

**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, March 22, 2017 – 7:00 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 Chris Campbell - SFFD 218 Lincoln Street, San Francisco, CA 94129  
(925) 838-5700**

**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 February 2017 in the amount of \$3,778,503.52.
- 5.2 Approve the demand register for the period of February 15, 2017 through March 12, 2017 in the amount of \$2,029,654.22.

5.3 Approve the Board minutes from the February 22, 2017 Regular Board meeting.

5.4 Personnel actions:

1. Approve staff's recommendation to award a merit salary increase to Public Safety Dispatcher Khanachet, to Step 3; effective April 1, 2017.
2. Approve staff's recommendation to award a merit salary increase to Public Safety Dispatcher Rodwell, to Step 3; effective April 1, 2017.
3. Approve staff's recommendation to award a merit salary increase to Public Safety Dispatcher Sill, to Step 3; effective April 1, 2017.
4. Approve staff's recommendation to award a merit salary increase to Firefighter Paramedic Bautista, to Step 2; effective April 1, 2017.
5. Approve staff's recommendation to award a merit salary increase to Firefighter Paramedic Davis, to Step 2; effective April 1, 2017.
6. Approve staff's recommendation to award a merit salary increase to Firefighter Paramedic Drake, to Step 2; effective April 1, 2017.
7. Approve staff's recommendation to award a merit salary increase to Firefighter Paramedic Flores, to Step 2; effective April 1, 2017.
8. Approve staff's recommendation to award a merit salary increase to Firefighter Paramedic Perez, to Step 2; effective April 1, 2017.
9. Approve staff's recommendation to award a merit salary increase to Firefighter Paramedic Reed, to Step 2; effective April 1, 2017.
10. Approve staff's recommendation to award a merit salary increase to Firefighter Paramedic Scott, to Step 2; effective April 1, 2017.
11. Approve staff's recommendation to award a merit salary increase to Firefighter Paramedic Westernen, to Step 2; effective April 1, 2017.

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

6.1 Retirement recognition for Senior Office Assistant Rene Vetter.

**7. OLD BUSINESS**

7.1 Update on Fire Station No. 32.

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.

**8. NEW BUSINESS**

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

8.2 Consider approving the Letter of Understanding between the San Ramon Valley Fire Protection District and Local 3456 and 3456A.

**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 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.

## **12. CLOSED SESSION**

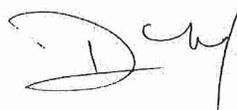
- 12.1 Possible exposure to litigation (2 matters) pursuant to Government Code Section 54956.9(d)(2). Facts and circumstances that might result in litigation need not be disclosed.

## **13. RETURN TO OPEN SESSION**

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

## **15. ADJOURNMENT UNTIL THE BOARD RETREAT, SCHEDULED FOR MARCH 23, 2017, AT 10:00 A.M., IN THE BOARDROOM.**

Prepared by:



Donna Maxwell, District Clerk

Agenda posted on March 17, 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](http://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: **February 2017**

Department	# Reg Employees	Gross Wages	Payroll Taxes	Retirement	Total	% of Total
<b>GL Acct Number</b>		<b>(5110,5115,5120,5121)</b>	<b>(5140)</b>	<b>(5150,5151)</b>		
Board of Directors	5	720.00	55.07	-	775.07	0.02%
Fire Chief	2	30,305.35	433.19	20,332.06	51,070.60	1.35%
Personnel	4	33,338.68	518.20	9,841.53	43,698.41	1.16%
Finance	3	26,490.84	377.56	8,831.83	35,700.23	0.94%
Fire Prevention	10	111,262.27	1,802.73	55,008.09	168,073.09	4.45%
Technology	2	22,485.72	393.18	7,086.49	29,965.39	0.79%
Facilities	1	8,272.09	291.63	2,185.25	10,748.97	0.28%
Fire Suppression	126	1,978,024.29	27,475.61	1,102,425.28	3,107,925.18	82.25%
Communication Center	13	159,384.38	2,286.19	42,544.39	204,214.96	5.40%
Fleet	1	12,002.04	418.98	2,684.27	15,105.29	0.40%
Training	1	4,972.00	71.24	1,796.88	6,840.12	0.18%
EMS	3	43,831.10	804.07	23,193.65	67,828.82	1.80%
Rescue		11,290.07	-	7,379.03	18,669.10	0.49%
HazMat		13,553.11	-	4,335.18	17,888.29	0.47%
<b>TOTALS</b>	<b>171</b>	<b>2,455,931.94</b>	<b>34,927.65</b>	<b>1,287,643.93</b>	<b>3,778,503.52</b>	<b>100.00%</b>

