emergency Preparedness presentation for Girl Scout Troop in San Ramon
- ❖ Personal Emergency Preparedness presentation for San Ramon Veterinary
- ❖ Personal Emergency Preparedness presentation and EOC tour for San Ramon Valley's Women's Alliance
- ❖ Two sessions of Readman Training for Scouts
- ❖ Heartsafe and Personal Emergency Preparedness presentation for scouts and parents at Vista Grande Elementary School.
- ❖ Meeting with Sunnyglen smoke detector program coordinator
- ❖ CERT and Personal Emergency Preparedness presentation for San Ramon Rotary

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FLEET AND FACILITIES



San Ramon Valley Fire Protection District
2401 Crow Canyon Road, Suite A
San Ramon, CA 94583
www.firedepartment.org

Date: April 24, 2024
To: Board of Directors
From: Dave Garcia, Interim Deputy Chief
Re: Monthly Fleet and Facilities Report for March 2024

Facilities

- ❖ Provided furniture/console donations to the Contra Costa Crisis Center
- ❖ Inspected/Evaluated water leak and damage to Station 39 kitchen sink
- ❖ Various Facility-related repairs and maintenance projects in progress
- ❖ Participated in Drager Live Burn Prop Site Preparation
- ❖ Continued Station 34 Project closeout/warranty items (Project Manager Lon Phares)
- ❖ Continued progress on the Training Tower Project (Project Manager Lon Phares)
- ❖ Continued Public Safety Building Project closeout/warranty items (Project Manager Lon Phares)

Fleet

- ❖ Training in progress for two new Mechanic Coordinators
- ❖ Completed final construction inspection for Pierce Tiller Truck
- ❖ Finalized RedSky Emergency Vehicles contract for new ambulances
- ❖ Decommissioned one spare Battalion Chief's vehicle in preparation for sale
- ❖ Annual maintenance service on District Fleet ongoing
- ❖ Repairs of District Fleet Vehicles ongoing

Meetings/Activities

- ❖ Fleet Mechanic Interviews
- ❖ Captain's Exam Debrief
- ❖ County Chief Meeting
- ❖ State of the Town for Danville
- ❖ Fleet Maintenance/Status Meeting
- ❖ Apparatus Committee Meeting
- ❖ Drager Live Fire Prop Project Status Meetings
- ❖ Labor Management Meeting
- ❖ Command Staff Meeting
- ❖ Progress Meetings with Finance Division regarding major Facility Projects
- ❖ Weekly Training Tower Progress Meeting with COAR & Roebbelen



COMMUNICATIONS



San Ramon Valley Fire Protection District
2401 Crow Canyon Road, Suite A
San Ramon, CA 94583
www.firedepartment.org

Date: April 24, 2024
To: Board of Directors
From: Jonas Aguiar, Deputy Chief of Operations
Subject: Monthly Communications Division Report for March 2024

Calls for Service

- ❖ The Communications Center received 1121 calls for Fire District services
- ❖ The Communications Center received 5604 calls for San Ramon Police Department services

Training

- ❖ New dispatcher orientation training
- ❖ Firefighter First Dispatcher refresher training
- ❖ EMD Certification training
- ❖ EFD Certification training
- ❖ Review and update current Dispatcher annual training plan
- ❖ Central Square CAD mobile and GIS training

Meetings

- ❖ Attended Communications Division monthly meeting
- ❖ Led Dispatch Supervisors bi-weekly meeting
- ❖ CAD to CAD interface development meeting
- ❖ EBRCS channel mapping with Contra Costa County Fire
- ❖ Participated in Communications Center Manager interviews
- ❖ Application review for Public Safety Dispatcher



TECHNOLOGY



San Ramon Valley Fire Protection District
2401 Crow Canyon Road, Suite A
San Ramon, CA 94583
www.firedepartment.org

Date: April 24, 2024
To: Board of Directors
From: Dave Garcia, Interim Deputy Chief
Re: Monthly Technology Report for March 2024

Technology

- ❖ Hosted demo for Tri-City Public Safety Consortium of District CAD, Mobile, and IT Division
- ❖ Provided monitoring capabilities to dispatch center for Phoenix G2 alerting system
- ❖ Identified and mitigated station alerting issue at Station 35
- ❖ Onboarded 3 new dispatchers into CAD and other dispatch-related systems
- ❖ Installed additional network ports for the HR Office
- ❖ Set up Public Safety Building conference rooms with active live stream communications
- ❖ Updated District's Mavic Drone with FAA remote ID

GIS

- ❖ Provided 15 maps for training/operational use for EOC activities
- ❖ Included ALCO Fire and CON Fire to CAD for auto-aid recommendations
- ❖ Created separate Fire Hazard Severity maps for Alamo, Danville and San Ramon
- ❖ Provided information on Stats relating to EMS, Fire and Auto-Aid calls
- ❖ Reviewed unit recommendations for deployment

Media

- ❖ Provided design draft of Exterior Hazard Abatement postcard
- ❖ Distributed Press Release for Training Tower Groundbreaking and Public Safety Building Ribbon Cutting
- ❖ Provided recruitment opportunities on social media for Public Safety Dispatcher and District Aide

Communications Reserves

- ❖ CS131 attended and provided support at Livermore Half Marathon event
- ❖ Attended Central County SWAT quarterly training session
- ❖ Participated in training for the following situations: call response procedures, radio programming, and operating as backup 9-1-1 system

Meetings

- ❖ Weekly DNI/IT division meeting
- ❖ County Chief Meeting
- ❖ Command Staff Meeting
- ❖ Drone response policy development meeting
- ❖ Labor Management Meeting
- ❖ State of the Town of Danville

