

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
Board of Directors Regular Board Meeting**

Members of the San Ramon Valley Fire Protection District Board of Directors who cannot attend this meeting in person will participate in the regular board meeting through teleconferencing pursuant to Government Code Section 54953

Wednesday, April 26, 2017 – 2:00 p.m.

*Donald Parker ~ Board President ~ Chris Campbell, Board Vice President ~
H. Jay Kerr, Director ~ Matthew J. Stamey, Director ~ Shawn Stark, Director*

~MISSION STATEMENT~

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

Standing Committees: **Personnel/HR:** Chair, Director Stamey and Director Stark; **Finance:** Chair, Director Kerr and Director Stamey; **Facilities:** Chair, Director Stamey and Director *Campbell (*Parker for Station 32 discussions); **EMS:** Director Stark and Director Campbell; **CERT/PAC:** Director Kerr

**Meeting location: S.R.V.F.P.D. Administrative Offices - Boardroom
1500 Bollinger Canyon Road, San Ramon, CA 94583**

Participating via teleconference: Director Don Parker 114 Avenida Las Palmas, Rancho Mirage CA 92270; phone; 925-389-6600. Director Stark, Oakland Fire Department, Station 8, 463 51st Street, Oakland, CA 94609; phone: 925-788-4648

AGENDA

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. DETERMINATION OF QUORUM AND CONFIRMATION OF AGENDA**
- 4. PUBLIC COMMENT**

Any person may address the District Board on any subject pertaining to District business, which is not listed on the agenda. This comment is provided by the Ralph M. Brown Open Meeting Act (Government Code § 54950 *et seq.*) and may be limited to three (3) minutes for any person addressing the Board. Please complete a "Request to Speak" form and submit it to the District Clerk.

5. CONSENT CALENDAR

Consent calendar items are considered routine and are acted upon by the Board with a single action. Members of the audience wishing to provide public input may request that the Board remove the item from the Consent Calendar. Comments may be limited to three (3) minutes.

- 5.1 Approve the salaries, payroll taxes and retirement contributions for the month of March 2017 in the amount of \$4,132,042.23.

- 5.2 Approve the demand register for the period of March 13, 2017 through April 16, 2017 in the amount of \$2,814,479.50.
- 5.3 Approve the Board minutes from the March 22, 2017 Regular Board meeting, which includes District Counsel's Report upon Return from Closed Session.
- 5.4 Approve the Board minutes from the March 23, 2017 Board Retreat.
- 5.5 Receive and review the investment report for the quarter ended March 31, 2017, and receive and review the California Employers' Retiree Benefit Trust Statement for the quarter ended March 31, 2016.
- 5.6 Approve payment, in the amount of \$25,976.88, to Allstar Fire Equipment to replace twelve sets of structural firefighting turnouts. This is a budgeted expense for 2016/2017.
- 5.7 Personnel actions:
 1. Approve staff's recommendation to award a merit salary increase to Firefighter Paramedic Bautista, to Step 2; effective April 1, 2017.
 2. Approve staff's recommendation to award a merit salary increase to Firefighter Paramedic Davis, to Step 2; effective April 1, 2017.
 3. Approve staff's recommendation to award a merit salary increase to Firefighter Paramedic Drake, to Step 2; effective April 1, 2017.
 4. Approve staff's recommendation to award a merit salary increase to Firefighter Paramedic Perez, to Step 2; effective April 1, 2017.
 5. Approve staff's recommendation to award a merit salary increase to Firefighter Paramedic Reed, to Step 2; effective April 1, 2017.
 6. Approve staff's recommendation to award a merit salary increase to Firefighter Paramedic Scott, to Step 2; effective April 1, 2017.
 7. Approve staff's recommendation to award a merit salary increase to Firefighter Paramedic Westernen, to Step 2; effective April 1, 2017.
 8. Approve staff's recommendation to award a merit salary increase to Public Safety Dispatcher Khanachet, to Step 3; effective April 1, 2017.
 9. Approve staff's recommendation to award a merit salary increase to Public Safety Dispatcher Rodwell, to Step 3; effective April 1, 2017.
 10. Approve staff's recommendation to award a merit salary increase to Public Safety Dispatcher Sill, to Step 3; effective April 1, 2017.

6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

- 6.1 Question and answer session with Alyce H. Rados, President of Carpenter/Robbins Commercial Real Estate, Inc., with regard to the appraisal and eventual sale of 1101 Stone Valley Road, Alamo; formally Fire Station 32.
- 6.2 Proclamation of the San Ramon Valley Board of Directors recognizing the week of May 21 – 27, 2017 as Emergency Medical Services Week.

7. OLD BUSINESS

- 7.1 Update on Fire Station No. 32.
- 7.2 Open Public Hearing as set forth in the annual exterior hazard abatement program notices mailed on April 7, 2017, stipulating April 26, 2017 at 2:00 p.m., as the date, time and place provided for the purpose of receiving public comment to show cause why exterior abatement standards are not applicable to the property.
- 7.3 Authorize staff to make a payment to TriTech Software Systems for software maintenance in the amount of \$87,566.13. Funds are allocated in the Annual Budget for Fiscal Year 2016-2017.
- 7.4 Consider approving the Side Letter Agreement, between the San Ramon Valley Fire Protection District and IAFF Local 3546, dated April 26, 2017, and authorize the Fire Chief to sign the agreement. The cost for these recommended changes were included in the 2016/2017 FY budget.
- 7.5 Authorize staff to make a payment to the Alameda County Fire Department for the authorized repair work, to Truck 512, in the amount of \$38,743.97. Funds are available in the Fleet annual FY 16/17 budget for these repairs.
- 7.6 Authorize payment to Hi-Tech Emergency Vehicle Service for the authorized repair work, to Truck 34, in the amount of \$38,524.53. Funds are available in the Fleet annual FY 16/17 budget for these repairs in accordance with offset by savings in Fleet Capital.
- 7.7 Authorize payment to Hi-Tech Emergency Vehicle Service for the authorized repair work, to Truck 35, in the amount of \$20,756.82. Funds are available in the Fleet annual FY 16/17 budget for these repairs in accordance with offset by savings in Fleet Capital.

8. NEW BUSINESS

- 8.1 Consider the adoption of three separate transparency policies for the District; requires separate motions.
 - 1. Agenda Preparation and Board Meeting Policy
 - 2. Policy for Handling Public Records Act Requests
 - 3. Code of Ethics
- 8.2 Consider the reclassification of one Fire and Life Safety Division Inspector to one Fire and Life Safety Plans Examiner.
- 8.3 Authorize the District to amend its' Master Equity Lease Agreement with Enterprise Fleet Management to include the acquisition of the five (5) FLSD staff vehicles, in an amount not to exceed \$29,871 per year for the term of the lease, and to contract with WATTCO for the purchase and installation of emergency equipment, for a one-time amount not to exceed \$19,500. Emergency equipment up fitting costs and new vehicle lease costs are budgeted in the CIP for Fiscal Year 2016/17. Savings accrued through the refined vehicle selection process will save \$32,645 under the budgeted amount.

9. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW

10. MONTHLY ACTIVITY REPORTS:

- 10.1 Operations Division-Deputy Chief, Lon Phares
Operations Report of monthly activities
- 10.2 EMS – Battalion Chief John Duggan
EMS Report of monthly activities.
- 10.3 Logistics – Deputy Chief, Derek Krause
Logistics Report of monthly activities.

- 10.4 Fire and Life Safety Division – Deputy Chief, Derek Krause
Fire and Life Safety Report of monthly activities.
- 10.5 Communications Division – Director of Emergency Communications,
Denise Pangelinan Communications Report of monthly activities.
- 10.6 Human Resources Division – Human Resources Director Natalie Korthamar Wong
Human Resources Report of monthly activities.
- 10.7 Finance Division – Financial Consultant, Ken Campo and Controller, Martin Koran
Finance Report of monthly activities.
- 10.8 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 Board selection of a date for the Annual Budget Workshop
 - Tuesday, May 30th, 10:00 a.m.
 - Wednesday, May 31st, 10:00 a.m.
 - Thursday, June 1st, 10:00 a.m.

- 11.2 Board confirmation of recess for the month of July, 2017.

12. CLOSED SESSION

- 12.1 Possible exposure to litigation (4 matters) pursuant to Government Code Section 54956.9(d)(2). Facts and circumstances that might result in litigation need not be disclosed.

- 12.2 Potential Personnel Action – Position, Fire Marshal (C. Kiefer) pursuant to Government Code Section 54957.

13. RETURN TO OPEN SESSION

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

15. ADJOURNMENT UNTIL THE REGULAR BOARD MEETING, SCHEDULED FOR MAY 24, 2017, AT 7:00 P.M., IN THE BOARDROOM.

Prepared by:



Donna Maxwell, District Clerk

Agenda posted on April 20, 2017 at the District's Administration Building, Fire Stations 30, 31, 32, 33, 34, 35, 36, 37, 38 and 39 and the San Ramon Valley Fire Protection District's website at www.firedepartment.org.

The San Ramon Valley Fire Protection District ("District"), in complying with the Americans with Disabilities Act ("ADA"), requests individuals who require special accommodations to access, attend and/or participate in District board meetings due to a disability, including but not limited to American Sign Language interpreters, assistive listening devices, transportation to and from the meeting site or other accommodations, may be requested by calling (925) 838-6661 no later than 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 at 1500 Bollinger Canyon Road, San Ramon, California or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact the District Clerk at (925) 838-6661.

CONSENT CALENDAR

**San Ramon Valley Fire Protection District
Salaries, Payroll Taxes & Retirement Contributions**

For the Month of: March 2017

Department	# Reg Employees	Gross Wages	Payroll Taxes	Retirement	Total	% of Total
GL Acct Number		(5110,5115,5120,5121)	(5140)	(5150,5151)		
Board of Directors	5	1,665.00	127.37	-	1,792.37	0.04%
Fire Chief	2	30,305.35	433.19	20,332.06	51,070.60	1.24%
Personnel	4	45,338.83	690.31	10,153.19	56,182.33	1.36%
Finance	3	26,490.84	377.58	8,831.83	35,700.25	0.86%
Fire Prevention	11	399,096.23	6,031.44	65,048.41	470,176.08	11.38%
Technology	2	23,569.98	396.08	7,086.49	31,052.55	0.75%
Facilities	1	9,168.34	366.50	2,185.25	11,720.09	0.28%
Fire Suppression	125	2,005,326.26	27,639.20	1,091,450.62	3,124,416.08	75.61%
Communication Center	13	171,634.71	2,530.12	44,821.75	218,986.58	5.30%
Fleet	1	11,577.96	378.21	2,684.27	14,640.44	0.35%
Training	1	4,972.00	71.25	1,796.88	6,840.13	0.17%
EMS	3	45,150.96	800.83	33,460.02	79,411.81	1.92%
Rescue		11,866.34	-	7,362.25	19,228.59	0.47%
HazMat		6,335.42	-	4,488.91	10,824.33	0.26%
TOTALS	171	2,792,498.22	39,842.08	1,299,701.93	4,132,042.23	100.00%

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Check/Voucher Register

From 3/13/2017 Through 4/16/2017

<u>Check Number</u>	<u>Check Date</u>	<u>Payee</u>	<u>Check Amount</u>	<u>Transaction Description</u>
208791	4/12/2017	ABNER LUGTU	(63.00)	Plan Review Refund
217432	3/31/2017	ACC BUSINESS	1,185.00	Ethernet Access Cost 2/11/17-3/10/17
217480	4/6/2017	ACME SECURITY SYSTEMS INC	41.04	New Crash Bar Keys for Double Glass Door (10)-Admin
217385	3/23/2017	ADVANCED PLUMBING AND ROOTER	875.00	Clear Clogged Sewer Line Affecting All Bathrooms-Admin
217481	4/6/2017	ADVANCED PLUMBING AND ROOTER	225.00	Unclogged Toilet in Women's Bathroom-Admin
217482	4/6/2017	AIR EXCHANGE INC	810.45	Replaced Torn Lower Hose/Leaking MFD Valve-Plymovent Exhaust
217354	3/17/2017	AIRGAS NORTHERN CA AND NEVADA	260.65	Oxygen Tank Cylinders (7) 3/6/17
217433	3/31/2017	AIRGAS NORTHERN CA AND NEVADA	110.90	Oxygen Tank Cylinders (2) 3/20/17
217547	4/14/2017	AIRGAS NORTHERN CA AND NEVADA	277.58	Oxygen Tank Cylinder Rental-March 2017
	4/14/2017	AIRGAS NORTHERN CA AND NEVADA	343.73	Oxygen Tank Cylinders (10) 3/27/17
	4/14/2017	AIRGAS NORTHERN CA AND NEVADA	465.35	Oxygen Tank Cylinders (13) 4/3/17
	4/14/2017	AIRGAS NORTHERN CA AND NEVADA	226.57	Oxygen Tank Cylinders (4) 3/27/17
217483	4/6/2017	ALAMEDA COUNTY FIRE DEPT	337.50	Repair Bad Solenoid/Battery-Unit 615
217548	4/14/2017	ALAMO ACE HARDWARE	24.38	Drain Cleaner
	4/14/2017	ALAMO ACE HARDWARE	9.75	Engine Cleaner/Wax
	4/14/2017	ALAMO ACE HARDWARE	9.75	Replacement Tank Lever-Stn 35
	4/14/2017	ALAMO ACE HARDWARE	21.45	Supplies-Training Captain Vehicle
03/17/17-01	3/17/2017	ALL STAR FIRE EQUIPMENT INC	54.67	SCBA Repairs During Flow Testing
03/17/17-02	3/17/2017	ALL STAR FIRE EQUIPMENT INC	119.69	SCBA Repairs During Flow Testing
03/17/17-03	3/17/2017	ALL STAR FIRE EQUIPMENT INC	28.93	SCBA Repairs During Flow Testing
03/17/17-04	3/17/2017	ALL STAR FIRE EQUIPMENT INC	24.77	SCBA Repairs During Flow Testing
03/31/17-01	3/31/2017	ALL STAR FIRE EQUIPMENT INC	254.39	Uniform Boots-B. Medley
04/06/17-01	4/6/2017	ALL STAR FIRE EQUIPMENT INC	297.69	Uniform Boots-J. Sinclair
04/14/17-01	4/14/2017	ALL STAR FIRE EQUIPMENT INC	254.39	Uniform Boots-D Griffin
217386	3/23/2017	AMAZON COM CREDIT SERVICES	233.77	Kitchen Faucet-New Stn 32
217484	4/6/2017	AMERICAN CAPITAL ENT INC	117.67	FP Collection Fees-February 2017
217387	3/23/2017	AMERICAN MESSAGING	262.60	Paging Service-3/17
217485	4/6/2017	AMERICAN MESSAGING	270.78	Paging Service-4/17
217486	4/6/2017	AMERIGAS SAN JOSE	2,617.28	Propane Delivered-Stn 37
213992	4/12/2017	ANDREA BANCROFT	(112.13)	Reimburse Retiree Health Insurance 11/15
217549	4/14/2017	AP TRITON LLC	4,166.66	EMS Advocate Consulting Services-March 2017
217434	3/31/2017	ARROW INTERNATIONAL INC	2,219.28	EZ IO 25mm Needles-Stock
217550	4/14/2017	ARROW INTERNATIONAL INC	2,291.72	EZ IO 45mm Needles/EZ IO Power Driver-Stock
03/17/17-05	3/17/2017	ASCOT STAFFING	910.00	Temporary Staffing-Reception (40.0 Hrs) 2/27-3/5/17
03/31/17-02	3/31/2017	ASCOT STAFFING	728.00	Temporary Staffing-Reception (32.0 Hrs) 3/6-3/12/17
04/06/17-02	4/6/2017	ASCOT STAFFING	728.00	Temporary Staffing-Reception (32.0 Hrs) 3/13-3/19/17
04/06/17-03	4/6/2017	ASCOT STAFFING	728.00	Temporary Staffing-Reception (32.0 Hrs) 3/20-3/26/17
04/14/17-02	4/14/2017	ASCOT STAFFING	295.75	Temporary Staffing-Reception (13.0 Hrs) 3/27-4/2/17
217388	3/23/2017	ATT	19.66	Phone Service 1/19/17-2/18/17
217389	3/23/2017	ATT	4,898.94	Phones/Data/Radio Circuit/Long Distance 1/20/17-2/19/17

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Check/Voucher Register
From 3/13/2017 Through 4/16/2017

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217390	3/23/2017	ATT	128.34	Phone Service 1/20/17-2/19/17
217487	4/6/2017	ATT	19.66	Phone Service 2/19/17-3/18/17
217488	4/6/2017	ATT	4,860.64	Phones/Data/Radio Circuit/Long Distance 2/20/17-3/19/17
217489	4/6/2017	ATT	128.34	Phone Service 2/20/17-3/19/17
217490	4/6/2017	ATT MOBILITY	1,076.88	iPhone 7/Cell Phones/Mobile Data 1/27/17-2/26/17
217491	4/6/2017	B AND C TRUCK PARTS INC	41.82	Oil Caps (3)-Shop
217492	4/6/2017	B&S HACIENDA AUTO BODY	1,994.24	Repairs From Accident to Unit 393-Below Ins Deductible
	4/6/2017	B&S HACIENDA AUTO BODY	2,007.11	Replaced Cracked Fender Assembly/Lights/Paint-Unit 618
217355	3/17/2017	BENEFIT ADMINISTRATION CORP	162.00	Section 125 Plan Admin Fees-2/17
03/23/17-01	3/23/2017	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 36 Bio-Hazard Waste Collection Service 3/13/17
03/23/17-02	3/23/2017	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 39 Bio-Hazard Waste Collection Service 3/13/17
03/23/17-03	3/23/2017	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 35 Bio-Hazard Waste Collection Service 3/13/17
03/23/17-04	3/23/2017	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 34 Bio-Hazard Waste Collection Service 3/13/17
03/23/17-05	3/23/2017	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 33 Bio-Hazard Waste Collection Service 3/13/17
03/23/17-06	3/23/2017	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 32 Bio-Hazard Waste Collection Service 3/13/17
03/23/17-07	3/23/2017	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 31 Bio-Hazard Waste Collection Service 3/13/17
217356	3/17/2017	BLUE CROSS	1,348.19	Ambulance Refund
217357	3/17/2017	BLUE CROSS BLUE SHIELD	428.85	Ambulance Refund
217358	3/17/2017	BRYAN PATERSON	45.90	Ambulance Refund
217493	4/6/2017	BURNS TRUCK AND TRAILER	7,838.95	New Turbo/EGR Valve/Engine Repairs-Unit 527
217391	3/23/2017	CA CONFERENCE OF ARSON	65.00	Renew Annual Membership-J. Bartusch
	3/23/2017	CA CONFERENCE OF ARSON	65.00	Renew Annual Membership-N. Probert
217494	4/6/2017	CALIFORNIA PRINTER REPAIR INC	110.00	Repaired Printer-Comm Ctr
217495	4/6/2017	CALIFORNIA UST SERVICES	239.55	Installed New Diesel Nozzle Due to Leakage-Stn 34
	4/6/2017	CALIFORNIA UST SERVICES	150.00	Repair Fuel System Alarm Mode-Stn 30
	4/6/2017	CALIFORNIA UST SERVICES	75.00	Repair Unleaded Gas Dispenser-Stn 34
	4/6/2017	CALIFORNIA UST SERVICES	897.66	Repair Unleaded Pump/Installed New Impeller Kit-Stn 38
	4/6/2017	CALIFORNIA UST SERVICES	2,139.76	Replaced Broken Diesel Pump/Dispenser/Tank Gauge-Stn 31
Wire 4/6/17	4/6/2017	CALPERS	499,464.42	Health Insurance-4/17
Wire 3/27/17	3/24/2017	CalPERS CERBT (OPEB)	279,658.00	FY16/17 OPEB Contribution Prefunding-March 2017
217496	4/6/2017	CAPITAL ONE COMMERCIAL	1,540.95	Water/Laundry Soap/Office Supplies-Stn 33
217497	4/6/2017	CASEY M RIVERS	500.00	Reimb Paramedic/ACLS Recertification
216505	4/4/2017	CCC DEPT CONSERVATION AND DEV...	(210.00)	Permit-Trash Enclosure for New Stn 32 (11/7/16)
217479	4/4/2017	CCC DEPT CONSERVATION AND DEV...	210.00	Permit-Trash Enclosure for New Stn 32 (11/7/16)
03/17/17-06	3/17/2017	CCC EMPLOYEES RETIREMENT ASS...	416,949.72	Employee Retirement Contributions-2/17
04/14/17-03	4/14/2017	CCC EMPLOYEES RETIREMENT ASS...	419,252.19	Employee Retirement Contributions-3/17
217435	3/31/2017	CCMA	105.00	CCMA's Dispatch Luncheon-Meyer/Phares/Krause 4/19/17
217392	3/23/2017	CDW GOVERNMENT INC	972.01	Email Load Balancer Maintenance
217431	3/30/2017	CHRISTINA KIEFER AND LEVY VINIC...	560,000.00	Settlement Payout
217498	4/6/2017	CINTAS CORPORATION	35.00	Carpet Runners/Mechanics Coverall Cleaning Fee-2/15/17

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Check/Voucher Register

From 3/13/2017 Through 4/16/2017

<u>Check Number</u>	<u>Check Date</u>	<u>Payee</u>	<u>Check Amount</u>	<u>Transaction Description</u>
	4/6/2017	CINTAS CORPORATION	78.30	Carpet Runners/Mechanics Coverall Cleaning Fee-2/22/17
	4/6/2017	CINTAS CORPORATION	35.00	Carpet Runners/Mechanics Coverall Cleaning Fee-3/1/17
	4/6/2017	CINTAS CORPORATION	35.00	Carpet Runners/Mechanics Coverall Cleaning Fee-3/15/17
	4/6/2017	CINTAS CORPORATION	78.30	Carpet Runners/Mechanics Coverall Cleaning Fee-3/22/17
	4/6/2017	CINTAS CORPORATION	78.30	Carpet Runners/Mechanics Coverall Cleaning Fee-3/8/17
217499	4/6/2017	CLARE COMPUTER SOLUTIONS	2,715.00	VCTR Service (1 Year)/VSPHERE
217436	3/31/2017	CLIFFORD SCOTT BUXTON	1,605.00	CERT Instructor (53.5 hours) -2/11/17-3/19/17
	3/31/2017	CLIFFORD SCOTT BUXTON	90.15	Reimb Food CERT Class 3/16/17-3/18/17
217359	3/17/2017	COMCAST	206.09	Stn 30 Cable Service 3/13/17-4/12/17
217360	3/17/2017	COMCAST	146.08	Stn 35 High Speed Internet 3/8/17-4/7/17
	3/17/2017	COMCAST	233.40	Stn 38 High-Speed Internet/Cable Svc 3/8/17-4/7/17
	3/17/2017	COMCAST	146.08	Stn 39 High Speed Internet 3/9/17-4/8/17
217393	3/23/2017	COMCAST	151.08	Stn 31 High-Speed Internet 3/23/17-4/22/17
217394	3/23/2017	COMCAST	307.28	Admin Cable Service/High-Speed Internet 3/17/17-4/16/17
217395	3/23/2017	COMCAST	146.08	Stn 32 High-Speed Internet 3/18/17-4/17/17
	3/23/2017	COMCAST	146.08	Stn 34 High-Speed Internet 3/15/17-4/14/17
217437	3/31/2017	COMCAST	232.79	Stn 31 Cable Service 3/26/17-4/25/17
	3/31/2017	COMCAST	188.62	Stn 32 Cable Service 4/1/17-4/30/17
	3/31/2017	COMCAST	177.54	Stn 38 Cable Service 4/1/17-4/30/17
	3/31/2017	COMCAST	193.03	Stn 39 Cable Service 4/1/17-4/30/17
217438	3/31/2017	COMCAST	106.08	Alamo Webcam High-Speed Internet 3/27/17-4/26/17
217439	3/31/2017	COMCAST	203.15	Stn 35 Cable Service 3/27/17-4/26/17
217440	3/31/2017	COMCAST	151.37	Training Site High Speed Internet/Cable Svc 3/26-4/25/17
217441	3/31/2017	COMCAST	173.55	Stn 34 Cable Service 3/27/17-4/26/17
	3/31/2017	COMCAST	220.67	Stn 36 Cable Service 3/26/17-4/25/17
	3/31/2017	COMCAST	208.59	Stn 38 Cable Service 3/27/17-4/26/17
217500	4/6/2017	COMCAST	146.08	Stn 30 High Speed Internet 3/30/17-4/29/17
	4/6/2017	COMCAST	146.08	Stn 33 High Speed Internet 3/31/17-4/30/17
	4/6/2017	COMCAST	146.08	Stn 36 High Speed Internet 4/01/17-4/30/17
217551	4/14/2017	COMCAST	206.09	Stn 30 Cable Service 4/13/17-5/12/17
217552	4/14/2017	COMCAST	146.08	Stn 35 High Speed Internet 4/8/17-5/7/17
	4/14/2017	COMCAST	303.97	Stn 38 High-Speed Internet/Cable Svc 4/8/17-5/7/17
	4/14/2017	COMCAST	146.08	Stn 39 High Speed Internet 4/9/17-5/8/17
217361	3/17/2017	CONCERN EAP	2,597.95	Employee Assistance Premium-3/17
217442	3/31/2017	CONCORD UNIFORMS	97.82	Class A Bell Cap-J. Archuleta
	3/31/2017	CONCORD UNIFORMS	465.07	Class A Uniform Coat-J. Archuleta
	3/31/2017	CONCORD UNIFORMS	649.78	Class A Uniform Coat/Pants-P. Ivory
	3/31/2017	CONCORD UNIFORMS	239.14	Class A Uniform Pants/Cap-T. Word
217501	4/6/2017	CONCORD UNIFORMS	519.83	Captains Bugles for Uniform (40)
217553	4/14/2017	CONCORD UNIFORMS	23.82	Update Class A Uniform-Rivers

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Check/Voucher Register

From 3/13/2017 Through 4/16/2017

<u>Check Number</u>	<u>Check Date</u>	<u>Payee</u>	<u>Check Amount</u>	<u>Transaction Description</u>
	4/14/2017	CONCORD UNIFORMS	150.62	Update Class A Uniform-Word
217443	3/31/2017	CONTRA COSTA COUNTY ELECTION ...	300.00	Election Setup Cost for November 8, 2016 Presidential Electi
217502	4/6/2017	CONTRA COSTA P AND S	535.12	Stn 33 Car Wash Supplies-Wash/Wax Soap/Brushes/Poles
215140	4/12/2017	CORTEL INC	(12.00)	Refund Plan Review Fees
217503	4/6/2017	CREATIVE SUPPORTS INC	430.29	Wardrobe/File Storage-Controller's Ofc
217504	4/6/2017	CUSHING PAINTING AND DRYWALL	650.00	Patch/Paint Ofc. Sand/Stain Desk-FLS Mgr Office
217396	3/23/2017	DA PAGE LLC	425.00	Paging Software
217505	4/6/2017	DA PAGE LLC	425.00	Paging Software-2/17
217444	3/31/2017	DANIELLE BELL	278.08	Reimb CERT Certificate Paper, Food/Supplies Volunteer Celebr
217554	4/14/2017	DANVILLE CHAMBER OF COMMERCE	300.00	Renew Membership
217397	3/23/2017	DAVID MICHAEL TURNER	1,550.00	CAD Consulting Services 11/26/16-1/26/17
	3/23/2017	DAVID MICHAEL TURNER	1,325.00	CAD Consulting Services 2/3/17-2/24/17
217506	4/6/2017	DEFINITIVE NETWORKS INC	8,200.00	ePCR Hosting/Support Services-April 2017
217398	3/23/2017	DELL MARKETING LP	2,930.40	McAfee Maintenance Renewal
217507	4/6/2017	DELTA TRUCK CENTER	18.13	Tractor Protection Valve-Unit 678
217362	3/17/2017	DFL HONOR GUARD TRAINING	2,295.00	Honor Guard Training-(9) Staff Members
217399	3/23/2017	DIRECTV	57.99	Cable Service 3/12/17-4/11/17
04/06/17-04	4/6/2017	DON HOMAN	25.00	Water Tank Lease-4/1/17
217445	3/31/2017	DONNEL HALSEY	300.00	Reimb ACLS Recertification
217555	4/14/2017	DUBLIN SAN RAMON SERVICES DIST...	92.59	Stn 30-Recycled Water Service 2/1-3/31/17
217508	4/6/2017	DUO SAFETY LADDER CORPORATION	194.20	Heat Sensor Labels/Fire Ladder Label Sets for Ground Ladders
217446	3/31/2017	EAST BAY TIMES	211.20	Newspaper Subscription Renewal Fee 4/3/17-9/17/17
217400	3/23/2017	EBMUD	62.48	Stn 36 Water Service (Meter 1.0) 1/12/17-3/14/17
217447	3/31/2017	EBMUD	577.58	Admin Water Service (Meter 1.5) 1/13/17-3/14/17
	3/31/2017	EBMUD	419.74	Admin Water Service (Meter 6.0) 1/13/17-3/14/17
	3/31/2017	EBMUD	224.93	Stn 36 Water Service (Meter 1.5) 1/12/17-3/14/17
	3/31/2017	EBMUD	419.74	Stn 36 Water Service (Meter 6.0) 1/12/17-3/14/17
217509	4/6/2017	EBMUD	159.00	Stn 32 Water Service (Meter 1.0) 1/23/17-3/23/17
217556	4/14/2017	EBMUD	437.72	Stn 31 Water Service (Meter 2.0) 2/1/17-4/4/17
	4/14/2017	EBMUD	214.72	Stn 31 Water Service (Meter 4.0) 2/1/17-4/4/17
	4/14/2017	EBMUD	569.70	Stn 31 Water Service (Meter 5/8) 2/1/17-4/4/17
	4/14/2017	EBMUD	419.74	Stn 31 Water Service (Meter 6.0) 2/1/17-4/4/17
	4/14/2017	EBMUD	235.20	Stn 34 Water Service (Meter 1.0) 1/30/17-3/30/17
	4/14/2017	EBMUD	214.72	Stn 34 Water Service (Meter 4.0) 1/30/17-3/30/17
217401	3/23/2017	ED JONES COMPANY INC	59.01	Name Bar-C Pruettt
217557	4/14/2017	ED JONES COMPANY INC	345.86	Engineer Badges-Hirst/Gendron/Rivers
	4/14/2017	ED JONES COMPANY INC	171.95	Name Bar/Badge-J Sinclear
214652	4/12/2017	EDITH FARRELL	(110.00)	HeartSafe-Los Cerros
03/23/17-08	3/23/2017	EFAX CORPORATE	120.70	eFax Usage-2/17
217510	4/6/2017	EMERGENCY ACCESS CONTROLS	121.75	Installed Speaker Wire to Existing PA System-Bathroom Stn 38