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

Check/Voucher Register

From 2/15/2017 Through 3/12/2017

Check Number	Check Date	Payee	Check Amount	Transaction Description
CalPERS 3/17	3/7/2017	CALPERS	496,352.40	Health Insurance-3/17
02/17/17-02	2/17/2017	CCC EMPLOYEES RETIREMENT ASS...	420,953.79	Employee Retirement Contributions-1/17
Wire 2/23/17	2/23/2017	CalPERS CERBT (OPEB)	279,658.00	FY16/17 OPEB Contribution Prefunding-February 2017
217315	3/2/2017	WATTCO	166,342.31	Upfitting 2016 F-250 Vehicles/Lightbar-Trg Capt (3)/BC (2)
03/02/17-12	3/2/2017	PACIFIC MOUNTAIN CONTRACTORS ...	48,689.90	Progress Payment #14-Construction Fire Station 32
217204	2/17/2017	MOTOROLA INC	43,742.37	Motorola APX 7000 w/ Access/Warranty
217233	2/17/2017	TRITECH SOFTWARE SYSTEMS	38,275.00	Software/Services Due at Inform RMS Go-live
Fleet 1/23/17	2/23/2017	US BANK	28,808.66	Fleet Supplies CD-16/17-036
217267	2/23/2017	SUN LIFE FINANCIAL	27,686.97	Dental Insurance-3/17
EMS 1/23/17	2/23/2017	US BANK	25,024.54	EMS Supplies CD-16/17-036
217262	2/23/2017	PREMIER COMP MEDICAL GROUP INC	21,714.36	WF Physicals (39)
217295	3/2/2017	L N CURTIS AND SONS	21,483.00	Edraulic Spreader/Cutter w/ Chargers
217319	3/9/2017	A PLUS PAINTING	16,530.00	Exterior Painting/Stucco Repair/Replace Facia Board-Stn 39
03/02/17-13	3/2/2017	WITTMAN ENTERPRISES LLC	16,087.86	Ambulance Collection Fees-1/17
217297	3/2/2017	LIEBERT CASSIDY WHITMORE	15,820.00	Professional Services-Personnel Matters 1/17
217304	3/2/2017	PGE	15,788.96	Gas/Electric Service-2/17
217267	2/23/2017	SUN LIFE FINANCIAL	15,216.34	Dental Insurance-Retirees 3/17
03/09/17-09	3/9/2017	KENNETH R CAMPO CPA	12,750.00	Finance Consulting Services (102.0 Hrs)-February 2017
03/09/17-01	3/9/2017	ALL STAR FIRE EQUIPMENT INC	12,000.00	Annual SCBA Flow Testing
217307	3/2/2017	SCOTT FULWOOD	11,150.98	ADPP Payment Less Dental/Vision/Life/EAP 2/1-2/28/17
217169	2/17/2017	PETER C BENSON	10,800.00	EMS Medical Director-Consulting Services 1/17
217270	2/23/2017	TRITECH SOFTWARE SYSTEMS	10,294.34	TriTech Software-Travel Expenses
217242	2/17/2017	WALKERS HYDRAULICS INC	8,893.05	Progress Pymt-Prep for New Air Compressor-Stn 39
02/23/17-010	2/23/2017	DIAMOND BILL REVIEW INC	8,512.06	Workers' Compensation Bill Review-December 2016
217329	3/9/2017	DEFINITIVE NETWORKS INC	8,200.00	ePCR Hosting/Support Services-March 2017
217272	2/23/2017	VICKIE CALLAHAN	7,376.89	District T-Shirts for Stock
217334	3/9/2017	INNOVATIVE CLAIM SOLUTIONS	7,259.92	Workers' Compensation Claim Admin Fees 3/1-3/31/17
217341	3/9/2017	MOTOROLA INC	6,650.67	Replacement Suppression Portable Radio
03/09/17-12	3/9/2017	WILLIAM D ROSS ESQ	6,183.62	Legal Services-General 2/17
02/17/17-12	2/17/2017	WILLIAM D ROSS ESQ	6,108.75	Legal Services-General 1/17
SC 1/17-8	2/23/2017	US BANK	5,740.36	MDC Data Card
03/09/17-07	3/9/2017	ALL STAR FIRE EQUIPMENT INC	5,726.43	Replacement APRs (250)
217313	3/2/2017	VISION SERVICE PLAN	5,065.74	Vision Insurance-3/17
217164	2/17/2017	ATT	4,838.72	Phones/Data/Radio Circuit/Long Distance 12/20/16-1/19/17
217184	2/17/2017	ENVIRONMENTAL SYSTEMS RESEA...	4,581.50	GIS Software Maintenance
217324	3/9/2017	AP TRITON LLC	4,166.66	EMS Advocate Consulting Services-February 2017
217313	3/2/2017	VISION SERVICE PLAN	3,721.13	Vision Insurance-Retirees 3/17
217345	3/9/2017	PHYSIO CONTROL INC	3,510.00	Replacement Lithium Batteries for Lifepak 15
217256	2/23/2017	L N CURTIS AND SONS	3,086.63	Uniform Shirts/Pants
02/23/17-009	2/23/2017	DIAMOND BILL REVIEW INC	3,042.37	Workers' Compensation Bill Review-January 2017