San Ramon Valley Fire IT Monthly Scorecard Mar 2024

End User Support

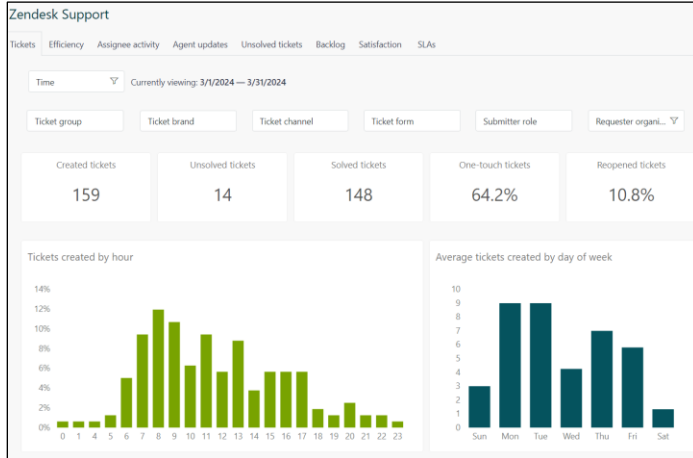


Figure 1: End User Support Requests

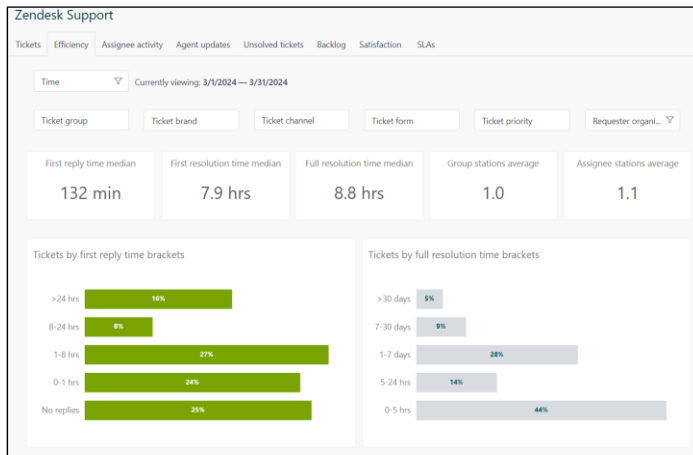


Figure 2: Ticket-Resolution Times

Agent updates

Updater name	Updates	Comments	Public comments	Internal comments	Tickets updated w/comment	Tickets solved *	Tickets created
1 Curtis Rich	119	49	22	27	18	24	0
2 Diego Mayorga	115	86	48	38	28	18	0
3 David Parnell	34	27	25	2	23	17	4
4 Brian Lum	69	54	27	27	23	15	1
5 Jayro Rosas	90	75	45	30	21	14	4
6 Tyler Lecomte	64	23	15	8	10	14	4
7 Brenden Lecomte	41	16	6	10	11	12	1
8 Injellah Pan	52	26	20	6	13	8	0
9 Rodolfo Rivera	45	32	15	17	10	8	2
10 Spencer Nelson	17	16	7	9	9	8	0
11 Collin Cirese	2	2	0	2	2	2	0
12 Ryan Lecomte	21	21	2	19	21	0	19

Figure 3: San Ramon End-User Support Team



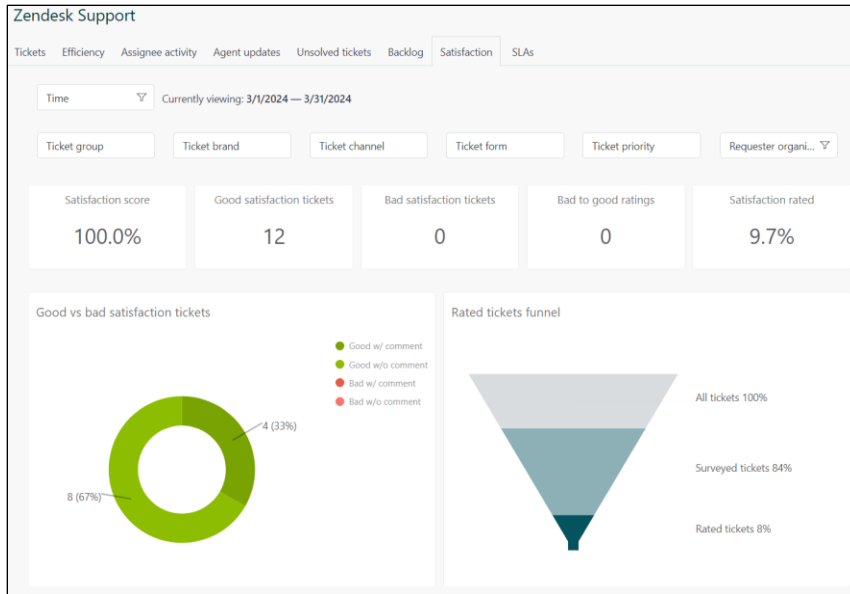


Figure 4: San Ramon End-User Feedback

- 159 Service Tickets Opened
- 148 Service Tickets Resolved
- 64% Completed in One Technical Session
- 58% of Tickets Resolved within 24 Hour of Submitting the Ticket
- Median Resolution Time of 8.8 hours
- 100% End User Satisfaction
- 12 DNI Staff Members Provided End-User Support

After Hours / Emergency Telephone Support

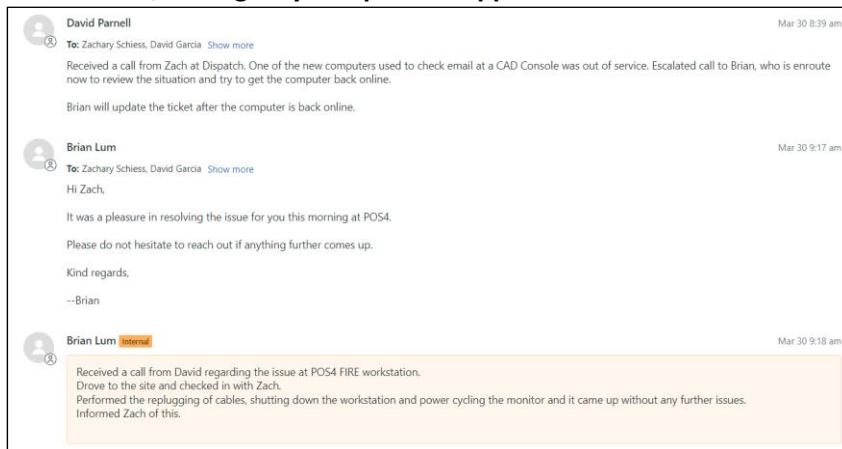


Figure 5: Emergency Support After-Action Report

- Received 19 After-Hours / Emergency Support Calls
- Average Triage Time Was 2.1 Minutes



System Alerts

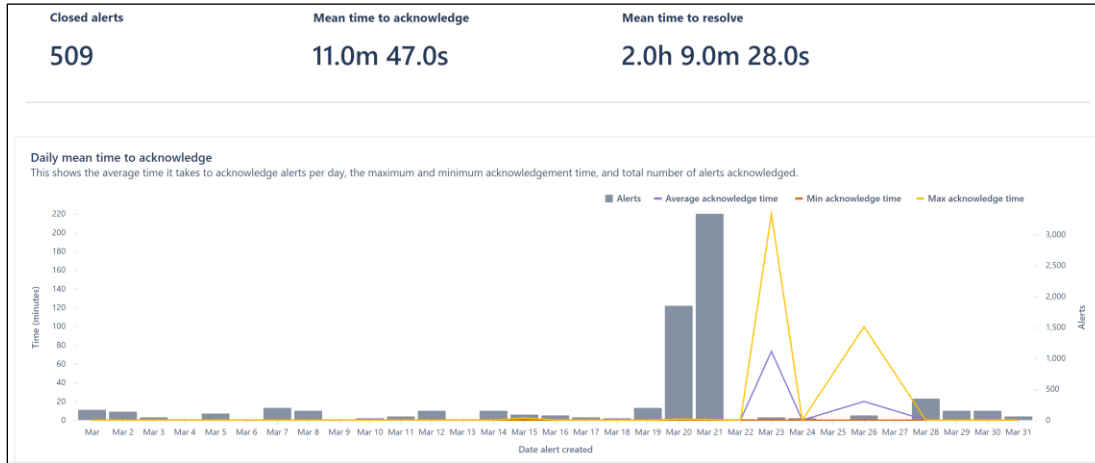


Figure 6: System Alert Response

Alert Response (Security, Performance, Outage)

