

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS REGULAR BOARD MEETING  
APRIL 24, 2024 MINUTES**

**Board of Directors Regular Board Meeting**

***MISSION STATEMENT***

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

**Location:** SRVFPD Administrative Offices – Boardroom  
2401 Crow Canyon Road, Suite A, San Ramon, CA 94583

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

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

**1. CALL TO ORDER**

President Kerr called the meeting to order at 1:02 p.m.

**2. PLEDGE OF ALLEGIANCE**

Fire Chief Meyer led the Pledge of Allegiance.

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

President Kerr declared a quorum of the Board was present, and confirmed there were no changes to the Agenda; however, Agenda Items Nos. 9.1 and 9.2 may be presented to accommodate presenter availability.

**4. PUBLIC COMMENT**

There was no public comment.

President Kerr announced the Board will enter Closed Session for Agenda Items No. 5.1 and 5.2 at 1:03 p.m.

**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.

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**6. RETURN TO OPEN SESSION**

The Board returned to Open Session at 1:45 p.m.

**7. REPORT UPON RETURN FROM CLOSES SESSION (if applicable)**

District Counsel/Clerk Brendlen announced there was no reportable Board action from Closed Session.

**8. CONSENT CALENDAR**

Motion by Director Lee to approve Consent Calendar Items 8.1 through 8.4; seconded by Vice President Stamey; Motion carried unanimously by roll call vote (Kerr, Stamey, Lee, Parker; Crean, absent).

The Board proceeded to Item No. 9.2 then Item No. 9.1.

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

9.1 Board Recognition for Life Saving Event on November 9, 2023.

EMS Division Manager Lance Maples presented this recognition. The Board took a short recess to take photos.

9.2 Proposed Functional Fitness Program Presentation (Dr. Ryan Ting).

Deputy Chief Jonas Aguiar introduced Dr. Ryan Ting to present the proposed Functional Fitness Program.

**10. OLD BUSINESS**

10.1 2023-2024 Midyear Operating Budget update and approve budget adjustment recommendations.

Motion by Director Parker to approve the following budget adjustments: Increase Capital Improvement Fund expenditure budget by \$385,000; seconded by Vice President Stamey. Motion carried unanimously by roll call vote.

10.2 Continue identifying and prioritizing Fire Chief and Board Goals for 2024-2025.

The Board and Staff continued identifying and prioritizing Fire Chief and Board Goals for 2024-2025. Staff will update Goals for the Board's final review.

**11. NEW BUSINESS**

No New Business.

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

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

**13. MONTHLY ACTIVITY REPORTS**

13.1 Operations Division – Deputy Chief Jonas Aguiar  
Operations Report of monthly activities.

Deputy Chief Aguiar presented the monthly activities report for March 2024.

13.2 Training Division – Battalion Chief Chris Parsons  
Training Report of monthly activities.

Battalion Chief Parsons presented the monthly activities report for March 2024.

13.3 EMS Division – EMS Division Manager Lance Maples  
EMS Report of monthly activities.

EMS Division Manager Maples presented the monthly activities report for March 2024.

13.4 Community Risk Reduction Division – Interim Fire Marshal Roy Wendel  
Community Risk Reduction Report of monthly activities.

Interim Fire Marshal Wendel presented the monthly activities report for March 2024.

13.5 Fleet and Facilities Division – Interim Deputy Chief Dave Garcia  
Fleet and Facilities Report of monthly activities.

Interim Deputy Chief Garcia presented the monthly activities report for March 2024.

13.6 Communications Division – Deputy Chief Jonas Aguiar  
Communications Report of monthly report activities.

Deputy Chief Aguiar Interim presented the monthly activities report for March 2024.

13.7 Technology Division – Interim Deputy Chief Dave Garcia  
Technology Report of monthly activities.

Interim Deputy Chief Garcia presented the monthly activities report for March 2024.

13.8 Human Resources Division – Interim Deputy Chief Dave Garcia  
Human Resources Report of monthly activities.

Interim Deputy Chief Garcia presented the monthly activities report for March 2024.

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

Chief Finance Officer Hatfield presented the monthly activities report for March 2024.

- 13.10 Fire Chief – Fire Chief Paige Meyer  
Verbal report on monthly meetings, seminars, committee meetings, and other District-related activities.

Fire Chief Meyer presented his monthly activities report for March 2024.

**14. GOOD OF THE ORDER**

- 14.1 Comments by Board of Directors.

Vice President Stamey complimented the District’s presentation at the Navigator Conference. President Kerr attended the Smart Start Program event which had good CHP presentation.

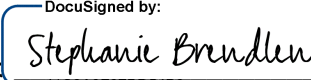
**15. UPCOMING CALENDAR OF EVENTS**

- 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.

President Kerr announced the above events.

**16. ADJOURNMENT**

President Kerr adjourned the meeting at 4:20 p.m. in honor of San Francisco Fire Department Lt. Stephen Silvestrich who recently passed away.

Prepared by:   
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 Stephanie Brendlen  
 District Counsel/Clerk

Approved by:   
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 President Kerr  
 Board President