Agenda Item No. 5.2

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

Check/Voucher Register

From 2/15/2017 Through 3/12/2017

Check Number	Check Date	Payee	Check Amount	Transaction Description
217275	3/2/2017	ALAMEDA COUNTY FIRE DEPT	2,926.30	Repair/Replaced-Brake Lines/Air Leak Fitting/Valve Unit 602
Wire 3/10/17	3/10/2017	US BANK	2,915.00	Trustee Fees 2015 COP
217279	3/2/2017	CCC DEPT OF INFO TECH	2,898.68	Telecommunication Services/Radio Services-1/17
02/17/17-13	2/17/2017	WILLIAM D ROSS ESQ	2,855.55	Legal Services-Personnel Matters 1/17
217183	2/17/2017	ENTERPRISE FM TRUST	2,657.42	Monthly Fleet Lease Payment (5) 2/1/17-2/28/17
03/09/17-10	3/9/2017	RAHUL MAHARAJ	2,610.00	EMD-Q Review Services (58.0 Hours)-1/17
217250	2/23/2017	CONCERN EAP	2,586.80	Employee Assistance Premium-2/17
MAT 1/17-1	2/23/2017	US BANK	2,575.73	HazMat Team Typing-Restocking Chemical Analysis Kits
217171	2/17/2017	BURNS TRUCK AND TRAILER	2,527.90	Engine Repair-Oil Leak in Power Steering/Injector Unit 520
217256	2/23/2017	L N CURTIS AND SONS	2,398.82	Flares/Headlamps/Brass Nozzles/Gloves-Stn 33
217166	2/17/2017	ATT MOBILITY	2,366.49	iPhone 7/Cell Phones/Mobile Data 12/27/16-1/26/17
217228	2/17/2017	SUPPLYWORKS	2,191.97	Household Supplies-Station 33
217178	2/17/2017	CREATIVE SUPPORTS INC	2,117.02	New Office Furniture/Cabinets-M Koran's Office
217226	2/17/2017	SAN RAMON TOW INC	2,100.00	Cars-Auto Extrication Training Course 11/14/16
	2/17/2017	SAN RAMON TOW INC	2,100.00	Cars-Auto Extrication Training Course 11/16/16
217303	3/2/2017	PETERSON TRUCKS INC	2,063.54	Replaced Failed Injectors/General Maintenance-Unit 882
217162	2/17/2017	AMERIGAS SAN JOSE	2,061.32	Propane Delivered-Stn 30
DK 1/17-9	2/23/2017	US BANK	2,060.00	Annual Inspection On Aerials (4)
03/09/17-11	3/9/2017	RAHUL MAHARAJ	1,980.00	EMD-Q Review Services (44.0 Hours)-2/17
217280	3/2/2017	CCC TAX COLLECTOR	1,910.40	Admin/Stn 38-Secured Property Taxes FY 16/17
217225	2/17/2017	SPRINT	1,910.18	Mobile Data Wireless Access Fee 12/26/16-1/25/17
02/23/17-011	2/23/2017	MAXIM SERVICES	1,871.43	Admin Cleaning Service-2/17
217319	3/9/2017	A PLUS PAINTING	1,820.50	Protect Face of Tile Roof-Stn 39
217295	3/2/2017	L N CURTIS AND SONS	1,790.25	Edraulic DC Bank Charger
217349	3/9/2017	THE HARTFORD PRIORITY ACCOUNTS	1,762.80	Life/AD&D Insurance-3/17
217238	2/17/2017	VALLEY OIL COMPANY	1,730.20	Unleaded Fuel-Stn 38 1/24/17
217256	2/23/2017	L N CURTIS AND SONS	1,570.98	Shadow Nightfall Smoke Machine
217211	2/17/2017	PGE	1,543.80	Stn 36 Gas/Electric Service-2/17
217289	3/2/2017	HAVE AIR WILL TRAVEL INC	1,470.10	Svc Call/Mounts/Dismounts New Tires (6)-Unit 618
217339	3/9/2017	KRONOS INCORPORATED	1,440.00	Telestaff Project #29891
217290	3/2/2017	HUNT AND SONS INC	1,434.96	Delo 400 Engine Oil (100-Gal)-Fleet Shop
217162	2/17/2017	AMERIGAS SAN JOSE	1,351.55	Propane Delivered-Training Site
217238	2/17/2017	VALLEY OIL COMPANY	1,296.24	Unleaded Fuel-Stn 38 1/20/17
JC 1/17-1	2/23/2017	US BANK	1,270.00	Registration-Fire Inspector 1A/B/C/D 1/23-6/27/17
217196	2/17/2017	KAISER	1,226.76	Ambulance Refund
217198	2/17/2017	KAISER	1,201.98	Ambulance Refund
217274	3/2/2017	ACC BUSINESS	1,185.00	Ethernet Access Cost 1/11/17-2/10/17
217231	2/17/2017	TRI VALLEY AUTO INTERIORS	1,173.75	Reupholstered Seats (2)-Unit 705
217280	3/2/2017	CCC TAX COLLECTOR	1,146.24	Stn 39-Secured Property Taxes FY 16/17
217179	2/17/2017	CYTOSPORT INC	1,114.88	Cytomax Hydration Supplement (104 Cases)