- 509 Alerts Responses Triggered by Monitoring Systems
- 11 minute 47 Second Mean-Time Response Acknowledgement by On-Call Team
- Mean Time Resolution of Issue 2 Hours 9 Minutes

Disaster Recovery

- Experienced a Power Failure in Primary Data Center on 21 March
- Executed Disaster Recovery Protocol and Restored All Services in 45 Minutes
- 21 Terabytes of Data Backed Up Daily (Police, Fire, Communications Center, & Offsite Data Centers)
- All Backups Jobs Are Checked Daily
- All Backups Are Tested Weekly

Start Time	End Time	Status	Performance Rate	Data Transferred
4/11/2024 12:30:09 am	4/11/2024 01:06:06 am	Success	800 MB/s	197.6 GB
4/10/2024 12:30:02 am	4/10/2024 12:44:13 am	Success	868.5 MB/s	172.5 GB
4/9/2024 12:30:18 am	4/9/2024 12:44:34 am	Success	781.8 MB/s	148.5 GB
4/8/2024 12:30:19 am	4/8/2024 12:44:02 am	Success	663.7 MB/s	114.2 GB
4/7/2024 12:30:12 am	4/7/2024 01:09:09 am	Success	516 MB/s	120 GB
4/6/2024 12:30:06 am	4/6/2024 12:43:30 am	Success	762.6 MB/s	144.4 GB
4/5/2024 12:30:10 am	4/5/2024 12:43:03 am	Success	841.2 MB/s	152.2 GB
4/4/2024 12:30:12 am	4/4/2024 01:07:02 am	Success	929.6 MB/s	169.9 GB
4/3/2024 12:30:09 am	4/3/2024 12:42:56 am	Success	970.5 MB/s	148.5 GB
4/2/2024 12:30:00 am	4/2/2024 12:43:49 am	Success	1004 MB/s	165.4 GB
4/1/2024 12:30:23 am	4/1/2024 12:42:42 am	Success	1017.2 MB/s	123.5 GB
3/31/2024 12:30:15 am	3/31/2024 01:01:37 am	Success	811.2 MB/s	125.9 GB
3/30/2024 12:30:08 am	3/30/2024 12:42:32 am	Success	937.2 MB/s	143.4 GB
3/29/2024 12:30:02 am	3/29/2024 12:42:52 am	Success	946.1 MB/s	168.3 GB
3/28/2024 12:30:21 am	3/28/2024 01:02:19 am	Success	940.7 MB/s	150.2 GB
3/27/2024 12:30:17 am	3/27/2024 12:46:05 am	Success	1.4 GB/s	158.2 GB
3/26/2024 12:30:06 am	3/26/2024 12:44:07 am	Success	1.6 GB/s	158.9 GB
3/25/2024 12:30:01 am	3/25/2024 12:41:19 am	Success	1.1 GB/s	124.2 GB
3/24/2024 12:30:09 am	3/24/2024 12:59:01 am	Success	890.2 MB/s	121.9 GB
3/23/2024 12:30:24 am	3/23/2024 12:42:44 am	Success	1.1 GB/s	151.5 GB
3/22/2024 12:30:15 am	3/22/2024 12:43:25 am	Success	1 GB/s	161.7 GB
3/21/2024 12:30:14 am	3/21/2024 01:41:15 am	Success	2.3 GB/s	236.7 GB

Figure 7: Primary Backup Dashboard



Session Name	Start Time	End Time	Status	Performance Rate	Data Transferred
SRM - LA3 Copy\SRM	4/11/2024 12:34:10 am	4/11/2024 01:01:00 am	Success	535.5 MB/s	197.6 GB
SRM - LA3 Copy\SRM	4/10/2024 12:33:16 am	4/10/2024 01:00:15 am	Success	522.9 MB/s	172.5 GB
SRM - LA3 Copy\SRM	4/9/2024 12:33:29 am	4/9/2024 12:59:09 am	Success	500.3 MB/s	148.5 GB
SRM - LA3 Copy\SRM	4/8/2024 12:33:30 am	4/8/2024 12:55:56 am	Success	522.3 MB/s	114.2 GB
SRM - LA3 Copy\SRM	4/7/2024 12:33:26 am	4/7/2024 01:00:55 am	Success	541.2 MB/s	120 GB
SRM - LA3 Copy\SRM	4/6/2024 12:33:43 am	4/6/2024 12:57:56 am	Success	502.6 MB/s	144.4 GB
SRM - LA3 Copy\SRM	4/5/2024 12:33:42 am	4/5/2024 12:57:23 am	Success	496.6 MB/s	152.2 GB
SRM - LA3 Copy\SRM	4/4/2024 12:33:47 am	4/4/2024 01:00:31 am	Success	499.6 MB/s	169.9 GB
SRM - LA3 Copy\SRM	4/3/2024 12:32:54 am	4/3/2024 12:57:15 am	Success	511.7 MB/s	148.5 GB
SRM - LA3 Copy\SRM	4/2/2024 12:33:09 am	4/2/2024 12:59:13 am	Success	522.1 MB/s	165.4 GB
SRM - LA3 Copy\SRM	4/1/2024 12:33:09 am	4/1/2024 12:55:35 am	Success	527.5 MB/s	123.5 GB
SRM - LA3 Copy\SRM	3/31/2024 12:33:25 am	3/31/2024 12:56:10 am	Success	532.6 MB/s	125.9 GB
SRM - LA3 Copy\SRM	3/30/2024 12:33:42 am	3/30/2024 12:57:02 am	Success	495.2 MB/s	143.4 GB
SRM - LA3 Copy\SRM	3/29/2024 12:33:35 am	3/29/2024 12:59:06 am	Success	503.8 MB/s	168.3 GB
SRM - LA3 Copy\SRM	3/28/2024 12:33:52 am	3/28/2024 12:58:38 am	Success	511.3 MB/s	150.2 GB
SRM - LA3 Copy\SRM	3/27/2024 12:33:51 am	3/27/2024 01:00:05 am	Success	545.1 MB/s	158.1 GB
SRM - LA3 Copy\SRM	3/26/2024 12:34:03 am	3/26/2024 12:59:14 am	Success	516.7 MB/s	158.8 GB
SRM - LA3 Copy\SRM	3/25/2024 12:33:08 am	3/25/2024 12:53:16 am	Success	563.3 MB/s	124.2 GB
SRM - LA3 Copy\SRM	3/24/2024 12:33:19 am	3/24/2024 12:54:08 am	Success	595.3 MB/s	121.9 GB
SRM - LA3 Copy\SRM	3/23/2024 12:33:32 am	3/23/2024 12:56:02 am	Success	532.4 MB/s	151.5 GB
SRM - LA3 Copy\SRM	3/22/2024 12:33:22 am	3/22/2024 12:56:53 am	Success	517.7 MB/s	161.7 GB
SRM - LA3 Copy\SRM	3/21/2024 12:33:50 am	3/21/2024 01:46:45 am	Success	456.1 MB/s	238.2 GB

Figure 8: Offsite Backup Dashboard

Managed Apple Devices

- 68 Managed iPhones and iPads
- Pushed Out 1 Operating System Update
- Prepped 12 iPads for Captain Training Academy