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	4/6/2017	EMERGENCY ACCESS CONTROLS	132.87	Installed Speaker Wire to Existing PA System-Hallway Stn 30
217448	3/31/2017	EMERGENCY CONSTRUCTION SERVI...	805.00	Inspected/Cleaned Out All Gutters-Stn 30
	3/31/2017	EMERGENCY CONSTRUCTION SERVI...	950.00	Inspected/Cleaned Out All Gutters-Stn 34
	3/31/2017	EMERGENCY CONSTRUCTION SERVI...	508.00	Inspected/Cleaned Out All Gutters-Stn 39
	3/31/2017	EMERGENCY CONSTRUCTION SERVI...	930.00	Inspected/Cleaned Out Gutters-Stn 31
	3/31/2017	EMERGENCY CONSTRUCTION SERVI...	3,600.59	Removed/Replaced New Sump Pump/Replaced GFI-Stn 31
	3/31/2017	EMERGENCY CONSTRUCTION SERVI...	2,109.52	Removed/Replaced Water Heaters (2)/Repair Leaks-Stn 39
	3/31/2017	EMERGENCY CONSTRUCTION SERVI...	1,295.00	Repairs Due to Water Leak in Work Out Room-Stn 33
	3/31/2017	EMERGENCY CONSTRUCTION SERVI...	350.00	Replaced Leaking Hose Under Kitchen Sink-Stn 39
217449	3/31/2017	ENNIS PAINT INC	752.03	2-Way Blue Dots (600)
217363	3/17/2017	ENTERPRISE FM TRUST	2,657.42	Monthly Fleet Lease Payment (5) 3/1/17-3/31/17
217558	4/14/2017	ENTERPRISE FM TRUST	2,657.42	Monthly Fleet Lease Payment (5) 4/1/17-4/30/17
217402	3/23/2017	ETHER WEB NETWORK LLC	75.00	Wireless Internet Service-3 Months
208373	4/12/2017	FORSTER, MICHAEL	(90.00)	CERT Instructor (3.0 hours)-10/26/13
217450	3/31/2017	G RO SOLUTIONS LLC	150.00	CERT Instructor (5.0 hours) 3/10/17-3/11/17
217559	4/14/2017	GALAXY PRESS	387.17	Legal Notice Envelopes for EHA
217403	3/23/2017	GALLS LLC	182.72	Uniform Belt/Boot Shield-Drayton
	3/23/2017	GALLS LLC	716.35	Uniform Shirts (3)/Pants (3)-Drayton
217511	4/6/2017	GALLS LLC	45.05	Uniform Belt-Stevenson
217451	3/31/2017	GENE DANGEL	230.00	Reimb Self-Funded Vision
217404	3/23/2017	GLOBALSTAR USA	357.73	Satellite Phone Service (6)-2/17
	3/23/2017	GLOBALSTAR USA	49.94	Satellite Phone Service-Dispatch 2/17
	3/23/2017	GLOBALSTAR USA	49.94	Satellite Phone Service-EOC 2/17
217512	4/6/2017	GLOBALSTAR USA	357.73	Satellite Phone Service (6)-3/17
	4/6/2017	GLOBALSTAR USA	49.94	Satellite Phone Service-Dispatch 3/17
	4/6/2017	GLOBALSTAR USA	49.94	Satellite Phone Service-EOC 3/17
217513	4/6/2017	GOLDEN STATE FLEET SVCS INC	300.00	Unit 398 Lost Power-Towed from Concord to Ace Auto
217405	3/23/2017	GOOGLE INC	216.00	Google Apps Usage 2/1/17-2/28/17
217406	3/23/2017	GREGORY C WALKER	129.00	Reimb Self-Funded Vision
210184	4/12/2017	HAVE AIR WILL TRAVEL INC.	(1,281.32)	Repair Front Wheels Due to Accident
217560	4/14/2017	HDL COREN AND CONE	321.75	Property Tax Consulting-CPI Increase (Per Contract)
217407	3/23/2017	HOME DEPOT CREDIT SERVICES	9.89	Caulking for Parking Lot-Admin
	3/23/2017	HOME DEPOT CREDIT SERVICES	40.46	Fasteners for Wall Hanging/Level-Admin
	3/23/2017	HOME DEPOT CREDIT SERVICES	43.28	Flip-Top Totes For Storage Unit 810
	3/23/2017	HOME DEPOT CREDIT SERVICES	84.31	Light Bulbs/Duct Tape-Stn 33
	3/23/2017	HOME DEPOT CREDIT SERVICES	115.71	Locks For Forcible Entry Training-Stn 39
	3/23/2017	HOME DEPOT CREDIT SERVICES	320.53	Misc Supplies
	3/23/2017	HOME DEPOT CREDIT SERVICES	13.21	Plumbing Part to Repair Toilet-Stn 31
	3/23/2017	HOME DEPOT CREDIT SERVICES	150.47	Replacement Drill-Stn 30
	3/23/2017	HOME DEPOT CREDIT SERVICES	(24.83)	Returned Fasteners

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217364	3/17/2017	INTERNATIONAL ACADEMIES OF EM...	55.00	CDE Quizzes-Blackburn/Calcagno/Khanachet/Rodwell/Sill
217365	3/17/2017	iPROJECT SOLUTIONS LLC	1,505.00	Cart w/ Casters and Keyboard Tray for Plan Review
217408	3/23/2017	IRON MOUNTAIN	320.44	Off-Site Backup Media Storage Fee-2/17
217452	3/31/2017	ISINGS CULLIGAN	131.07	Stn 30 Drinking Water Service-3/17
	3/31/2017	ISINGS CULLIGAN	84.11	Stn 31 Drinking Water Service-3/17
217366	3/17/2017	J THAYER COMPANY INC	58.34	Copy Paper (1-Box)-Admin
217453	3/31/2017	J THAYER COMPANY INC	29.17	Copy Paper (1 Box)-Admin
217514	4/6/2017	J THAYER COMPANY INC	58.35	Copy Paper (2-Boxes)-Admin
217561	4/14/2017	J THAYER COMPANY INC	64.84	Copy Paper (1-Box)-Admin
217454	3/31/2017	JAY A RESENDEZ ATTORNEY AT LAW	857.50	Prof Svcs-PersonnelInvestigation 2/7/17-2/14/17
217455	3/31/2017	JOHN BAHORSKI	231.50	Reimb PALS Recertification
217456	3/31/2017	JOHN ROBERTSON	120.00	CERT Instructor (4.0 hours) 3/18/17
217409	3/23/2017	JULIA DU	130.00	HeartSafe-Stone Valley Middle School
217367	3/17/2017	KAISER	1,770.10	Ambulance Refund
217368	3/17/2017	KAISER	482.00	Ambulance Refund
215557	4/12/2017	KAISER PERMANENTE	(914.46)	Ambulance Refund
217457	3/31/2017	KATHY WOOFER	60.00	CERT Instructor (2.0 hours) -3/11/17
217369	3/17/2017	KENNETH JOHNSON	140.00	Reimb Self-Funded Vision
04/06/17-05	4/6/2017	KENNETH R CAMPO CPA	13,875.00	Finance Consulting Services (111.0 Hrs)-March 2017
217458	3/31/2017	KHAE BOHAN	1,100.00	GIS Consulting Services (11.0-Hrs) 2/2/17-2/21/17
	3/31/2017	KHAE BOHAN	1,100.00	GIS Consulting Services (11.0-Hrs) 3/13/17-3/20/17
	3/31/2017	KHAE BOHAN	600.00	GIS Consulting Services (6.0-Hrs) 3/3/17-3/13/17
208441	4/12/2017	KIMBALL ASSOCIATES	(541.00)	Refund-Plan Review Fees
217370	3/17/2017	KIMBERLY PONG	220.02	Reimb Self-Funded Vision
217515	4/6/2017	KJ HART ELECTRIC AND SON INC	281.88	Repair Breaker-Comm Ctr
	4/6/2017	KJ HART ELECTRIC AND SON INC	256.25	Repaired Loose Wire at Sewage Pump-Stn 36 Annex
	4/6/2017	KJ HART ELECTRIC AND SON INC	234.75	Replaced Broken Cord Cap-Admin
	4/6/2017	KJ HART ELECTRIC AND SON INC	234.10	Replaced Cord Cap at Drop Power Cord-Stn 32
	4/6/2017	KJ HART ELECTRIC AND SON INC	560.45	Replaced Drop Power Cord/Connectors/Amperage-Stn 31
	4/6/2017	KJ HART ELECTRIC AND SON INC	361.70	Replaced Plugs/Connector/Conductors-Shore Power Stn 32
	4/6/2017	KJ HART ELECTRIC AND SON INC	257.45	Replaced Sensor Switch/Lighting-Admin Women's Restroom
217516	4/6/2017	KNIGHTS OF COLUMBUS ASSEMBLY...	715.00	FF of the Year Recognition Event-4/21/17 (13)
217410	3/23/2017	KRISTINE M FUHRIMAN	130.00	HeartSafe-Stone Valley Middle School
217371	3/17/2017	L N CURTIS AND SONS	1,136.63	Absorbant (50)
	3/17/2017	L N CURTIS AND SONS	38.97	Danner Zipper for Uniform Boots-Spani
	3/17/2017	L N CURTIS AND SONS	1,602.10	Flashlight/MIC Keeper/Cobra Hoods/Wildland Gloves
	3/17/2017	L N CURTIS AND SONS	164.54	Lg Shelby Gloves (1)
	3/17/2017	L N CURTIS AND SONS	493.62	Lg Shelby Gloves (6)
	3/17/2017	L N CURTIS AND SONS	431.92	Uniform Boots-Bakalar
	3/17/2017	L N CURTIS AND SONS	416.76	Uniform Boots-Balch

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	3/17/2017	L N CURTIS AND SONS	117.23	Uniform Shirt-Bannister
	3/17/2017	L N CURTIS AND SONS	187.27	Uniform Shirt-McNamara
	3/17/2017	L N CURTIS AND SONS	1,008.89	Uniform Shirts/Pants-O'Connor/Fouts/Word
217411	3/23/2017	L N CURTIS AND SONS	303.32	Mounting Brackets for E-Hirst Tool on PM-39
217459	3/31/2017	L N CURTIS AND SONS	2,792.85	3/8 Inch Rope for Drop Bags (3000 Ft)
	3/31/2017	L N CURTIS AND SONS	908.22	EMS Coat-E. Sabye
	3/31/2017	L N CURTIS AND SONS	624.96	Gear Bags (8)-Academy
	3/31/2017	L N CURTIS AND SONS	(1,253.18)	Returned Uniform Boots-Drake/Westeren/Neuerburg
	3/31/2017	L N CURTIS AND SONS	729.60	TECASF Nvy Bluelite Dual Cert Pants
	3/31/2017	L N CURTIS AND SONS	167.79	Uniform Boots-T. Andersen
	3/31/2017	L N CURTIS AND SONS	117.23	Uniform Long Sleeve Shirts-Ellis
	3/31/2017	L N CURTIS AND SONS	128.55	Uniform Pants-McCulloch
	3/31/2017	L N CURTIS AND SONS	848.68	Uniform Shirts/Pants-Morales/Scott/Eng
	3/31/2017	L N CURTIS AND SONS	4,267.22	Wildland Nomex Coats/Pants-Academy
217517	4/6/2017	L N CURTIS AND SONS	948.27	30 Minute Red Fuses (2)/Flashlights (10)-Stn 33
	4/6/2017	L N CURTIS AND SONS	642.69	Repair Pressure Reg/Dual Controller for Air Bags for Rescue
	4/6/2017	L N CURTIS AND SONS	695.46	Replaced Broken Lights/Portable Light Base-Unit 524
	4/6/2017	L N CURTIS AND SONS	322.04	Rescue Equip 3-inch Top O-Ring (50)/2.5-inch Cup Seal
	4/6/2017	L N CURTIS AND SONS	269.54	Uniform Boots-D Garcia
	4/6/2017	L N CURTIS AND SONS	119.08	Uniform Shirt-C. Harder
217562	4/14/2017	L N CURTIS AND SONS	1,446.22	Uniform Shirts/Pants
	4/14/2017	L N CURTIS AND SONS	539.08	Wildland Boots-J. Aguiar/M. Rossen
	4/14/2017	L N CURTIS AND SONS	506.61	Yellow Pelican Cases (2)/Silver Pelican Case (1)
217412	3/23/2017	LAURA CARSON	130.00	HeartSafe-Stone Valley Middle School
217372	3/17/2017	LAWRENCE BOTELHO	159.00	Ambulance Refund
217413	3/23/2017	LIEBERT CASSIDY WHITMORE	175.00	Professional Services-Disability Advice 2/28/17
	3/23/2017	LIEBERT CASSIDY WHITMORE	420.00	Professional Services-General 2/28/17
	3/23/2017	LIEBERT CASSIDY WHITMORE	1,995.00	Professional Services-Investigation 2/28/17
	3/23/2017	LIEBERT CASSIDY WHITMORE	175.00	Professional Services-Pre-Litigation 2/28/17
217460	3/31/2017	LIVERMORE DUBLIN DISPOSAL	249.91	Stn 30 Garbage Service-3/17
	3/31/2017	LIVERMORE DUBLIN DISPOSAL	422.92	Stn 34 Garbage Service-3/17
	3/31/2017	LIVERMORE DUBLIN DISPOSAL	616.88	Stn 38 Garbage Service-3/17
	3/31/2017	LIVERMORE DUBLIN DISPOSAL	249.91	Stn 39 Garbage Service-3/17
217563	4/14/2017	LIVERMORE PLEASANTON FIRE DEP...	3,400.00	Tower/Drill Grounds Use-Academy/Drafting Pit Use-Training
217518	4/6/2017	LIVERMORE SAW AND MOWER LLC	45.70	Repair Starter/Installed New Rope/Starter Grip-Stn 30
217519	4/6/2017	M AND L OVERHEAD DOORS	501.59	Linear DT-2 Transmitters-App Bay Door #2-Stn 38
	4/6/2017	M AND L OVERHEAD DOORS	275.00	Repair Safety Photo Cell #1/Reset Operator Limits Door #4-38
	4/6/2017	M AND L OVERHEAD DOORS	232.50	Replaced Roller on App Door 5/Evaluated Door 6 Remotes #35
	4/6/2017	M AND L OVERHEAD DOORS	225.00	Reset Overload on Trolley Operator at App Bay Door-Stn 39
210957	4/12/2017	MAAS BROTHERS INC	(360.90)	Powder Coat Bell Damaged in Vehicle Accident-Stn 31

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217520	4/6/2017	MARK A MIRCHANDANI	200.00	Reimb Paramedic Recertification
217414	3/23/2017	MARK A OMARA	130.00	HeartSafe-Stone Valley Middle School
03/31/17-03	3/31/2017	MAXIM SERVICES	2,055.00	Admin Cleaning Service-3/17
04/06/17-06	4/6/2017	MAXIM SERVICES	268.59	Multifold Towels/Toilet Paper-Admin
04/06/17-07	4/6/2017	MAXIM SERVICES	410.00	Extra Janitorial Service 3/11/17-CERT Program
04/06/17-08	4/6/2017	MAXIM SERVICES	410.00	Extra Janitorial Service 3/18/17-CERT Program
212822	4/12/2017	MEGAN OCONNOR	(175.00)	Reimb PALS Recertification
217373	3/17/2017	MICHAEL ARMARIO-LYONS	220.00	Reimb ACLS Recertification
217564	4/14/2017	MICHAEL BAKALAR	1,048.79	Reimb Education Asst-Knowing Your Apparatus Course
217415	3/23/2017	MICHAEL SIMAO	130.00	HeartSafe-Stone Valley Middle School
217521	4/6/2017	MICKEY BENKO	64.74	Re-Core Office Door Lock/New Keys (4)-FLS Mgr Ofc
	4/6/2017	MICKEY BENKO	739.29	Replaced Simplex Lock-Comm Ctr/Stn 31
04/06/17-09	4/6/2017	MOORE MECHANICAL INC	541.00	Replaced Thermostat-FLS Area Admin
04/06/17-10	4/6/2017	MOORE MECHANICAL INC	76.00	Replaced Belt for HVAC Rooftop Unit #8-Admin
217522	4/6/2017	NATALIE KORTHAMAR WONG	226.98	Reimb Lodging-Liebert Cassidy Conference 3/7/-3/10/17
217374	3/17/2017	NATL EMERG NUMBER ASSOC	675.00	2017 NENA Group Memebership Renewal
217416	3/23/2017	NOB HILL CLEANERS INC	40.00	Patch on Uniform Shirts (5)
217523	4/6/2017	NOB HILL CLEANERS INC	40.00	Patch on Uniform Shirts (5)
217565	4/14/2017	NOB HILL CLEANERS INC	104.00	Patches on Uniform Shirts (13)
217417	3/23/2017	OFFICE DEPOT	180.89	Office Supplies
	3/23/2017	OFFICE DEPOT	(44.32)	Returned Office Supplies
217461	3/31/2017	OFFICE DEPOT	386.72	Office Supplies
217566	4/14/2017	OFFICE DEPOT	279.33	Office Supplies
	4/14/2017	OFFICE DEPOT	(50.21)	Returned Office Supplies
217567	4/14/2017	OFFICE OF EMERGENCY SERVICES P...	5,892.00	Mt. Diablo Radio Vault Lease-5/1/17-4/30/18
217375	3/17/2017	ORKIN	170.00	Stn 36 Pest Control Service-2/27/17
	3/17/2017	ORKIN	82.30	Training Site Pest Control Service-2/28/17
217524	4/6/2017	ORKIN	75.00	New Stn 32 Pest Control Service-2/22/17
	4/6/2017	ORKIN	75.00	New Stn 32 Pest Control Service-3/13/17
	4/6/2017	ORKIN	96.10	Stn 31 Pest Control Service-3/1/17
	4/6/2017	ORKIN	170.00	Stn 36 Pest Control Service-3/27/17
	4/6/2017	ORKIN	82.30	Training Site Pest Control Service-3/27/17
04/06/17-11	4/6/2017	OSBORN SPRAY SERVICE INC	75.00	Admin Pest Control Service-3/17/17
04/06/17-12	4/6/2017	OSBORN SPRAY SERVICE INC	55.00	Stn 30 Pest Control Service-3/13/17
04/06/17-13	4/6/2017	OSBORN SPRAY SERVICE INC	55.00	Stn 36 Pest Control Service-3/10/17
04/06/17-14	4/6/2017	OSBORN SPRAY SERVICE INC	55.00	Stn 33 Pest Control Service-3/10/17
04/06/17-15	4/6/2017	OSBORN SPRAY SERVICE INC	55.00	Stn 39 Pest Control Service-3/13/17
04/06/17-16	4/6/2017	OSBORN SPRAY SERVICE INC	55.00	Stn 35 Pest Control Service-3/10/17
03/31/17-04	3/31/2017	PACHECO BROTHERS GARDENING L...	2,131.00	Admin/Stn 30/Stn 31/Stn 35/Stn 38 Landscape Maintenance-Mar
04/14/17-04	4/14/2017	PACIFIC MOUNTAIN CONTRACTORS ...	97,417.79	Progress Payment #15 Less Retainage-New Fire Station 32

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217376	3/17/2017	PAOLA MCNAMARA	52.00	Reimb Permit Fees
217462	3/31/2017	PAUL CONWAY SHIELDS	54.49	Photographer Helmet Shield
217463	3/31/2017	PETER C BENSON	10,720.00	EMS Medical Director-Consulting Services 2/17
217418	3/23/2017	PGE	1,484.42	Stn 36 Gas/Electric Service-3/17
217464	3/31/2017	PGE	13,963.92	Gas/Electric Service-3/17
217525	4/6/2017	PGE	45.90	Stn 34 Signal Light-3/17
217568	4/14/2017	PHILLIP DUNCAN	92.57	Reimb Meals-Tricon Conference 2/26-3/1/17
217419	3/23/2017	PITNEY BOWES INC	168.87	Postage Meter Rental 1/1/17-3/31/17
217569	4/14/2017	PITNEY BOWES RESERVE ACCOUNT	1,200.00	Replenish Postage Reserve Account
217526	4/6/2017	PLATINUM ROOFING INC	521.50	Repair for Roof Leak Around Cracked Vent-Stn 38
208394	4/12/2017	POLMAN, BETTY	(90.77)	Ambulance Refund
214507	4/12/2017	PRIMO ESPRESSO COMPANY	(13.68)	Coffee Supplies
217570	4/14/2017	PRIMO ESPRESSO COMPANY	36.55	Admin Coffee Supplies
	4/14/2017	PRIMO ESPRESSO COMPANY	161.20	Replaced Leaking Spigot
04/14/17-05	4/14/2017	RAHUL MAHARAJ	2,565.00	EMD-Q Review Services/OCU Compliance (57.0 Hours)-3/17
217420	3/23/2017	RAY A MORGAN COMPANY INC	3,627.13	Communications Center Backup Software Maintenance
217571	4/14/2017	REBECCA GILMAN	57.35	Reimb Uniform Pants
03/17/17-07	3/17/2017	REPUBLIC SERVICES 210	620.72	Stn 36 Garbage Service 3/1/17-3/31/17
03/17/17-08	3/17/2017	REPUBLIC SERVICES 210	310.33	Stn 33 Garbage Service 3/1/17-3/31/17
03/17/17-09	3/17/2017	REPUBLIC SERVICES 210	289.72	Stn 32 Garbage Service 3/1/17-3/31/17
03/17/17-10	3/17/2017	REPUBLIC SERVICES 210	620.72	Stn 31 Garbage Service 3/1/17-3/31/17
03/17/17-11	3/17/2017	REPUBLIC SERVICES 210	289.72	Stn 35 Garbage Service 3/1/17-3/31/17
03/17/17-12	3/17/2017	REPUBLIC SERVICES 210	647.94	Training Site Garbage Service 3/1/17-3/31/17
04/14/17-06	4/14/2017	REPUBLIC SERVICES 210	620.72	Stn 36 Garbage Service 4/1/17-4/30/17
04/14/17-07	4/14/2017	REPUBLIC SERVICES 210	310.33	Stn 33 Garbage Service 4/1/17-4/30/17
04/14/17-08	4/14/2017	REPUBLIC SERVICES 210	289.72	Stn 32 Garbage Service 4/1/17-4/30/17
04/14/17-09	4/14/2017	REPUBLIC SERVICES 210	620.72	Stn 31 Garbage Service 4/1/17-4/30/17
04/14/17-10	4/14/2017	REPUBLIC SERVICES 210	289.72	Stn 35 Garbage Service 4/1/17-4/30/17
04/14/17-11	4/14/2017	REPUBLIC SERVICES 210	647.94	Training Site Garbage Service 4/1/17-4/30/17
217421	3/23/2017	RESPONSIVE COMMUNICATION SER...	99.00	Mobile Radio Repair-Unit 437 Stn 37
217465	3/31/2017	RICHARD L VEAL	210.00	CERT Instructor (7.0 hours) -3/18/17
217527	4/6/2017	ROBERT SCOTT FULWOOD	8,674.39	ADPP Payment Less Dental/Vision/Life/EAP 3/1-3/31/17
206970	4/12/2017	RYAN BOCK-WILLMES	(106.75)	Reimb. Meals-EVOC 4/29/13-4/30/13
213665	4/12/2017	RYAN BOCK-WILLMES	(33.60)	Reimb Respirator Gas Masks (2)
209804	4/12/2017	SABONIS, CHARLES J.	(158.27)	Ambulance Refund
217528	4/6/2017	SAFE SOFTWARE INC	1,260.00	GIS Software Maintenance (FME)
217529	4/6/2017	SAFETY GLASSES USA INC	199.49	Safety Glasses (60)-Stn 33
217530	4/6/2017	SAFETY-KLEEN SYSTEMS INC	216.50	Aqueous Parts Washer Solution-Shop
217572	4/14/2017	SAGE RENEWABLES	1,250.00	Solar Feasibility Review-Through March 31, 2017
217377	3/17/2017	SAN MATEO REGIONAL NETWORK I...	415.00	FireDispatch.com CAD Interface/Radio Audio Streaming

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217573	4/14/2017	SAN MATEO REGIONAL NETWORK I...	415.00	FireDispatch.com CAD Interface/Radio Audio Streaming
217378	3/17/2017	SAN RAMON TOW INC	1,050.00	Cars-Auto Extrication Training February 2017
217466	3/31/2017	SCOTTS PPE RECON INC	450.00	NFPA 1851 Class/Training Program
217531	4/6/2017	SCOTTS PPE RECON INC	150.00	NFPA 1851 Class/Training Program
217532	4/6/2017	SERTA SIMMONS BEDDING LLC	1,424.46	Mattress/Box Spring Sets (5)-Stn 36
217422	3/23/2017	SHAMROCK OFFICE SOLUTIONS INC	10.77	Shipping Fee-Black/Color Print Cartridge-Admin Copier
217533	4/6/2017	SHAMROCK OFFICE SOLUTIONS INC	285.59	Admin Copier Overage Charge 3/1-3/31/17
217145	3/20/2017	SHANE BENNETT	(245.00)	Reimb PHTLS Recertification
217423	3/23/2017	SHANE BENNETT	175.00	Reimb PALS Recertification
	3/23/2017	SHANE BENNETT	245.00	Reimb PHTLS Recertification
217424	3/23/2017	SHAWN RICHARDSON	130.00	HeartSafe-Stone Valley Middle School
217534	4/6/2017	SHIELDS HARPER AND COMPANY INC	271.50	Repaired and Relocated Exterior Outlet-Stn 34
217467	3/31/2017	SKYHAWK PHOTOGRAPHY	4,050.00	Preplans for 119/117A-E (Client to Reimburse)
217468	3/31/2017	SMILE BUSINESS PRODUCTS INC	263.36	Training Copier Annual Contract-7/1/16-6/30/17
217574	4/14/2017	SOUTH BAY REGIONAL PUBLIC	5,600.00	Rapid Intervention Company Operations-Academy 2016-2
	4/14/2017	SOUTH BAY REGIONAL PUBLIC	3,860.00	State Fire Training Firefighter Survival-Academy 2016-2
217425	3/23/2017	SPRINT	1,870.52	Mobile Data Wireless Access Fee 1/26/17-2/25/17
217426	3/23/2017	SPRINT	689.77	T1 Port Access Bundle-2/18/17
217535	4/6/2017	SPRINT	1,871.61	Mobile Data Wireless Access Fee 2/26/17-3/25/17
217536	4/6/2017	SPRINT	689.77	T1 Port Access Bundle-3/18/17
217537	4/6/2017	STAPLES CREDIT PLAN	374.40	Laserjet Toners (3)-District Clerk
E-Check 3/3...	3/31/2017	STATE BOARD OF EQUALIZATION	25,975.00	Sales Tax Return 1/1/16-12/31/16
217469	3/31/2017	STATE FIRE TRAINING/CAL FIRE	65.00	Community Risk Educaton Certification Task Book
	3/31/2017	STATE FIRE TRAINING/CAL FIRE	200.00	Fire Fighter 1 Cert-Reed/Westeren/Drake/Bautista/Davis
212673	4/12/2017	STEVE AVERY	(5.40)	Reimb Station to Station Mileage 5/19/15
217575	4/14/2017	STEVE CALL	85.66	Reimb Meals-Tricon Conference 2/26-3/1/17
217379	3/17/2017	STUDIO BLUE REPROGRAPHICS	21.70	Reproduction of Fire Alarms Plans
217470	3/31/2017	STUDIO BLUE REPROGRAPHICS	117.59	Copy Plans for Legal Review
217471	3/31/2017	SUN LIFE FINANCIAL	26,509.18	Dental Insurance-4/17
	3/31/2017	SUN LIFE FINANCIAL	16,890.86	Dental Insurance-Retirees 4/17
217538	4/6/2017	SUPERIOR AUTO PARTS WAREHOUSE	63.69	Brake Light Assembly Kit-Unit 398
	4/6/2017	SUPERIOR AUTO PARTS WAREHOUSE	6.72	Windshield Wiper Fluid-Admin Staff Vehicles
217539	4/6/2017	SUPPLYWORKS	4,001.89	Household Supplies-Station 33
210456	4/12/2017	SUTER, CHRISTOPHER C.	(28.34)	Reimb. Hose Parts-Communications Support Unit
210391	4/12/2017	SWARTZELL, ANDY	(245.00)	Reimb. PALS Recertification
214723	4/12/2017	T MOBILE	(6.00)	Refund Plan Review Fees
217540	4/6/2017	THORPE DESIGN, INC.	561.00	Refund Plan Review Fees
217541	4/6/2017	TIFCO INDUSTRIES INC	29.61	Minature Bulbs (20)-Shop
	4/6/2017	TIFCO INDUSTRIES INC	169.00	Replaced Broken Work Light-Shop
	4/6/2017	TIFCO INDUSTRIES INC	74.95	Tire Gauge-Shop

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	4/6/2017	TIFCO INDUSTRIES INC	296.02	Wrench Sets/Hammers-Shop
217380	3/17/2017	TODD W WORD	355.27	Reimb Class A Uniform
217472	3/31/2017	TRAVERSOS WORK SHOE HEADQUA...	485.08	Station Boots-Phares/Simi
	3/31/2017	TRAVERSOS WORK SHOE HEADQUA...	435.91	Wildland Boots-Flores
208068	4/12/2017	TRILEVSKY, MARK A.	(3.38)	Reimb-Stn to Stn Mileage-Haz Mat Drill 10/2/13
	4/12/2017	TRILEVSKY, MARK A.	(3.38)	Reimb-Stn to Stn Mileage-Haz Mat Drill 9/27/13
04/06/17-17	4/6/2017	TRILLIUM TRANSPORTATION FUELS ...	19.11	CNG Fuel-July 2016
214086	4/12/2017	TROY PARKER	(57.82)	Reimburse Retiree Health Insurance 11/15
217381	3/17/2017	UNITED PARCEL SERVICE	306.19	Delivery Charges-3/11/17
217427	3/23/2017	UNITED PARCEL SERVICE	26.24	Delivery Charges-3/18/17
217473	3/31/2017	UNITED PARCEL SERVICE	23.18	Delivery Charges-3/25/17
217576	4/14/2017	UNITED PARCEL SERVICE	40.49	Delivery Charges-4/1/17
	4/14/2017	UNITED PARCEL SERVICE	49.07	Delivery Charges-4/8/17
BCS 2/17-1	3/31/2017	US BANK	65.21	Antique Autocar Parts/Gasket/Paint
BCS 2/17-2	3/31/2017	US BANK	23.83	Antique Autocar Carbide Flex Hone
BCS 2/17-3	3/31/2017	US BANK	28.12	Fuses-Stn 34
BCS 2/17-4	3/31/2017	US BANK	17.09	Plastic File Box
BCS 2/17-5	3/31/2017	US BANK	102.50	Antique Autocar Paint
BCS 2/17-6	3/31/2017	US BANK	17.48	Antique Autocar Freeze Plugs
BCS 2/17-7	3/31/2017	US BANK	25.50	Antique Autocar Expansion Plug
BLS 2/17	3/31/2017	US BANK	9.79	Shafer-CalCard Stmt 2/22/17
BSS 2/17	3/31/2017	US BANK	31.64	Kitchen Supplies-Stn 30
CH 2/17	3/31/2017	US BANK	410.24	Printer Toners (3)-Stn 31
DB 2/17-1	3/31/2017	US BANK	264.83	Food-State T3 CERT Training
DB 2/17-2	3/31/2017	US BANK	20.51	Supplies-T3 CERT Training
DB 2/17-3	3/31/2017	US BANK	23.88	Adobe-Exporting PDF's
DB 2/17-4	3/31/2017	US BANK	40.00	Constant Contact-CERT Renewal Email System
DK 2/17-1	3/31/2017	US BANK	174.43	Rental of Chairs/Tables-Academy Graduation
DK 2/17-2	3/31/2017	US BANK	1,570.64	Repair Damaged Roof-Rounds Box Van
DK 2/17-3	3/31/2017	US BANK	151.53	DeLonghi Oil Heaters (2)-FLS
DK 2/17-4	3/31/2017	US BANK	212.86	Shredding Console Material Pick Up-Admin/Comm Ctr
DK 2/17-5	3/31/2017	US BANK	76.62	Orginal Station Plans-Scanned Onto Discs Stns 31/33/39 Admin
DK 2/17-6	3/31/2017	US BANK	256.06	2 Yards Sand for Sand Bag Station-Stn 38
DK 2/17-7	3/31/2017	US BANK	3,140.10	Annual Ground Ladder Inspections
DM 2/17-1	3/31/2017	US BANK	117.28	Vehicle Removal Supplies-Unit 350
DM 2/17-2	3/31/2017	US BANK	76.47	Fuel for Vehicle-Unit 350
DM 2/17-3	3/31/2017	US BANK	14.07	Hitch Parts for ETrailer Purchase-Unit 350
DM 2/17-4	3/31/2017	US BANK	102.83	Log Book-Stn 30
DM 2/17-5	3/31/2017	US BANK	9.18	Shell Repair For Unit 350
DP 2/17-1	3/31/2017	US BANK	46.50	Office Supplies-Comm Ctr

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DP 2/17-2	3/31/2017	US BANK	26.50	Office Supplies-Comm Ctr
DP 2/17-3	3/31/2017	US BANK	75.00	Memebership-CA CLETS Users Group
DV 2/17-1	3/31/2017	US BANK	320.05	RCF Luncheon
DV 2/17-2	3/31/2017	US BANK	230.95	Food-CERT T3
DV 2/17-3	3/31/2017	US BANK	115.09	Food-CPR 7th Grade
DVM 2/17-1	3/31/2017	US BANK	29.74	Add Name Plates-FFOY Plaque
DVM 2/17-10	3/31/2017	US BANK	99.58	Printer Toner-District Clerk
DVM 2/17-11	3/31/2017	US BANK	325.00	San Ramon Chamber-Membership (Chief Meyer)
DVM 2/17-12	3/31/2017	US BANK	43.74	Stationary for HR Thank You/Retirement
DVM 2/17-13	3/31/2017	US BANK	22.35	Coffee-Labor Management Meeting
DVM 2/17-14	3/31/2017	US BANK	12.88	Board Refreshments
DVM 2/17-15	3/31/2017	US BANK	39.13	Name Plate-J Huey
DVM 2/17-16	3/31/2017	US BANK	1,332.00	F/F and Non-Sworn Retirement Plaques (25)
DVM 2/17-17	3/31/2017	US BANK	321.00	Engraved Retirement Plaques (3)
DVM 2/17-2	3/31/2017	US BANK	95.68	Books for New Recruits
DVM 2/17-3	3/31/2017	US BANK	124.78	Flowers For Wives-BOD 30 Year Recognitions
DVM 2/17-4	3/31/2017	US BANK	10.00	Board Refreshments
DVM 2/17-5	3/31/2017	US BANK	19.90	Candy For Father-BOD 30 Year Recognition
DVM 2/17-6	3/31/2017	US BANK	210.00	San Ramon Chamber-Membership (Maxwell)
DVM 2/17-7	3/31/2017	US BANK	35.00	Danville Chamber Event-Director Stamey
DVM 2/17-8	3/31/2017	US BANK	10.00	San Ramon Chamber Event-Director Stamey
DVM 2/17-9	3/31/2017	US BANK	14.68	Refreshments-Chief's Office
EMS 2/22/17	3/31/2017	US BANK	85,098.82	EMS Supplies CD-16/17-042
Fleet 2/22/17	3/31/2017	US BANK	17,022.08	Fleet Supplies CD-16/17-042
JA 2/17-1	3/31/2017	US BANK	54.99	Food-Academy Graduation
JA 2/17-2	3/31/2017	US BANK	83.23	Food-Academy Graduation
JA 2/17-3	3/31/2017	US BANK	120.80	Food-Academy Graduation
JA 2/17-4	3/31/2017	US BANK	150.95	Food-Academy Training
JB 2/17-1	3/31/2017	US BANK	30.00	FRP Certificates-Academy 2016
JC 2/17-1	3/31/2017	US BANK	10.19	Food-Heartsafe/CPR 7th Grade
JC 2/17-2	3/31/2017	US BANK	115.20	Inspection Guides (6)
JL 2/17	3/31/2017	US BANK	111.42	Paint for Parking Lot-Admin
JV 2/17	3/31/2017	US BANK	87.93	Viera-CalCard Stmt 2/22/17
MAT 2/17	3/31/2017	US BANK	4.49	Key Cage-Stn 36 Annex
MK 2/17-1	3/31/2017	US BANK	114.39	District Coffee Supplies
MK 2/17-2	3/31/2017	US BANK	946.82	15/16 CAFR Printing
MK 2/17-3	3/31/2017	US BANK	113.43	1099-MISC eFile
MK 2/17-4	3/31/2017	US BANK	24.95	1099-R eFile
MK 2/17-5	3/31/2017	US BANK	505.00	15/16 CAFR Award Application
NKW 2/17-1	3/31/2017	US BANK	71.90	FF Lateral-Snacks/Breakfast 2/1/17