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

Check/Voucher Register

From 2/15/2017 Through 3/12/2017

Check Number	Check Date	Payee	Check Amount	Transaction Description
217210	2/17/2017	PANKEYS RADIATOR SHOP INC	1,079.47	New Radiator-Unit 618
217237	2/17/2017	US BANK EQUIPMENT FINANCE	1,047.87	Admin Ricoh Copiers Lease (2) 2/1/17-3/1/17
217187	2/17/2017	GOLDEN STATE FLEET SVCS INC	1,000.00	Tow From Stn 32 to Stockton-Unit 522
217261	2/23/2017	PITNEY BOWES RESERVE ACCOUNT	1,000.00	Replenish Postage Reserve Account
DK 1/17-8	2/23/2017	US BANK	994.24	New Refrigerator-Stn 30
217277	3/2/2017	B AND C TRUCK PARTS INC	984.97	Filters (48)-Shop
217287	3/2/2017	GOLDEN STATE FLEET SVCS INC	975.00	Tow to Stockton-Unit 704
DP 1/17-3	2/23/2017	US BANK	974.28	HP Toner Cartridges (5)-Comm Ctr
217333	3/9/2017	HAINES AND COMPANY INC	960.61	Annual Directory Fee 2017-Comm Ctr
217278	3/2/2017	BUCHANAN AUTO ELECTRIC INC	954.19	Kussmaul Charger-Shop
217238	2/17/2017	VALLEY OIL COMPANY	950.08	Unleaded/Diesel Fuel-Stn 30 1/24/17
217192	2/17/2017	HEALTH NET	920.00	Ambulance Refund
217238	2/17/2017	VALLEY OIL COMPANY	916.15	Diesel Fuel-Stn 31 2/2/17
217289	3/2/2017	HAVE AIR WILL TRAVEL INC	911.80	Svc Call/Mounts/Dismounts New Tires (4)-Unit 705
02/23/17-001	2/23/2017	ASCOT STAFFING	910.00	Temporary Staffing-Reception (40.0 Hrs) 1/30-2/5/17
03/09/17-13	3/9/2017	WILLIAM D ROSS ESQ	907.50	Legal Services-Personnel Matters 2/17
NKW 1/17-2	2/23/2017	US BANK	866.00	CalPELRA-HR Generalist Recruitment
SC 1/17-11	2/23/2017	US BANK	865.98	Samsung Galaxy Tab S2's (2)-Stn 32
03/02/17-02	3/2/2017	ASCOT STAFFING	864.50	Temporary Staffing-Reception (38.0 Hrs) 2/13-2/19/17