Name	User	Model Name	Type	Serial Number	Last Checked-In	Supervised	OS Version
SRM Training 01	user_Training	iPad Pro (2nd Gen) (MPA42LL)	Tablet	DLXX91T9HP34	4/11/2024 06:38	Yes	17.4.1
SRM Training 02	user_Training	iPad Pro (2nd Gen) (MPA42LL)	Tablet	DLXX91W1HP34	4/11/2024 06:38	Yes	17.4.1
SRM Training 03	user_Training	iPad Pro (2nd Gen) (MPA42LL)	Tablet	DLXX91XPH34	4/11/2024 06:38	Yes	17.4.1
SRM Training 04	user_Training	iPad Pro (2nd Gen) (MPA42LL)	Tablet	DLXX91YCH34	4/11/2024 06:38	Yes	17.4.1
SRM Training 06	user_Training	iPad Pro (2nd Gen) (MPA42LL)	Tablet	DLXX91ZJHP34	4/11/2024 06:38	Yes	17.4.1
SRM Training 07	user_Training	iPad Pro (2nd Gen) (MPA42LL)	Tablet	DLXX91ZTHP34	4/11/2024 06:38	Yes	17.4.1
SRM Training 08	user_Training	iPad Pro (2nd Gen) (MPA42LL)	Tablet	DLXX91ZXHP34	4/11/2024 06:38	Yes	17.4.1
SRM Training 09	user_Training	iPad Pro (2nd Gen) (MPA42LL)	Tablet	DLXX920BHP34	4/11/2024 06:38	Yes	17.4.1
SRM Training 10	user_Training	iPad Pro (2nd Gen) (MPA42LL)	Tablet	DLXX920MHP34	4/11/2024 06:38	Yes	17.4.1
SRM Training 12	user_Training	iPad Pro (2nd Gen) (MPA42LL)	Tablet	DLXX921JHP34	4/11/2024 06:38	Yes	17.4.1
SRM Training 13	user_Training	iPad Pro (2nd Gen) (MPA42LL)	Tablet	DLXX922THP34	4/11/2024 06:38	Yes	17.4.1

Figure 9: Training Academy iPads (March 2024)



Apparatus MDC

Availability Trend for Group: Contra Costa County (68 Gateways) from Mar 1 to Apr 1 (30 days 23 hours), availability as uptime over gateway run time, 53 reporting, 2 below average of 99%, 2,885,175 events

Save Results

Results by vehicle (active WAN link only)

Vehicle	Run Time	Average	Mar 1	Mar 2	Mar 3	Mar 4	Mar 5	Mar 6	Mar 7	Mar 8	Mar 9	Mar 10	Mar 11	Mar 12	Mar 13	Mar 14	Mar 15	Mar 16	Mar 17	Mar 18	Mar 19
522 E32 ND83060181011034	21 days 18 hours	92%	100%	97%	0%	26%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
708 ND83010140011034	24 days 20 hours	99%	99%	100%	100%	100%	92%	85%	99%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
611 ND75030197011033	30 days 4 hours	99%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
658 WT130 ND83060294011034	30 days 22 hours	99%	100%	100%	100%	100%	100%	100%	100%	100%	100%	99%	100%	100%	100%	99%	99%	100%	99%	99%	99%
351 B3113 ND83020163011034	10 days 7 hours	99%	99%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
556 E34 ND83060211011034	30 days 22 hours	99%	100%	100%	100%	99%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
544 E38 ND83060118011034	30 days 22 hours	99%	100%	99%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	99%	100%	100%	99%	100%

Figure 10: Apparatus Connectivity Report

- 68 In-Motion Gateways (Active and Spares)
- 53 In Service
- 1 Gateway Taken Out of Service
- Average Uptime of 99%



Station Alerting

San Ramon Valley 911 - Dispatch
Dashboard / Stations & Units / Stations

Station List

[Sync with App](#) [+ New Station](#)

Name	IP	Units	Actions
S30	10.10.30.19	E30 1 PM30 3 E330 4 E630 5 E30A 6 RM30 7 SR30 8 E330A 9 WT130 10	Edit
S31	10.10.31.19	E31 1 T31 2 PM31 3 E331 4 E631 5 E31A 6 RM31 7 SR31 8 E331A 9 BS31 10 CS131 11 HM31 12 B31 14	Edit
S32	10.10.32.19	E32 1 PM32 3 E332 4 E632 5 E32A 6 RM32 7 SR32 8 E332A 9 3102 15	Edit

Figure 11: G2 Station Status Dashboard

- Decommissioned Zetron Servers for March 31, 2024
- 100% Uptime for G2 Station Alerting System



Security Audit Results (Desktops, Laptops, and Servers)

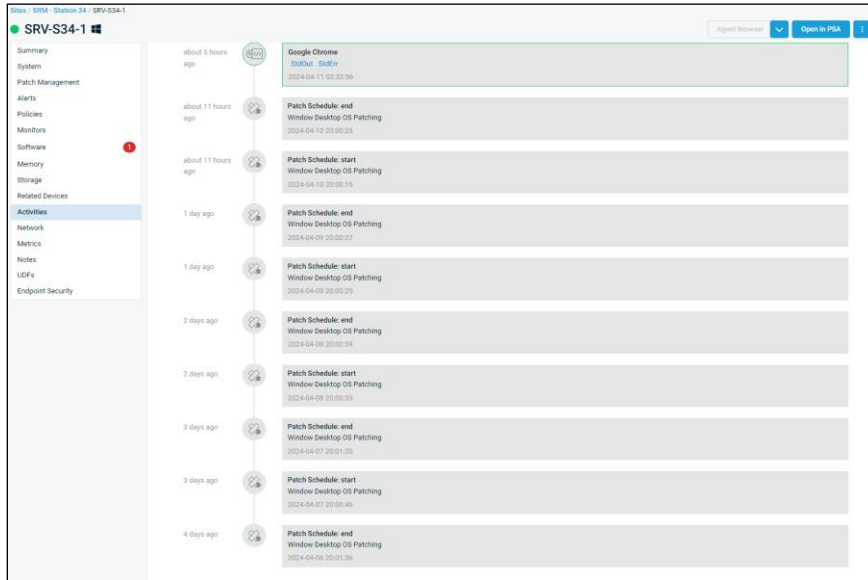


Figure 12: Patch Status Audit Log

- 205 Devices Fully Patched
- 28 Devices Scheduled for Reboot
- 14 Devices In Process
- 12 Patches Being Tested in Sandbox