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NKW 2/17-2	3/31/2017	US BANK	30.64	FF Lateral-3 Panels Breakfast 2/1/17
NKW 2/17-3	3/31/2017	US BANK	179.02	FF Lateral-Lunch 2/1/17
NKW 2/17-4	3/31/2017	US BANK	19.64	FF Lateral-Snacks/Breakfast
NKW 2/17-5	3/31/2017	US BANK	84.61	FF Lateral-Lunch 2/2/17
NKW 2/17-6	3/31/2017	US BANK	175.55	FF Lateral-Lunch 2/3/17
NKW 2/17-7	3/31/2017	US BANK	87.10	Airfare-Liebert Cassidy Whitmore Conf 3/7-3/10/17
NKW 2/17-8	3/31/2017	US BANK	108.83	Lunch-Management Meeting 2/8/17
PDT 2/17	3/31/2017	US BANK	2.75	Coffee-Officers Meeting
PM 2/17	3/31/2017	US BANK	40.48	Lunch-Manager Recruitment
RCW 2/17-1	3/31/2017	US BANK	750.00	Registration-RGS Supervisor/Manager Academy-2/9/17
RCW 2/17-2	3/31/2017	US BANK	51.51	Computer Cables
RCW 2/17-3	3/31/2017	US BANK	11.24	Computer Cables
RN 2/17-1	3/31/2017	US BANK	67.47	Fuel-Unit 520
RN 2/17-2	3/31/2017	US BANK	306.86	New Front Bumper-Utility Cart #3
RN 2/17-3	3/31/2017	US BANK	34.95	Part For 4-40 Unit 618
RN 2/17-4	3/31/2017	US BANK	75.00	DOT Physical
SC 2/17-1	3/31/2017	US BANK	1,277.58	Dell Monitors (4)-BC's and F. Drayton
SC 2/17-10	3/31/2017	US BANK	104.05	Toner-Stn 31
SC 2/17-11	3/31/2017	US BANK	59.95	Vimeo-Annual Subscription
SC 2/17-12	3/31/2017	US BANK	174.75	GPS Software (5)-Frontline Ambulances
SC 2/17-13	3/31/2017	US BANK	638.79	Dell Monitors (2)-Fire Marshal
SC 2/17-14	3/31/2017	US BANK	281.43	Ergonomic Monitor Stand (1)-Fire Marshal
SC 2/17-15	3/31/2017	US BANK	295.40	Ergonomic Keyboard (1)/Mouse (1)
SC 2/17-16	3/31/2017	US BANK	1,500.00	Citrix Maintenance
SC 2/17-17	3/31/2017	US BANK	114.54	Computer UPS-Stn 34
SC 2/17-18	3/31/2017	US BANK	54.81	Ergonomic 10-Key (1) Fire Marshal
SC 2/17-2	3/31/2017	US BANK	319.39	Dell Monitor (1)-S Call
SC 2/17-3	3/31/2017	US BANK	1,138.03	Phone System-New Station 32
SC 2/17-4	3/31/2017	US BANK	72.00	Password Keeper for I.T.
SC 2/17-5	3/31/2017	US BANK	120.00	APCO International-Membership S Call
SC 2/17-6	3/31/2017	US BANK	395.33	Laser Printer-New Station 32
SC 2/17-7	3/31/2017	US BANK	305.43	P.A. Amplifier-New Station 32
SC 2/17-8	3/31/2017	US BANK	27.05	Toner-Stn 38
SC 2/17-9	3/31/2017	US BANK	27.05	Toner-Stn 38
Travel 2/17-1	3/31/2017	US BANK	134.86	Lodging-Fire Inspector 2A 1/29-1/31/17 Evitt
Travel 2/17-2	3/31/2017	US BANK	14.17	Meal-Fire Inspector 2C 2/15-2/17/17 R. Evitt
Travel 2/17-3	3/31/2017	US BANK	7.12	Meal-Fire Inspector 2C 2/15-2/17/17 R. Evitt
Travel 2/17-4	3/31/2017	US BANK	8.88	Meal-Fire Inspector 2C 2/15-2/17/17 R. Evitt
Travel 2/17-5	3/31/2017	US BANK	215.92	Lodging-Fire Inspector 2C 2/15-2/17/17 R. Evitt
TWW 2/17-1	3/31/2017	US BANK	50.85	HazMat Reinspection

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TWW 2/17-2	3/31/2017	US BANK	17.07	HazMat Reinspection
TWW 2/17-3	3/31/2017	US BANK	45.05	Food-HazMat Reinspection
TWW 2/17-4	3/31/2017	US BANK	60.76	HazMat Reinspection
Wire 3/17/17	3/17/2017	US BANK	1,725.00	Trustee Fees 2013 COP
217382	3/17/2017	US BANK EQUIPMENT FINANCE	1,047.87	Admin Ricoh Copiers Lease (2) 3/1/17-4/1/17
217383	3/17/2017	VALLEY LEADERSHIP PRAYER BREA...	35.00	Prayer Breakfast 4/14/17-Director Stamey
217476	3/31/2017	VALLEY OIL COMPANY	403.69	Diesel Fuel-Stn 31 2/09/17
	3/31/2017	VALLEY OIL COMPANY	304.48	Diesel Fuel-Stn 31 3/02/17
	3/31/2017	VALLEY OIL COMPANY	872.15	Diesel Fuel-Stn 32 3/17/17
	3/31/2017	VALLEY OIL COMPANY	648.34	Diesel Fuel-Stn 33 2/23/17
	3/31/2017	VALLEY OIL COMPANY	423.42	Diesel Fuel-Stn 34 3/14/17
	3/31/2017	VALLEY OIL COMPANY	401.29	Diesel Fuel-Stn 35 2/07/17
	3/31/2017	VALLEY OIL COMPANY	324.18	Diesel Fuel-Stn 35 2/21/17
	3/31/2017	VALLEY OIL COMPANY	442.67	Diesel Fuel-Stn 35 3/08/17
	3/31/2017	VALLEY OIL COMPANY	370.66	Diesel Fuel-Stn 36 3/17/17
	3/31/2017	VALLEY OIL COMPANY	573.29	Diesel Fuel-Stn 39 2/07/17
	3/31/2017	VALLEY OIL COMPANY	674.21	Diesel Fuel-Stn 39 3/02/17
	3/31/2017	VALLEY OIL COMPANY	1,468.96	Unleaded Fuel-Stn 34 3/07/17
	3/31/2017	VALLEY OIL COMPANY	1,160.89	Unleaded Fuel-Stn 38 2/10/17
	3/31/2017	VALLEY OIL COMPANY	1,259.95	Unleaded Fuel-Stn 38 2/14/17
	3/31/2017	VALLEY OIL COMPANY	1,137.66	Unleaded Fuel-Stn 38 2/17/17
	3/31/2017	VALLEY OIL COMPANY	1,615.48	Unleaded Fuel-Stn 38 2/21/17
	3/31/2017	VALLEY OIL COMPANY	1,960.68	Unleaded Fuel-Stn 38 3/02/17
	3/31/2017	VALLEY OIL COMPANY	872.60	Unleaded Fuel-Stn 38 3/13/17
	3/31/2017	VALLEY OIL COMPANY	2,220.41	Unleaded Fuel-Stn 38 3/20/17
	3/31/2017	VALLEY OIL COMPANY	846.86	Unleaded/Diesel Fuel-Stn 30 2/07/17
	3/31/2017	VALLEY OIL COMPANY	865.69	Unleaded/Diesel Fuel-Stn 30 2/21/17
	3/31/2017	VALLEY OIL COMPANY	1,018.88	Unleaded/Diesel Fuel-Stn 30 3/08/17
	3/31/2017	VALLEY OIL COMPANY	685.49	Unleaded/Diesel Fuel-Stn 30 3/17/17
	3/31/2017	VALLEY OIL COMPANY	736.89	Unleaded/Diesel Fuel-Stn 31 2/16/17
	3/31/2017	VALLEY OIL COMPANY	737.33	Unleaded/Diesel Fuel-Stn 31 2/23/17
	3/31/2017	VALLEY OIL COMPANY	1,086.78	Unleaded/Diesel Fuel-Stn 31 3/08/17
	3/31/2017	VALLEY OIL COMPANY	692.29	Unleaded/Diesel Fuel-Stn 31 3/16/17
	3/31/2017	VALLEY OIL COMPANY	1,127.93	Unleaded/Diesel Fuel-Stn 34 2/07/17
	3/31/2017	VALLEY OIL COMPANY	1,187.87	Unleaded/Diesel Fuel-Stn 34 2/14/17
	3/31/2017	VALLEY OIL COMPANY	1,789.01	Unleaded/Diesel Fuel-Stn 34 3/02/17
	3/31/2017	VALLEY OIL COMPANY	1,238.54	Unleaded/Diesel Fuel-Stn 36 2/24/17
	3/31/2017	VALLEY OIL COMPANY	1,012.28	Unleaded/Diesel Fuel-Stn 38 2/06/17
	3/31/2017	VALLEY OIL COMPANY	1,376.09	Unleaded/Diesel Fuel-Stn 38 2/09/17
	3/31/2017	VALLEY OIL COMPANY	2,073.26	Unleaded/Diesel Fuel-Stn 38 2/27/17

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	3/31/2017	VALLEY OIL COMPANY	1,511.91	Unleaded/Diesel Fuel-Stn 38 3/14/17
217542	4/6/2017	VALLEY OIL COMPANY	667.98	Unleaded/Diesel Fuel-Stn 31 3/23/17
	4/6/2017	VALLEY OIL COMPANY	1,244.56	Unleaded/Diesel Fuel-Stn 38 3/23/17
217428	3/23/2017	VERIZON WIRELESS	190.10	Physio-Control Heart Monitor Modems 1/24/17-2/23/17
217429	3/23/2017	VERIZON WIRELESS	683.64	Cell Phone Charges 2/4/17-3/3/17
217543	4/6/2017	VERIZON WIRELESS	190.08	Physio-Control Heart Monitor Modems 2/24/17-3/23/17
217384	3/17/2017	VICKIE CALLAHAN	737.94	Recruitment Pens (200)/Notepads (200)
	3/17/2017	VICKIE CALLAHAN	404.86	Uniform Jackets/Polos (10)
	3/17/2017	VICKIE CALLAHAN	672.60	Uniform Job Shirts-(7)
217544	4/6/2017	VICKIE CALLAHAN	522.38	Jacket-F Drayton/Baseball Caps (24)-Inventory
	4/6/2017	VICKIE CALLAHAN	385.48	Recruitment Pens
217577	4/14/2017	VICKIE CALLAHAN	35.00	Recruitment Pens-Shipping
	4/14/2017	VICKIE CALLAHAN	503.25	Uniform Job Shirts (5)
	4/14/2017	VICKIE CALLAHAN	1,315.20	Uniform Pullovers (14)
217477	3/31/2017	VISION SERVICE PLAN	5,159.55	Vision Insurance-4/17
	3/31/2017	VISION SERVICE PLAN	3,752.40	Vision Insurance-Retirees 4/17
217545	4/6/2017	WALKERS HYDRAULICS INC	1,015.38	Purchase/Install New Air Compressor-Final Payment Stn 39
217478	3/31/2017	WASTE MANAGEMENT OF ALAMED...	200.14	Stn 30 Garbage Recycling Service-3/17
	3/31/2017	WASTE MANAGEMENT OF ALAMED...	82.28	Stn 34 Garbage Recycling Service-3/17
	3/31/2017	WASTE MANAGEMENT OF ALAMED...	172.83	Stn 38 Garbage Recycling Service-3/17
	3/31/2017	WASTE MANAGEMENT OF ALAMED...	82.28	Stn 39 Garbage Recycling Service-3/17
217578	4/14/2017	WEST COAST CODE CONSULTANTS	687.50	Plan Review-Deer Creek Senior Apartments
	4/14/2017	WEST COAST CODE CONSULTANTS	812.50	Plan Review-Deer Creek Senior Apartments Bldg A/B
	4/14/2017	WEST COAST CODE CONSULTANTS	422.60	Plan Review-SR Library/Deer Creek South
217546	4/6/2017	WESTERN MACHINERY ELECTRIC INC	1,668.88	Installed Exciter Stator/Hooked Up Genset-Generator Stn 33
	4/6/2017	WESTERN MACHINERY ELECTRIC INC	570.00	Preparing to Install Exciter/Hooked Up Portable Generator-33
	4/6/2017	WESTERN MACHINERY ELECTRIC INC	1,340.56	Replaced Alternator-Admin Generator
	4/6/2017	WESTERN MACHINERY ELECTRIC INC	1,050.00	Replaced ATS/Troubleshoot Auto Start Switch-Generator Stn 33
	4/6/2017	WESTERN MACHINERY ELECTRIC INC	763.87	Replaced Tensioner/RADD-Stn 31
	4/6/2017	WESTERN MACHINERY ELECTRIC INC	480.00	Trouble Generator Found Damaged Transformer Board-Stn 33
217430	3/23/2017	WILLIAM E JAFFIN	130.00	HeartSafe-Stone Valley Middle School
03/31/17-05	3/31/2017	WITTMAN ENTERPRISES LLC	16,542.82	Ambulance Collection Fees-2/17
208407	4/12/2017	WOOFER, KATHY	<u>(180.00)</u>	CERT Instructor (6.0 hours)-9/4-9/21/13
Report Total			<u>2,814,479.50</u>	

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Check/Voucher Register
From 3/13/2017 Through 4/16/2017

<u>Check Number</u>	<u>Check Date</u>	<u>Payee</u>	<u>Check Amount</u>	<u>Transaction Description</u>	<u>GL Code</u>
1-46659	3/28/2017	SEEVER AND SONS TIRE	3,055.48	New Tires (4)-Unit 526	1125
1-47911	3/28/2017	SEEVER AND SONS TIRE	658.35	New Tires (4)-Unit 346	1125
151760	3/28/2017	ACE AUTO REPAIR AND TI...	5,657.01	Installed New Ecoder Motor/Replaced Power Brake-Unit 398	1125
151783	3/28/2017	ACE AUTO REPAIR AND TI...	141.81	Replaced Brake Caliper/Broken Wheel Stud-Unit 708	1125
152124	3/28/2017	ACE AUTO REPAIR AND TI...	544.18	Installed New Brake Pads/Resurfaced Rear Brake Roters-#341	1125
152292	3/28/2017	ACE AUTO REPAIR AND TI...	771.22	Installed New Brake Pads/New Filter/Gasket on Transmission	1125
152450	3/28/2017	ACE AUTO REPAIR AND TI...	367.59	Replaced Daytime Running Light Module/New Wipers-Unit 703	1125
152843	3/28/2017	ACE AUTO REPAIR AND TI...	104.47	Routine Preventative Maintenance-Unit 334	1125
155804	3/28/2017	HI TECH EMERGENCY VEH...	4,537.17	Pump Repairs-Unit 605	1125
155857	3/28/2017	HI TECH EMERGENCY VEH...	82.63	Door Latch-Unit 522	1125
155931	3/28/2017	HI TECH EMERGENCY VEH...	9.71	Coolant Recovery Caps-Shop	1125
155947	3/28/2017	HI TECH EMERGENCY VEH...	419.33	Portable Light Mount-Unit 525	1125
2461468	3/28/2017	ZOLL MEDICAL CORPORAT...	735.00	LifeBand 3 Pack	1125
2469351A	3/28/2017	ZOLL MEDICAL CORPORAT...	75,100.44	Zoll Autopulse Platform (6)	1125
291890	3/28/2017	FUTURE FORD LINCOLN O...	610.13	Repair Coolant Leak-Unit 322	1125
293319	3/28/2017	FUTURE FORD LINCOLN O...	63.00	Replaced Low Tire Light Sensor-Unit 322	1125
70237698	3/28/2017	BOUNDTREE MEDICAL LLC	(1,751.10)	Returned Medical Equipment	1125
82388352	3/28/2017	BOUNDTREE MEDICAL LLC	176.97	Pharmaceutical Supplies	1125
82391869	3/28/2017	BOUNDTREE MEDICAL LLC	1,078.44	Pharmaceutical Supplies	1125
82393152	3/28/2017	BOUNDTREE MEDICAL LLC	687.26	Medical Equipment	1125
82393153	3/28/2017	BOUNDTREE MEDICAL LLC	1,916.03	Medical Supplies	1125
82401250	3/28/2017	BOUNDTREE MEDICAL LLC	631.25	Medical Equipment	1125
82403877	3/28/2017	BOUNDTREE MEDICAL LLC	818.40	Pharmaceutical Supplies	1125
82405124	3/28/2017	BOUNDTREE MEDICAL LLC	579.70	Medical Equipment	1125
82406454	3/28/2017	BOUNDTREE MEDICAL LLC	246.72	Medical Supplies	1125
82409315	3/28/2017	BOUNDTREE MEDICAL LLC	4,079.59	Medical Supplies	1125
82409316	3/28/2017	BOUNDTREE MEDICAL LLC	320.42	Medical Equipment	1125
82410599	3/28/2017	BOUNDTREE MEDICAL LLC	479.70	Medical Equipment	1125
Report Total			102,120.90		

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
Minutes – March 22, 2017**

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: 1500 Bollinger Canyon Road
Administrative Building-Boardroom
San Ramon, CA 94583

Board Members Present: Directors Parker, Stamey, Kerr and Stark

Participated via teleconference: Director Chris Campbell – San Francisco Fire Department located at 218 Lincoln Street, San Francisco, CA 94129 (925) 838-5700.

Staff Present: Fire Chief Meyer, Financial Consultant Campo, Deputy Chief Phares, Deputy Chief Krause, Controller Koran, Director of Emergency Communications Pangelinan, Director of HR Korthamar Wong, Technology Systems Manager Call, EMS Battalion Chief Duggan, FLS Manger Drayton, District Counsel Ross and District Clerk Maxwell.

1. CALL TO ORDER

Board President Parker called the meeting to order at 7:00 p.m.

2. PLEDGE OF ALLEGIANCE

3. DETERMINATION OF QUORUM AND CONFIRMATION OF AGENDA

There was a quorum and no changes were made to the agenda.

4. PUBLIC COMMENTS

**Jack Weir told the Board that he would like to speak about Agenda Item No. 8.1; when it is discussed later in the meeting.*

5. CONSENT CALENDAR

Motion by Director Stark to approve Consent Items No. 5.1 through 5.4, seconded by Director Stamey. Motion carried with (5) ayes and (0) noes.

6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

Chief Meyer introduced recently hired, Fire and Life Safety Manger Frank Drayton to the Board.

6.1 Retirement recognition for Senior Office Assistant Renee Vetter.

Chief Meyer spoke about recently retired Senior Office Assistant Renee Vetter. Renee is a native of California and is from the Bay Area. She met her husband, Glenn, 37-years ago. In July, they will celebrate their 36th wedding anniversary. They have 3 daughters Jennifer, Victoria and Madeline. Renee came to the District in 1995, serving for 22 years work in the Divisions of Fire Prevention, Human

Agenda Item No. 5.3

Resources, EMS and finished her career as a Senior Office Assistant for the Training Division. She proved to be an invaluable asset to the District, as well as many Training Captains, who went on to become Chief Officers. In her unofficial capacity, Renee mentored many co-workers and supported people from every corner of the District, while leading by example. Renee spoke briefly, thanking the District, Chief Meyer and the Board.

The Board took a brief recess from 7:13 p.m. to 7:20 p.m.

7. OLD BUSINESS

7.1 Update on Fire Station No. 32.

Chief Meyer provided this update. The weather remains a predominate issue, postponing completion. Once the rain dies down, exterior work will resume. Staff is waiting to hear back from the County, about the new design of the bridge. Staff is focused on pedestrian safety issues and are hoping that the bridge will be completed sometime in June.

7.2 Consider approving Resolution 2017-02; a resolution of the Board of Directors of the San Ramon Valley Fire Protection District, pertaining to the Exterior Hazard Abatement Program.

Motion by Director Stamey to adopt Resolution 2017-02; a resolution of the Board of Directors of the San Ramon Valley Fire Protection District, pertaining to the Exterior Hazard Abatement Program. Motion seconded by Director Kerr. Roll-call vote taken with Directors Stamey, Stark, Kerr, Campbell and Parker voting in the affirmative. Motion carried, Resolution 2017-02 adopted.

8. NEW BUSINESS

8.1 Consider approving Changes to the Non-Represented Employees' Compensation Plan.

**Jack Weir, President and Interim Executive Director of the Contra Costa Taxpayer's Association, spoke in opposition, regarding the District's compensation plan of all employees.*

Chief Meyer, FC Campo and HR Director Korthamar Wong presented this agenda item. Staff recommended the following terms for the Non-Represented Employees (excluding the Fire Chief):

- *Provide an annual 3% general salary increase for 4 years effective 4/1/17, 4/1/18, 4/1/19, and 4/1/20.*
- *Increase the District's contribution for retiree Dental, Vision and EAP to 50% of the cost.*
- *Roll in various incentive pay into base pay.*
- *Eliminate the 4% pension contribution that has been on hold for safety employees (Safety Employees currently contribute on average 15% towards pension).*
- *Reduce the miscellaneous pension contribution from 8% to 6% (Miscellaneous employees currently contribute on average 13% towards pension).*
- *Create a training program for employees who are returning to work after an extended medical leave.*
- *Provide a financial safeguard to the District: During the term of the agreement, if in any month the General Fund ending fund balance falls below the 20% District Budget Stabilization Fund requirement, that triggers an immediate reopener.*
- *Add an additional Step 6 (5%) to all classifications and move all employees up one step, effective 4/1/17.*
- *Provide 40-hours of bereavement leave for all non-represented employees.*

Motion by Director Stark to approve the changes to the non-represented employees' compensation plan and to authorize the Fire Chief to implement the changes described in the March 22, 2017 Board Report. Motion seconded by Director Stamey. Roll call vote take, with Directors Stamey, Stark, Campbell, Parker and Kerr all responding in the affirmative. Motion carried with 5 ayes and 0 noes.

8.2 Consider approving the Letter of Understanding between the San Ramon Valley Fire Protection District and Local 3546 and 3546A.

Chief Meyer, FC Campo and HR Director Korthamar Wong presented this agenda item. The parties to the Memorandum of Understanding reached a tentative agreement described in the LOU, presented to the Board. Significant elements of the LOU include:

- *Extends the term to June 30, 2021.*
- *Provides an annual 3% general salary increase for 4 years effective 4/1/17, 4/1/18, 4/1/19, and 4/1/20.*
- *Increases the District's contribution to retiree Dental, Vision and EAP to 50% of the cost.*
- *Rolls in various incentive pay into base pay.*
- *Increases the HazMat and Rescue pay to 5% top step Engineer, with a cap of 7.5% if on both teams.*
- *Eliminates the 4% pension contribution that has been on hold for safety employees (Safety Employees currently contribute on average 15% towards pension).*
- *Reduces the miscellaneous pension contribution from 8% to 6% (Miscellaneous employees currently contribute on average 13% towards pension).*
- *Provides the District discretion to reorganize the EMS Division to enhance community safety services.*
- *Creates a pilot program to contract fire investigations with Con Fire for the next two years.*
- *Creates a training program for employees who are returning to work after an extended medical leave.*
- *Provides a financial safeguard to the District: During the term of the agreement, if in any month the General Fund ending fund balance falls below the 20% District Budget Stabilization Fund requirement, that triggers an immediate reopener.*
- *Adds an additional Step 6 (5%) to all classifications and moves all employees up one step, effective 4/1/17.*
- *For the last 2 years of the agreement, if the CPI exceeds 3.5%, either party may request a wage reopener.*
- *Provides bereavement leave for all employees.*

The financial impact on the 2016/2017 budget (3 months) is approximately \$818,000, while the financial impact on the 2017/2018 projected budget (12 months) is approximately \$3.8 million. This includes all represented and non-represented employees of the District, excluding the Fire Chief.

Staff has updated the 10-year cash flow model with the proposed MOU changes and the changes to the Non-Represented employees' compensation plan. Given the recent growth in property values, the District is well positioned to cover ongoing operating expenses, debt service obligations, fund the capital improvement Program (CIP), and maintain "Dry Period" and "Budget Stabilization" reserve funds pursuant to Board policy.

Staff recommended the Board approve the changes to the MOU with Local 3546, outlined above and authorize the Fire Chief to execute the Letter of Understanding documenting the MOU changes. Motion by Director Stamey to approve the changes to the MOU with Local 3546 and authorize the Fire Chief to execute the Letter of Understanding documenting the MOU changes. Motion seconded by Director Kerr. Roll call vote taken with Directors Stark, Campbell, Stamey, Parker and Kerr voting in the affirmative.

Motion carried with 5 ayes and 0 noes.

Staff recommended the Board approve the changes to the MOU with Local 3546A (significant elements) outlined above and authorize the Fire Chief to execute the Letter of Understanding documenting the MOU changes. Motion by Director Kerr to approve the changes to the MOU with Local 3546A and authorize the Fire Chief to execute the Letter of Understanding documenting the MOU changes. Motion seconded by Directory Stamey. Roll call vote taken with Directors Parker, Stark, Stamey, Kerr and Campbell voting in the affirmative. Motion carried with 5 ayes and 0 noes.

9. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW

Director Parker spoke about a letter received from Pat, of the La Honda Fire Brigade. Both Directors Parker and Kerr praised the work of Danielle Bell and additional CERT staff/volunteers.

10. MONTHLY ACTIVITY REPORTS

- 10.1 Operations Division-Deputy Chief, Lon Phares
Operations Report of monthly activities

Deputy Chief Phares spoke to the Board about the recent Morgan Road Territory closure. [A section of Morgan Territory Road was closed on Friday, February 24, 2017, because of a mudslide]. Although out of the District's area of responsibility, suppression staff assisted as needed. An Emergency Vehicle Access roadway was established on March 21st. [For more information about the Morgan Territory Road closure visit: <http://www.contracosta.ca.gov/6583/Morgan-Territory-Road>]. DC Phares also briefly discussed pre-planning for the Bollinger Canyon Road washout and participation in a portable water supply system drill, held in Vallejo. DC Phares shared a "Certificate of Achievement" received by the District's Hazmat 35 personnel, largely because of the contributions made by Captain Taylor and Captain Word. Golden View Elementary School hosted the Cubs Pinewood Derby and personnel were sent to assist.

- 10.2 EMS – Battalion Chief, John Duggan
EMS Report of monthly activities.

The District responded to approximately 610 emergency medical incidents since the February 22nd Board Meeting. It is the winter flu season and several responses were to residential care facilities. One incident was in response to a patient that had experienced a witnessed cardiac arrest. A bystander had observed the patient collapse and immediately initiated CPR. The first arriving engine company found the patient to be non-breathing and pulseless, and assumed manual CPR. While deploying the AutoPulse device, and initiating advanced life support intervention, the ambulance company arrived on scene and assumed patient care responsibility. While preparing the patient for transport, a Return of Spontaneous Circulation (ROSC) was noted, and continued to improve during transport. The patient arrived at the ER with a pulse and in sinus rhythm.

- 10.3 Logistics – Deputy Chief, Derek Krause
Logistics Report of monthly activities.

Staff finished the exterior paint project for Station 39. District Aide Ryan Mahoney is working on a project to verify AED/Pulsepoint locations registered through Contra Costa County. Ongoing preventive maintenance and repairs continue to effectively manage costs and maintain service. On February 22nd

staff participated in the 5150 Summit Regional Seminar. This was a meeting where stakeholders are brought together to address 5150 issues throughout the county, from a variety of perspectives.

10.4 Fire Prevention – Deputy Chief, Derek Krause
Fire Prevention Report of monthly activities.

Electronic plan review submittals have exceeded paper submittals for the fifth consecutive month with 70.3% of February submittals in electronic form and the 3-month rolling average increasing to 71.4% digital. To date we have received 47 surveys regarding electronic plan submittal and all have been positive. Plan review and construction inspections continue to be the priority to support the active construction projects. Remaining time is being used to follow up on open inspections to accomplish compliance and close out the inspection. New inspections are being focused on Care Facilities. In January, 103 compliance inspections and 100 construction inspections were completed. Hands Only CPR training was conducted at Charlotte Wood Middle School where 364 seventh grade students and staff learned Hands only CPR and AED use. Staff is continuing talks with Bishop Ranch, about becoming a Heart Safe Community. When completed, Bishop Ranch will be the first Heart Safe business park in California. The Residential Care Facility Work Group held their annual kick-off meeting in February for the group. Public Education Staff visited Tassajara Hills, Coyote Creek and Greenbrook Elementary schools during the month and made fire safety presentations to students ranging from grades 1-5. Chief Krause attended the Local Hazard Mitigation Plan Steering Committee at the County Office of Emergency Services. Chief Krause welcomed newly hired Fire and Life Safety Division Manager, Frank Drayton, stating he was happy to have him on-board.

10.5 Communications Division – Director of Emergency Communications, Denise Pangelinan
Communications Report of monthly activities.

Communications staff created 9-1-1 public information handouts. The installation of alerting equipment for the new Station 32 is underway. Public address system surveys were conducted at Fire Stations 31 and 34. Technology staff assisted the Human Resources Division with creating a new test Telestaff database.

10.6 Human Resources Division – Human Resources Director Natalie Korthamar Wong
Human Resources Report of monthly activities.

HR Director Korthamar Wong welcomed Frank Drayton to the SRVFPD team. Staff conducted Chief's interviews for Lateral Firefighter/Paramedic candidates. Three people were offered conditional offers and inclusion in the October 2017 Recruit Fire Academy. Staff conducted a workers' compensation program review with Innovative Claim Solutions Inc.; the District's 3rd party administrator. Thirty-six people applied for the position of Firefighter Reserve, of which, twenty-three were selected and will start the program in the next few months. Reserves are required to live within District boundaries.

10.7 Finance Division – Financial Consultant, Ken Campo and Controller, Martin Koran
Monthly Finance Report of monthly activities.

FC Campo congratulated Frank Drayton for his recent hiring with the District. The two men worked together for the city of Vacaville. FC Campo added that Manager Drayton brings a lot of experience to the Fire and Life Safety Division and that he works closely with the business community to get their projects completed. FC Campo told the Board that District Financials remain on track and are on target with the budget.

Controller Koran informed the Board members that budget numbers had been updated to reflect the mid-year changes approved by the Board in February, 2017. The District's General Fund reserves for the 2016/2017 fiscal year meet expectations at \$46,371,516 and by June, should meet Board policy. The District's Cash Balances – All Funds, are better off by \$6 million dollars, at \$52,508,713, in comparison to last year. He noted that \$599,000 was the February 28, 2017 balance of bond proceeds for Station 32 and that the prior year balance includes both bond proceeds of \$5 million. Actual salary and benefit expenses for 2016/2017, are at \$38,384,641 and in line with budget expectations. General Fund Expenditures for 2016/2017 are on target at \$42,081,261 and present a slight savings due to the implementation of the mid-year budget adjustments. Ambulance revenue and transport fees are better than the prior year at \$2,207,910. Transports are up, compared to last year; however, data for February 2017 was not available at the time of this report. General Fund Revenues are on target at \$40,728,840 and ahead of last year's budget. The District will receive its 2nd installment of property tax in April.

10.8 Fire Chief – Fire Chief, Paige Meyer

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

Chief Meyer spoke briefly about the Tri-Tech conference, he recently attended with DEC Pangelinan and IT Manager Call. Tri-Tech is the District's CAD vendor and the trio had a great discussion with the owner of the company. Chief thanked Financial Consultant Campo and HR Director Korthamar Wong for their work on the most recent memorandum of understanding with the Local 3546 and 3546A.