217325	3/9/2017	BAY AREA AIR QUALITY MGMT DIST	855.00	Above Ground Fuel Tank Permit-New Stn 32
217238	2/17/2017	VALLEY OIL COMPANY	830.98	Unleaded Fuel-Stn 38 2/2/17
217295	3/2/2017	L N CURTIS AND SONS	792.05	Edraulic Extended Life Battery
217238	2/17/2017	VALLEY OIL COMPANY	777.15	Unleaded/Diesel Fuel-Stn 31 2/2/17
TWW 1/17-3	2/23/2017	US BANK	743.05	HazMat Supplies
BLS 1/17	2/23/2017	US BANK	739.20	Waters (192)-Stn 33
217332	3/9/2017	FLINT TRADING INC	730.20	Black Bundy (5)-Stn 33
03/09/17-08	3/9/2017	ASCOT STAFFING	728.00	Temporary Staffing-Reception (32.0 Hrs) 2/20-2/26/17
217264	2/23/2017	PRINTING PROS	698.74	Invitations/Programs-Academy Graduation
217316	3/2/2017	WESTERN MACHINERY ELECTRIC INC	697.74	Removed/Replaced Damaged Tensioner-Generator Stn 31
03/02/17-01	3/2/2017	ASCOT STAFFING	693.88	Temporary Staffing-Reception (30.5 Hrs) 2/6-2/12/17
217241	2/17/2017	VERIZON WIRELESS	669.02	Cell Phone Charges 1/4/17-2/3/17
217280	3/2/2017	CCC TAX COLLECTOR	662.26	Stn 30-Secured Property Taxes FY 16/17
217242	2/17/2017	WALKERS HYDRAULICS INC	658.69	Moved/Installed Air Compressor From Stn 39 to Stn 34
217291	3/2/2017	JOHN W STUART	642.25	Reimb: Equipment-New Stn 32/Alerting System/Misc
02/17/17-11	2/17/2017	REPUBLIC SERVICES 210	635.24	Training Site Garbage Service 2/1/17-2/28/17
217350	3/9/2017	TM CONSULTING SERVICES LLC	630.00	Prof Svcs-ADP WorkForce Now Consultation-PR 2/17
217238	2/17/2017	VALLEY OIL COMPANY	629.16	Unleaded Fuel-Stn 34 1/24/17
217298	3/2/2017	LIVERMORE DUBLIN DISPOSAL	616.88	Stn 38 Garbage Service-2/17
02/17/17-06	2/17/2017	REPUBLIC SERVICES 210	603.93	Stn 36 Garbage Service 2/1/17-2/28/17
02/17/17-09	2/17/2017	REPUBLIC SERVICES 210	603.93	Stn 31 Garbage Service 2/1/17-2/28/17

