

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING  
MAY 22, 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 1:01 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. Chief Meyer informed the Board that Closed Session needs to begin by 3:30 p.m.

**4. PUBLIC COMMENT**

There was no public comment.

**5. CONSENT CALENDAR**

Motion by Director Lee to approve Consent Calendar Items 5.1 through 5.10; seconded by Director Parker. Motion carried unanimously by roll call vote.

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

None.

**7. OLD BUSINESS**

7.1 Approve Scholarship Agreement with the Contra Costa Community College Foundation.

Motion by Director Parker to approve Scholarship Agreement with the Contra Costa Community College Foundation; seconded by Vice President Stamey. Motion carried unanimously by roll call vote.

**8. NEW BUSINESS**

8.1 Approve Funding Memorandum of Understanding between Contra Costa County Fire Protection District and San Ramon Valley Fire Protection District for South County Training Facility and Authorize Fire Chief to executing the Funding Agreement.

Motion by Vice President Stamey to approve Funding Memorandum of Understanding between Contra Costa County Fire Protection District and San Ramon Valley Fire Protection District for South County Training Facility and Authorize Fire Chief to executing the Funding Agreement; seconded by Director Crean. Motion carried unanimously by roll call vote.

8.2 Open Public Hearing to consider Annual CPI Adjustment to Service Fees and Charges contained within Ordinance No. 28 and Adoption of Resolution No. 2024-04.

President Kerr opened the Public Hearing to consider Annual CPI Adjustment to Service Fees and Charges contained within Ordinance No. 28 and Adoption of Resolution No. 2024-04. Staff presented a report. There was no public comment. Motion by Director Lee to adopt proposed Resolution No. 2024-04; seconded by Vice President Stamey. There was no Board comment. Motion carried unanimously by roll call vote. President Kerr concluded the Public Hearing.

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

Letters of appreciation and support from community were received and acknowledged.

**10. MONTHLY ACTIVITY REPORTS**

10.1 Operations Division - Deputy Chief Jonas Aguiar  
Operations Report of monthly activities.

Deputy Chief Aguiar provided the monthly activities report for April 2024.

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

Battalion Chief Parsons provided the monthly activities report for April 2024.

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

EMS Division Manager Lance Maples provided the monthly activities report for April 2024.

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

Interim Fire Marshal Wendel provided the monthly activities report for April 2024.

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

Interim Deputy Chief Garcia provided the monthly activities report for April 2024.

- 10.6 Communications Division – Deputy Chief Jonas Aguiar  
Communications Report of monthly activities.

Deputy Chief Aguiar provided the monthly activities report for April 2024.

- 10.7 Technology Division - Interim Deputy Chief Dave Garcia  
Technology Report of monthly activities.

Interim Deputy Chief Garcia provided the monthly activities report for April 2024.

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

Interim Deputy Chief Garcia provided the monthly activities report for April 2024.

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

Chief Financial Officer Hatfield provided the monthly activities report for April 2024.

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

Fire Chief Meyer provided the monthly activities report for April 2024.

## **11. GOOD OF THE ORDER**

- 11.1 Comments by Board of Directors.

President Kerr acknowledged Director Crean and Don Reid’s birthdays. Director Lee reported the District’s commitment to website accessibility and best practices and complimented the District’s representation with CPR at the recent Street Smarts Bike Rodeo. President Kerr attended CERT Training, and President Kerr and Director Crean attended the District’s Large Animal Training.

- 11.2 Report from Personnel Subcommittee (Director Stamey, Chair).

Vice President Stamey (Chair) provided a report from the Personnel Subcommittee.

11.3 Discussion on September and October Board Meeting Dates.

September and October Board Meeting dates will remain as scheduled, September 25, 2024 and October 23, 2024.

12. **UPCOMING CALENDAR OF EVENTS**

- 12.1 Promotional Ceremony, Thursday, May 30, 2024, Roundhouse, 2600 Camino Ramon (San Ramon), at 6:00 p.m. to 8:00 p.m.
- 12.2 Finance Committee Meeting, Wednesday, June 12, 2024 at 10:00 a.m.
- 12.3 Budget Workshop, Tuesday, June 18, 2024 at 10:00 a.m.
- 12.4 Next Regular Board Meeting, June 26, 2024 at 1:00 p.m.

President Kerr announced the above events. The Community Risk Reduction Committee Meeting will be held on June 12, 2024 at 1:00 p.m. and the EMS Committee Meeting will be held on August 29, 2024 at 10:00 a.m.

President Kerr announced the Board will enter Closed Session for Agenda Item No. 13.1, Conference with Legal Counsel – Existing Litigation, and 13.2, Conference with Legal Counsel – Anticipated Litigation. The Board took a recess at 2:55 p.m. and entered Closed Session at 3:15 p.m.

13. **CLOSED SESSION**

- 13.1 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION  
California Government Code Section 54956.9(d)(1):  
Laura Begin v. SRVFPD; and DOES 1 through 50, inclusive, Case No.: C23-00085
- 13.2 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
Significant exposure to litigation pursuant to California Government Code  
Section 54956.9(d)(2): 1 potential case. Facts and circumstances that might result in litigation  
need not be disclosed.

14. **RETURN TO OPEN SESSION**

The Board returned to Open Session at 3:27 p.m.

15. **REPORT UPON RETURN FROM CLOSED SESSION (if applicable)**

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

16. **ADJOURNMENT.**

President Kerr adjourned the meeting at 3:27 p.m.

Prepared by: Stephanie Brendlen  
DocuSigned by: 41C3A3F37BD54B3  
 Stephanie Brendlen  
 District Counsel/Clerk

Approved by: H Jay Kerr  
DocuSigned by: 4A7B0FF581E2469  
 President Kerr  
 Board President