

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
JUNE 26, 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 and Crean

Board Member(s) Absent: Director Parker

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE

Incoming Fire Marshal Roy Wendel 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.

4. PUBLIC COMMENT

There was no public comment.

President Kerr announced the Board will enter Closed Session for Agenda Item Nos. 5.1 through 5.4. The Board entered Closed Session at 1:02 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): 1 potential case. Facts and circumstances that might result in litigation need not be disclosed.

5.3 PUBLIC EMPLOYEE PERFORMANCE EVALUATION

California Government Code Section 53957(b)

Title: District Counsel/Clerk

Board Minutes June 26, 2024

Page 2 of 4

- 5.4 PUBLIC EMPLOYEE PERFORMANCE EVALUATION
California Government Code Section 53957(b)
Title: Fire Chief

6. RETURN TO OPEN SESSION

The Board returned to Open Session at 2:45 p.m.

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

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

8. CONSENT CALENDAR

Motion by Director Lee to approve Consent Calendar Items 8.1 through 8.10; seconded by Vice President Stamey. Motion carried unanimously by roll call vote.

9. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

None.

10. OLD BUSINESS

None.

11. NEW BUSINESS

11.1 Approve Agreement with Danielle Bell as CERT Coordinator.

Motion by Vice President Stamey to approve the Agreement with Danielle Bell as CERT Coordinator; seconded by Director Crean. Motion carried unanimously by roll call vote.

11.2 Approve Employment Agreement with Denise Pangelinan for interim Director of Emergency Communications.

Motion by Director Crean to approve the Employment Agreement with Denise Pangelinan for interim Director of Emergency Communication; seconded by Vice President Stamey. Motion carried unanimously by roll call vote.

11.3 Public Hearing and Adoption of the 2024-2025 Annual Operating and Capital Budgets for Fiscal Year 2024-2025. The 2024-2025 Proposed Budget can be found on the District's website at www.firedepartment.org/home/showdocument?id=5325 or at the District's Administrative Offices located at 2401 Crow Canyon Road, Suite A, San Ramon.

President Kerr opened the public hearing for the Adoption of the 2024-2025 Annual Operating and Capital Budgets for Fiscal Year 2024-2025. There was no public comment and no comment by the Board. President Kerr concluded the public hearing.

Motion by Director Lee to adopt the Annual Operating and Capital Budget for Fiscal Year 2024-2025; seconded by Vice President Stamey. Motion carried unanimously by roll call vote.

12. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW

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

13. MONTHLY ACTIVITY REPORTS

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

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

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

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

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

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

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

Incoming Fire Marshal Wendel provided the monthly activities report for May 2024.

13.5 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 May 2024.

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

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

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

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

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

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

Board Minutes June 26, 2024

Page 4 of 4

13.9 Finance Division – Chief Financial Officer Davina Hatfield

Finance Report of monthly activities.

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

14. **GOOD OF THE ORDER**

14.1 Comments by Board of Directors.

There were no comments.

14.2 Report from Community Risk Reduction Committee (Director Lee, Chair).

Chair Director Lee provided a report from the CRR Committee meeting.

14.3 Report from Finance Committee (Director Crean, Chair).

Chair Director Crean provided a report from the Finance Committee meeting.

15. **UPCOMING CALENDAR OF EVENTS**

15.1 Next Regular Board Meeting, August 28, 2024 at 1:00 p.m.

15.2 State of the County Address with Supervisor Candace Andersen, San Ramon Marriott, 2600 Bishop Drive, San Ramon, Thursday, July 18, 2024, 11:30am – 1:30pm.

President Kerr announced the above events.

16. **ADJOURNMENT.**

President Kerr adjourned the meeting at 4:01 p.m.

Prepared by: Stephanie Brendlen
Stephanie Brendlen
District Counsel/Clerk

Signed by: H Jay Kerr
President Kerr
Board President