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

Check/Voucher Register

From 2/15/2017 Through 3/12/2017

Check Number	Check Date	Payee	Check Amount	Transaction Description
DVM 1/17-9	2/23/2017	US BANK	580.00	Registration-CSDA 2017 Conf 9/25-9/28/17 Maxwell
	2/23/2017	US BANK	580.00	Registration-CSDA 2017 Conf 9/25-9/28/17 Stamey
217295	3/2/2017	L N CURTIS AND SONS	575.89	NFPA Gloves-Sz Med
217256	2/23/2017	L N CURTIS AND SONS	574.81	Uniform Shirts (3)/Pants (3)-Ybarra
217278	3/2/2017	BUCHANAN AUTO ELECTRIC INC	574.80	Repair Kussmaul Charger-Shop
217167	2/17/2017	BAY AREA AIR QUALITY MGMT DIST	569.00	Stn 34 Annual Permit to Operate Generator 3/1/17-3/1/19
217222	2/17/2017	MARY SKLARSKI	564.00	Ambulance Refund
217278	3/2/2017	BUCHANAN AUTO ELECTRIC INC	541.30	Batteries (2) for Floor Cleaner-Unit 704
217340	3/9/2017	L N CURTIS AND SONS	532.73	Uniform Pants/Shirts-Suter Jr/Davis/Fredrickson
217259	2/23/2017	OFFICE DEPOT	532.10	Office Supplies
217182	2/17/2017	EBMUD	529.06	Stn 31 Water Service (Meter 5/8) 12/1/16-2/1/17
217235	2/17/2017	UNITED HEALTHCARE	526.05	Ambulance Refund
NKW 1/17-14	2/23/2017	US BANK	515.37	California Bar License Dues
217321	3/9/2017	AIRGAS NORTHERN CA AND NEVADA	509.98	Oxygen Tank Cylinders (12) 3/2/17
217280	3/2/2017	CCC TAX COLLECTOR	500.72	Stn 36-Secured Property Taxes FY 16/17
217321	3/9/2017	AIRGAS NORTHERN CA AND NEVADA	497.25	Oxygen Tank Cylinders (15) 2/13/17
217330	3/9/2017	EBMUD	493.05	Stn 39 Water Service (Meter 1.0) 12/27/16-2/27/17
217321	3/9/2017	AIRGAS NORTHERN CA AND NEVADA	487.35	Oxygen Tank Cylinders (2) 2/20/17
217212	2/17/2017	PLATINUM ROOFING INC	481.76	Repair Water Leak at Roof Panel-Stn 34
DK 1/17-2	2/23/2017	US BANK	479.56	New File Cabinet-R Gilman
217326	3/9/2017	CA MUNICIPAL STATISTICS INC	475.00	FY 15/16 CAFR Overlapping Debt Schedule
217195	2/17/2017	KAISER	471.99	Ambulance Refund
217243	2/17/2017	WESTPHAL PLUMBING AND ROOTE...	450.00	Remove Grease Interceptor Lid/Unclog Drain App Bay-Stn 31
DVM 1/17-6	2/23/2017	US BANK	448.80	District Red Helme Stress Balls-HR
217301	3/2/2017	NICHOLS CARPET CLEANING INC	435.00	Clean All Carpets-Stn 38
217277	3/2/2017	B AND C TRUCK PARTS INC	434.07	LED Headlights-Unit 529
217340	3/9/2017	L N CURTIS AND SONS	427.59	Uniform Boots-Armario
217172	2/17/2017	CLIFFORD SCOTT BUXTON	426.65	Reimb Food for T3 Training
217197	2/17/2017	KAISER	425.81	Ambulance Refund
217180	2/17/2017	DA PAGE LLC	425.00	Paging Software-1/17
217248	2/23/2017	CFF JOINT APPRENTICESHIP COMM.	425.00	FF Reserve CPAT Practice-Livermore
217298	3/2/2017	LIVERMORE DUBLIN DISPOSAL	422.92	Stn 34 Garbage Service-2/17
217340	3/9/2017	L N CURTIS AND SONS	422.18	Uniform Boots-Halsey
217238	2/17/2017	VALLEY OIL COMPANY	422.02	Unleadedl Fuel-Stn 38 1/19/17
217262	2/23/2017	PREMIER COMP MEDICAL GROUP INC	420.50	New Hire Physicals (2)
217182	2/17/2017	EBMUD	419.74	Stn 31 Water Service (Meter 6.0) 12/1/16-2/1/17
	2/17/2017	EBMUD	417.40	Stn 31 Water Service (Meter 2.0) 12/1/16-2/1/17
217340	3/9/2017	L N CURTIS AND SONS	416.76	Uniform Boots-Sabye
217224	2/17/2017	SAN MATEO REGIONAL NETWORK I...	415.00	FireDispatch.com CAD Interface/Radio Audio Streaming
02/17/17-04	2/17/2017	MAXIM SERVICES	410.00	1/28 Service-Classroom/Kitchen/Board Room-CERT Training