11. GOOD OF THE ORDER

11.1 The Board Retreat will take place, March 23, 2017, at San Ramon City Hall, located at 7000 Bollinger Canyon Road, San Ramon; beginning promptly at 10:00 a.m.

11.2 The Masons' Cornerstone Ceremony for Station 32, will take place on Tuesday, March 28, 2017 at 10:00 a.m.; 2100 Stone Valley Road, Alamo.

Director Stamey asked for an updated report, regarding the Primary PSAP agreement between the District and the City of San Ramon. Since the Board of Directors will be at recess in July, he is hoping to have the matter brought before the Board by June.

12. CLOSED SESSION

12.1 Possible exposure to litigation (2 matters) pursuant to Government Code Section 54956.9(d)(2). Facts and circumstances that might result in litigation need not be disclosed.

13. Return to Open Session

Regular session ended:	8:45 p.m.
Closed session began:	9:00 p.m.
Closed session ended:	9:40 p.m.
Regular session open:	9:40 p.m.

14. Report Upon Return from Closed Session (if applicable)

The Board convened in Closed Session at 9:00 p.m. to address Agenda Item 12.1, Possible Exposure to Litigation (2 matters) pursuant to Government Code section 54956.9(d)(2). The Board returned from Closed Session at 9:40 p.m. District Counsel Ross indicated that with respect to Agenda Item 12.1, there was no reportable action, consistent with common law attorney-client privilege and that provided by Government Code section 54956.9 (d)(2). The Board then adjourned at 9:40 p.m.

15. Adjournment

The meeting was adjourned by Board President Parker at 9:40 p.m.

Prepared by: _____
Donna Maxwell, District Clerk

Approved by: _____
Don Parker, Board President

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS BOARD RETREAT
Minutes – March 23, 2017**

MISSION STATEMENT

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

Location: City of San Ramon (EOC)
7000 Bollinger Canyon Road
San Ramon, CA 94583

Board Members Present: Directors Parker, Campbell, Stark, Kerr and Stamey.

Staff Present: Fire Chief Meyer, Financial Consultant Campo, District Counsel Ross, Deputy Chief Krause, Deputy Chief Phares, Technology Systems Manager Call, Controller Koran, Director of Emergency Communications Pangelinan, Human Resources Director Korthamar Wong and District Clerk Maxwell.

1. Call to Order

Board President Parker called the meeting to order at 10:00 a.m.

2. Determination of Quorum and Confirmation of Agenda

There was a determination of a quorum of the Board and no changes were made to the agenda.

3. Public Comment

None present.

4. Presentation

4.1 AP Triton, LLC

Kurt P. Henke, Principal Managing Partner of AP Triton, LLC, provided an overview of the services offered by AP Triton. Services include; but are not limited to, enabling legislation at the state level to access federal reimbursement dollars, EMS and Ambulance feasibility studies, evaluations of EMS systems, cost recovery programs, Fire Prevention services, state plan amendment development and insurance assessments. For more information about AP Triton, LLC visit: <http://www.aptriton.com/index.html>

The Board took a brief recess from 11:15 a.m. to 11:28 a.m.

5. General Business

The Board of Directors and staff reviewed and discussed the information found in the San Ramon Valley Fire Protection District Board Retreat March 2017 packet; available for review at:

<http://www.firedepartment.org/civica/filebank/blobdload.asp?BlobID=4366>

The Board took a brief recess from 12:15 p.m. to 12:30 p.m.

6. **Good of the Order**

The April 26, 2017 Board meeting was rescheduled to take place at 2:00 p.m.; moved up from 7:00 p.m.

The meeting was adjourned by Board President Parker at 3:20 p.m.

7. **ADJOURNMENT TO THE NEXT REGULAR BOARD OF DIRECTORS MEETING SCHEDULED FOR WEDNESDAY, APRIL 26, 2017 AT 2:00 P.M. IN THE BOARDROOM.**

Prepared by: _____
Donna Maxwell, District Clerk

Approved by: _____
Don Parker, Vice President



San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

Phone (925) 838-6600 | Fax (925) 838-6629

www.firedepartment.org | info@firedepartment.org

Date: April 26, 2017

To: Board of Directors

From: Martin Koran, Controller

Subject: Quarterly Investment Report – March 31, 2017

Background

Pursuant to Section 5.3 of the District's Investment Policy, please find attached the Quarterly Investment Report for the three-month period ended March 31, 2017. The investments held on behalf of the District are in compliance with the District's investment policy. Fiscal-year-to-date investment earnings for Fiscal Year 2016/17 are \$207,319, which translates to an average weighted yield-to-maturity of 1.11%.

The District has developed a short-term, ladder investment portfolio held by Bank of the West that matures at intervals from 6 months to 5 years for investing funds not required for current operating or capital needs. As of March 2017, the District has approximately \$18.6 million of Budget Stabilization and Capital Project Funds under active management, and \$2 million of Budget Stabilization Funds in a 6-month certificate of deposit with Tri-Valley Bank. These funds have earned \$83,252 fiscal year-to-date, which represents an average weighted yield to maturity of 1.63%.

As of March 31, 2017, the remaining \$396,657 balance of debt proceeds (Station 32 Project Fund) is invested in a money market account at U.S. Bank in order to provide liquidity for the final phase of the Station 32 project. Prior to this, the funds were invested in a short-term ladder portfolio maturing at intervals from 60 – 270 days. These funds earned \$1,805 fiscal year-to-date through March 31, 2017, at an average weighted yield-to-maturity of 0.10%.

Also attached is the quarterly statement for the District's California Employers' Retiree Benefit Trust account (or "OPEB" trust fund). As of March 31, 2017, the balance in the OPEB trust fund was \$15,162,512. This included \$2.6 million of current year contributions and fiscal year-to-date investment earnings of \$927,250, for an annualized yield of 7.2%. The purpose of this trust fund is to set-aside funds to pay for health care benefits for retired employees. These investments are

in a pooled fund managed by CalPERS. During Fiscal Year 2016/17, the District has budgeted to contribute \$3,355,900 in order to meet the Annual Required Contribution.

Recommendation

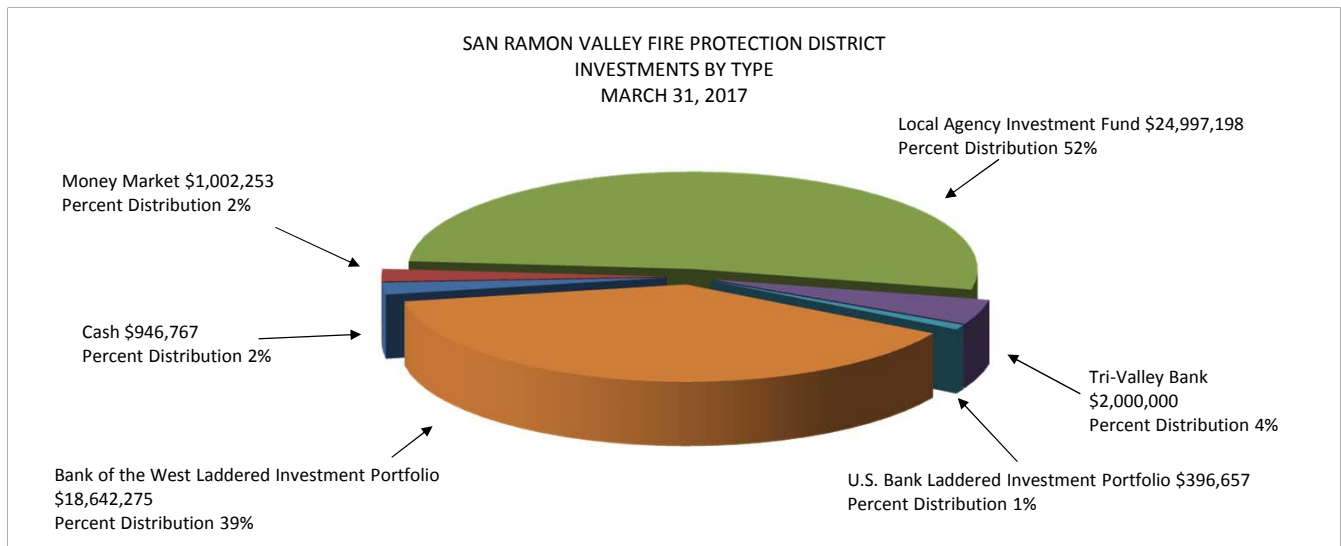
Staff recommends that the Board receive and review the investment report for the quarter ended March 31, 2017, and receive and review the California Employers' Retiree Benefit Trust Statement for the quarter ended March 31, 2017.

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
INVESTMENT REPORT
March 31, 2017**

Type of Investment	Financial Institution	Date of Maturity	Par Value/ Original	Market Value	Rate of Interest	Fiscal Quarter To Date	Interest Earned
Cash	Bank of the West	N/A	874,724	874,724	0.00%	1	0
Cash	Bank of the West - CERT Funds	N/A	72,043	72,043	0.00%	1	0
Money Market	Bank of the West - Money Market	N/A	1,002,199	1,002,199	0.08%	1	932
Laddered Portfolio	Bank of the West - Investments	Various	18,642,275	18,367,423	1.72%	1	80,162
Certificates of Deposit	Tri-Valley Bank - Investment	180 days	2,000,000	2,000,000	0.80%	1	3,091
Laddered Portfolio	U.S. Bank - Investments	Various	396,657	396,657	0.10%	1	1,805
Local Agency Investment Fund	Local Agency Investment Fund	N/A	24,997,198	24,976,599	0.78%	1	121,329
Money Market	U.S. Bank Money Market Deposit Account	N/A	54	54	0.03%	1	0
Total			\$47,985,150	\$47,689,698			\$207,319

Average weighted yield 1.11%
Total return 0.49%

Market values obtained from monthly statements issued by Bank of the West, Tri-Valley Bank and U.S. Bank.



The District has sufficient funds available to meet the next six months of financial obligations.

The March 31, 2017 investments are in compliance with the District adopted Investment Policy.

Bank of the West

Investment Portfolio - Budget Stabilization Fund as of March 31, 2017

Purch Date	Description	CUSIP	Mat Date	Face	Market Cost	Market	Cost	Mkt Adj	Days	Int Accrual	Yield to Maturity
12/11/14	Ally Bank UT	02006LMS9	12/11/17	250,000.00	100.2710	250,677.50	250,000.00	677.50	1,096	-	1.550
12/11/14	Platinum Bank	72766HBL8	12/11/17	250,000.00	100.2170	250,542.50	250,000.00	542.50	1,096	-	1.100
12/12/14	Mauch CHNK Trust	577234CH8	12/12/17	250,000.00	100.2240	250,560.00	250,000.00	560.00	1,096	-	1.100
12/19/14	Verus Bank of Com	92535LBH6	12/19/17	250,000.00	100.2170	250,542.50	250,000.00	542.50	1,096	-	1.050
12/05/14	TVA	880591EC2	04/01/18	1,000,000.00	103.2840	1,032,840.00	1,110,000.00	(77,160.00)	1,213	(8,161.58)	4.500
12/10/14	Sallie Mae Bank	795450VN2	12/10/18	250,000.00	100.3600	250,900.00	250,000.00	900.00	1,461	-	2.000
12/10/14	Goldman Sachs Ba	38148JEG2	12/10/18	250,000.00	100.7770	251,942.50	250,000.00	1,942.50	1,461	-	1.900
12/11/14	American Express C	02587DWV6	12/11/18	250,000.00	100.3750	250,937.50	250,000.00	937.50	1,461	-	2.000
12/12/14	GE Capital Bank	36163FNU3	12/12/18	250,000.00	100.3570	250,892.50	250,000.00	892.50	1,461	-	1.950
12/05/14	FNMA	3135GOZE6	06/20/19	1,000,000.00	100.8100	1,008,100.00	1,010,000.00	(1,900.00)	1,658	(542.82)	1.750
06/30/16	FNMA (Callable)	3136G3TY1	06/30/20	500,000.00	96.9320	484,660.00	500,000.00	(15,340.00)	1,461	-	1.250
07/01/15	Discover	254672QY7	07/01/20	250,000.00	101.5710	253,927.50	250,000.00	3,927.50	1,827	-	2.300
07/01/15	Capital One Bank	140420SX9	07/01/20	250,000.00	100.9400	252,350.00	250,000.00	2,350.00	1,827	-	2.250
07/13/16	FHLB (Callable)	3130A8MP5	10/13/20	3,000,000.00	97.6620	2,929,860.00	3,000,000.00	(70,140.00)	1,553	-	1.375
10/29/15	FHLMC (Callable)	3134G73S8	10/29/20	1,000,000.00	99.1580	991,580.00	1,000,000.00	(8,420.00)	1,827	-	1.000
05/25/16	FNMA (Callable)	3136G3ND3	11/25/20	1,000,000.00	97.6020	976,020.00	1,000,000.00	(23,980.00)	1,645	-	1.400
03/30/16	FHLB (Callable)	3130A7H24	03/30/21	3,000,000.00	98.9250	2,967,750.00	3,000,000.00	(32,250.00)	1,826	-	2.014
10/28/16	FHLMC (Callable)	3134GAQY3	10/28/21	500,000.00	97.4680	487,340.00	500,000.00	(12,660.00)	1,826	-	1.050
11/30/16	FHLB (Callable)	3130A9XY27	11/26/21	1,000,000.00	98.8900	988,900.00	1,000,000.00	(11,100.00)	1,822	-	1.550
12/30/16	FHLB (Callable)	3130AAEB0	12/30/21	1,000,000.00	99.8420	998,420.00	1,000,000.00	(1,580.00)	1,826	-	1.500
03/29/17	FHLB (Callable)	3130AAVW5	03/29/22	2,000,000.00	99.6170	1,992,340.00	2,000,000.00	(7,660.00)	1,826	-	1.500
02/23/17	FHLB (Callable)	3130AAQR2	02/23/22	1,000,000.00	99.6340	996,340.00	1,000,000.00	(3,660.00)	1,826	-	1.500
TOTAL				18,500,000.00		18,367,422.50	18,620,000.00	(252,577.50)		(8,704.41)	1.709
WEIGHTED AVERAGE											1.72

US Bank

2015 Certificates of Participation Capital Project Fund Investments as of March 31, 2017

Purch Date	Description	CUSIP	Mat Date	Face	Market	Cost	Mkt Adj	Days	Int Accrual	Yield to Maturity
	U.S. Bank Mmkt			396,656.97	396,656.97	396,656.97	-		-	0.1000
	TOTAL			396,656.97	396,656.97	396,656.97	-		-	0.1000
	WEIGHTED AVERAGE									0.1000

San Ramon Valley Fire Protection District

CERBT Strategy 1

Entity #: SKB0-6056948863

Quarter Ended March 31, 2017



Market Value Summary:

	QTD Current Period	Fiscal Year to Date
Beginning Balance	\$13,432,842.12	\$11,726,782.08
Contribution	1,118,632.00	2,657,669.00
Disbursement	0.00	0.00
Transfer In	0.00	0.00
Transfer Out	0.00	0.00
Investment Earnings	614,052.00	927,249.94
Administrative Expenses	(1,740.85)	(4,876.25)
Investment Expense	(1,272.85)	(3,565.35)
Other	0.00	0.00
Ending Balance	\$15,162,512.42	\$15,303,259.42
YTD Accrual	0.00	(140,747.00)
Grand Total	\$15,162,512.42	\$15,162,512.42

Unit Value Summary:

	QTD Current Period	Fiscal Year to Date
Beginning Units	983,342.502	870,360.235
Unit Purchases from Contributions	79,620.208	192,602.475
Unit Sales for Withdrawals	0.000	0.000
Unit Transfer In	0.000	0.000
Unit Transfer Out	0.000	0.000
Ending Units	1,062,962.710	1,062,962.710
Period Beginning Unit Value	13.660390	13.311770
Period Ending Unit Value	14.264388	14.264388

Please note that the Grand Total is your actual fund account balance at the end of the period, including all accrued Contributions and Distributions. Please review your statement promptly. All information contained in your statement will be considered true and accurate unless you contact us within 30 days of receipt of this statement. If you have questions about the validity of this information, please contact CERBT4U@calpers.ca.gov.

Statement of Transaction Detail for the Quarter Ending 03/31/2017

San Ramon Valley Fire Protection District

Entity #: SKB0-6056948863



Date	Description	Amount	Unit Value	Units	Check/Wire	Notes
01/06/2017	Contribution	\$279,658.00	\$13.849012	20,193.354	WIRE 2017010600246 616	
01/26/2017	Contribution	\$279,658.00	\$13.927823	20,079.089	WIRE 2017012600196 455	
02/23/2017	Contribution	\$279,658.00	\$14.222448	19,663.141	WIRE 2017022300206 655	
03/27/2017	Contribution	\$279,658.00	\$14.206926	19,684.624	WIRE 2017032700256 738	

Client Contact:
CERBT4U@CalPERS.ca.gov



San Ramon Valley Fire Protection District

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www.firedepartment.org | info@firedepartment.org

Date: April 26, 2017
To: Board of Directors
From: Lon Phares, Deputy Chief Operations
Subject: Structural Firefighting Turnout Gear Replacement

Background

The District has a replacement schedule for structural firefighting turnout gear that adheres to NFPA 1851. The schedule requires turnouts to be retired after 10 years of service. Based on the NFPA recommended service life schedule the District needs to purchase 12 sets of turnouts. The 2016/2017 Capital Improvement Plan includes budgeted appropriations for scheduled PPE replacement to complete this project.

Recommended Action

Authorize staff to replace 12 sets of Structural Turnouts from Allstar Fire Equipment at a cost of \$1,999.76 per set or a total cost of \$25,976.88 that have reached the end of their recommended service life.

**SPECIAL ANNOUNCEMENTS/
PRESENTATIONS/
GENERAL BUSINESS**

San Ramon Valley Fire Protection District
Emergency Medical Services Week Proclamation

WHEREAS, emergency medical services (EMS) is a vital public service; and

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, the members of emergency medical services teams are ready to provide compassionate, lifesaving care to those in need twenty-four (24) hours a day, seven (7) days a week; and

WHEREAS, the emergency medical services system consists of emergency medical dispatchers, law enforcement officers, emergency medical technicians, paramedics, firefighters, emergency nurses, emergency physicians, first responders, educators, and administrators; and

WHEREAS, the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

WHEREAS, EMS plays a critical role in public outreach and injury prevention, and is evolving in its role as an important member of the healthcare community; and

WHEREAS, the year 2017 marks the 40th anniversary of the implementation of a paramedic program enhanced EMS System within Contra Costa County; and

WHEREAS, Contra Costa EMS System is recognized in the state as a leader in exceptional EMS system performance improvement practices focused on improving patient care outcomes; and

WHEREAS, in the last 10 years the EMS System within Contra Costa County has sustained an exceptional Trauma System and implemented a High-Risk Heart Attack (STEMI) System, Stroke System and a Cardiac Arrest System of Care; and

WHEREAS, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating Emergency Medical Services Week; now

THEREFORE, the San Ramon Valley Fire Protection District, in recognition of this event, does hereby proclaim the week of May 21 – 27 2017, as

EMERGENCY MEDICAL SERVICES WEEK

Don Parker, SRVFPD Board President

OLD BUSINESS



SAN RAMON VALLEY FIRE PROTECTION
DISTRICT
ALAMO FIRE STATION 32

MARCH 2017

Construction Progress:

Poured concrete curbs at the southeast of site.
 Rebar and inspection for trash enclosure and fuel tank pad.
 Light poles installed at all locations.
 Interior Caulking - 100%
 Pre-cast concrete walls - 90%

April Schedule:

Task Name	Duration	Start
Stone Valley	29 days	Mon 3/27/17
Form curbs - from Miranda	3 days	Mon 4/03/17
Pour curbs - from Miranda	1 day	Thu 4/06/17
Form driveway curbs	1 day	Mon 4/3/17
Rebar driveway curbs	1 day	Tue 4/4/17
Pour driveway curbs	1 day	Wed 4/5/17
Form Genset/Fuel Tank pads	2 days	Thu 4/6/17
Rebar Genset/Fuel Tank pads	1 day	Mon 4/10/17
Install bollards	2 days	Tue 4/11/17
Pour Genset/Fuel Tank pads	1 day	Thu 4/13/17
Form heavy vehicle area - App Bay	2 days	Fri 4/14/17
Rebar heavy vehicle area - App Bay	1 day	Tue 4/18/17
Pour heavy vehicle area - App Bay	1 day	Wed 4/19/17
Form rolling gate threshold	1 day	Thu 4/20/17
Set rolling gate track and rebar	1 day	Fri 4/21/17
Pour rolling gate threshold	1 day	Mon 4/24/17
Form drive at swing gate	2 days	Tue 4/25/17
Rebar drive at swing gate	1 day	Thu 4/27/17
Install bollards swing gate	2 days	Thu 4/27/17

Task Name	Duration	Start
Trash Enclosure	26 days	Wed 4/12/17
Rebar at CMU foundation	2 days	Wed 4/12/17
Pour foundation CMU	1 day	Fri 4/14/17
CMU at trash enclosure	5 days	Mon 4/17/17
Grout CMU	1 day	Mon 4/24/17
Rebar at trash enclosure slab	1 day	Tue 4/25/17
Pour Trash enclosure slab	1 day	Wed 4/26/17



**PACIFIC-MOUNTAIN CONTRACTORS
OF CALIFORNIA INC.**
 4061 Part Chicago Highway, Suite 8 • Concord, CA 94520
 Telephone: 925.893.2832 • Fax: 925.867.8438
 License No. 927539



SAN RAMON VALLEY FIRE PROTECTION
DISTRICT
ALAMO FIRE STATION 32

Field measure trash doors	1 day	Tue 4/25/17
Install trash enclosure trusses & sheathing	3 days	Tue 4/25/17
Install roofing	1 day	Fri 4/28/17
Fabricate trash enclosure doors	5 days	Wed 4/26/17

Task Name	Duration	Start
Miranda	17 days	Tue 4/11/17
Flatwork forms	2 days	Tue 4/11/17
Flatwork rebar	1 day	Thu 4/13/17
Pour Concrete	1 day	Fri 4/14/17
Form heavy vehicle area - App Bay	3 days	Mon 4/17/17
Rebar heavy vehicle area - App Bay	1 day	Thu 4/20/17
Pour heavy vehicle area - App Bay	1 day	Fri 4/21/17
Form driveway	2 days	Mon 4/24/17
Driveway rebar	1 day	Wed 4/26/17
Pour driveway	1 day	Thu 4/27/17
Form sidewalk	2 days	Fri 4/28/17

Current Issues:

Bridge design pending (awaiting final plan check responses)

Project Completion:

Estimated opening of the Fire Station is May, excluding the bridge work.



Curbs and gutter poured through middle drive lane



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SAN RAMON VALLEY FIRE PROTECTION
DISTRICT
ALAMO FIRE STATION 32



Emergency Generator form w/rebar and concrete pad



Foundation w/rebar footing and forms- aboveground fuel tank



Trash enclosure footing and concrete pad



Light poles installation



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www.firedepartment.org | info@firedepartment.org

Date: 4/26/2017

To: Board of Directors

From: Denise Pangelinan, Director of Emergency Communications
Steve Call, Technology Systems Manager

Subject: TriTech Computer-Aided Dispatch (CAD) and Records Software Maintenance

Background:

The San Ramon Valley 911 consolidated fire and police communications center and the San Ramon Police Department utilize the following TriTech software products in support of their dispatch and law enforcement record keeping efforts:

- Computer-Aided Dispatch (CAD)
- Police Records Management System (RMS)
- Police Field-Based Reporting (FBR)
- Police Criminal Justice Information System (CJIS) inquiries
- Mobile Data and Automated Vehicle Location (AVL)
- CAD and Mobile mapping
- Paging, fire station alerting and fire station printing

When the software was initially purchased, the first year of maintenance was included and covered the twelve months following the CAD go-live date of May 17, 2016. The second year of maintenance for the period May 17, 2017 through May 16, 2018 is now due.

Recommended Board Action:

Authorize staff to pay TriTech Software Systems for software maintenance and support in the amount of \$87,566.13.

Financial Impacts:

Budgeted expense for FY 2016-2017.



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Date: April 26, 2017

To: Board of Directors

From: Natalie Korthamar Wong, Director of Human Resources

Subject: Side Letter Agreement between the San Ramon Valley Fire Protection District and IAFF Local 3546 Regarding Fire and Life Safety Division Standby Requirement

Summary:

The Side Letter Agreement confirms the understandings that have been reached between the San Ramon Valley Fire Protection District and International Association of Firefighters Local 3546 (Union).

Discussion:

On February 23, 2016, the Board approved a Letter of Understanding (LOU) that provided for the reorganization of the Fire Prevention Division. The purpose of the reorganization was to create and maintain a more flexible work force to better respond to the service needs of the community. This is achieved by implementing a new series of job classifications and associated salary ranges that will replace the current job classifications as described below.

Following approval of the February 23, 2016, Letter of Understanding, the Union requested to re-open the LOU. The District agreed and met and conferred with the Union and Fire Prevention employee's multiple times over a period of six-months. District and Union representatives reached a tentative agreement on November 28, 2016, which addressed new provisions and further changes in working conditions that will arise from the reorganization. The new Letter of Understanding was approved by the Board of Directors on December 15, 2016.

Following agreement, the Union notified the District of its interest to re-open the Letter of Understanding, Section 11.00, Fire Investigation Recall for Fire Investigators and Deputy Fire Marshal. The District agreed, therefore, the parties met and conferred and reached agreement on the terms described in the Side Letter Agreement.

The Side Letter Agreement replaces and supersedes Section 11.00 of the Letter of Understanding effective December 15, 2016, and the Memorandum of Understanding between the District and Union. The changes are as follows:

- Standby pay for incumbent Fire and Life Safety Inspectors responsible for fire investigation will be rolled into the base monthly salary.
- Fire and Life Safety Inspectors who are responsible for fire investigation are relieved of standby duty Monday through Fridays and will remain on a list and rotate standby for weekends and recognized District Holidays.
- Based on the current number of Fire Investigators (3), each Fire Investigator will be responsible for 33% of weekends and holidays.
- Fire and Life Safety Inspectors are required to respond when called.

Financial Impacts:

The cost for the above changes was included in the 2016/2017 FY budget.

Recommended Board Action:

It is recommended that the District Board consider and approve the Side Letter Agreement, dated April 26, 2017, and authorize the Fire Chief to sign the agreement.

Attachment:

Side Letter Agreement between the San Ramon Valley Fire Protection District and IAFF Local 3546, dated April 26, 2017.



San Ramon Valley Fire Protection District

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SIDE LETTER AGREEMENT

Between

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

And

LOCAL 3546

April 26, 2017

The San Ramon Valley Fire Protection District (District) and the International Association of Firefighters Local 3546 (Union) are parties to a Memorandum of Understanding for the period of August 1, 2009 through June 30, 2021. On April 22, 2015, the District and the Union agreed to a Letter of Understanding that in part, provided for a "reorganization of the Fire Prevention Division."

Effective February 24, 2016, the District and Union agreed to a Letter of Understanding that set forth the reorganization plan for the Fire Prevention Division. Following agreement, the Union notified the District of its interest to re-open the Letter of Understanding. The District agreed, therefore, the parties met and conferred and entered into a new Letter of Understanding, approved by the Board of Directors on December 15, 2016, that provides for the reorganization of the Fire Prevention Division (renamed to the Fire and Life Safety Division). That Letter of Understanding replaced and superseded the Letter of Understanding effective February 24, 2016, and the Memorandum of Understanding between the District and Union.

Following agreement, the Union notified the District of its interest to change Letter of Understanding, Section 11.00, Fire Investigation Recall for Fire Investigators and Deputy Fire Marshal. The District agreed, therefore, the parties met and conferred and reached agreement on the terms described in this Side Letter Agreement.

This Side Letter Agreement replaces and supersedes Section 11.00 of the Letter of Understanding effective December 15, 2016, and the Memorandum of Understanding between the District and Union.

Section 11.00 Fire and Life Safety Inspector Fire Investigation Standby

- A. This section applies to Fire and Life Safety Inspectors (Formerly Fire Inspectors and Deputy Fire Marshal) who are responsible for performing fire investigation.

- B. Standby pay for incumbent Fire and Life Safety Inspectors responsible for fire investigation shall be rolled into the base monthly salary.
- C. Fire and Life Safety Inspectors responsible for fire investigation shall remain on a standby list and rotate standby for weekends and recognized District Holidays.
- D. Based on the current number of Fire and Life Safety Inspectors who perform fire investigation duties (3 positions), each Fire and Life Safety Inspector will be responsible for 33% of weekends and holidays. This results in the current Fire and Life Safety Inspector being responsible for approximately 39 days of the total annual weekend and holiday days (Approximate calculation: 104 weekend days + 13 holidays = 117 days/3 employees = 39 weekend and holiday days).
- E. If for any reason the number of Fire and Life Safety Inspectors responsible for fire investigation is reduced, the required percentage shall remain the same (i.e. it will never exceed 33%).
- F. Fire and Life Safety Inspectors responsible for fire investigation are required to respond when called.
- G. The District makes no representation or assurance on what CCCERA considers pensionable pay.

All other terms and conditions of the Letter of Understanding approved by the Board of Directors on December 15, 2016, and the Letter of Understanding approved by the Board of Directors on March 22, 2017, remain in full force and affect.

ON BEHALF OF THE DISTRICT:

ON BEHALF OF LOCAL 3546:

Paige Meyer, Fire Chief

Mike Mohun, President

Date: _____

Date: _____



San Ramon Valley Fire Protection District

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www.firedepartment.org | info@firedepartment.org

Date: April 26, 2017
To: Board of Directors
From: Derek Krause, Deputy Chief
Subject: Payment for Truck 512 Repairs

Background:

On August 12, 2016, Truck 512, a reserve apparatus, was reported to have an aerial issue, taken out of service and sent to Alameda County Fire Department Fleet Repair Facility (ACFD), for evaluation. ACFD Fleet had done previous work on the truck and the aerial and it was brought there to identify any links to previous work and to fix any current problems. After significant evaluation the problem was traced to an under-performing alternator, along with some melted wiring and relays. The aerial was repaired and re-tested per industry standards. While the truck was ACFD for several weeks, District staff authorized ACFD to perform a 12-month inspection and service. Seventy-three items were identified as needing attention, from the very minor (burned-out light bulbs), to very significant (replacing large wiring runs). The cumulative and deferred maintenance and repairs totaled \$38,743.97.

A need for increased preventive maintenance was identified and will be incorporated into the quarterly and annual inspection programs, as well as routine maintenance and minor repairs. Truck 512 is the District's only reserve truck and maintains significant value as a Fleet resource.

Recommended Board Action:

Staff recommends payment to Alameda County Fire Department for the authorized repair work for the amount of \$38,743.97.

Fiscal Impact:

Funds are available in the Fleet annual FY 16/17 budget for these repairs.



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Date: April 26, 2017
To: Board of Directors
From: Derek Krause, Deputy Chief
Subject: Payment for Truck 34 (525) Repairs

Background:

On January 11, 2017, Truck 34 (525), was due for a certified 12-month aerial test and a 12-month inspection and service on the truck proper. The truck was sent to Hi-Tech Emergency Vehicle Service for inspection and repairs. The aerial was found to have dented bracing, rendering it out of service until repaired and tested. The aerial was repaired and re-tested per industry standards. The truck engine was running rough and disassembled to diagnose the cause. Several injectors and the turbo charger were replaced. Additional repairs included: power steering hose to tiller steering axle replacement; pump pressure governor replacement; seatbelt replacements; steering and suspension components replacements and realignment; multiple air leaks repaired; numerous door seals replaced; brakes replaced; outrigger cylinder kit repaired; control valves replaced; headset wiring replaced; and numerous preventive maintenance procedures and smaller repairs. In total, seventy-five items were identified as needing attention, from the very minor (burned-out light bulbs), to very significant (tracing and repairing air leaks). The cumulative and deferred maintenance and repairs totaled \$41,043.62. Staff subsequently negotiated with the owner of Hi-Tech EVS who agreed to reduce the labor costs on this invoice, due to a strong business relationship with the District, reducing the invoice to \$38,524.53, a savings of \$2,519.09.

A need for increased preventive maintenance was identified and will be incorporated into the quarterly and annual inspection programs, as well as routine maintenance and minor repairs. Truck 34 (525) is a front-line truck and maintains significant value as a Fleet resource.

Recommended Board Action:

Staff recommends payment to Hi-Tech Emergency Vehicle Service for the authorized repair work for the amount of \$38,524.53.

Fiscal Impact:

Funds are available in the Fleet annual FY 16/17 budget for these repairs in accordance with offset by savings in Fleet Capital.