Email Cyberthreats

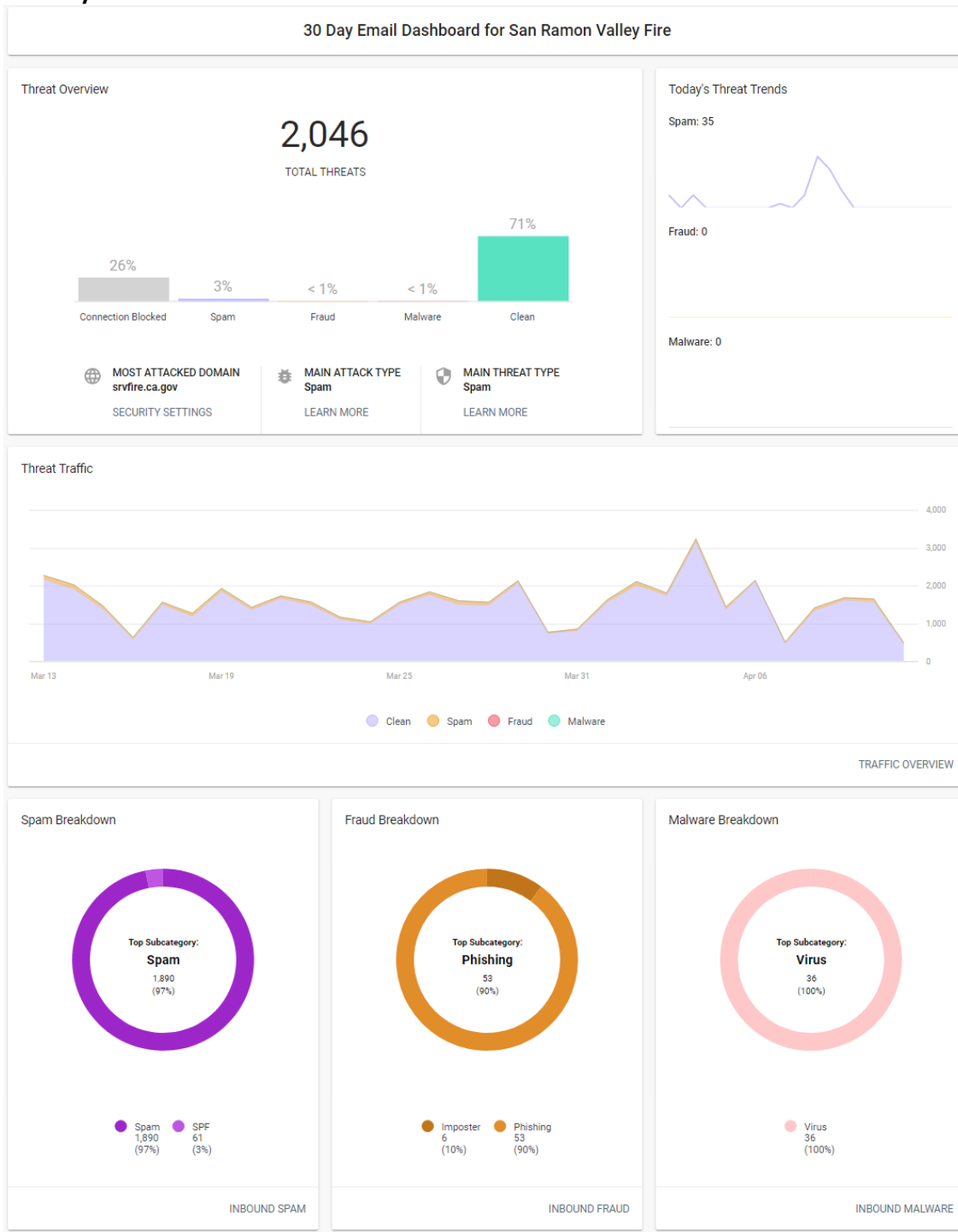


Figure 13: Asset Management Status of Districts Workstations and Servers

Threat Mitigation

- Mitigated 2,046 Email Threats
- Blocked 26% of all Emails Sent to San Ramon Staff



General Analytics Support

- Provided Analytics Support to EMS Division
- Provided Analytics Support for Behavioral Health Initiative

Patient-Care Reporting CQI (ImageTrend)

- Reviewed 674 PCR Reports
- 10 PCR Reports in Queue

System Administration Support

- Assisted HR with Updates to Records Retention System (Laserfiche)
- Assisted Dispatch and Suppression with Support for Performance Evaluation System (FireGauge)
- Assisted Training Division with Captain's Academy
- Assisted Central Square with CAD Issues





HUMAN RESOURCES



San Ramon Valley Fire Protection District
2401 Crow Canyon Road, Suite A
San Ramon, CA 94583
www.firedepartment.org

Date: April 24, 2024
To: Board of Directors
From: Dave Garcia, Interim Deputy Chief
Subject: Monthly Human Resources Report for March 2024

Recruitment

- ❖ Coordinated internal Mechanic Coordinator interviews
- ❖ Coordinated and managed Engineer Promotional review and protest period
- ❖ Coordinated Engineer Promotional Chief's interviews
- ❖ Coordinated and assisted with Captain Promotional testing dates
- ❖ Coordinated and managed Captain Promotional review period
- ❖ Coordinated hotels and food for raters for Firefighter Paramedic oral and skills testing
- ❖ Coordinated and assisted with two (2) days of Firefighter Paramedic interviews
- ❖ Coordinated Firefighter Paramedic Chief's interviews
- ❖ Announced Public Safety Dispatcher Recruitment
- ❖ Announced EMS Specialist Recruitment
- ❖ Announced District Aide Recruitment
- ❖ Coordinated District Aide interviews
- ❖ Coordinated Accounting Technician Chiefs interviews
- ❖ Coordinated Single Role Paramedic interviews
- ❖ Coordinate Internal Recruit and Training Program interview
- ❖ Coordinated and tracked pre-employment backgrounds for:
 - One (1) Internal Recruit Training Program Candidate
 - Three (3) Public Safety Dispatchers
 - Four (4) District Aides
- ❖ Tracked and screened applications for the recruitments:
 - Internal Recruit Training Program
 - Firefighter Paramedic
 - District Aide
 - Public Safety Dispatcher
 - Firefighter Reserve Volunteer
 - Single Role Paramedic

Additional Accomplishments

- ❖ Onboarded three (3) Public Safety Dispatchers
- ❖ Met with and processed one (1) employee retirement

- ❖ Reviewed and updated Lexipol policies
- ❖ Assisted eight (8) outside agencies with salary and compensation and employment information requests
- ❖ Tracked scheduling of dates for annual LCW Harassment Prevention training for Administrative staff, District Aides, Chaplains, Contractors and CERT/Heart safe Volunteers
- ❖ Managed and processed ongoing benefit changes
- ❖ Process liability claims for citizens
- ❖ Managed and processed ongoing workers' compensation claims
- ❖ Managed and processed employees ongoing leaves of absence
- ❖ Proctored pre-employment Fire Team Test for Internal Recruit Training Program recipient

Meetings

- ❖ Deputy Chief/Finance/Human Resources Bi-Weekly meetings
- ❖ Deputy Chief/Human Resources Bi-Weekly meetings
- ❖ Fire Gauge Evaluation Status Review meeting

Report: Employee Illness/Injury Report –March 2024



San Ramon Valley Fire Protection District
2401 Crow Canyon Road, Suite A
San Ramon, CA 94583
www.firedepartment.org

Date: April 24, 2024
To: Board of Directors
From: David Garcia, Acting Deputy Chief
Subject: March 2024 Employee Illness/Injury Report

Indemnity (Lost Time)

No reportable injuries.

Medical Only (No Lost Time)

No reportable injuries.