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02/17/17-05	2/17/2017	MAXIM SERVICES	410.00	1/29 Service-Classroom/Kitchen/Board Room-CERT Training
217209	2/17/2017	ORTIZ GARDENING LANDSCAPING	402.00	Ambulance Refund
217223	2/17/2017	HEIDI SLEDGE	400.00	Ambulance Refund
217301	3/2/2017	NICHOLS CARPET CLEANING INC	400.00	Clean Bathroom Tile Floors/Grout (5) - Stn 36
NKW 1/17-3	2/23/2017	US BANK	395.00	SHRM-HR Generalist Recruitment
SC 1/17-6	2/23/2017	US BANK	392.52	Toner Cartridges-Comm Ctr
217234	2/17/2017	UNITED HEALTHCARE	383.34	Ambulance Refund
217340	3/9/2017	L N CURTIS AND SONS	378.82	Uniform Boots-Spani
217173	2/17/2017	CONTRA COSTA COUNTY TREASURER	377.63	Ambulance Refund
217273	2/23/2017	ZBATTERY COM INC	363.23	Batteries-Stn 33 Stock
217280	3/2/2017	CCC TAX COLLECTOR	362.76	Stn 34-Secured Property Taxes FY 16/17
03/09/17-02	3/9/2017	ALL STAR FIRE EQUIPMENT INC	362.64	Uniform Boots-Morales
217186	2/17/2017	GLOBALSTAR USA	358.26	Satellite Phone Service (6)-1/17
217216	2/17/2017	STEVEN REED	350.00	Reimb PALS/ACLS Recertification
217245	2/23/2017	ANNE KOPP PH D	350.00	New Hire Psychological Exam (1)
217193	2/17/2017	IRON MOUNTAIN	338.24	Off-Site Backup Media Storage Fee-1/17
217238	2/17/2017	VALLEY OIL COMPANY	337.38	Diesel Fuel-Stn 35 1/23/17
217217	2/17/2017	SAM BROWN SHIELDS	335.00	Wildland Helmet Shields (8)
217327	3/9/2017	CAPITAL ONE COMMERCIAL	332.44	Misc Supplies-Lateral FF Recruitment Feb 2017
NKW 1/17-6	2/23/2017	US BANK	325.00	Latpro-HR Generalist Recruitment
NKW 1/17-12	2/23/2017	US BANK	325.00	Latpro-FF/PM Lateral Recruitment
JC 1/17-2	2/23/2017	US BANK	325.00	Registration IEC Fire Inspector 1A 1/14/17
DP 1/17-4	2/23/2017	US BANK	325.00	Registration CalNENA Conference-L Blackburn
217238	2/17/2017	VALLEY OIL COMPANY	316.52	Unleaded/Diesel Fuel-Stn 31 1/19/17
217249	2/23/2017	COMCAST	307.28	Admin Cable Service/High-Speed Internet 2/17/17-3/16/17
217253	2/23/2017	EBMUD	305.54	Stn 33 Water Service (Meter 5/8.0) 12/7/16-2/7/17
217311	3/2/2017	TREDDENT DATA SYSTEMS	304.65	IT Equipment-New Stn 32
217309	3/2/2017	STAPLES CREDIT PLAN	304.15	Laser Jet Toner-Stn 34
02/17/17-07	2/17/2017	REPUBLIC SERVICES 210	301.94	Stn 33 Garbage Service 2/1/17-2/28/17
217203	2/17/2017	JON MICHAELSON	300.00	Reimb ACLS Recertification
NKW 1/17-9	2/23/2017	US BANK	300.00	Your Member Careers-FF/PM Lateral Recruitment
217330	3/9/2017	EBMUD	299.05	Stn 35 Water Service (Meter 10) 12/19/16-2/25/17
217199	2/17/2017	L N CURTIS AND SONS	293.90	Uniform Pants (3)-S Sauve
217340	3/9/2017	L N CURTIS AND SONS	292.62	Uniform Long Sleeve Shirts-Fredrickson
217260	2/23/2017	PAUL CONWAY SHIELDS	288.64	Helmet Shields (3)-Battalion Chief
217262	2/23/2017	PREMIER COMP MEDICAL GROUP INC	285.00	Influenza Vaccinations (10)/WF Blood Draw (1)
02/17/17-08	2/17/2017	REPUBLIC SERVICES 210	284.04	Stn 32 Garbage Service 2/1/17-2/28/17
02/17/17-10	2/17/2017	REPUBLIC SERVICES 210	284.04	Stn 35 Garbage Service 2/1/17-2/28/17
JLM 1/17-2	2/23/2017	US BANK	282.63	12 Lead Rule Tool-EMS Academy
217221	2/17/2017	SIGN PRO	280.76	Black Vinyl Letters-Unit 334/Magnetic In Service Stickers-30