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Date: April 26, 2017
To: Board of Directors
From: Derek Krause, Deputy Chief
Subject: Payment for Truck 35 (526) Repairs

Background:

On February 22, 2017, Truck 35 (526), was due for a certified 12-month aerial test and a 12-month inspection and service on the truck proper. The truck was sent to Hi-Tech Emergency Vehicle Service for inspection and repairs. The aerial was inspected and found to have broken sheaves and hydraulic line leaks. The aerial was repaired, serviced and tested per industry standards. The truck was inspected, serviced and repaired where necessary. Repairs included: power steering diverter valves and hydraulic lines to tiller steering axle replacement; drive axle torque arm bushings replaced; drive-axle brakes replaced; seals replaced in PTO and hydraulic lines; tiller shocks replaced; tie-rod replaced; broken ladder compartment door re-welded; broken "dog-house" fabricated, wiring moved; missing safety edging replaced; on-board air compressor repaired; installed new auto-eject; numerous door seals replaced; and numerous preventive maintenance procedures and smaller repairs. In total, seventy-five items were identified as needing attention, from the very minor (replaced compartment weather stripping), to the significant (tie-rods replaced). The cumulative and deferred maintenance and repairs totaled \$22,945.82. Staff subsequently negotiated with the owner of Hi-Tech EVS who agreed to reduce the labor costs on this invoice, due to a strong business relationship with the District, reducing the invoice to \$20,756.82, a savings of \$2,189.

A need for increased preventive maintenance was identified and will be incorporated into the quarterly and annual inspection programs, as well as routine maintenance and minor repairs. Truck 35 (526) is a front-line truck and maintains significant value as a Fleet resource.

Recommended Board Action:

Staff recommends payment to Hi-Tech Emergency Vehicle Service for the authorized repair work for the amount of \$20,756.82.

Fiscal Impact:

Funds are available in the Fleet annual FY 16/17 budget for these repairs in accordance with offset by savings in Fleet Capital.

NEW BUSINESS



San Ramon Valley Fire Protection District

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www.firedepartment.org | info@firedepartment.org

Date: April 26, 2017
To: Board of Directors
From: Martin Koran - Controller
Subject: Transparency Policies

Background:

In 1999, the Special District Leadership Foundation (SDLF) was formed to provide educational opportunities to Special District officials and employees to enhance service to the public. It is dedicated to excellence and promoting best practices in local government. The SDLF created the District Transparency Certificate of Excellence to promote transparency in the operations and governance of special districts to the public and provide special districts with an opportunity to showcase their efforts in transparency.

The Transparency Certificate application highlights 28 best practice requirements over three main subject areas:

1. Basic Transparency Requirements (Training, policies and reporting requirements)
2. Website Requirements (General information such as Board Members, District mission statement and financial reports)
3. Community Outreach Requirements (Public hearings and press releases) for public engagement

In order to comply with the Transparency program requirements, the following three policies must be approved:

1. Agenda Preparation and Board Meeting Policy (“Brown Act Compliance”) outlines procedures for agenda preparation and noticing as well as Board Regular, Special, Emergency, Adjourned, and Committee meetings.
2. Policy for Handling Public Records Act Requests complies with the California Public Records Act (CPRA) (Gov. Code Section 6250, et seq.) to provide transparency and accountability by making available to the public all disclosable records maintained by the District. The policy defines public records of the District; outlines procedures for members of the public to request, inspect and copy public records; as well as reimburse the District for the cost of providing requested copies. This policy will assist District staff in efficiently responding to these requests, and will provide the public with clear guidelines for requesting and receiving records.
3. Code of Ethics identifying the Board’s commitment to providing excellence in legislative leadership that results in the provision of the highest quality services to its constituents and complying with State Assembly Bill 1234. The code outlines rules of behavior between and among members of the Board and District staff.

These policies were reviewed by District management staff and District Counsel.

Recommended Board Action:

Approve the following three policies required to complete the application for the SDLF Transparency Certificate of Excellence:

1. Agenda Preparation and Board Meeting Policy
2. Policy for Handling Public Records Act Requests
3. Code of Ethics

Fiscal Impact:

None.

Attachments:

1. Agenda Preparation and Board Meeting Policy
2. Policy for Handling Public Records Act Requests
3. Code of Ethics
4. District Transparency Certificate of Excellence application checklist



San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

Phone (925) 838-6600 | Fax (925) 838-6629

www.firedepartment.org | info@firedepartment.org

AGENDA PREPARATION AND BOARD MEETING POLICY

Adopted April 26, 2017

AGENDAS

The Fire Chief, in cooperation with the San Ramon Valley Fire Protection District (District) Board of Directors (Board) Chair, shall prepare an agenda for each Regular and Special meeting of the Board in accordance with the Ralph M. Brown Act (California Government Code Section 54950 *et seq*). Any Director may request any item to be placed on the agenda by contacting the Fire Chief at least fourteen business days prior to the date of the meeting.

Any member of the public may request that a matter directly related to District business be placed on the agenda of a regularly scheduled Board meeting, subject to the following conditions:

1. The request must be in writing and be submitted to the Fire Chief, together with supporting documents and information, if any, at least fourteen business days prior to the date of the meeting;
2. The Fire Chief shall be the sole judge of whether the public request is or is not a "matter directly related to District business." The public member requesting the agenda item may appeal the Fire Chief's decision at the next Regular Board meeting. Any Director may request that the item be placed on the agenda of the Board's next regular meeting.
3. Subjects considered by the Board in closed session are not included in this policy;
4. The Board may place limitations on the total time to be devoted to a public request issue at any meeting, and may limit the time allowed for any one person to speak on the issue at the meeting.

This policy does not prevent the Board from receiving public comments at Regular and Special meetings of the Board on matters which are not on the agenda that a member of the public may wish to bring before the Board. However, the Board shall not discuss or take action on such matters at that meeting, other than providing brief general directions to staff regarding the matter, if appropriate.

At least 72 hours prior to the time of all Regular meetings, an agenda, which includes but is not limited to all matters on which there may be discussion and/or action by the Board, shall be posted in a place that is freely accessible to members of the public. (California Government

Code 54954.2 (a)(1)). The District Clerk will post the agenda outside the District office and coordinate with Fire Stations 30, 31, 32, 33, 34, 35, 36 and 38 the posting of the agenda, in public view, outside each station. The agenda shall also be posted on the District website for public information. All information made available to the Board (except confidential information allowed by State law per legal counsel authority) shall be available for public review prior to the board meeting.

The agenda for a Special meeting shall be posted at least 24 hours before the meeting in the same location as for Regular Meeting agendas (California Government Code Section 54956).

The Fire Chief shall determine the order in which agenda items shall be considered for discussion and/or action by the Board, subject to re-ordering of the agenda by the Board at the meeting.

MEETINGS

1. Regular Meetings of the District Board of Directors shall be held monthly in the District Boardroom, located at 1500 Bollinger Canyon Road, San Ramon, CA 94583. The District Board shall annually, at its December regular meeting, establish by resolution the date and time of the monthly regular meetings of the Board for the ensuing calendar year. In establishing the date and time of regular meetings, it shall be the intent of the Board to select meeting dates and times that facilitate public participation and public observance of the workings of the Board, and to prevent the deliberate exclusion of the public from being able to observe the governmental process.

2. Special Meetings of the Board may be called by the Board Chair or by a majority of the Board by delivering written notice to each member of the legislative body. Newspapers of general circulation in the District, radio stations, television stations, organizations, and property owners who have requested notice of special meetings in accordance with the Ralph M. Brown Act shall be notified in writing, delivered personally, by mail, facsimile, electronically or otherwise, and shall be received at least 24 hours before the time of the meeting as specified in the notice. The call and notice shall specify the time and place of the Special meeting and the business to be transacted or discussed. No other business shall be considered by the Board at these meetings.

3. Emergency Meetings. In the event of an emergency situation involving matters upon which prompt action is necessary due to the disruption or threatened disruption of public facilities, the Board may hold an Emergency Special meeting without complying with the 24-hour notice. An emergency situation means a crippling disaster which severely impairs public health, safety, or both, as determined by the Board Chair or a majority of the Board. Newspapers of general circulation in the District, radio and television stations which have requested notice of Special meetings shall be notified by at least one hour prior to the emergency meeting. In the event that telephone services are not functioning, the notice requirement of one hour is waived, but the Board, or its designee, shall notify such newspapers,

radio stations, or television stations of the fact of the holding of the Emergency Special meeting, and of any action taken by the Board, as soon after the meeting as possible.

Closed session may be held during an Emergency meeting by a unanimous vote of the members present, and all other rules governing Special meetings shall be observed with the exception of the 24-hour notice. The minutes of the Emergency meeting, a list of persons the Board or designee notified or attempted to notify, a copy of the roll call vote(s), and any actions taken at such meeting shall be posted for a minimum of ten days in the District office as soon after the meeting as possible.

4. Adjourned Meetings. A majority vote by the Board of Directors may terminate any Board meeting at any place in the agenda and adjourn the meeting to any time and place specified in the order of adjournment, except that if no Directors are present at any Regular or Adjourned Regular meeting, the Fire Chief may declare the meeting adjourned to a stated time and place, and he/she shall cause a written notice of adjournment to be given.

5. Standing Committee Meetings. The meetings of standing Committees (or Subcommittees) (consisting of no more than two Board Directors), are also subject to the notice and open meeting provision of the Ralph M. Brown Act.

The Board Clerk shall ensure that all required and appropriate information is available for the audience at meetings of the Board of Directors, and that physical facilities for said meetings are functional and appropriate for all persons.



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POLICY FOR HANDLING PUBLIC RECORDS ACT REQUESTS

Adopted April 26, 2017

POLICY:

Public records of the San Ramon Valley Fire Protection District (the "District") shall be open to inspection during regular office hours of the District to the extent required by law, and except as otherwise provided herein. "Public records" are all records of the District retained in the ordinary course of District business and in accordance with the District's Record Retention Schedule, as may be amended from time to time, and which is incorporated herein by reference, except as otherwise provided herein. "Public records" are all records of the District except those which are exempt from disclosure by the California Public Records Act (Gov. Code § 6250 et seq.).

DEFINITIONS:

- A. The term "public records" includes any writing containing information relating to the conduct of the public's business prepared, owned, used, or retained by the District regardless of physical form or characteristics.
- B. The term "writing" means handwriting, typewriting, printing, photographing, photocopying, electronic mail, facsimile, and every other means of recording upon any form of communication or representation, including letters, words, pictures, sounds, or symbols, or combination thereof and all papers, maps, magnetic or paper tapes, photographic films and prints, magnetic or punch cards, discs, drums, and other documents.

PROCEDURE:

- A. Any District employee receiving a Public Records Act request must notify the District Clerk of the request. Employee is required to update District Clerk on status of the response.
- B. Any person desiring to inspect any public record shall identify the specific records desired to be inspected. The District shall, in accordance with Government Code Section 6253.1, assist the member of the public make a focused and effective request that reasonably describes an identifiable record or records to the extent reasonable.

C. Any person may obtain a copy of any identifiable public record unless exempt from public disclosure. Upon request, an exact copy shall be provided unless impracticable to do so.

D. Within ten (10) calendar days after receipt of such request, the Board Clerk or designee shall determine whether to comply with such request and shall immediately notify the person making the request of such determination and the reasons therefor. If the Board Clerk is uncertain whether the record is exempt from disclosure under the California Public Records Act or whether, given the facts of the particular case, the public interest served by not making the record public clearly outweighs the public interest served by disclosure of the record, the Board Clerk shall consult with legal counsel for the District during this initial 10-day period. Where necessary, because either the records or the personnel that need to be consulted regarding the records are not readily available, the initial 10-day period to make a determination may be extended for up to fourteen (14) days. Such unusual circumstances mean the need to search for and collect requested records from field facilities or other locations separate from the office processing the request; or the need to search for, collect, and examine a voluminous amount of records to comply with the request; or the need for consultation with another agency having a substantial interest in the determination of the request; or the need to compile data, to write programming language or a computer program, or to construct a computer report to extract data. If possible, records deemed subject to disclosure should be provided at the time the determination is made. If immediate disclosure is not possible, the District shall provide the records within a reasonable period of time, along with an estimate of the date that the records will be available.

D. Upon any request for a copy of public records which reasonably describes an identifiable record or information produced therefrom and which is not otherwise exempt from disclosure, the District shall make the records promptly available to any person and may charge fees covering the direct costs of duplication. A response to a written request for inspection or copies of public records that includes a determination that the request is denied, in whole or in part, shall be in writing.

F. Should any request for public records contain exempt information including, but not limited to that listed under Government Code sections 6253.5 and 6254, any portion that can reasonably be segregated of such record shall be provided to any person requesting such record after redacting portions which are exempt from disclosure by law.

G. Inspection of public records shall be made only in a District office, and no document shall be removed therefrom. A representative of the District will be present during the inspection of any records.

H. The public records policy of the District shall at all times be subject to the California Public Records Act as it may be amended from time to time, and if there is any conflict between that Act and this policy, the Act shall prevail.

Copies Requested Pursuant to the Political Reform Act of 1974

A. Notwithstanding the other provisions of the District's Public Records Policy, public records requested pursuant to the Political Reform Act of 1974 (Gov. Code § 81000 et seq.), shall be open for public inspection and reproduction during regular business hours, and not later than the second business day following the day on which such document was received from a public officeholder or other person subject to the Political Reform Act.

B. No conditions whatsoever shall be placed on those persons desiring to inspect or reproduce reports or statements filed pursuant to the Political Reform Act, nor shall any information or identification be required from such persons.

C. Copies may be provided at a cost of ten cents (\$0.10) per page, and the filing officer of the District may charge a retrieval fee not to exceed five dollars (\$5) per request for copies of reports and statements which are five (5) or more years old.

District Copy Cost Schedule

A. A request for a copy of an identifiable written public record or information produced therefrom, or a certified copy of such record, may be accompanied by payment of a fee in the amount of 10 cents (\$0.10) per page if the copy is no larger than 8 ½" x 11". If the size of the copy of the record is in excess of 8 ½" x 11", a request for such copy may be accompanied by payment of a fee in the amount fixed by the Fire Chief, provided that the amount so fixed shall not be more than 10 cents (\$0.10) times the number of 8 ½" x 11" pages into which each copied sheet could be divided if so desired.

B. Requests for a mailed copy of the Board of Directors' monthly agenda are required annually. These requests will be directed to the Board Clerk. Copies of the agenda will be provided. The District may charge 10 cents (\$0.10) per page, for each agenda requested (i.e., Board; Fire & Life Safety Committee; Personnel/HR Committee; and Finance Committee; Facilities Committee; EMS Committee; CERT/PAC Committee) according to the Copy Cost Schedule.

C. To facilitate an equal and unbiased approach to disseminating information made available at Committee and Board meetings, agendas and a Board packet containing any and all data placed before the Board of Directors for consideration or action will be located at the rear of the Board Room for access by the public. Any person desiring a copy of any portion of said information may request the same from the Board Clerk who will provide such copies in accordance with the District Copy Cost Schedule.



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CODE OF ETHICS

Adopted April 26, 2017

The Board of Directors of the San Ramon Valley Fire Protection District is committed to providing excellence in legislative leadership that results in the provision of the highest quality services to its constituents and to comply with State laws including Assembly Bill 1234 approved in 2005.

In order to assist in the governance of the behavior between and among members of the Board of Directors and District staff, the following rules shall be observed:

1. The dignity, style, values and opinions of each Director shall be respected.
2. Responsiveness and attentive listening in communication is expected.
3. The needs of the District's constituents should be the priority of the Board of Directors. When a Director believes he/she may have a conflict of interest, the legal counsel shall be requested to offer advice whether one exists or not.
4. The primary responsibility of the Board of Directors is the formulation and evaluation of policy. All matters concerning the operational aspects of the District are to be brought to the attention of the Fire Chief.
5. Directors should commit themselves to focusing on the business of the District, emphasizing the positive, avoiding double talk, hidden agendas, gossip, backbiting, and other negative forms of communication and interaction.
6. Directors should commit themselves to focusing on issues and not personalities. The presentation of the opinions of others should be encouraged. Cliques and voting blocs based on personalities rather than issues should be avoided.
7. Differing viewpoints are healthy in the decision-making process. Individuals have the right to disagree with ideas and opinions, but without being disagreeable. Once the Board of Directors takes action, all Directors commit to support said action and not to create barriers to the implementation of said action.
8. Directors should practice the following procedures:

- a) In seeking clarification on informational items, Directors should contact the Fire Chief, who will obtain the supplemental information from management staff.
 - b) In handling complaints from residents and property owners of the District, said complaints should be immediately referred directly to the Fire Chief.
 - c) In handling items related to safety, concerns for safety or hazards should be reported to the Fire Chief. Emergency situations should be dealt with immediately by seeking appropriate assistance and reporting to the Fire Chief.
 - d) In presenting items for discussion at Board meetings, Board members shall adhere to the Agenda Preparation and Board Meeting Policy.
 - e) In seeking clarification for policy-related concerns, especially those involving personnel, legal action, land acquisition and development, finances, and programming, said concerns should be referred directly to the Fire Chief and District Counsel.
 - f) Requests for Assistance. Directors shall direct all requests for work, studies, information, or any task which is to be performed by District Staff to the Fire Chief. If the Fire Chief determines that an individual Director's request for Staff services shall result in a substantial expenditure of time or District resources, the Fire Chief may refer the request to the Board for its approval. In no event shall any Director make any request of Staff for information or services not related to District business. This policy shall in no way limit the authority of individual Directors to contact the Fire Chief and District Counsel for the purpose of inquiring about potential conflicts of interest regarding a Director's own economic interest.
9. If approached by District personnel concerning specific District policy, Directors should direct inquiries to the Fire Chief.
10. The work of the District is a team effort. All individuals should work together in the collaborative process, assisting each other in conducting the affairs of the District.
- a) When responding to constituent requests and concerns, Directors should be courteous, responding to individuals in a positive manner and routing their questions through the Fire Chief for appropriate follow-up.
 - b) Directors should develop a working relationship with the Fire Chief wherein current issues, concerns and District projects can be discussed comfortably and openly.
 - c) Directors should function as a part of the whole. Issues should be brought to the attention of the Board as a whole, rather than to individual members selectively.
 - d) Directors are responsible for monitoring the District's progress in attaining its goals and objectives, while pursuing its mission.



SHOWCASE YOUR DISTRICT'S COMMITMENT TO TRANSPARENCY

District Transparency Certificate of Excellence

Purpose

To promote transparency in the operations and governance of special districts to the public/constituents and provide special districts with an opportunity to showcase their efforts in transparency.

Duration

2 Years

Application Cost

FREE

District Receives

- Certificate for display (covering 2 years)
- Press release template
- Recognition on the SDLF website
- Letter to legislators within the district's boundaries announcing the achievement
- Recognition in social media, letter to the editor of local media outlet, and the CSDA eNews
- Window cling

Basic Requirements

Current Ethics Training For All Board Members *(Government Code Section 53235)*

- Provide copies of training certificates along with date completed

Compliance With the Ralph M. Brown Act *(Government Code Section 54950 et. al)*

- Provide copy of current policy related to Brown Act compliance
- Provide copy of a current meeting agenda (including opportunity for public comment)

Adoption of Policy Related to Handling Public Records Act Requests

- Provide copy of current policy

Adoption of Reimbursement Policy, If District Provides Any Reimbursement of Actual and Necessary Expenses

(Government Code Section 53232.2 (b))

- Provide copy of current policy

Annual Disclosure of Board Member Or Employee Reimbursements For Individual Charges Over \$100 For Services Or Products. This Information Is To Be Made Available For Public Inspection. "Individual Charge" Includes, But Is Not Limited To: One Meal, Lodging For One Day, Or Transportation. *(Government Code Section 53065.5)*

- Provide copy of the most recent document and how it is accessible.

Timely Filing of State Controller's Special Districts Financial Transactions Report - Includes Compensation Disclosure. *(Government Code Section 53891)*

- Provide copy of most recent filing.

SDLF staff will verify that district is not listed on the State Controller's 'non-compliance list'

Conduct Audits As Required By Law *(Government Code Section 26909 and 12410.6)*

- Provide copy of most recent audit, management letter, and a description of how/where documents were made available to the public

Other Policies – Have Current Policies Addressing the Following Areas

Provide copies of each:

- Conflict of Interest
- Provide copies of Form 700 cover sheet for board members and general manager
- Code of Ethics/Values/Norms or Board Conduct
- Financial Reserves Policy

Website Requirements

Maintain a district website with the following items Required. (provide website link) - Required items available to the public:

- Names of board members and their full terms of office to include start and end date
- Name of general manager and key staff along with contact information
- Election/appointment procedure and deadlines
- Board meeting schedule
(Regular meeting agendas must be posted 72 hours in advance pursuant to *Government Code Section 54954.2 (a)(1)* and *Government Code Section 54956 (a)*)
- District's mission statement
- Description of district's services/functions and service area
- Authorizing statute/Enabling Act (Principle Act or Special Act)
- Current District budget
- Most recent financial audit
- Archive of Board meeting minutes for at least the last 6 months
- Link to State Controller's webpages for district's reported board member and staff compensation (*Government Code Section 53908*)
- Link to State Controller's webpages for district's reported Financial Transaction Report (*Government Code Section 53891 (a)*)
- Reimbursement and Compensation Policy
- Home page link to agendas/board packets (*Government Code Section 54957.5*)
- SB 272 compliance-enterprise catalogs (*Government Code Section 6270.5*)

Additional items – website also must include at least 4 of the following items:

- Post board member ethics training certificates
- Picture, biography and e-mail address of board members
- Last (3) years of audits
- Financial Reserves Policy
- Online/downloadable public records act request form
- Audio or video recordings of board meetings
- Map of district boundaries/service area
- Link to California Special Districts Association mapping program
- Most recent Municipal Service Review (MSR) and Sphere of Influence (SOI) studies (full document or link to document on another site)
- Link to www.districtsmakethedifference.org site or a general description of what a special district is
- Link most recently filed to FPPC forms
- Machine readable/searchable agendas (*required in 2019*)

Outreach/Best Practices Requirements - (Must complete at least 2 of the following items)

Regular District Newsletter Or Communication (Printed And/Or Electronic) That Keeps The Public, Constituents And Elected Officials Up-To-Date On District Activities (at least twice annually)

- Provide copy of most recent communication and short description on the frequency of the communication, how it's distributed and to whom.

Community Notification Through Press Release To Local Media Outlet Announcing Upcoming Filing Deadline For Election Or Appointment And Process For Seeking A Position On The District Board, Prior To That Election (Or Prior To The Most Recent Deadline For Consideration Of New Appointments For Those Districts With Board Members Appointed To Fixed-Terms).

- Provide copy of the press release (and the printed article if available)

Complete Salary Comparison/Benchmarking For District Staff Positions Using A Reputable Salary Survey (At Least Every 5 Years)

- Provide brief description of the survey and process used as well as the general results

Special Community Engagement Project

Designed and completed a special project promoting community engagement with the district (potential projects may be broad in nature or focus on specific issues such as rate-setting, recycled water, identifying community needs, etc.)

- Submit an overview of the community engagement project reviewing the process undertaken and results achieved

Hold Annual Informational Public Budget Hearings That Engage The Public (Outreach, Workshops, Etc.) Prior To Adopting The Budget

- Provide copy of most recent public budget hearing notice and agenda.

Community Transparency Review

The district would be required to obtain a completed overview checklist from at least 2 of the following individuals (the district may choose to conduct the overview with these individuals simultaneously or separately):

- Chair of the County Civil Grand Jury
- Editor of a reputable local print newspaper (only one may count toward requirement)
- LAFCO Executive Officer
- County Auditor-Controller
- Local Legislator (only one may count toward requirement)
- Executive Director or President of local Chamber of Commerce
- General Manager of a peer agency (special district, city, county, neighborhood association, community organization or county administrative officer)
 - Provide proof of completion signed by individuals completing Community Transparency Review



SHOWCASE YOUR DISTRICT'S COMMITMENT TO TRANSPARENCY

District Transparency Certificate of Excellence

Submit Application

Submit this application along with all required documentation to:

SPECIAL DISTRICT LEADERSHIP FOUNDATION
 1112 I Street, Suite 200
 Sacramento, CA 95814
 Phone: 916-231-2939 • Fax: 916-442-7889

DISTRICT:		
MAILING ADDRESS:		
CITY:	STATE:	ZIP:
CONTACT NAME:		
CONTACT TITLE:		
PHONE:	FAX:	
EMAIL:	WEBSITE:	
ASSEMBLY MEMBER(S)*:		
SENATOR*:		
LOCAL NEWSPAPER(S):		
I CERTIFY THAT THE INFORMATION SUBMITTED IS ACCURATE AND COMPLETE TO THE BEST OF MY KNOWLEDGE.	SIGNATURE:	

**include all state legislators representing the district's area of operation*



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Date: April 26, 2017
To: Board of Directors
From: Derek Krause, Deputy Chief
Subject: Consideration of Reclassification of One FLSD Inspector to One FLSD Plans Examiner

Background:

San Ramon Valley Fire Protection District has approximately 1,560 plan review applications annually and the Fire District is growing. Currently the Plans Examiner does not perform construction inspections that coincide with the plan reviews. This raises a concern that the Plans Examiner has no way to truly validate that the actual construction is in line with the plan review that was accomplished. Staff recommends that the Plans Examiner perform their own construction inspections, with limited exceptions; such as when the Plans Examiner is out sick or on vacation. In this case, it would be appropriate for a Fire & Life Safety Inspector to follow up and complete the construction inspection. This change would further allow our Fire & Life Safety Inspectors to have much more time to effectively manage our annual inspections program, which would also enhance the cost recovery (i.e., fee revenue), associated with the program. Staff recommends the District adopt the best practice of the Plans Examiner completing their own inspections and for the Fire & Life Safety Inspectors to focus on the Annual Inspection Program. The District currently has one Plans Examiner opening and the recruitment and selection process would be modified to select the top two candidates, instead of only one.

However, given the current volume of plan reviews, it is not practicable for the current lone Plans Examiner to do the plan reviews and perform the related construction inspections. Therefore, staff also recommends re-classifying one of the Fire & Life Safety Inspector classifications to a second Plans Examiner position.

The overall impact to the Fire and Life Safety Division would be to improve new construction inspection outcomes by providing better continuity from plans to field application, align the District's inspection practices with the industry best practices, better position the District to respond to the anticipated increase in new commercial construction and residential home

building. A second Plans Examiner position would also allow for a higher volume of plan reviews and the associated increase in fee revenue.

Recommendation Board Action:

Authorize staff to re-classify one Fire & Life Safety Inspector position to a Plans Examiner position.

Fiscal Impact:

None, as the anticipated increase in fee revenue from the above changes, revenue is expected to more than offset the additional cost of \$4,272 associated with re-classifying a Fire & Life Safety Inspector to a Fire & Life Safety Plans Examiner.



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Date: April 26, 2017

To: Board of Directors

From: Derek Krause, Deputy Chief

Subject: Fleet Management Lease and Upfitting of Five Fire & Life Safety Division Vehicles

Background:

In September of 2015 the Board approved a fleet lease program with Enterprise Fleet Management for the scheduled replacement of specific staff vehicles. A total of seven Command Staff vehicles have been successfully replaced through the utilization of this program.

The Fiscal Year (FY) 2016/17 Capital Improvement Plan (CIP) includes funding for the replacement of three Fire & Life Safety Division Staff vehicles. Three other Fire & Life Safety Division Staff vehicles were scheduled for replacement in FY-2014/2015. Staff had held off replacing these vehicles until the specific vehicle needs based on the Fire & Life Safety Division (FLSD) staff roles could be more clearly determined. FLSD Staff has identified the key characteristics of these roles and the associated vehicle needs. Personnel doing a majority of the new construction inspections would be best suited with the Ford F-150 trucks already in service and not due for replacement. Staff doing primarily existing construction inspections, public education, and emergency preparation activities would be better suited in Ford Escape vehicles. The FLSD Manager, with occasional emergency scene support operations would be best suited in a Ford Interceptor vehicle, with factory-installed limited emergency lighting. None of these vehicles would have the advanced code-3 lighting, radio and command center equipment that was installed in the aforementioned Command Staff vehicles. All vehicles would be equipped with a portable radio charger (for hand-held radio), and minimal lane-guide hazard lighting. The vehicles to be replaced are: two (2) 2005 Chrysler PT Cruiser vehicles, 41,000 and 59,000 miles; two (2) 2001 Chevrolet Malibu vehicles, 32,000 and 49,000 miles; and one (1) 2005 Ford Crown Victoria vehicle, 98,000 miles. The extended age of the current staff vehicles (12 – 16 years), and the relatively low mileage is one of the factors identified through the fleet evaluation process that led to the proposed value of the Enterprise Lease program, rather than outright purchasing of these staff vehicles. The proposed staff vehicles will take advantage of advances in fuel mileage savings (due to lighter and stronger material use), technological advancements (e.g. hands-free voice activated Bluetooth phone systems), and safety features (e.g. multiple air bags, backup cameras, backup sensors, stability control, blind-spot monitoring-on the Interceptor, and improved visibility), that are available on the newer vehicles. The upfitting vendor (WATTCO) has agreed to extend the pricing of their previous competitive bid for upfitting costs for these five vehicles.

The vehicles would be added to the Master Equity Lease Agreement with Enterprise. The interest rate for the financing would be 5%, plus a monthly management fee of 0.10% of the cost of the vehicle. The

recurring costs are fixed on the day the vehicle is delivered and for the term of the lease. The leases will be 60 months, with common buyout or extension options. Annual rental costs would equal \$5,448 per Escape vehicle, and \$8,079 for the Interceptor vehicle. Upfitting costs would be \$3,500 per Escape vehicle, and \$5,500 for the Interceptor vehicle, with the capability of moving the equipment to new vehicles each time a new vehicle is leased.

Recommended Board Action:

Authorize the District to amend its' Master Equity Lease Agreement with Enterprise Fleet Management to include the acquisition of the five (5) FLSD staff vehicles noted above for an amount not to exceed \$29,871 per year for the term of the lease, and to contract with WATTCO for the purchase and installation of emergency equipment, for a one-time amount not to exceed \$19,500.

Fiscal Impact:

Emergency equipment upfitting costs and new vehicle lease costs are budgeted in the CIP for Fiscal Year 2016/17. Savings accrued through the refined vehicle selection process will save \$32,645 under the budgeted amount.

CORRESPONDENCE

Maxwell, Donna

Subject: FW: THANK YOU!
Attachments: image1.JPG; image2.JPG

Begin forwarded message:

From: "Susan" <[@.net](#)>
To: "Meyer, Paige" <pmeyer@srvfire.ca.gov>
Subject: THANK YOU!

San Ramon firefighters hard at work.

It may not have been a life threatening call, but it was clearly very cold and wet. Thank you to the San Ramon Fire Department for all that you do for our community!

Susan
SR Homeowner

*Pictures provided by homeowner





Maxwell, Donna

Subject: FW: Tom Terrazas to the rescue

From: Dominique Yancey [<mailto:DYancey@contracostada.org>]

Sent: Saturday, February 25, 2017 8:21 AM

To: Meyer, Paige

Cc: dan.yancey@comcast.net

Subject: Tom Terrazas to the rescue

Chief Meyer

I wanted to let you know about an incident that happened to me right before Christmas.

If you don't mind I'll start this email with those famous words

"It was a dark and stormy night" as I was driving home one evening

when my tire blew out. I pulled over to the side of the road and called

a tow company. They told me they wouldn't be able to arrive for several hours.

Fortunately I had followed my mother's advice and married a wonderful man.

When I called my husband (who was out of town) he very patiently told me to look around and see if there was someone who could help me. He said that maybe there was a fire station nearby. As I looked to my left, the rain stopped, the clouds parted and I suddenly realized that I was across the street from Station 31.

I carefully drove across the street, parked in their parking lot and knocked on the fire station door.

Firefighter Tom Terrazas came to the door and heard my pathetic plea for help.

Without a moment's hesitation he came to my aid and changed the tire on my car.

I thanked him profusely and as I happily drove away I was filled with the spirit of Christmas and those wonderful words "Merry Christmas to all and to all a goodnight."

I can't tell you how grateful I was for his assistance. He was so kind and helpful and follows in the great tradition of all employees of the San Ramon Valley Fire Protection District.

A huge thank you to you and the Board of Directors for hiring such a wonderful firefighter.

Sincerely,
Dominique Yancey

P.S. I heard that Santa dropped by the Fire Station and left some wonderful gifts for Tom, his wife and children.

Maxwell, Donna

From: Meyer, Paige
Sent: Sunday, March 19, 2017 10:07 AM
To: Meyer, Paige
Cc: Maxwell, Donna
Subject: Fwd:
Attachments: image1.PNG

Sent from my iPhone

Begin forwarded message:

From: "Amanda P
To: "Meyer, Paige" <pmeyer@srvfire.ca.gov>

Hi Chief Meyer,

All of these guys who responded last night need a raise! They did an amazing job of calming the crazy 9 month pregnant lady even suggesting great baby names (theirs of course) :)

You run a great team and they deserve a raise or at least a big high five.