Total lost time due to injuries for the month of March:

- 35 shifts for 5 shift employees



FINANCE



San Ramon Valley Fire Protection District

2401 Crow Canyon Road, Suite A

San Ramon, CA 94583

www.firedepartment.org

Date: April 24, 2024
To: Board of Directors
From: Davina Hatfield, Chief Financial Officer
Re: Monthly Financial Report for March 2024

Meetings/Activities

- ❖ Facilitate and manage payroll and related duties
- ❖ Participated in Accounting Technician interviews
- ❖ Prepared for and participated in the annual Board Retreat
- ❖ Began preparation work for the 2024-25 annual budget
- ❖ Assisted Human Resources with the annual IRS Compliance Testing for Flexible Spending and Dependent Care benefits.
- ❖ Provided support and assistance to other Divisions with the following projects:
 - Contract Administration
 - Measure X
 - Construction Projects
 - Training Facility
- ❖ Meetings and Events
 - State of the Town – Town of Danville
 - Deputy Chiefs/Finance/Human Resources Bi-Weekly Meetings
 - Training Facility Weekly OAC Meetings

Financial Statements

- ❖ Balance Sheets
- ❖ Revenues | All Funds, Budget vs. Actual
- ❖ Expenditures | General Fund Budget vs. Actual
- ❖ Expenditures | Capital and Debt Service Funds Budget vs. Actual
- ❖ Revenue and Expense History by Month | General Fund
- ❖ Overtime Analysis

San Ramon Valley Fire Protection District

Combined Balance Sheet

March 31, 2024

	GOVERNMENTAL FUNDS					AGENCY	ACCOUNT GROUPS		Total
	General Fund	Budget Stabilization	Debt Service	Capital Projects	Special Revenue	CERT	Fixed Asset	Long-Term Debt	
ASSETS									
Cash - Checking	\$ -	\$ 14,839	\$ -	\$ 941,242	\$ 2,285	\$ 149,554	\$ -	\$ -	\$ 1,107,920
Cash - Money Market	516,489	-	-	-	-	-	-	-	516,489
Cash - Workers' Compensation	(53,478)	-	-	-	-	-	-	-	(53,478)
Cash - Flexible Spending	14,652	-	-	-	-	-	-	-	14,652
Cash - Chandler	383,306	-	-	-	-	-	-	-	383,306
Petty Cash	1,250	-	-	-	-	-	-	-	1,250
Investments - LAIF @ 4.30%	16,131,839	13,259,580	-	6,102,664	-	-	-	-	35,494,083
Investments - Market Value Adjustment	(2,133,874)	(1,127,036)	-	(647)	-	-	-	-	(3,261,557)
Investments - Bank of the West @ .60% avg	13,326,343	10,123,425	-	6,052,056	-	-	-	-	29,501,824
Investments - Chandler @ 4.39% avg	25,647,042	-	-	-	-	-	-	-	25,647,042
Escrow Account - CA Bank of Commerce (St.34 rete)	-	-	-	405,928	-	-	-	-	405,928
Escrow Account - River City Bank (PSB retention)	-	-	-	1,428,433	-	-	-	-	1,428,433
Cash with Fiscal Agent	-	-	133	3,179,352	-	-	-	-	3,179,485
Accounts Receivable	54,076	-	-	-	-	50,000	-	-	104,076
Interest Receivable	464,417	120,621	-	-	-	-	-	-	585,038
YE Accrued Ambulance Billing	1,630,548	-	-	-	-	-	-	-	1,630,548
Prepaid Expenses and Deposits	3,974,272	-	-	10,737,896	-	-	-	-	14,712,168
Land	-	-	-	-	-	-	6,000,878	-	6,000,878
Buildings and Improvements	-	-	-	-	-	-	34,354,445	-	34,354,445
Construction in Progress	-	-	-	-	-	-	41,166,010	-	41,166,010
Leased Assets	-	-	-	-	-	-	50,000	-	50,000
Equipment	-	-	-	-	-	-	10,908,234	-	10,908,234
Vehicles	-	-	-	-	-	-	25,014,372	-	25,014,372
Accumulated Depreciation	-	-	-	-	-	-	(41,271,518)	-	(41,271,518)
Amount to be Provided - Long Term Debt	-	-	-	-	-	-	-	63,135,112	63,135,112
TOTAL ASSETS	\$ 59,956,882	\$ 22,391,429	\$ 133	\$ 28,846,924	\$ 2,285	\$ 199,554	\$ 76,222,421	\$ 63,135,112	\$ 250,754,740
LIABILITIES									
Accounts Payable	\$ -	\$ -	\$ -	\$ 155,533	\$ -	\$ -	\$ -	\$ -	\$ 155,533
Accrued Expenses	3,613,175	-	-	-	-	-	-	-	3,613,175
Deposits Payable	24,693	-	-	-	-	-	-	-	24,693
Deferred Ambulance Billing Revenue	936,135	-	-	-	-	-	-	-	936,135
Long Term Debt - Certificates of Participation	-	-	-	-	-	-	-	42,085,000	42,085,000
Long Term Debt - Vehicle Lease	-	-	-	-	-	-	-	8,398,780	8,398,780
Workers' Compensation	-	-	-	-	-	-	-	9,643,000	9,643,000
Accumulated Leave	-	-	-	-	-	-	-	3,008,332	3,008,332
TOTAL LIABILITIES	4,574,003	-	-	155,533	-	-	-	63,135,112	67,864,648

San Ramon Valley Fire Protection District

Combined Balance Sheet

March 31, 2024

	GOVERNMENTAL FUNDS					AGENCY	ACCOUNT GROUPS		Total
	General Fund	Budget Stabilization	Debt Service	Capital Projects	Special Revenue	CERT	Fixed Asset	Long-Term Debt	
FUND BALANCE									
Investment in General Fixed Assets	-	-	-	-	-	-	76,222,421	-	76,222,421
Non-Spendable Fund Balance	252,099	-	-	10,737,896	-	-	-	-	10,989,995
Restricted Fund Balance	-	-	133	17,953,495	2,285	-	-	-	17,955,913
Committed Fund Balance:									
Dry Period Funding	54,654,676	-	-	-	-	-	-	-	54,654,676
Budget Stabilization	-	17,507,015	-	-	-	-	-	-	17,507,015
Workers' Compensation Claims	-	4,884,414	-	-	-	-	-	-	4,884,414
Capital Projects	-	-	-	-	-	-	-	-	-
Assigned Fund Balance:									
Other Assigned Fund Balance	476,104	-	-	-	-	-	-	-	476,104
Unassigned Fund Balance	-	-	-	-	-	199,554	-	-	199,554
TOTAL FUND BALANCE	<u>55,382,879</u>	<u>22,391,429</u>	<u>133</u>	<u>28,691,391</u>	<u>2,285</u>	<u>199,554</u>	<u>76,222,421</u>	<u>-</u>	<u>182,890,092</u>
TOTAL LIABILITIES AND FUND BALANCE	<u>\$ 59,956,882</u>	<u>\$ 22,391,429</u>	<u>\$ 133</u>	<u>\$ 28,846,924</u>	<u>\$ 2,285</u>	<u>\$ 199,554</u>	<u>\$ 76,222,421</u>	<u>\$ 63,135,112</u>	<u>\$ 250,754,740</u>

