

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
FINANCE COMMITTEE MEETING**

NOVEMBER 13, 2023 - MINUTES

Location: **San Ramon Valley Fire Protection District
Administrative Offices – Boardroom
2401 Crow Canyon Road, Suite A, CA 94583**

Committee Members Present: Vice President Kerr (Chair), Director Stamey

1. CALL TO ORDER

Chair Kerr called the meeting to order at 1:01 p.m.

2. PUBLIC COMMENT

There was no public comment.

3. NEW BUSINESS

3.1 Approve the Minutes from August 3, 2023 Finance Committee Meeting.

Director Stamey made a motion to approve the Minutes from the August 3, 2023 Finance Subcommittee Meeting; seconded by Chair Kerr. Motion carried unanimously.

3.2 Review and discuss proposed changes to the District’s Fund Balance Reserve Policy.

Fire Chief Meyer, Administrative Services Consultant Ken Campo, and CFO Davina Hatfield discussed the proposed changes to the District’s Fund Balance Reserve Policy, including the District prioritizing unfunded medical liability.

- a. Attachment 1 – Current Fund Balance Reserve Policy
- b. Attachment 2 – Proposed Fund Balance Reserve Policy
- c. Attachment 3 – Workers’ Compensation 2023 Actuarial Study Executive Summary

The Committee directed staff to incorporate the changes that were discussed into the proposed policy, return the final proposed policy to the Committee for its review, and then bring the final proposed policy to the Board in December at its regular Board meeting; also, provide a timeline of a proposed plan for implementation.

4. ADJOURNMENT

The Committee meeting was adjourned at 2:25 p.m.

Prepared by: _____

Stephanie Brendlen
Stephanie Brendlen
District Counsel/District Clerk

Approved by: _____

DocuSigned by:
Ryan Crean
Ryan Crean
Director/Finance Committee Chair