Thank you
Amanda



Incident Number: 2017-2214

Date: 3.1.17

Responding Crew:
Captain Anderson
Engineer Rawitzer
Firefighter/Paramedic Gery

Captain Falkenstrom
Engineer Varin
Firefighter Drake



March 14, 2017

San Ramon Valley Fire Protection District and Local 3546
1500 Bollinger Canyon Rd.
San Ramon, CA. 94583

To The Members of the San Ramon Valley Fire Protection District,

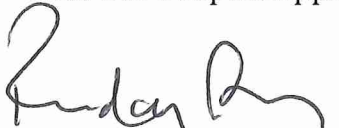
A few weeks ago The Tracy Fire Department suffered a significant and unexpected loss. Dan Havicus was a young, well-loved and devoted Fire Captain, father, husband, friend, brother and mentor. As we began to cope with the reality of our loss, we were greatly comforted by the overwhelming kindness, generosity, and genuine concern extended to us in our time of need.

The Tracy Fire Department would like to personally thank you for all that you have done for us in this trying time. With the support of organizations like yours, we were able to show Captain Havicus, and his family, the respect and honor he had earned. Words can't express our gratitude for the overwhelming support of not only the fire service families across the state, but from our community, local businesses, law enforcement agencies, and so many others.

As fire service professionals we all know we can count on a mutual aid system in times of emergency. What gives us a great sense of pride in our profession is to see the selfless commitment to provide aid to one another that surpasses those expectations.

The outpouring of support will remain in the hearts of the Tracy fire family forever. If there is ever anything that either of us or the Tracy fire Department can do for you or your organization please do not hesitate to contact us. We want to again say thank you for everything that you have done to help us get through this devastating loss.

With Our Deepest Appreciation,


Randall Bradley

Tracy Fire Chief
City of Tracy


Tad Neave

Tracy Fire Captain
Local 3355 President

Maxwell, Donna

From: Meyer, Paige
Sent: Friday, March 17, 2017 1:33 PM
To: Maxwell, Donna
Subject: Fwd: Haz Mat Team Response

Sent from my iPhone

Begin forwarded message:

From: "McNamara, Daniel" <DMcNamara@srvfire.ca.gov>
Date: March 17, 2017 at 1:22:41 PM PDT
To: "Meyer, Paige" <pmeyer@srvfire.ca.gov>, "Phares, Lon" <LPhares@srvfire.ca.gov>, "Korthamar, Natalie" <nkorthamar@srvfire.ca.gov>, "Taylor, Paul" <PTaylor@srvfire.ca.gov>, "Word, Todd" <TWord@srvfire.ca.gov>
Cc: "Laugero, Steve" <SLaugero@srvfire.ca.gov>, "O'Dwyer, Sean" <SO'Dwyer@srvfire.ca.gov>, "Fouts, Robert" <RFouts@srvfire.ca.gov>, "Mohun, Michael" <MMohun@srvfire.ca.gov>
Subject: Haz Mat Team Response

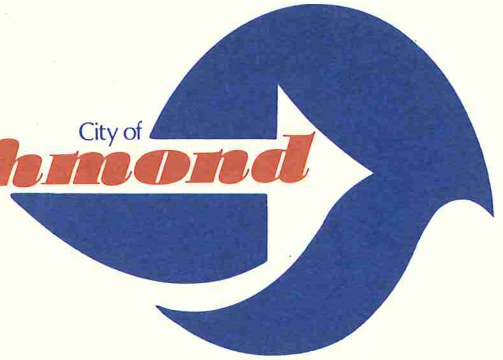
Todd- I wanted to take this opportunity to let you know how impressive the Haz Mat team has become. I have had the opportunity over the last few years to see the team operate and it has been very impressive to see the growth. Yesterday Engineer Laugero as Haz Mat Group Sup and Captain O'Dwyer as Haz Mat Safety Officer were able to come up with a safe and effective plan to mitigate a potentially very dangerous situation. Having the ICP away from where everyone was working was different, yet reassuring knowing that all the members on scene are truly committed to the team and it's professionalism. Their actions were evident and both Danville PD and County Haz Mat were very impressed and had very positive comments. Once again please pass along my thanks and keep up the great work.

Dan

Dan McNamara
B Shift Battalion Chief
XCC CICCIS Coordinator

Office-925-838-6604

City of
Richmond



OFFICE OF THE FIRE CHIEF

April 4, 2017

Fire Chief Paige Meyer
San Ramon Valley Protection District
1500 Bollinger Canyon Road
San Ramon, CA 94583

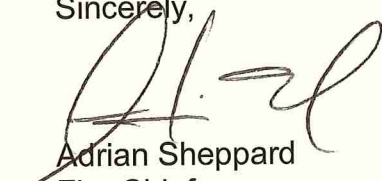
Dear Chief Meyer:

On behalf of the Richmond Fire Department, I would like to express my gratitude, once again, for the outstanding assistance provided to us on our recent Fire Engineer examination. Captain Richard Huettis' valuable assessment of our candidates was crucial to the success of the process and reflected well on the caliber of your department.

We acknowledge this was a time commitment, and we appreciate your support of this process.

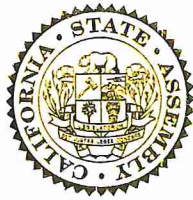
Please count on our department's assistance in any future endeavors.

Sincerely,



Adrian Sheppard
Fire Chief

AS:EU:dc



ASSEMBLYWOMAN CATHARINE B. BAKER
SIXTEENTH DISTRICT
CALIFORNIA LEGISLATURE

Printed on Recycled Paper

Dear Fire Marshal Krause,
Thank you for your Department's
help at the San Ramon Assembly -
Senate Town Hall. You keep us
safe, and we are grateful.
Warm
regards,
Catharine

OPERATIONS



San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

Phone (925) 838-6600 | Fax (925) 838-6629

www.firedepartment.org | info@firedepartment.org

Date: April 26, 2017

To: Board of Directors

From: Lon Phares, Deputy Chief Operations

Subject: Monthly Operations Report for March 2017

Operations & Training

- Annual Ladder Testing Completed
- Thermal Imaging Camera Training Completed
- Hazardous Material FRO Refresher in Progress
- Mount Diablo Rope Rescue Training
- Annual Board Retreat
- Morgan Territory Rd Closure Coordination & Planning
- Hydro Testing for SCBA Bottles in Progress
- SCBA Annual Flow Testing Completed
- Operational & Training Policy Updates
- Hydrogen Fuel Training Completed
- Probationary Firefighter Provisionals Assignments for 2016-2
- Multi-Company Drills including Night Drills for 1st Quarter 2017 Completed
- Probationary Task Book Sign-offs for Engineers (3) & Firefighters (13)
- Station 37 Volunteer Training
- iQuest Program – Dougherty Valley & San Ramon Valley High School Students
- Wellness Fitness Program Physicals in Progress
- Cornerstone Laying for Alamo Fire Station 32

Events Attended by Suppression

- Joint Apprenticeship Career Day - Livermore & Sacramento
- Career Day, Iron Horse Middle School San Ramon
- Funeral Services for Retired Engineer Duarte, Alamo
- Every 15 Minutes Demonstration, Cal High San Ramon
- Auction Winners Birthday Party (2), San Ramon

Special Teams

Hazardous Materials Team

- 1st Quarter Training – Review of Operational Response Procedures, On-Site Scenarios @ District Target Hazards
- 2nd Quarter Training Preparation – In-Service Air Monitor Training with Industrial Scientific, Radiation Material Training with Livermore Lab

Technical Rescue Team

- 1st Quarter Training – Equipment Inventory Maintenance & Operation
- Rescue Division Drill – Outpost Building
- 2nd Quarter Training Preparation – Helicopter Operations

Meetings

County Chiefs

County Operations

County Training Officers

CATF-4 General Membership Meeting

County Peer Support Meeting

Danville Town Council Meeting

Coastal Regional Hazardous Materials Response Organization

Standards of Cover Policy Compliance Report

March 1, 2017 - March 31, 2017

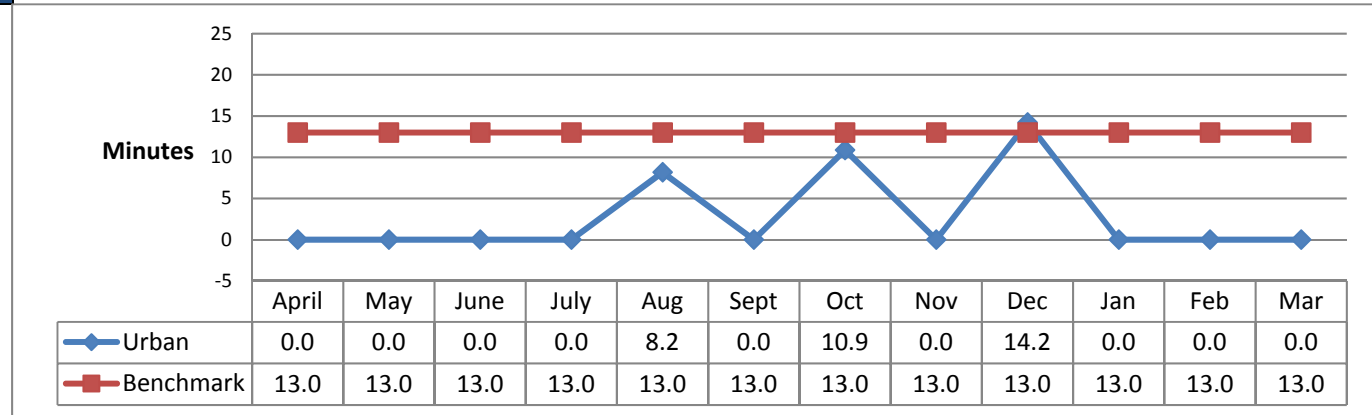
	SOC Goal 1, 5, 6			SOC Goal 2, 5, 6			SOC Goal 3, 5, 6			SOC Goal 5, 6		
	Urban (Count = 266)			Suburban (Count = 110)			Rural (Count = 3)			Wilderness (Count = 3)		
	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D
First Unit Response	7:00	7:33	7:11	8:00	7:47	7:47	15:00	12:21	13:39	45:00	21:01	35:27
		97%	98%		100%	100%		100%	100%		100%	100%

	SOC Goal 4											
	Urban (Count = 0)			Suburban (Count = 0)			Rural (Count = 0)			Wilderness (Count = 0)		
	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D
ERF Fire Response	11:00	0:00	14:13	12:00	0:00	8:12	21:00	0:00	0:00	45:00	0:00	0:00
		0%	80%		0%	100%		0%	0%		0%	0%

	SOC Goal 8											
	Urban (Count = 115)			Suburban (Count = 42)			Rural (Count = 0)			Wilderness (Count = 1)		
	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D
ERF Medical Response	9:00	9:36	9:26	10:00	8:27	9:32	21:00	0:00	27:24	45:00	18:38	23:24
		93%	96%		100%	100%		0%	88%		100%	100%

SOC Goal 7					
Call Processing Time			Turnout Time		
Goal	Actual	Y-T-D	Goal	Actual	Y-T-D
1:00	1:08	1:16	2:00	1:52	1:55
	97%	93%		100%	100%

ERF Fire Response Urban



Goal 1

Distribution of Fire Stations for Built-up Urban Areas of Greater than 2,000 People per Square Mile

To treat and transport medical patients and control small fires, the first-due unit should arrive within 7 minutes total response time, 90 percent of the time from the receipt of the call in fire dispatch. Total response time equates to 1 minute dispatch time, 2 minute crew turnout time and 4 minutes travel time spacing for single units.

Goal 2

Distribution of Fire Stations for Suburban Areas of 1,000 to 2,000 People per Square Mile

The first-due fire unit should arrive within 8 minutes total response time, 90 percent of the time.

Goal 3

Distribution of Fire Stations for Rural Areas of Less than 1,000 People per Square Mile

The first-due fire unit should arrive within 15 minutes total response time, 90 percent of the time.

Goal 4

Effective Response Force (First Alarm) for Urban Areas of Greater than 2,000 People per Square Mile

To confine fires near the room of origin and to treat up to 5 medical patients at once, a multiple-unit response of at least 15 personnel should arrive within 13 minutes total response time from the time of 911 call receipt, 90 percent of the time. This equates to 1 minute dispatch time, 2 minutes crew turnout time and 10 minutes travel time spacing for multiple units. Suburban areas should receive the full first alarm within 14 minutes total response time, 90 percent of the time with the goal to limit the fire spread to the area already involved upon the arrival of the effective response force. For rural areas, this should be 21 minutes, 90 percent of the time. Outcome goals in these areas would be to confine fires to the building of origin and to care for medical patients.

Goal 5

Hazardous Materials Response

Respond to hazardous materials emergencies with enough trained personnel to protect the community from the hazards associated with the release of hazardous and toxic materials. Achieve a total response time consistent with Goal 1, Goal 2 and Goal 3 with the first company capable of operating at the California OSHA First Responder Operations (FRO) level. After size-up and scene evaluation is complete a determination will be made whether to request the on-duty District Hazardous Materials Team and/or other appropriate resources.

Goal 6

Technical Rescue

Respond to technical rescue emergencies with enough trained personnel to facilitate a successful rescue. Achieve a total response time consistent with Goal 1, Goal 2 and Goal 3 with the first company capable of operating at the California Rescue System 1 (RS1) level. After size-up and scene evaluation is complete a determination will be made whether to request the on-duty District Rescue Team and/or other appropriate resources.

Goal 7

Call processing and turnout times

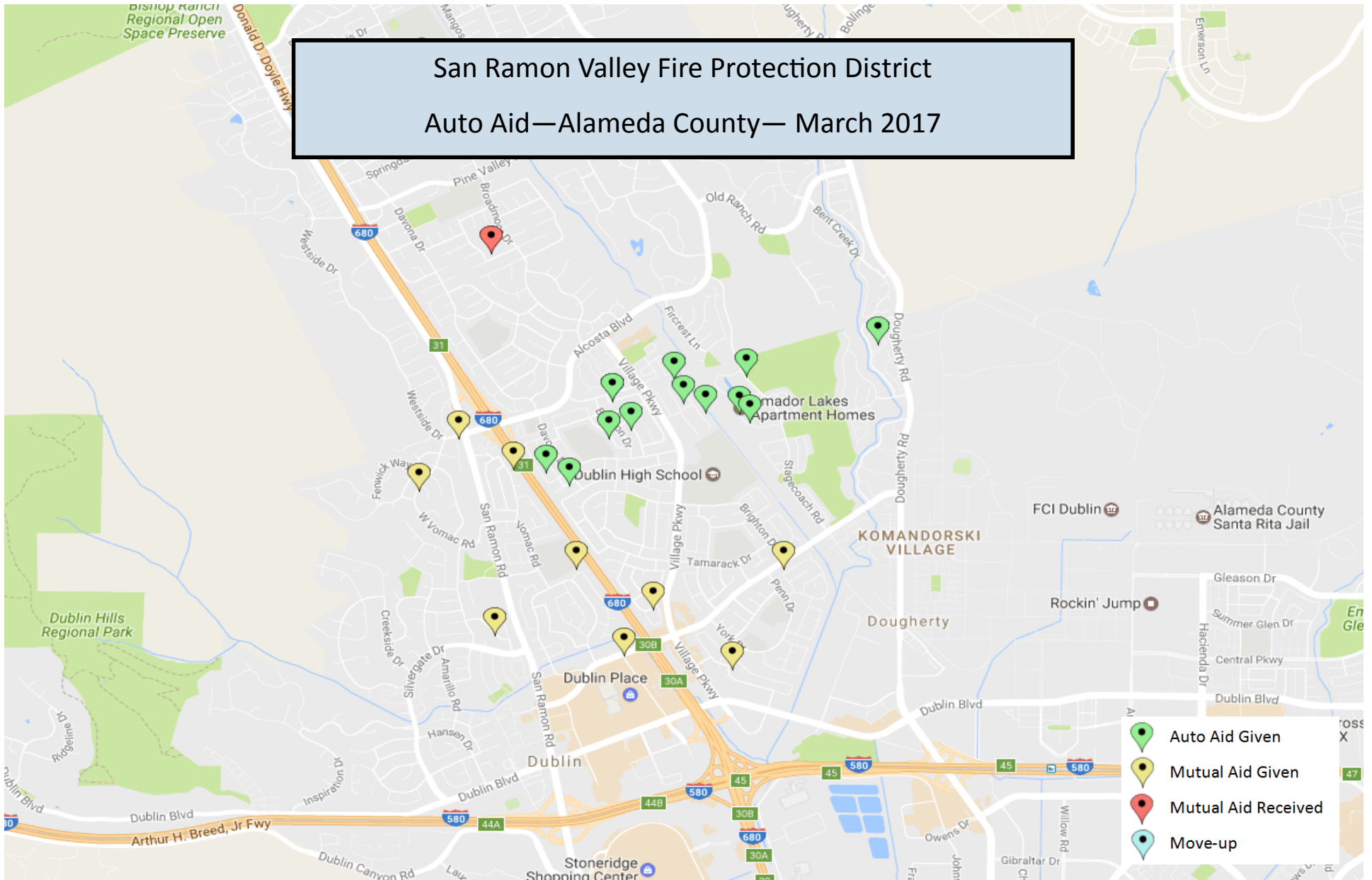
A concentrated focus will be placed on systems, training and feedback measures to crews to lower dispatch and turnout time reflex measures to national best practices of 1 minute for dispatch and 2 minutes for fire crew turnout, 90 percent of the time.

Goal 8

Effective Response Force for Advanced Life Support (ALS) Medical Emergencies

To treat medical patients requiring advanced procedures and skills (defined as Charlie, Delta or Echo), a two-unit response consisting of one paramedic-staffed ambulance and one additional paramedic-staffed unit for a response force of at least five personnel should arrive within 6 minutes travel time in urban areas and 7 minutes travel time in suburban areas, 90 percent of the time. For rural areas, excluding Mt. Diablo State Park, personnel should arrive within 18 minutes travel time 90 percent of the time.

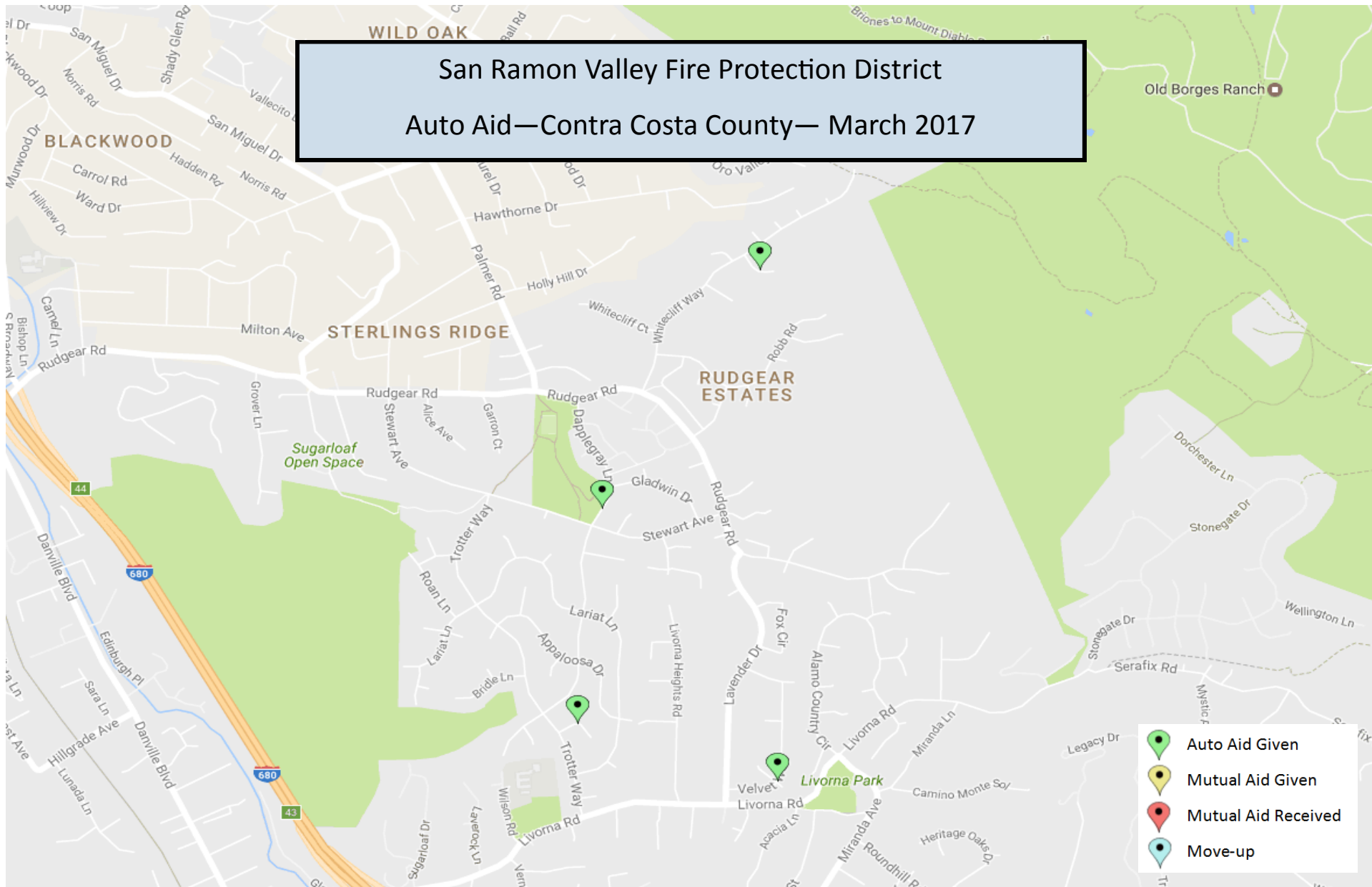
San Ramon Valley Fire Protection District Auto Aid—Alameda County— March 2017



	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR
Auto Aid Given	8	11	11	11	15	7	10	13	10	7	13	13
Mutual Aid Given	7	9	19	6	10	20	7	1	10	12	12	9
Mutual Aid Received	0	2	4	0	0	2	1	0	2	0	0	1
Move-up	0	0	0	0	0	0	1	0	1	1	0	0

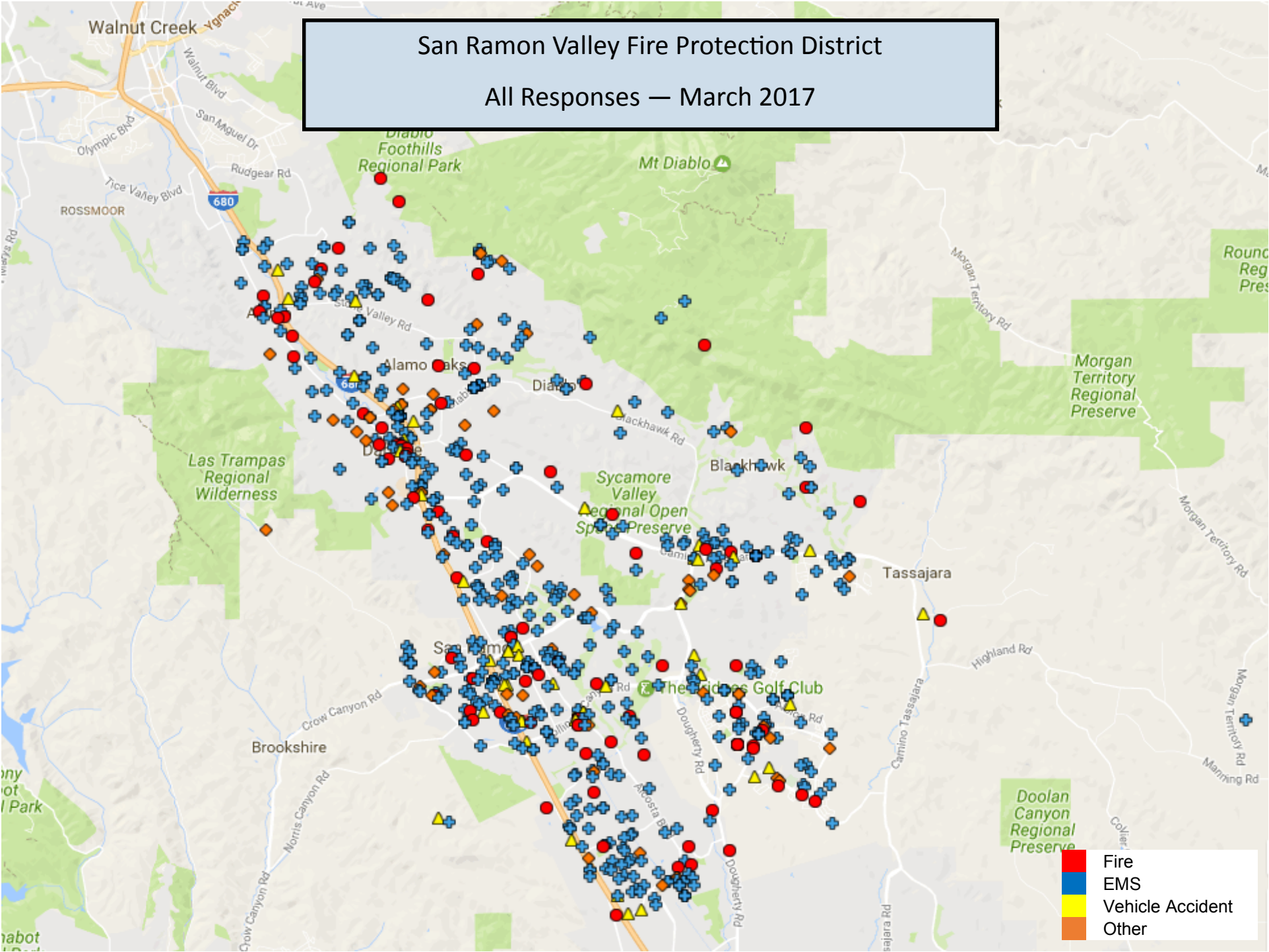
San Ramon Valley Fire Protection District

Auto Aid—Contra Costa County— March 2017

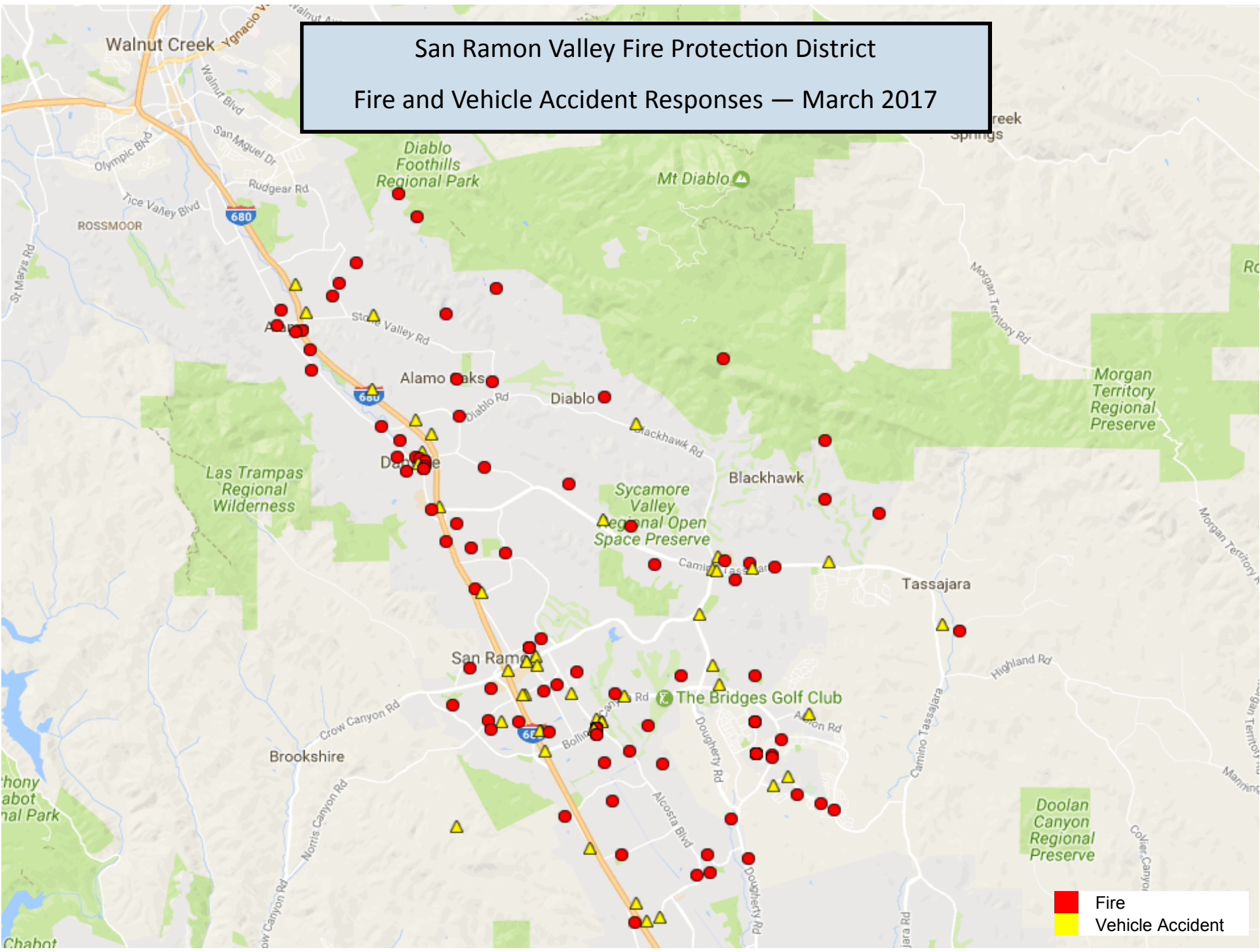


	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR
Auto Aid Given	8	8	7	3	2	10	11	4	7	9	8	4
Mutual Aid Given	1	0	1	0	1	2	0	1	0	0	0	0
Auto Aid Received	1	2	4	0	1	0	1	0	4	0	1	0
Move-up	0	2	3	0	0	0	3	0	3	1	0	0

San Ramon Valley Fire Protection District
All Responses — March 2017

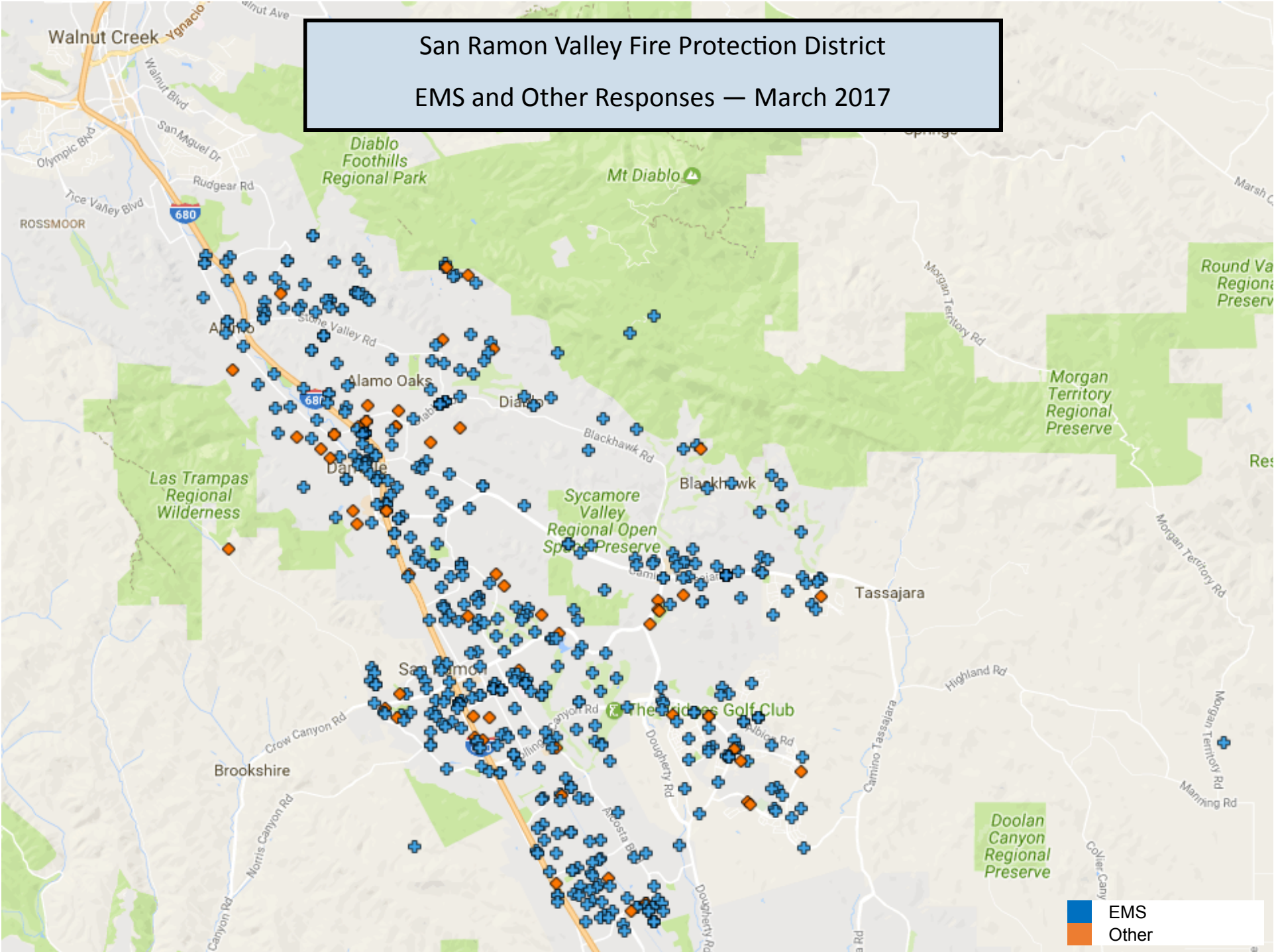


San Ramon Valley Fire Protection District
Fire and Vehicle Accident Responses — March 2017



■ Fire
▲ Vehicle Accident

San Ramon Valley Fire Protection District
EMS and Other Responses — March 2017



EMS



San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

Phone (925) 838-6600 | Fax (925) 838-6629

www.firedepartment.org | info@firedepartment.org

Date: April 26, 2017

To: Board of Directors

From: John Duggan, Battalion Chief

Subject: Monthly EMS Division Communications

EMS

- The District responded to approximately 540 emergency medical incidents since the March Board of Directors' Meeting. Two of these incidents were in response to witnessed cardiac arrests, where bystander CPR was initiated prior to the arrival of District resources. In response to on-scene Advanced Life Support (ALS) interventions, one patient exhibited a return of spontaneous circulation (ROSC) prior to being transported to the emergency room. That patient experienced a full recovery, minus any reported deficit.