San Ramon Valley Fire Protection District

Revenues - All Funds

For the Period Ended March 31, 2024

FISCAL YEAR COMPLETED - 75.00%

	2022/23		2023/24		
	Actual (unaudited)	Budgeted	Realized	Remaining Budget	% Received
TAXES					
Property Taxes - Current Secured	\$ 83,105,371	\$ 87,414,234	\$ 47,633,490	\$ 39,780,744	54.5%
Property Taxes - Supplemental	2,961,706	-	204,111	(204,111)	#DIV/0!
Property Taxes - Utilities (Unitary)	1,330,595	1,264,065	758,295	505,770	60.0%
Property Taxes - Current Unsecured	2,367,660	2,397,986	2,797,531	(399,545)	116.7%
Homeowners Property Tax Relief	425,143	453,404	-	453,404	0.0%
RDA Property Tax	1,653,389	1,727,524	1,206,866	520,658	69.9%
County Tax Administration	(536,032)	(657,121)	-	(657,121)	0.0%
Property Taxes - Prior Secured	(280,822)	(280,822)	(400,338)	119,516	142.6%
Property Taxes - Prior Supplemental	(165,900)	(165,900)	(941)	(164,959)	0.6%
Property Taxes - Prior Unsecured	(7,057)	(13,012)	14,482	(27,494)	-111.3%
Total Taxes	<u>90,854,053</u>	<u>92,140,358</u>	<u>52,213,496</u>	<u>39,926,862</u>	<u>56.7%</u>
INTERGOVERNMENTAL					
Measure H	-	33,000	-	33,000	0.0%
Measure X	-	-	188,000	(188,000)	#DIV/0!
State Aid/Grants	822,065	217,692	311,498	(93,806)	143.1%
Federal Grant Revenue	-	-	(13,668)	13,668	#DIV/0!
Other Intergovernmental Revenue	415,643	511,773	624,551	(112,778)	122.0%
PP-IGT GEMT	231,692	558,839	28,228	530,611	5.1%
Consolidated Dispatch	<u>1,666,206</u>	<u>2,219,020</u>	<u>1,109,510</u>	<u>1,109,510</u>	<u>50.0%</u>
Total Intergovernmental	<u>3,135,606</u>	<u>3,540,324</u>	<u>2,248,119</u>	<u>1,292,205</u>	<u>63.5%</u>
CHARGES FOR SERVICE					
Inspection Fees	6,628	10,000	57,669	(47,669)	576.7%
Plan Review	630,741	525,000	517,371	7,629	98.5%
Weed Abatement Charges	3,256	3,500	2,898	602	82.8%
Administrative Citation Charges	-	-	4,500	(4,500)	#DIV/0!
Ambulance Services	6,342,468	6,562,535	5,472,521	1,090,014	83.4%
Reports and Photocopies	<u>1,170</u>	<u>1,000</u>	<u>2,396</u>	<u>(1,396)</u>	<u>239.6%</u>
Total Charges For Service	<u>6,984,263</u>	<u>7,102,035</u>	<u>6,057,355</u>	<u>1,044,680</u>	<u>85.3%</u>
USE OF MONEY AND PROPERTY					
Investment Earnings	<u>1,229,324</u>	<u>1,000,000</u>	<u>1,733,551</u>	<u>(733,551)</u>	<u>173.4%</u>
Total Use Of Money and Property	<u>1,229,324</u>	<u>1,000,000</u>	<u>1,733,551</u>	<u>(733,551)</u>	<u>173.4%</u>
RENTAL INCOME					
Rent On Real Estate	<u>68,307</u>	<u>79,510</u>	<u>64,456</u>	<u>15,054</u>	<u>81.1%</u>
Total Rental Income	<u>68,307</u>	<u>79,510</u>	<u>64,456</u>	<u>15,054</u>	<u>81.1%</u>
OTHER REVENUE					
Donations	100	-	-	-	#DIV/0!
Sale Of Property	2,058	-	29,656	(29,656)	#DIV/0!
Miscellaneous Revenue	580,423	10,000	4,655	5,345	46.6%
Developer Contributions	-	-	-	-	#DIV/0!
Total Other Revenue	<u>582,581</u>	<u>10,000</u>	<u>34,311</u>	<u>(24,311)</u>	<u>343.1%</u>
Total Revenue	<u>\$ 102,854,134</u>	<u>\$ 103,872,227</u>	<u>\$ 62,351,288</u>	<u>\$ 41,520,939</u>	<u>60.0%</u>

San Ramon Valley Fire Protection District

Expenditures - General Fund

For the Period Ended March 31, 2024

FISCAL YEAR COMPLETED - 75.00%

	2022/23		2023/24		
	Actual (unaudited)	Budget	Actual to Date	Remaining Budget	% Expended
SALARIES AND BENEFITS					
Permanent Salaries	\$ 31,631,629	\$ 32,305,519	\$ 23,438,414	\$ 8,867,105	72.6%
Temporary Salaries	608,298	752,697	405,541	347,156	53.9%
Overtime	11,294,992	11,735,000	8,672,475	3,062,525	73.9%
FICA/Medicare	607,716	637,244	457,619	179,625	71.8%
Retirement Contributions	18,753,686	21,410,633	15,708,646	5,701,987	73.4%
Retirement Contributions - UAAL	279,000	288,000	288,000	-	100.0%
401A Contributions - Employer Paid	60,000	60,000	45,000	15,000	75.0%
Employee Group Insurance	4,585,402	4,940,886	3,616,077	1,324,809	73.2%
Retiree Health Insurance	3,921,695	3,973,032	3,357,890	615,142	84.5%
OPEB Contribution	7,762,900	7,496,122	3,748,060	3,748,062	50.0%
Unemployment Insurance	6,496	8,000	-	8,000	0.0%
Workers' Compensation	1,255,052	1,400,000	881,281	518,719	62.9%
Total Salaries and Benefits	80,766,866	85,007,133	60,619,003	24,388,130	71.3%
SERVICES AND SUPPLIES					
Office Supplies	24,638	37,383	21,697	15,686	58.0%
Postage	10,857	26,357	5,674	20,683	21.5%
Telecommunications	206,555	271,958	149,707	122,251	55.0%
Utilities	492,779	498,368	378,815	119,553	76.0%
Small Tools and Equipment	99,835	127,848	31,475	96,373	24.6%
Miscellaneous Supplies	74,884	143,597	45,506	98,091	31.7%
Medical Supplies	245,699	245,408	170,219	75,189	69.4%
Firefighting Supplies	69,423	91,312	22,875	68,437	25.1%
Pharmaceutical Supplies	89,737	75,000	49,682	25,318	66.2%
Computer Supplies	6,933	16,061	1,572	14,489	9.8%
Radio Equipment and Supplies	1,966	22,173	3,235	18,938	14.6%
Film Processing/Supplies	4,500	5,000	50	4,950	1.0%
Food Supplies	29,463	46,988	20,861	26,127	44.4%
PPE Inspection and Repairs	25,786	21,091	16,776	4,315	79.5%
Safety Clothing	336,893	333,051	226,114	106,937	67.9%
Class A Uniforms	8,522	11,357	6,062	5,295	53.4%
Non-Safety Clothing	14,131	49,187	30,177	19,010	61.4%
Class B Uniforms	65,291	81,430	43,243	38,187	53.1%
Household Supplies	75,958	53,245	58,865	(5,620)	110.6%
Central Garage - Repairs	467,954	450,000	252,269	197,731	56.1%
Central Garage - Maintenance	74,626	236,000	51,051	184,949	21.6%
Central Garage - Gas, Diesel and Oil	595,216	581,224	392,007	189,217	67.4%
Central Garage - Tires	72,350	60,000	56,529	3,471	94.2%
Central Garage - Mandated Inspections	34,591	-	280	(280)	#DIV/0!
Maintenance and Repairs - Equipment	234,423	219,674	151,280	68,394	68.9%
Maintenance and Repairs - Radio and Electronic	29,580	99,479	14,037	85,442	14.1%

