

SAN RAMON VALLEY FIRE PROTECTION DISTRICT
Board of Directors Regular Board Meeting
Wednesday, October 23, 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. 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.

- 5.1 Approve the demand register for the period September 14, 2024 through October 10, 2024 in the amount of \$8,009,193.25.
- 5.2 Approve the Board Minutes from the September 25, 2024 Regular Board Meeting.
- 5.3 Approve salary, payroll taxes and retirement contributions for the period of September 2024 in the amount of \$5,009,676.06.
- 5.4 Authorize staff to execute a contract with Sim-Pro Training and Consulting Services LLC in the amount of \$24,710 for the installation of Safety Platforms on the Drager Training Prop.

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5.5 **Personnel Actions**

New Hire

Confirmation of Employment effective, November 1, 2024. Approve staff recommendation to hire:
Nicole DeLaCruz for Administrative Technician, step 1

Step Increases

Approve staff recommendation to award the following step increase, effective November 1, 2024:
EMS Specialist Troy Vincent to EMS Specialist, step 4
Public Safety Dispatcher Kathleen Bussell to Public Safety Dispatcher 2, step 5

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

6.1 Chandler Asset Management Investment Update.

7. **OLD BUSINESS**

There is no Old Business.

8. **NEW BUSINESS**

8.1 Public Hearing for Report on Abatement Costs and Adoption of Resolution No. 2024-07
(Confirmation of the Report on Cost of Abatement).

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

Letters of appreciation and support from the community.

10. **MONTHLY ACTIVITY REPORTS**

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

10.2 Training Division – Battalion Chief Dave Garcia
Training Report of monthly activities.

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

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

10.5 Fleet and Facilities Division – Interim Deputy Chief Chris Parsons
Fleet and Facilities Report of monthly activities.

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

10.7 Technology Division – Interim Deputy Chief Chris Parsons
Technology Report of monthly activities.

10.8 Human Resources Division – Interim Deputy Chief Chris Parsons
Human Resources Report of monthly activities.

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

10.10 Emergency Preparedness – Emergency Preparedness Coordinator Ron Marley
Emergency Preparedness Report of quarterly activities.

10.11 Fire Chief – Fire Chief Paige Meyer

Verbal report on monthly meetings, seminars, committee meetings, and other District-related activities.

11. GOOD OF THE ORDER

11.1 Comments by Board of Directors.

11.2 Update from Personnel Subcommittee Chair Vice President Stamey and recommendation to approve proposed Board of Directors Policy and Procedures Manual.

12. UPCOMING CALENDAR OF EVENTS

12.1 Next Regular Board Meeting, November 20, 2024 at 1:00 p.m.

13. CLOSED SESSION

13.1 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to California Government Code

Section 54956.9(d)(2): 3 potential cases. Facts and circumstances that might result in litigation need not be disclosed.

14. RETURN TO OPEN SESSION

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

16. ADJOURNMENT

Prepared by:

Stephanie Brendlen

Stephanie Brendlen, District Counsel/District Clerk

Agenda posted on October 17, 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.

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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.