Ongoing Projects

- Completed EMS Quarter I in-service training with 100% of personnel attending
- Completed biennial recertification of 30 District Emergency Medical Technicians (EMTs)
- Completed construction of collaborative software program to be used for Continuous Quality Improvement (CQI) tracking, and have initiated beta testing
- Participated in the 2017 Board Retreat
- Prepared draft FY 2017-2018 EMS Division Budget
- Completed Paramedic Provisional Assignments for seven 2016-II Academy Recruits
- Participated in countywide workgroup updating the 2018 Field Treatment Guidelines

LOGISTICS



San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

Phone (925) 838-6600 | Fax (925) 838-6629

www.firedepartment.org | info@firedepartment.org

Date: April 26, 2017

To: Board of Directors

From: Derek Krause, Deputy Chief – Logistics

Subject: Monthly Logistics Report for March 2017

Facilities

1. Conducted final walk through for Station 39 Exterior Paint Project
2. Managed fungi-mitigation project from testing through restoration
3. District Aide Ryan Mahoney confirming current AED/PulsePoint locations based on AEDs registered through CCC. Project will continue to be maintained through Facilities
4. Facilitated annual Hazardous Materials Facilities Inspections and report to CUPA
5. Evaluation meetings with vendor to assess functionality and feasibility of station air compressors – FS39, FS38
6. Facilitated Masons Time Capsule Ceremony at new Station #32
7. Ongoing:
Conducted preventive maintenance and repairs to effectively manage costs and maintain service.

Fleet

1. Facilitated Annual Ground Ladder Testing in conjunction with Engineer Gendron
2. Initiated final specifications and purchase documents for (2) new ambulances
3. Conducted a State-of-the-Fleet meeting with ACFD Fleet Repair Manager to evaluate District preventive maintenance program
4. Annual inspections ongoing
5. Ongoing:
 - a. Conducted preventive maintenance and repairs to effectively manage costs and maintain safety.

Meetings

1. 3/9, 16, 21, 30/2017: Management Meetings
2. 3/14/2017: Command Staff Meeting
3. 3/24, 31/2017: Volunteer Coordinator Meetings
4. 3/20/2017: Alamo Community Liaison Meeting
5. 3/22/2017: Board Meeting
6. 3/23/2017: Board Retreat
7. 3/27/2017: Reserve Firefighter Committee Meeting
8. Various station visits to address Fleet and Facility issues, interface with personnel

FIRE AND LIFE SAFETY



MEMORANDUM

San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

Phone (925) 838-6600 | Fax (925) 838-6629

www.firedepartment.org | info@firedepartment.org

Date: April 26, 2017

To: Board of Directors

From: Derek Krause, Deputy Chief, Fire Marshal

Subject: Monthly Fire and Life Safety Division Report for March 2017

E-Plan Review Conversion

Electronic plan review submittals have exceeded paper submittals for the sixth consecutive month with 68.3% of March submittals in electronic form and a 3-month rolling average of 70.4% digital. To date we have received 49 surveys regarding electronic plan submittal and all have been positive.

Inspections

Plan review and construction inspections continue to be the priority to support the active construction projects. Remaining time is being used to follow up on open inspections to accomplish compliance and close out the inspection. New inspections are being focused on Care Facilities. In March 160 compliance inspections and 114 construction inspections were completed.

Staff attended on-site training at newly constructed Hydrogen Fueling Station in San Ramon. Training reviewed basic hydrogen principles, and safety measures of hydrogen fueling.

Heart Safe Committee Activities

Hands Only CPR training was conducted at Stone Valley Middle School where 217 7th grade students and staff learned Hands only CPR and AED use. The training was conducted by 10 volunteers consisting of Heart Safe volunteers and District personnel.

Staff and committee members administered hands only CPR at the following events in March:

1. San Ramon Valley Rotary – 30 people
2. Stroke Awareness – 31 people
3. Hands Only CPR for Caregivers – 19 people
4. Blackhawk Rotary – 16 people
5. Greenbrook Elementary Health Fair – 98 people

CERT Activities

CERT teams were deployed to the Morgan Territory region after a slide closed parts of Morgan Territory. Team members contacted residents and assisted them in completing a Community Emergency Needs Survey to access their immediate and short term needs during the road closure.

Staff spoke at monthly Leadership Meeting to launch a program where CERT members work directly with Residential Care home on emergency preparedness.

Residential Care Facility Work Group

Staff and Heart Safe Committee members conducted a mini-training for caregivers in stroke awareness and hands-only CPR.

Public Education

Staff visited the following schools and made Fire Safety presentations to students ranging from grades 1-5:

1. Neil Armstrong Elementary – 509 students
2. Hidden Hills Elementary – 608 students
3. Golden View Elementary – 506 students
4. Bella Vista Elementary – 362 students

Staff conducted a basic first aid and fire safety house training for 20 Cub Scouts as part of their advancement requirements.

Staff conducted Grad Night planning meeting with representatives from each school that hosts a grad night or promotional party. Planning meeting reviews fire safety requirements and best practices for events.

Community Involvement

Staff working on preparing for annual Sunny Glen Smoke Detector Program where volunteers assist Senior Community with checking and replacing residential smoke detectors.

Staff conducted a Youth Fire Setter session with a juvenile and parents as referred by San Ramon Police.

Deputy Chief attended Town Hall Meetings at request of Assembly Member Baker and Senator Glazer to address potential crowd and assembly exiting issues - San Ramon City Hall, March 2; Danville Veterans Hall, March 25.

Deputy Chief was a presenter at the annual Street Smarts Video Awards Ceremony

Meetings

1. 3/2/2017: Exterior Hazard Abatement Staff Meeting
2. 3/2/2017: Safety Committee Meeting
3. 3/3/2017: Meeting with Dolores Pita Regarding Streets Smarts Program orientation
4. 3/7, 8, 13/2017: Firefighter Reserves interviews
5. 3/7/2017: Alamo Municipal Advisory Committee Meeting
6. 3/8/2017: Emergency Medical Care Committee Meeting
7. 3/9/2017: Street Smarts Advisory Committee Meeting
8. 3/13/2017: Non-Represented Employees Meeting with Chief
9. 3/15/2017: Participate in Fire Management Academy Training
10. 3/22/2017: Board Meeting
11. 3/23/2017: Board Retreat
12. 3/28/2017: Participated in Reserve Firefighters Meet and Greet/Orientation
13. 3/28/2017: Fire and Life Safety Division Meeting
14. 3/30/2017: Meeting with Sunset Development Principals to establish communications channels for City Center project
15. Ongoing: Individual FLSD Staff Member Meetings

SAN RAMON VALLEY FIRE PROTECTION DISTRICT													
FIRE PREVENTION DIVISION													
MONTHLY BOARD OF DIRECTORS ACTIVITY REPORT													
March 2017													

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
CODE COMPLIANCE													
INSPECTIONS	19	35	80	0	0	0	0	0	0	0	0	0	134
REINSPECTIONS	73	68	80	0	0	0	0	0	0	0	0	0	221
TOTAL *	92	103	160	0	0	0	0	0	0	0	0	0	355

OCCUPANCY PERMITS	2	31	20	0	0	0	0	0	0	0	0	0	53
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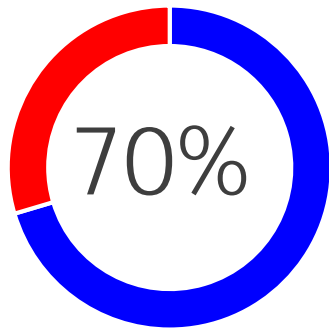
ANNUAL INSPECTION PROGRAM													
TOTAL INSPECTABLE OCCS	556	556	556	556	556	556	556	556	556	556	556	556	556
TOTAL STARTED YTD †	9	26	87	0	0	0	0	0	0	0	0	0	122
% STARTED YTD	1.62%	4.68%	15.65%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	21.94%
TOTAL COMPLETED YTD ‡	9	22	23	0	0	0	0	0	0	0	0	0	54
% COMPLETED YTD	1.62%	3.96%	4.14%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	9.71%

CONSTRUCTION													
NEW PROJECTS	59	74	91	0	0	0	0	0	0	0	0	0	224
PLAN REVIEWS SUBMITTED	104	159	186	0	0	0	0	0	0	0	0	0	449
PLAN REVIEWS COMPLETED	86	147	206	0	0	0	0	0	0	0	0	0	439
INSPECTIONS	69	100	114	0	0	0	0	0	0	0	0	0	283

<p>* Includes all code compliance inspections; Annual inspection program inspections, temporary tents, fireworks display, etc.</p> <p>† Includes occupancies within annual inspection program that have had the initial inspection completed.</p> <p>‡ Includes occupancies within annual inspection program that are in compliance and have no outstanding corrections needed.</p>

e-Plan Review Conversion Project

Percentage of Digital Plans
January - March



■ Digital ■ Paper

Summary January - March

TOTAL REVIEWS SUBMITTED

446

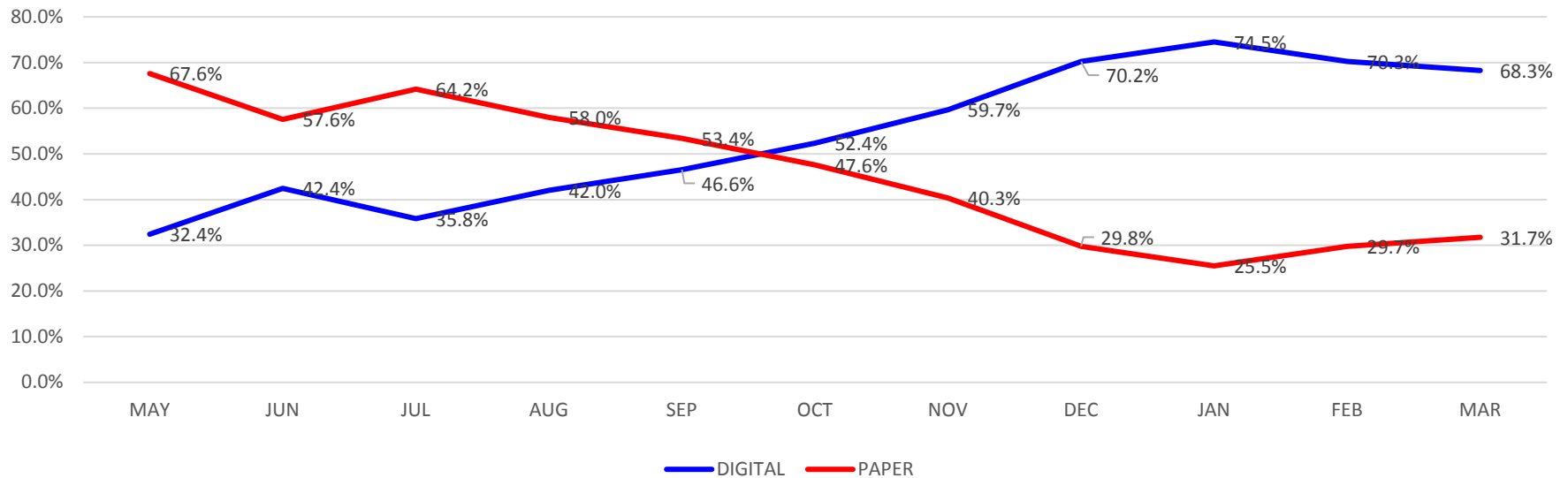
TOTAL DIGITAL SUBMITTED

314 70.4%

TOTAL PAPER SUBMITTED

132 29.6%

Plan Review Submittal Method



SAN RAMON VALLEY FIRE PROTECTION DISTRICT

FIRE PREVENTION DIVISION

MONTHLY PLAN REVIEW INTAKE REPORT

March 2017

PROJECT	PLAN REVIEW TYPE	SUBMITTAL	COMPLETED	FORMAT
CVH TI	Fire alarm and detection systems and related equipment	03/01/2017 10:12:04	03/01/2017 18:18:39	Digital
TEKION	Fire alarm and detection systems and related equipment	03/01/2017 10:28:36	03/01/2017 18:07:35	Digital
TI new pallet racks	Automatic fire-extinguishing systems	03/01/2017 11:53:11	03/16/2017 14:34:08	Paper
Sleep Center	Construction, alteration, or renovation of a building	03/01/2017 13:51:13	03/09/2017 15:11:15	Digital
TEKION	After hours plan review and inspection	03/01/2017 16:42:13	03/02/2017 17:21:55	Digital
TEKION	After hours plan review and inspection	03/01/2017 17:03:09	03/08/2017 16:22:15	Digital
Gutridge Residence	Additional Plan Review	03/02/2017 09:12:24	03/10/2017 17:50:17	Digital
Littlefield Renovation	Automatic fire-extinguishing systems	03/02/2017 09:16:30	03/06/2017 16:41:42	Digital
CVH TI	After hours plan review and inspection	03/02/2017 10:23:07	03/02/2017 16:23:01	Digital
Giovanni DeChoudens Residence Solar PV	Miscellaneous System Plans	03/02/2017 10:28:26	03/02/2017 10:39:55	OTC Paper
CVH TI	After hours plan review and inspection	03/02/2017 11:41:08	03/02/2017 18:48:26	Digital
CVH TI	Automatic fire-extinguishing systems	03/02/2017 13:58:18	03/02/2017 18:55:39	Digital
Building B Panel Replacement	Fire alarm and detection systems and related equipment	03/02/2017 14:04:24	03/08/2017 11:38:45	Digital
Building C Panel Replacement	Fire alarm and detection systems and related equipment	03/02/2017 14:09:00	03/07/2017 13:28:47	Digital
Building Y Panel Replacement	Fire alarm and detection systems and related equipment	03/02/2017 14:46:23	03/08/2017 10:57:26	Digital
Building K Panel Replacement	Fire alarm and detection systems and related equipment	03/02/2017 14:48:27	03/08/2017 11:23:51	Digital
Building J Panel Replacement	Fire alarm and detection systems and related equipment	03/02/2017 14:50:30	03/08/2017 10:36:53	Digital
Building F Panel Replacement	Fire alarm and detection systems and related equipment	03/02/2017 14:53:21	03/08/2017 10:18:21	Digital
Building T Panel Replacement	Fire alarm and detection systems and related equipment	03/02/2017 14:56:27	03/08/2017 11:10:09	Digital
Building CC Panel Replacement	Fire alarm and detection systems and related equipment	03/02/2017 14:58:27	03/08/2017 10:32:17	Digital
Building N Panel Replacement	Fire alarm and detection systems and related equipment	03/02/2017 15:02:26	03/08/2017 11:04:13	Digital
Building P Panel Replacement	Fire alarm and detection systems and related equipment	03/02/2017 15:04:05	03/08/2017 11:32:01	Digital
Littlefield Renovation	After hours plan review and inspection	03/02/2017 15:24:17	03/06/2017 16:54:49	Digital
Littlefield Renovation	After hours plan review and inspection	03/02/2017 15:26:29	03/06/2017 16:55:06	Digital
UPS & 24-HR Fitness	Miscellaneous System Plans	03/02/2017 16:28:46	03/23/2017 11:20:35	Digital
Iron Horse Middle School EBMUD	Miscellaneous System Plans	03/03/2017 09:32:59	03/23/2017 11:22:24	Digital
PG&E Conference Center EBMUD	Miscellaneous System Plans	03/03/2017 09:38:42	03/23/2017 11:23:15	Digital
Sunset Development Service Center EBMUD	Miscellaneous System Plans	03/03/2017 09:41:18	03/23/2017 11:26:00	Digital
Bishop Ranch 11 EBMUD	Miscellaneous System Plans	03/03/2017 10:44:14	03/23/2017 11:24:18	Digital
Bishop Ranch 6 EBMUD	Miscellaneous System Plans	03/03/2017 10:47:00	03/23/2017 11:25:03	Digital
2009 Elderberry Dr Alita @ Gale Ranch Plan 1B Lot 150	After hours plan review and inspection	03/03/2017 11:37:27	03/06/2017 17:12:11	Digital
2005 Elderberry Dr. Alita@Gale Ranch Plan 2D Lot 151	After hours plan review and inspection	03/03/2017 11:39:09	03/07/2017 16:57:34	Digital
2001 Elderberry Dr. Alita@Gale Ranch Plan 3C Lot 152	After hours plan review and inspection	03/03/2017 11:44:50	03/07/2017 16:58:14	Digital
Secure Stair Enclosure, East End - SAP	Construction, alteration, or renovation of a building	03/03/2017 13:34:47	03/17/2017 12:39:55	Digital
Secure Stair Enclosure, South End - Rodan & Fields	Construction, alteration, or renovation of a building	03/03/2017 13:37:12	03/17/2017 12:34:15	Digital
Building GG Smoke Door Replacement	Construction, alteration, or renovation of a building	03/03/2017 16:18:50	03/14/2017 17:54:29	Digital
New second unit residence	Automatic fire-extinguishing systems	03/06/2017 12:07:51	03/07/2017 09:43:28	Digital
Improve Access to Cell Tower Site	Fire apparatus access, site improvements and related equipment	03/06/2017 13:42:45	03/17/2017 17:07:29	Digital
Homesite Services Demolition Project	After hours plan review and inspection	03/06/2017 13:42:49	03/07/2017 16:56:53	Digital
Summerhill Homes	Fire alarm and detection systems and related equipment	03/06/2017 14:05:17	03/20/2017 09:47:46	Digital
Cotton Residence	Construction, alteration, or renovation of a building	03/06/2017 14:19:27	03/08/2017 11:55:36	Paper
Building Z Panel Replacement	Fire alarm and detection systems and related equipment	03/06/2017 16:20:40	03/07/2017 11:44:31	Paper
Building H Panel Replacement	Fire alarm and detection systems and related equipment	03/06/2017 16:29:42	03/08/2017 11:19:36	Paper

Building Q Panel Replacement	Fire alarm and detection systems and related equipment	03/06/2017 16:34:18	03/07/2017 11:55:38	Paper
Building A Panel Replacement	Fire alarm and detection systems and related equipment	03/06/2017 16:38:49	03/08/2017 11:14:52	Paper
Building E Panel Replacement	Fire alarm and detection systems and related equipment	03/06/2017 16:44:03	03/08/2017 10:06:20	Paper
Building BB Panel Replacement	Fire alarm and detection systems and related equipment	03/06/2017 16:48:28	03/08/2017 10:51:45	Paper
Alamo Ridge - Lot 1	Automatic fire-extinguishing systems	03/07/2017 07:35:38	03/22/2017 11:33:20	Digital
Inchins Bamboo Garden	Automatic fire-extinguishing systems	03/07/2017 09:10:22	03/07/2017 20:15:20	Paper
Rhodes Residence	After hours plan review and inspection	03/07/2017 10:56:32	03/08/2017 18:31:07	Digital
Inchins Bamboo Garden	After hours plan review and inspection	03/07/2017 13:39:56	03/08/2017 12:34:54	Digital
Semis Residence	Construction, alteration, or renovation of a building	03/07/2017 14:26:12	03/17/2017 17:20:06	Digital
Semis Residence	Automatic fire-extinguishing systems	03/07/2017 16:57:11	03/17/2017 18:28:38	Digital
City Center East Building @ 6000 Bollinger Canyon Rd	Construction, alteration, or renovation of a building	03/08/2017 09:38:40	03/21/2017 17:25:29	Digital
City Center West Building @ 6000 Bollinger Canyon Rd	Construction, alteration, or renovation of a building	03/08/2017 09:50:11	03/21/2017 17:32:55	Digital
Station 32 - Construction	Flammable and combustible liquids	03/08/2017 11:12:03	03/27/2017 16:58:18	Digital
Gates Residence	Miscellaneous System Plans	03/08/2017 15:14:40	03/20/2017 10:36:04	Paper
RHEOSENSE	Automatic fire-extinguishing systems	03/09/2017 09:12:12	03/23/2017 15:54:17	Digital
Inchins Bamboo Garden	Automatic fire-extinguishing systems	03/09/2017 10:11:30	03/09/2017 14:54:50	Paper
RHEOSENSE	Fire alarm and detection systems and related equipment	03/09/2017 13:19:24	03/23/2017 15:55:26	Digital
Aerotek Suite 350	Fire alarm and detection systems and related equipment	03/09/2017 13:22:16	03/13/2017 13:39:44	Digital
Round Table Pizza #1031	Construction, alteration, or renovation of a building	03/09/2017 13:24:29	03/24/2017 11:42:20	Digital
PSCU Suite 110 @ 3001 Bishop Dr	Construction, alteration, or renovation of a building	03/09/2017 13:34:31	03/17/2017 11:34:59	Digital
Aerotek Suite 350	After hours plan review and inspection	03/09/2017 14:03:24	03/13/2017 16:24:48	Digital
PSCU Suite 110 @ 3001 Bishop Dr	Automatic fire-extinguishing systems	03/09/2017 15:53:23	03/17/2017 11:52:09	Digital
CVH TI	Fire alarm and detection systems and related equipment	03/09/2017 15:56:26	03/24/2017 06:14:35	Digital
Rockwell Automation, Bldg Q Suite 210	Fire alarm and detection systems and related equipment	03/09/2017 15:57:32	03/27/2017 15:12:58	Digital
Planning WA 17-0001	Planning and site development review	03/09/2017 16:33:30	03/20/2017 13:02:06	Paper
Rodan & Fields @ 3001 Bishop Dr 2nd Floor	Fire alarm and detection systems and related equipment	03/10/2017 10:15:11	03/22/2017 16:29:55	Digital
Alamo Pet Care Clinic TI	Construction, alteration, or renovation of a building	03/10/2017 11:03:35	03/14/2017 13:01:02	Paper
Country Brook Aparments Leasing Office	Fire alarm and detection systems and related equipment	03/10/2017 11:13:32	03/30/2017 17:54:48	Paper
Facade Renovation & Rear Addition DP17-03005	Planning and site development review	03/10/2017 11:34:52	03/20/2017 13:30:38	Digital
Roundhouse Health Club Ground Floor Bldg 15	Construction, alteration, or renovation of a building	03/10/2017 13:34:56	03/17/2017 12:48:23	Digital
Roundhouse Health Club Ground Floor Bldg 15	Automatic fire-extinguishing systems	03/10/2017 13:36:35	03/17/2017 15:27:14	Digital
Alamo Ridge Lot 14	Construction, alteration, or renovation of a building	03/10/2017 15:03:05	03/24/2017 11:46:04	Digital
Alamo Ridge Lot 5	Construction, alteration, or renovation of a building	03/10/2017 15:06:29	03/24/2017 16:55:55	Digital
Alamo Ridge Lot 5	Automatic fire-extinguishing systems	03/13/2017 07:39:34	03/29/2017 15:16:18	Digital
Alamo Ridge Lot 14	Automatic fire-extinguishing systems	03/13/2017 07:41:42	03/30/2017 11:26:47	Digital
Vacant Space, BB-450	Construction, alteration, or renovation of a building	03/13/2017 10:36:40	03/24/2017 17:15:29	Digital
Vacant Space, BB-450	Automatic fire-extinguishing systems	03/13/2017 10:41:30	03/29/2017 15:46:50	Digital
Eric Residence	Construction, alteration, or renovation of a building	03/13/2017 11:56:03	03/30/2017 17:14:58	Paper
Subdivision 9299 Gale Ranch Phase 4	Fire apparatus access, site improvements and related equipment	03/13/2017 12:53:20	03/30/2017 18:16:02	Paper
Plaza San Ramon 1st Floor Lobby Remodel	Fire alarm and detection systems and related equipment	03/14/2017 08:36:57	03/30/2017 18:31:18	Paper
Plaza San Ramon 1st Floor Lobby Remodel	Fire alarm and detection systems and related equipment	03/14/2017 08:44:11	03/30/2017 18:32:25	Paper
Big Bazaar	Automatic fire-extinguishing systems	03/14/2017 08:57:32	03/14/2017 12:54:55	OTC Paper
Club Champion Suite D5	Automatic fire-extinguishing systems	03/14/2017 09:27:37	03/14/2017 12:57:46	OTC Paper
Big Bazaar	Automatic fire-extinguishing systems	03/14/2017 13:21:27	03/14/2017 13:50:32	OTC Digital
J. McLaughlin Clothing	Construction, alteration, or renovation of a building	03/14/2017 14:51:01	03/14/2017 15:27:59	Paper
GE Build-out East End 350 and 450 @ 2700 Camino Ramon	Additional Plan Review	03/14/2017 16:51:28	03/17/2017 16:30:06	Digital
Pete and Suzann Cowing	Construction, alteration, or renovation of a building	03/15/2017 10:50:46	03/24/2017 17:24:41	Digital
753 Diablo Rd	Construction, alteration, or renovation of a building	03/15/2017 11:42:05	03/27/2017 14:53:28	Digital
Francis Cung, DDS #338	Construction, alteration, or renovation of a building	03/15/2017 14:57:26	03/30/2017 09:49:10	Digital

Planning DP 17-300-003 & AR 17-200-013	Planning and site development review	03/15/2017 16:37:04	03/20/2017 13:42:02	Digital
Advent Engineering Services, Inc.	Fire alarm and detection systems and related equipment	03/16/2017 07:57:51		Digital
Sultan Residence	Construction, alteration, or renovation of a building	03/16/2017 12:02:41		Digital
Bright Mind Academy	Fire alarm and detection systems and related equipment	03/16/2017 14:30:28		Paper
Club Champion Suite D5	Fire alarm and detection systems and related equipment	03/16/2017 14:34:01		Paper
1307 Charbray St Iron Oak @ Alamo Creek Plan 5 No Casita Lot 622	Automatic fire-extinguishing systems	03/16/2017 15:16:58	03/16/2017 15:19:25	Digital
1314 Charbray St. Iron Oak@Alamo Creek Plan 1 with casita lot 597	Automatic fire-extinguishing systems	03/16/2017 15:27:21	03/16/2017 15:35:40	Digital
Steelwave LLC - Building 2	After hours plan review and inspection	03/16/2017 16:37:29	03/24/2017 10:04:31	Digital
Bybel Addition & Remodel	Automatic fire-extinguishing systems	03/16/2017 16:38:09	03/29/2017 10:42:43	Digital
Steelwave LLC - Building 1	After hours plan review and inspection	03/16/2017 16:40:26	03/22/2017 10:10:14	Digital
Applied Underwriter's Inc. @ 3001 Bishop Dr, Suite 130	Construction, alteration, or renovation of a building	03/17/2017 09:48:17	03/24/2017 05:59:37	Digital
Salzetti Residence	Miscellaneous System Plans	03/17/2017 13:09:40	03/24/2017 19:07:20	Paper
Dr Scott Carter Residence Guest House	Construction, alteration, or renovation of a building	03/17/2017 15:50:53		Digital
Hyatt House TI	Fire alarm and detection systems and related equipment	03/17/2017 16:49:46		Digital
Diablo Bistro Grease Trap Installation Project	Construction, alteration, or renovation of a building	03/20/2017 10:00:48	03/24/2017 19:41:35	Digital
Sultan Residence	Automatic fire-extinguishing systems	03/20/2017 12:15:47		Digital
Duane Dohse - Roadway Design	Fire apparatus access, site improvements and related equipment	03/20/2017 12:52:11		Digital
Diablo Bistro Grease Trap Installation Project	After hours plan review and inspection	03/20/2017 16:35:38	03/24/2017 18:47:27	Digital
Planning DP 17-300-002	Planning and site development review	03/20/2017 17:37:41		Digital
Chevron Corp Bldg D 1st Floor Badge Reader	Fire alarm and detection systems and related equipment	03/21/2017 08:43:59		Paper
TI new pallet racks	After hours plan review and inspection	03/21/2017 09:08:08	03/30/2017 22:00:00	Digital
TI new pallet racks	Construction, alteration, or renovation of a building	03/21/2017 11:59:40	03/30/2017 20:54:55	Paper
TI new pallet racks	Automatic fire-extinguishing systems	03/21/2017 12:02:14	03/30/2017 21:52:33	Paper
Summit Senior Living	Miscellaneous System Plans	03/21/2017 14:28:31		Digital
Gates Residence	Miscellaneous System Plans	03/21/2017 14:41:57	03/23/2017 09:38:29	Paper
Improve Access to Cell Tower Site	Fire apparatus access, site improvements and related equipment	03/21/2017 14:57:05		Digital
PSCU Suite 110 @ 3001 Bishop Dr	Fire alarm and detection systems and related equipment	03/21/2017 16:59:53	03/31/2017 14:53:23	Digital
TI new pallet racks	After hours plan review and inspection	03/22/2017 09:15:57	03/30/2017 22:00:00	Digital
Knapp Residence	Automatic fire-extinguishing systems	03/22/2017 10:14:37		Digital
GE Build-out East End 350 and 450 @ 2700 Camino Ramon	After hours plan review and inspection	03/22/2017 14:42:35	03/29/2017 09:21:02	Digital
CVH TI	After hours plan review and inspection	03/22/2017 15:38:32	03/24/2017 06:25:37	Digital
Spring Lane Residence	Construction, alteration, or renovation of a building	03/23/2017 10:31:29	03/24/2017 17:22:29	Digital
405 Silvercrown Way Cordova@Gale Ranch Lot 155 Plan 3	Automatic fire-extinguishing systems	03/23/2017 11:40:27	03/28/2017 11:44:22	Digital
Dr. Adams Dental Office	Automatic fire-extinguishing systems	03/23/2017 11:51:45		Paper
Spring Lane Residence	Automatic fire-extinguishing systems	03/23/2017 12:47:14		Digital
Exterior Building Facade renovation	Construction, alteration, or renovation of a building	03/23/2017 15:00:31	03/24/2017 17:12:29	Digital
Dahm Residential Remodel	Miscellaneous System Plans	03/23/2017 15:20:08	03/24/2017 18:58:20	Paper
433 Silvercrown Way Cordova@Gale Ranch Lot 141 Plan 1X	Automatic fire-extinguishing systems	03/24/2017 10:48:55	03/24/2017 10:51:16	Digital
431 Silvercrown Way Cordova@Gale Ranch Lot 142 Plan 2	Automatic fire-extinguishing systems	03/24/2017 10:54:58	03/24/2017 11:05:26	Digital
429 Silvercrown Way Cordova@Gale Ranch Lot 143 Plan 3	Automatic fire-extinguishing systems	03/24/2017 11:17:40	03/24/2017 11:19:31	Digital
427 Silvercrown Way Cordova@Gale Ranch Lot 144 Plan 3	Automatic fire-extinguishing systems	03/24/2017 11:22:06	03/24/2017 11:24:26	Digital
Identity at Tribez Salon TI	Construction, alteration, or renovation of a building	03/24/2017 12:46:46	03/28/2017 08:14:38	OTC Digital
Roundhouse Health Club Ground Floor Bldg 15	Automatic fire-extinguishing systems	03/24/2017 14:54:01	03/24/2017 15:15:39	Digital
Canyon Lakes Golf Course & Brewery	Automatic fire-extinguishing systems	03/24/2017 16:34:57	03/28/2017 08:08:30	OTC Paper
Speck Residence Solar PV	Miscellaneous System Plans	03/27/2017 10:27:06	03/28/2017 09:14:30	OTC Digital
SD 9309 Red Hawk Plan 1	Miscellaneous System Plans	03/27/2017 13:50:08		Paper
SD 9309 Red Hawk Plan 2	Miscellaneous System Plans	03/27/2017 13:52:09		Paper
SD 9309 Red Hawk Plan 3	Miscellaneous System Plans	03/27/2017 13:53:29		Paper
SD 9309 Red Hawk Plan 3X	Miscellaneous System Plans	03/27/2017 13:54:18		Paper