San Ramon Valley Fire Protection District

Expenditures - General Fund

For the Period Ended March 31, 2024

FISCAL YEAR COMPLETED - 75.00%

	2022/23	2023/24			
	Actual (unaudited)	Budget	Actual to Date	Remaining Budget	% Expended
Maintenance and Repairs - Buildings	160,609	216,319	113,220	103,099	52.3%
Maintenance and Repairs - Grounds	70,980	97,050	41,554	55,496	42.8%
Rents and Leases	175,586	226,328	163,559	62,769	72.3%
Software and Licensing	481,494	584,393	308,361	276,032	52.8%
Professional Services	2,771,052	2,976,730	2,062,421	914,309	69.3%
Recruiting Costs	160,117	199,917	130,310	69,607	65.2%
Legal Services	125,540	160,000	166,035	(6,035)	103.8%
Medical Services	128,974	165,486	2,760	162,726	1.7%
Communications Services	95,040	103,141	91,800	11,341	89.0%
Election Services	300	-	-	-	#DIV/0!
Insurance Services	579,856	828,859	608,341	220,518	73.4%
Publication Of Legal Notices	857	1,000	-	1,000	0.0%
Specialized Printing	5,757	30,280	4,229	26,051	14.0%
Memberships	83,523	109,823	66,873	42,950	60.9%
Educational Courses and Supplies	178,767	421,013	154,035	266,978	36.6%
Educational Assistance	17,523	54,080	18,008	36,072	33.3%
Public Educational Supplies	2,218	8,867	8,139	728	91.8%
Books and Periodicals	6,560	29,431	4,832	24,599	16.4%
Recognition Supplies	7,382	6,950	7,945	(995)	114.3%
Meetings and Travel	74,869	129,956	53,661	76,295	41.3%
Other Expense	8,789	-	16	(16)	#DIV/0!
Taxes and Assessments	271,410	189,000	171,425	17,575	90.7%
Total Services and Supplies	8,799,793	10,341,814	6,377,582	3,964,232	61.7%
Total Operating Expenditures	\$ 89,566,659	\$ 95,348,947	\$ 66,996,585	\$ 28,352,362	70.3%

San Ramon Valley Fire Protection District

Expenditures - All Other Funds

For the Period Ended March 31, 2024

FISCAL YEAR COMPLETED - 75.00%

	2022/23	2023/24			
	Actual (unaudited)	Budget	Actual to Date	Remaining	
				Budget	% Expended
CAPITAL PROJECTS					
Professional Services	\$ (2,089)	\$ -	\$ -	\$ -	
Legal Services	-	-	-	-	
Technology Improvements	76,308	15,318	13,440	1,878	87.7%
Specialized Printing	-	-	-	-	
Various Improvements	18,578,217	17,814,710	3,361,034	14,453,676	18.9%
Radio and Electronic Equipment	2,047,951	1,330,255	158,302	1,171,953	11.9%
Major Equipment	328,850	1,437,165	-	1,437,165	0.0%
Autos and Trucks	261,362	1,287,100	164,001	1,123,099	12.7%
Total Capital Projects	<u>\$ 21,290,599</u>	<u>\$ 21,884,548</u>	<u>\$ 3,696,777</u>	<u>\$ 18,187,771</u>	<u>16.9%</u>
DEBT SERVICE					
2022 Equipment Lease	\$ 2,066,373	\$ 2,072,556	\$ 2,072,556	\$ -	100.0%
2015 Certificates Of Participation	924,625	924,650	924,650	-	100.0%
2020 Certificates of Participation	1,993,663	1,991,763	1,991,763	-	100.0%
2018 Equipment Lease	595,999	597,696	597,696	-	100.0%
Total Debt Service	<u>\$ 5,580,660</u>	<u>\$ 5,586,665</u>	<u>\$ 5,586,665</u>	<u>\$ -</u>	<u>100.0%</u>
Total Capital, Equipment and Debt Service	<u>\$ 26,871,259</u>	<u>\$ 27,471,213</u>	<u>\$ 9,283,442</u>	<u>\$ 18,187,771</u>	<u>33.8%</u>

San Ramon Valley Fire Protection District

General Fund

Revenue and Expenditures

Month	2019/20		2020/21		2021/22		2022/23		2023/23	
	Revenue	Expenditures	Revenue	Expenditures	Revenue	Expenditures	Revenue	Expenditures	Revenue	Expenditures
July	\$ 749,436	\$ 5,451,614	\$ 748,807	\$ 7,063,529	\$ 615,957	\$ 7,595,516	\$ 683,878	\$ 7,137,702	\$ 1,352,524	\$ 7,180,822
August	610,284	6,468,445	436,936	5,415,373	614,807	6,716,218	794,827	7,906,784	774,356	6,943,225
September	388,535	5,580,182	481,504	6,749,996	575,880	7,181,678	707,135	6,719,074	1,734,787	6,883,753
October	2,931,282	6,169,069	633,361	6,409,267	2,286,870	6,771,836	2,685,628	8,002,926	3,736,812	6,994,559
November	516,137	6,368,317	3,069,984	7,404,339	701,139	6,726,630	583,984	7,305,110	582,018	9,063,240
December	40,716,284	6,133,552	42,109,519	6,465,330	43,887,931	7,471,404	47,252,299	7,850,949	49,336,019	7,500,476
January	1,818,008	5,781,707	1,919,622	6,769,534	1,929,139	6,681,116	2,179,022	7,831,154	2,026,938	7,640,807
February	856,640	5,675,617	915,885	6,680,845	691,516	7,195,480	717,269	7,240,345	1,516,522	7,743,075
March	742,260	5,932,483	1,696,361	6,936,490	759,860	7,318,574	777,429	7,805,061	1,155,004	7,046,628
April	29,646,763	5,904,545	31,336,141	7,254,141	31,841,248	7,199,179	35,822,408	7,631,948	-	-
May	507,535	5,565,403	579,440	7,178,714	2,558,038	7,313,714	1,164,786	6,881,017	-	-
June	6,469,451	6,475,129	7,280,114	7,465,440	7,935,470	7,703,006	9,238,562	7,254,590	-	-

Total Overtime Hours by Month January 2022 - March 2024