Podva-Redhawk SD 9309	Miscellaneous System Plans	03/27/2017 14:27:20		Paper
425 Silvercrown Way Cordova@Gale Ranch Lot 145 Plan 2	Automatic fire-extinguishing systems	03/27/2017 16:49:13	03/27/2017 17:05:39	Digital
421 Silvercrown Way Cordova@Gale Ranch Lot 147 Plan 1X	Automatic fire-extinguishing systems	03/27/2017 17:13:26	03/27/2017 17:15:10	Paper
419 Silvercrown Way Cordova@Gale Ranch Lot 148 Plan 2	Automatic fire-extinguishing systems	03/27/2017 17:19:35	03/27/2017 17:21:48	Paper
417 Silvercrown Way Cordova@Gale Ranch Lot 149 Plan 3	Automatic fire-extinguishing systems	03/27/2017 17:28:11	03/27/2017 17:29:43	Paper
415 Silvercrown Way Cordova@Gale Ranch Lot 150 Plan 3	Automatic fire-extinguishing systems	03/27/2017 17:35:51	03/27/2017 17:38:11	Paper
413 Silvercrown Way Cordova@Gale Ranch Lot 151 Plan 2	Automatic fire-extinguishing systems	03/27/2017 17:42:09	03/27/2017 17:44:10	Paper
407 Silvercrown Way Cordova@Gale Ranch Lot154 Plan 2	Automatic fire-extinguishing systems	03/27/2017 17:48:53	03/27/2017 17:51:37	Paper
Latitude Wines Office TI	Construction, alteration, or renovation of a building	03/28/2017 08:51:35	03/28/2017 09:43:00	OTC Paper
Latitude Wines Office TI	Automatic fire-extinguishing systems	03/28/2017 09:02:55	03/28/2017 09:56:38	OTC Paper
Tom Claeys Residence Solar PV	Miscellaneous System Plans	03/28/2017 09:24:51	03/28/2017 11:18:45	OTC Paper
Geri Kaye Residence Solar PV	Miscellaneous System Plans	03/28/2017 09:30:15	03/28/2017 11:15:54	OTC Paper
CVH TI	After hours plan review and inspection	03/28/2017 09:35:08	03/29/2017 09:39:06	Digital
Rockwell Automation, Bldg Q Suite 210	Automatic fire-extinguishing systems	03/28/2017 11:08:40		Digital
Bridges Apartment Alarm Panel Replacement	Fire alarm and detection systems and related equipment	03/28/2017 11:15:32		Paper
403 Silvercrown Way Cordova@Gale Ranch Lot 156 Plan 3	Automatic fire-extinguishing systems	03/28/2017 13:52:22	03/28/2017 13:54:13	Paper
401 Silvercrown Way Cordova@Gale Ranch Lot 157 Plan 2	Automatic fire-extinguishing systems	03/28/2017 14:01:38	03/28/2017 14:03:12	Paper
423 Silvercrown Way Cordova@Gale Ranch Lot 146 Plan 1	Automatic fire-extinguishing systems	03/28/2017 14:06:51	03/28/2017 14:08:23	Paper
411 Silvercrown Way Cordova@Gale Ranch Lot 152 Plan 1	Automatic fire-extinguishing systems	03/28/2017 14:10:40	03/28/2017 14:12:47	Paper
409 Silvercrown Way Cordova@Gale Ranch Lot 153 Plan 1	Automatic fire-extinguishing systems	03/28/2017 14:14:41	03/28/2017 14:15:57	Paper
3025-3035 Blackberry Ave - Cantera Building 8(CR)	Automatic fire-extinguishing systems	03/28/2017 14:22:30	03/28/2017 14:41:46	Paper
Semis Residence	Automatic fire-extinguishing systems	03/29/2017 07:50:39		Digital
1245 Charbray St. Iron Oak Plan 4, Lot 612	Miscellaneous System Plans	03/29/2017 10:26:26		Digital
Faria Preserve Temp Fuel Tanks for Grading Equipment	Flammable and combustible liquids	03/29/2017 10:34:01		Digital
Cresco	Construction, alteration, or renovation of a building	03/29/2017 15:52:49	03/30/2017 09:39:04	OTC Digital
Crow Canyon Zone 1 Building 2	Miscellaneous System Plans	03/29/2017 16:34:10		Digital
Crow Canyon Zone 2 Building 7	Miscellaneous System Plans	03/29/2017 16:39:11		Digital
Crow Canyon Zone 3 Building 8	Miscellaneous System Plans	03/29/2017 16:41:42		Digital
Crow Canyon Zone 4 Building 11	Miscellaneous System Plans	03/29/2017 16:51:25		Digital
Chabot Nephrology	Automatic fire-extinguishing systems	03/30/2017 11:11:18		Digital
Canyon Lakes Golf Course & Brewery	Automatic fire-extinguishing systems	03/30/2017 11:50:10		OTC Paper
Alamo Ridge Lot 14	Automatic fire-extinguishing systems	03/30/2017 16:21:18	03/30/2017 16:19:59	Digital
Round Table Sprinklers	Automatic fire-extinguishing systems	03/31/2017 09:58:01		Paper
1437 Bayberry View Lane Andorra Plan 1 Lot 52	Automatic fire-extinguishing systems	03/31/2017 11:57:12	03/31/2017 12:00:54	Paper
1441 Bayberry View Lane Andorra Plan 2 Lot 53	Automatic fire-extinguishing systems	03/31/2017 12:04:52	03/31/2017 12:07:39	Paper
1445 Bayberry View Lane Andorra Plan 3 Lot 54	Automatic fire-extinguishing systems	03/31/2017 12:10:38	03/31/2017 12:13:42	Paper
5097 Rowan Dr Posante @ Gale Ranch Lot 75 Plan 1	Automatic fire-extinguishing systems	03/31/2017 13:58:22	03/31/2017 14:00:49	Digital
5099 Rowan Dr Posante @ Gale Ranch Lot 74 Plan 4X	Automatic fire-extinguishing systems	03/31/2017 14:05:14	03/31/2017 14:07:26	Digital
5095 Rowan Dr Posante @ Gale Ranch Lot 76 Plan 3	Automatic fire-extinguishing systems	03/31/2017 14:08:45	03/31/2017 14:10:09	Digital
5093 Rowan Dr Posante @ Gale Ranch Lot 77 Plan 5	Automatic fire-extinguishing systems	03/31/2017 14:11:26	03/31/2017 14:12:22	Digital
5091 Rowan Dr Posante @ Gale Ranch Lot 86 Plan 5	Automatic fire-extinguishing systems	03/31/2017 14:14:32	03/31/2017 14:16:57	Digital
Blackhawk Museum - China Art Gallery	Fire alarm and detection systems and related equipment	03/31/2017 14:23:23		Digital
5089 Rowan Dr Posante @ Gale Ranch Lot 87 Plan 1	Automatic fire-extinguishing systems	03/31/2017 14:33:06	03/31/2017 14:36:34	Digital
5087 Rowan Dr Posante @ Gale Ranch Lot 88 Plan 3	Automatic fire-extinguishing systems	03/31/2017 14:37:52	03/31/2017 14:38:54	Digital
5085 Rowan Dr Posante @ Gale Ranch Lot 89 Plan 3X	Automatic fire-extinguishing systems	03/31/2017 15:22:44	03/31/2017 15:23:54	Digital



San Ramon Valley Fire Protection District

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Date: April 26, 2017
To: Board of Directors
From: Derek Krause, Deputy Chief
Subject: Fire and Life Safety Division (FLSD) Reorganization/Update

The Board of Directors requested a monthly status update regarding the Fire & Life Safety Division.

Project status report for the month of April:

With the on-boarding of Fire and Life Safety Manager Frank Drayton and full time focus of Deputy Chief Derek Krause the FLSD has moved forward on several fronts:

- Plans Examiner job description finalized and recruitment underway in conjunction with Human Resources (to fill existing opening)
- Permit Technician job description finalized and recruitment underway in conjunction with Human Resources (to fill existing opening)
- Reporting structure and approval process established
- Work schedules, overtime and leave request expectations communicated and calendar sharing executed
- Rebranding (badges, business cards, name plates) underway
- Individual interviews with each FLSD member to review job descriptions, assignment, dialogue any concerns completed
- Audit of current projects and assignments underway
- Technology hardware and software needs, and inspection criteria tools to improve inspection efficiency and effectiveness underway
- Vehicle replacement specifications under evaluation
- Contract inspector project – meeting with agency representative to evaluate replacement inspector
- Work practices and policies under review (e.g. Standby Policy)
- Individual FLSD member training and education needs being assessed and training plans underway
- Standard practices (e.g. Exterior Hazard Abatement resolution, noticing and mailings, workflows, events, meetings, etc.), in process of being memorialized and documented

- Workspace evaluation/design/construction completed (mold mitigation for Krause's office, ergonomics for Drayton's office, work table for Evitt's cubicle)
- District Aides engaged to provide significant support (e.g. 7th Grade CPR, EHA mailings, etc.)
- Division meetings and collaborative projects scheduled to maximize effectiveness
- FLSD FY 17/18 Budget under development
- Updated inspection line message to include an enhancement to the construction inspection schedule

Action Items Pending:

- Implement Occupancy Inspection checklists
- Review and update as needed all Division Standards
- Create and implement an Alternate Methods and Means Procedure
- Evaluate and make recommendations for front desk workspace to accommodate Permit Technician move
- Complete staffing evaluation
- Implement vehicle replacements
- Evaluate field tablets and make purchases
- Establish contract and processes for contract investigations when internal investigators unavailable
- Create a records retention policy
- Create a telephone rollover procedure
- Define our expedited plan review process

COMMUNICATIONS



San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

Phone (925) 838-6600 | Fax (925) 838-6629

www.firedepartment.org | info@firedepartment.org

Date: April 26, 2017
To: Board of Directors
From: Denise Pangelinan, Director of Emergency Communications
Subject: Monthly Communications Division Report for March 2017

Communications Center

- Reviewed Text to 9-1-1 implementation requirements
- New hire orientation for police recruits

Technology Systems

- Completed GIS analysis for annual Exterior Hazard Abatement program
- Installed SQL Server software prerequisites for upcoming ZOLL Tablet PCR upgrade
- Prepared presentation and audio visual equipment for the Board Retreat

Training

- Children and 9-1-1 Webinar

Meetings

- San Ramon Police Department Dispatch Services Consolidation
- Emergency Medical Care Committee (EMCC)
- Contra Costa County Communications Managers Association

Communications Reserves

- Driver Training

HUMAN RESOURCES



San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

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Date: April 26, 2017
To: Board of Directors
From: Natalie Korthamar Wong, Director of Human Resources
Re: Monthly Human Resources Report for March 2017

Meetings/Activities:

Recruitment:

- Conducted Reserve Firefighter interviews. Made offers to 23 candidates.
- Participated in two Cal-JAC Firefighter Career Expo job fairs. The event in Livermore had over 550 attendees and the event in Sacramento had over 650 attendees. The District had three employee representatives at each event.
- Transitioned to new applicant tracking software, Neogov. Conducted training on use of the system.
- Posted the Firefighter Paramedic position.

New Hires, Retirements and Promotions:

- Processed on-boarding of new Fire and Life Safety Manager.
- Processed 6 retirements.

Additional Activity:

- Hosted and participated in the Liebert Cassidy Whitmore Fire Management Academy. In attendance were multiple employees and representatives from other agencies.
- Attended the Danville State of the City event.

Report:

- Employee Illness/Injury Report – March 2017

Employee Illness/Injury Report (March 2017)

Reportable Injuries – March 2017:

Indemnity (Lost Time)

- March 1, 2017 DOI = 7/7/14 – An Engineer sought care for a flare-up to a previous neck/back injury. Missed 2 shifts.
Status: Returned to full-duty 3/3/17.
- March 3, 2017 DOI = 3/3/17 – A Captain experienced irregular heart rhythm during course of normal duties. Missed 1 shift.
Status: Returned to full-duty 3/7/17.
- March 12, 2017 DOI = 3/12/17 – An Engineer strained Achilles tendon while responding to fire alarm/water leakage. Missed 7 shifts.
Status: Remained out at month end.

Medical Only (No Lost Time)

- March 13, 2017 DOI = 3/13/17 – A Captain experienced heart irregularities.
Status: Medical Only – No lost time.
- March 29, 2017 DOI = 2/27/17 – A Captain strained shoulder while moving patient through doorway and down steps on a medical call.
Status: Medical Only – No lost time.

As of March 31, 2017, there were six (6) employees absent from their regular work assignment. Total lost time due to injuries for the month of March equaled 201 calendar days/67 shifts.

FINANCE



San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

Phone (925) 838-6600 | Fax (925) 838-6629

www.firedepartment.org | info@firedepartment.org

Date: April 26, 2017
To: Board of Directors
From: Ken Campo, Financial Consultant
Re: Monthly Financial Report for March 2017

Financials:

- Balance Sheet – March 31, 2017
- Revenues: Budget v. Actual (All Funds)
- General Fund Expenditures: Budget v. Actual (2013/14-2016/17)
- Capital, Debt Service, SRVF Community Fund Expenditures: Budget v. Actual (2013/14-2016/17)
- Monthly General Fund Revenue/Expense History (2012/13-2016/17)
- Monthly Overtime Analysis – March 2017

Meetings/Activities:

Finance:

- Implemented FY16/17 mid-year adjustments and updated 10-year Cash Flow Model.
- Successfully completed interim audit with District's external audit firm.
- Ongoing management of contract and budget for new Station 32.
- Continued development of policies and procedures required for CSDA's Special District Leadership Foundation Certificate of Transparency (i.e. "open governance").
- Disseminated RFP for District fuel needs to 11 regional vendors.
- Rebuilt personnel database as replacement for end-of-life legacy system (serving both Finance and HR purposes). This is the first step to achieve HR goal of consolidating overtime tracking into one streamlined system.

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
COMBINED BALANCE SHEET OF ALL FUND TYPES
MARCH 31, 2017**

	GOVERNMENTAL FUND TYPES					AGENCY	ACCOUNT	GROUPS	Totals (Memo Only)
	General Fund - 100	Budget Stabilization - 110	Debt Service Fund - 200	Capital Projects Fund - 300	Special Special Revenue Fund - 400	CERT PROGRAM Fund - 700	General Fixed Assets Fund - 800	General Long-Term Debt Fund - 900	
ASSETS									
Cash - Bank of the West	\$ 874,694	\$ -	\$ -	\$ -	\$ 30	\$ 72,043	\$ -	\$ -	\$ 946,767
Cash - Bank of the West Money Market @ 0.18%	1,002,199								1,002,199
Cash - Bank of the West Workers' Compensation	(55,448)								(55,448)
Cash - Comerica Flexible Spending	8,572								8,572
Petty Cash	1,250								1,250
Investments - LAIF @ 0.78%	20,610,715			4,386,483					24,997,198
Investments - Market Value Adjustment	24,580	(11,649)		10,462					23,394
Investments - Bank of the West @ 1.75% avg		17,642,275		1,000,000					18,642,275
Investments - Tri-Valley Bank @ 0.8%		2,000,000							2,000,000
Cash with Fiscal Agent (Note #1)			54						54
Investments - US Bank Money Market @ 0.10%				396,657					396,657
Accounts Receivable	60,511								60,511
Interest Receivable									-
Prepaid Expenses/Deposits	3,890,211			238,000					4,128,211
Land							6,175,878		6,175,878
Buildings & Improvements/Construction							30,774,462		30,774,462
Equipment/Vehicles							28,521,498		28,521,498
Accumulated Depreciation							(32,115,576)		(32,115,576)
Amount to be Provided for General Long Term Debt								19,846,369	19,846,369
Total Assets	\$ 26,417,285	\$ 19,630,625	\$ 54	\$ 6,031,602	\$ 30	\$ 72,043	\$ 33,356,262	\$ 19,846,369	\$ 105,354,271
LIABILITIES									
Accounts Payable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Accrued Expenses	2,185,269			214,440					2,399,710
Deposits Payable	5,226			14,826		304			20,356
Long Term Debt:									
(1) Certificates of Participation								13,030,000	13,030,000
(2) Vehicle Lease								777,105	777,105
Claims Payable	8,572							4,197,000	4,205,572
Compensated Absences								1,842,264	1,842,264
Total Liabilities	2,199,068	-	-	229,266	-	304	-	19,846,369	22,275,007
FUND EQUITY									
Investment in General Fixed Assets							33,356,262		33,356,262
Non-Spendable Fund Balance				238,000					238,000
Restricted Fund Balance			54	96,157	30				96,241
Committed Fund Balance:									
Dry Period Funding	24,169,352								24,169,352
Budget Stabilization		16,630,625							16,630,625
Workers' Compensation Claims		3,000,000							3,000,000
Capital Projects				5,468,179					5,468,179
Assigned Fund Balance:									
Other Assigned Fund Balance	48,866								48,866
Unassigned Fund Balance						71,738			71,738
Total Fund Balance	24,218,218	19,630,625	54	5,802,336	30	71,738	33,356,262	-	83,079,264
Total Liabilities and Fund Equity	\$ 26,417,285	\$ 19,630,625	\$ 54	\$ 6,031,602	\$ 30	\$ 72,043	\$ 33,356,262	\$ 19,846,369	\$ 105,354,271

Note 1 - US Bank:

Reserve Fund (COP 2003) Market Value \$29; Interest Rate 0.03% (Money Market Fund). Lease Fund (COP 2003) Market Value \$5; Interest Rate 0.00% (Money Market Fund)

Lease Fund (COP 2015) Market Value \$20; Interest Rate 0.00% (Money Market Fund)

Project Fund (COP 2015) Market Value \$396,657. Interest Rate 0.10% (Commercial Paper)

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
REVENUE (ALL FUNDS)
FISCAL YEAR 2016-2017
JULY 1, 2016 - MARCH 31, 2017**

GL CODE	FISCAL YEAR COMPLETED: 75% DESCRIPTION	2013/2014	2014/2015	2015/2016	AMENDED	2016/2017
		ACTUAL REVENUE	ACTUAL REVENUE	ACTUAL REVENUE	2016/2017 BUDGET REVENUE	2016/2017 REALIZED REVENUE
4100	TAXES					
4110	PROPERTY TAXES - CURRENT SECURED	\$49,002,743	\$53,279,121	\$57,616,767	\$61,090,385	\$33,599,753
4120	PROPERTY TAXES - SUPPLEMENTAL	1,118,173	1,187,562	1,439,374	459,000	252,560
4130	PROPERTY TAXES - UTILITIES (Unitary)	978,438	974,141	1,050,678	1,069,077	587,992
4140	PROPERTY TAXES - CURRENT UNSECURED	1,988,210	1,959,968	1,844,275	1,868,249	1,728,215
4145	HOMEOWNERS PROPERTY TAX RELIEF	502,858	487,153	482,390	518,057	
4150	RDA PROPERTY TAX	630,673	648,506	916,948	891,862	725,617
4160	LESS COUNTY TAX ADMINISTRATION	(511,904)	(499,102)	(514,207)	(509,924)	(138)
4170	PROPERTY TAXES - PRIOR SECURED	(423,621)	(156,204)	(187,115)	(142,357)	(142,357)
4180	PROPERTY TAXES - PRIOR SUPPLEMENTAL	(132,498)	(83,626)	(77,821)	(89,990)	(89,990)
4190	PROPERTY TAXES - PRIOR UNSECURED	(13,349)	(26,010)	(65,172)	42,335	42,335
		53,139,723	57,771,510	62,506,117	65,196,694	36,703,987
4200	INTERGOVERNMENTAL REVENUE					
4220	MEASURE "H"	33,000	33,000	33,000	33,000	
4230	SB-90 MANDATED COSTS	(14,248)	102,278	22,668	-	
4240	MISCELLANEOUS STATE AID/GRANTS	284,555	334,609	505,507	144,577	156,759
4245	FEDERAL GRANT REVENUE	1,060,830	-	-	-	
4250	LEMSA	62,335	-	143,288	244,400	127,012
4251	GEMT	-	-	152,575	65,423	
4252	CONSOLIDATED DISPATCH	-	-	-	1,250,000	937,500
		1,426,472	469,887	857,038	1,737,400	1,221,271
4300	CHARGES FOR SERVICE					
4310	INSPECTION FEES	110,954	108,818	124,744	49,865	56,116
4315	PLAN REVIEW	524,155	596,692	657,804	574,377	590,758
4316	INFO TECHNOLOGY SURCHARGE		97,861	39,127	31,212	
4320	WEED ABATEMENT CHARGES	5,762	3,347	2,493	3,000	1,066
4325	ADMINISTRATIVE CITATION CHARGES	61,775	51,550	38,328	35,000	3,500
4330	AMBULANCE SERVICES	2,937,305	3,125,236	3,344,200	3,282,824	2,482,316
4340	CPR CLASSES	800	370	360	568	400
4350	REPORTS/PHOTOCOPIES	21,555	6,749	9,976	7,000	10,497
		3,662,306	3,990,623	4,217,032	3,983,846	3,144,653
4400	USE OF MONEY & PROPERTY					
4410	INVESTMENT EARNINGS	80,076	144,288	376,027	212,970	155,945
		80,076	144,288	376,027	212,970	155,945
4500	RENTS, ROYALTIES AND COMMISSIONS					
4510	RENT ON REAL ESTATE	242,098	75,059	45,958	70,876	47,105
		242,098	75,059	45,958	70,876	47,105
4600	OTHER REVENUE					
4610	DONATIONS/CONTRIBUTIONS	974	10	30	-	
4620	SALE OF PROPERTY	27,400	780,427	9,950	-	13,482
4640	MISCELLANEOUS REVENUE	97,560	139,755	99,201	-	10,226
		125,934	920,192	109,181	-	23,707
4900	OTHER FINANCING SOURCES					
4910	Debt proceeds	3,227,000	13,132,249	-	-	-
		3,227,000	13,132,249	-	-	-
	REVENUE TOTAL	\$61,903,609	\$76,503,809	\$68,111,352	\$71,201,786	\$41,296,668

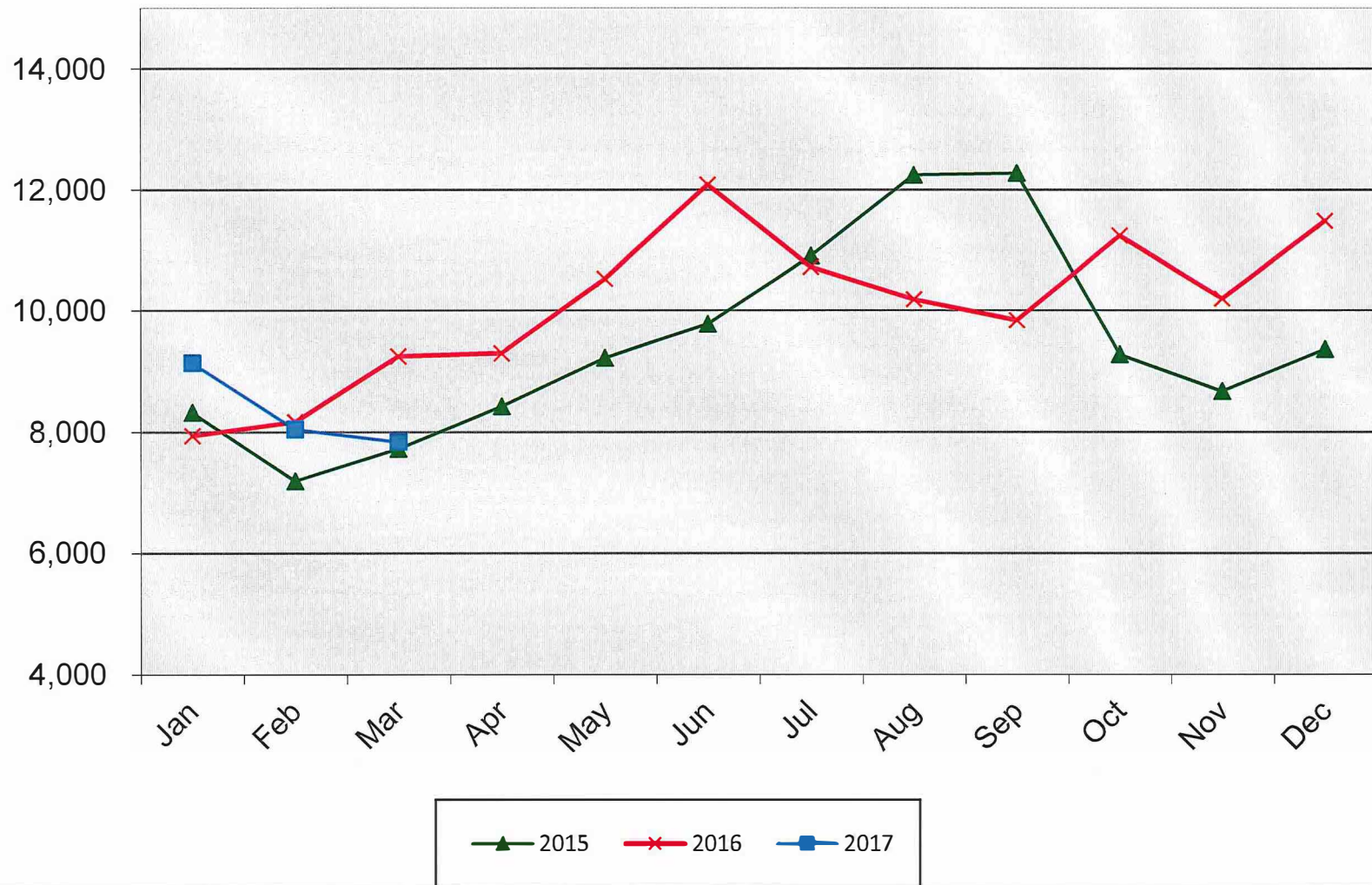
SAN RAMON VALLEY FIRE PROTECTION DISTRICT
CAPITAL PROJECTS, EQUIP/VEHICLES, DEBT SERVICE, SAN RAMON VALLEY FIRE COMMUNITY FUND
FISCAL YEAR 2016-2017
July 1, 2016 - MARCH 31, 2017

FISCAL YEAR COMPLETED - 75%								
DESCRIPTION	GL CODE	2013/2014 ACTUAL	2014/2015 ACTUAL	2015/2016 ACTUAL	2016/2017 BUDGET	EXPENDITURES TO DATE	REMAINING BAL. TO DATE	PERCENT EXPENDED
RENTS & LEASES - PROPERTY	5246	\$0	\$0	\$0	\$0	\$0	\$0	0%
LEGAL SERVICES	5252	-	-	8,621	-	-	0	0%
CRR TECH IMPROVEMENTS	5253	-	-	8,360	50,000	10,890	39,110	22%
PUBLICATION OF LEGAL NOTICES	5270	-	-	1,548	-	-	0	0%
DESIGN/CONSTRUCTION	6105/6110	49,759	440	-	-	-	0	0%
VARIOUS IMPROVEMENTS *	6120	61,583	250,133	2,780,361	3,529,808	2,595,839	933,969	74%
RADIO/ELECTRONIC EQUIPMENT	6230	-	302,557	1,234,044	424,567	90,421	334,146	21%
TOOLS & SUNDRY EQUIPMENT	6240	-	51,179	144,052	787,145	579,284	207,861	74%
AUTOS & TRUCKS	6250	766,968	27,376	-	892,814	190,569	702,245	21%
TOTAL CAPITAL PROJECTS (FUND 300)		878,310	631,685	4,176,986	5,684,334	3,467,003	2,217,331	61%
PROFESSIONAL SERVICES	5250	0	0	0	0	0	0	
RADIO/ELECTRONIC EQUIPMENT	6230	347,510	0	0	0	0	0	
TOOLS & SUNDRY EQUIPMENT (SCBA's)	6240	1,267,374	0	0	0	0	0	
TOTAL FEDERAL GRANT CAPITAL PROJECTS (FUND 310)		1,614,884	0	0	0	0	0	0%
BOND REDEMPTION - 2003/2006/2013/2015 COP	5310	5,289,519	9,987,291	1,271,981	1,271,052	1,270,952	100	100%
VEHICLE LEASE #4	5310	534,012	534,012	525,885	525,885	262,942	262,942	50%
TOTAL DEBT SERVICE (FUND 200)		5,823,531	10,521,303	1,797,866	1,796,937	1,533,894	263,043	85%
OTHER SPECIAL DISTRICT EXPENDITURES	5286	1,000	1,000	1,000	0	0	0	0%
TOTAL SRVF COMMUNITY FUND (FUND 400)		1,000	1,000	1,000	0	0	0	0%
TOTAL - CAPITAL, EQUIPMENT, DEBT SERVICE, SRVF COMMUNITY & FEDERAL GRANT FUND		\$8,317,724	\$11,153,988	\$5,975,852	\$7,481,271	\$5,000,897	\$2,480,374	67%
* Note: Includes new Station 32 construction.								

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
GENERAL FUND
REVENUE/EXPENDITURE HISTORY**

<i>Month</i>	<i>2012/13</i>		<i>2013/14</i>		<i>2014/15</i>		<i>2015/16</i>		<i>2016/17</i>	
	<i>Revenue</i>	<i>Expenditures</i>	<i>Revenue</i>	<i>Expenditures</i>	<i>Revenue</i>	<i>Expenditures</i>	<i>Revenue</i>	<i>Expenditures</i>	<i>Revenue</i>	<i>Expenditures</i>
July	\$327,098	\$4,374,370	\$303,039	\$4,253,760	\$399,328	\$5,808,943	\$354,684	\$4,771,243	\$282,790	\$5,316,616
August	\$319,178	\$4,123,666	\$393,566	\$4,035,499	\$390,930	\$4,376,310	\$426,922	\$5,260,304	\$363,912	\$5,109,224
September	\$309,945	\$3,903,613	\$230,997	\$4,049,136	\$317,832	\$4,176,216	\$354,095	\$4,581,188	\$377,209	\$5,047,543
October	\$2,331,797	\$4,132,784	\$2,205,383	\$3,879,765	\$2,247,021	\$4,157,975	\$2,040,889	\$4,262,202	\$2,158,269	\$5,282,085
November	\$360,982	\$4,246,986	\$343,280	\$4,023,813	\$295,306	\$4,381,969	\$335,053	\$4,727,586	\$720,990	\$5,554,302
December	\$25,961,035	\$4,181,747	\$27,720,683	\$3,843,098	\$30,041,174	\$4,307,582	\$32,619,418	\$5,464,991	\$34,893,289	\$5,043,510
January	\$628,896	\$4,061,102	\$529,393	\$3,767,912	\$1,149,378	\$4,230,080	\$576,093	\$4,743,692	\$1,242,334	\$5,401,913
February	\$301,646	\$3,889,221	\$427,492	\$3,570,860	\$291,209	\$4,005,149	\$472,114	\$4,837,271	\$690,047	\$5,326,068
March	\$184,995	\$4,115,245	\$360,312	\$3,799,189	\$472,966	\$4,084,004	\$620,681	\$5,229,614	\$433,245	\$5,849,120
April	\$18,080,208	\$4,184,939	\$20,027,067	\$3,850,555	\$21,844,911	\$4,276,998	\$23,795,929	\$4,901,844		
May	\$332,777	\$3,999,974	\$324,465	\$3,752,225	\$338,057	\$4,255,627	\$840,611	\$4,935,586		
June	\$3,533,633	\$3,949,737	\$4,738,990	\$4,138,587	\$4,663,427	\$3,810,313	\$5,365,634	\$5,219,984		

Total Overtime Hours by Month January 2015-March 2017



Overtime Assignment Summary Report

3/1/2017 Through 3/31/2017

WORK CODE: 1 STAFFING

ASSIGNMENT	Time Worked	Time Paid
101 HOLD OVER FOR CALL	34.33	35.75
103 MISC. STAFFING COVE	7495.00	7495.00
107 LATE/STA. MOVE COVE	6.25	9.00
Total All Assignments This Work Type:	7,535.58	7,539.75

WORK CODE: 2 TRAINING

ASSIGNMENT	Time Worked	Time Paid
201 OPERATIONS TRAINING	42.00	42.00
202 ADMIN SKILLS TRAINI	15.00	15.00
203 FIRST AID / CPR	4.00	4.00
204 EMS TRNG/INSTRUCTIO	2.00	2.00
209 RESCUE TRAINING	30.00	30.00
210 HAZ-MAT TRAINING	6.50	6.50
214 PARAMEDIC - CONT ED	5.00	5.00
Total All Assignments This Work Type:	104.50	104.50

Overtime Assignment Summary Report

3/1/2017 Through 3/31/2017

WORK CODE: 3 **ASSIGNMENTS**

ASSIGNMENT	Time Worked	Time Paid
301 MEETINGS/PROJECT DE	33.50	33.50
310 MISC. MAINTENANCE	1.83	2.00
315 RECRUITMENT INTERN	28.25	28.25
317 RECRUITMENT EXTER	11.00	11.00
320 PUBLIC EVENTS	16.50	16.50
321 FP REIMBURSED OVER	16.00	16.00
340 PROJECT WORK	88.91	89.25
Total All Assignments This Work Type:	195.99	196.50
Report Grand Total:	7,836.07	7,840.75

Overtime Summary Report

3/1/2017 Through 3/31/2017

WORK CODE:

Time Paid

1	STAFFING	7,539.75
2	TRAINING	104.50
3	ASSIGNMENTS	196.50
	Report Grand Total:	7,840.75

GOOD OF THE ORDER