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217268	2/23/2017	THE DAILY DISPATCH	280.00	Advertisement-FF/PM Lateral
	2/23/2017	THE DAILY DISPATCH	280.00	Advertisement-HR Generalist
SC 1/17-5	2/23/2017	US BANK	271.38	Toaster Oven-Comm Ctr
217218	2/17/2017	SCOTTS PPE RECON INC	269.62	Inspection/Repair of Turnout Gear-January 2017
217266	2/23/2017	SMILE BUSINESS PRODUCTS INC	263.36	Training Copier Annual Contract 7/1/16-6/30/17
217330	3/9/2017	EBMUD	260.88	Stn 35 Water Service (Meter 4.0) 12/27/16-2/27/17
217280	3/2/2017	CCC TAX COLLECTOR	260.50	New Stn 32-Secured Property Taxes FY 16/17
BLS 1/17	2/23/2017	US BANK	259.97	Office Supplies-Stn 33
217321	3/9/2017	AIRGAS NORTHERN CA AND NEVADA	257.15	Oxygen Tank Cylinder Rental-February 2017
DK 1/17-7	2/23/2017	US BANK	256.07	Sand for Sand Bags (2 yds)-St 38
02/17/17-01	2/17/2017	ALL STAR FIRE EQUIPMENT INC	254.39	Uniform Boots-D Halsey
217337	3/9/2017	JEROME POTOZKIN	254.00	Refund Inspection Fee
SC 1/17-13	2/23/2017	US BANK	253.80	Android Tablet Wall Mounts-New Stn 32
217206	2/17/2017	OREILLY AUTOMOTIVE INC	252.40	Air Filters (4)-Shop
DK 1/17-4	2/23/2017	US BANK	250.00	Rent Turbo Carpet Blowers (2)-Water Leak Stn 31
NKW 1/17-10	2/23/2017	US BANK	250.00	Boxwood Technology-FF/PM Lateral Recruitment
NKW 1/17-11	2/23/2017	US BANK	250.00	Boxwood Technology-HR Generalist Recruitment
217298	3/2/2017	LIVERMORE DUBLIN DISPOSAL	249.91	Stn 39 Garbage Service-2/17
	3/2/2017	LIVERMORE DUBLIN DISPOSAL	249.91	Stn 30 Garbage Service-2/17
217161	2/17/2017	AMERICAN MESSAGING	246.12	Paging Service-2/17
217202	2/17/2017	JAMES MARTIN	245.00	Reimb PHTLS Recertification
217214	2/17/2017	CLINTON D PRUETT	245.00	Reimb PHTLS Recertification
217252	2/23/2017	DUBLIN SAN RAMON SERVICES DIST...	238.78	Stn 30 Water Service (Meter 1.0) 12/15-2/14/17
217280	3/2/2017	CCC TAX COLLECTOR	236.35	Stn 31-Secured Property Taxes FY 16/17
BLS 1/17	2/23/2017	US BANK	234.30	Household Supplies-Stn 33
217176	2/17/2017	COMCAST	233.40	Stn 38 High-Speed Internet/Cable Svc 2/8/17-3/7/17
NKW 1/17-1	2/23/2017	US BANK	226.98	Lodging-Liebert Cassidy Conf 3/7-3/10/17
217352	3/9/2017	US POSTAL SERVICE	225.00	USPS Marketing Mail-Permit #243
217306	3/2/2017	SCOTT CARRILLO	225.00	Reimb Self-Funded Vision
217281	3/2/2017	COMCAST	224.20	Stn 31 Cable Service 2/26/17-3/25/17
217240	2/17/2017	VERIZON WIRELESS	224.13	Physio-Control Heart Monitor Modems 12/24/16-1/23/17
JC 1/17-7	2/23/2017	US BANK	223.85	Citizen Corp Volunteer Thank You Dinner
217340	3/9/2017	L N CURTIS AND SONS	221.91	Uniform Shirt-McCulloch/Uniform Pants-Ivory
RW 1/17	2/23/2017	US BANK	221.66	Standing Mats-Plan Review Area
217285	3/2/2017	COMCAST	220.67	Stn 36 Cable Service 2/26/17-3/25/17
217188	2/17/2017	GOOGLE INC	219.25	Google Apps Usage 1/1/17-1/31/17
217190	2/17/2017	JAMES C HARDER	215.00	Reimb ACLS Recertification
217182	2/17/2017	EBMUD	214.72	Stn 31 Water Service (Meter 4.0) 12/1/16-2/1/17
217253	2/23/2017	EBMUD	214.72	Stn 33 Water Service (Meter 4.0) 12/7/16-2/7/17
217330	3/9/2017	EBMUD	214.72	Stn 39 Water Service (Meter 4.0) 12/27/16-2/27/17

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217220	2/17/2017	SHRED IT USA LLC	213.84	Shredding Services-Admin/Comm Ctr
217199	2/17/2017	L N CURTIS AND SONS	213.51	Repair Pressure Regulator
217244	2/23/2017	AIRGAS NORTHERN CA AND NEVADA	212.85	Oxygen Tank Cylinders (3) 2/6/17
217232	2/17/2017	TRI VALLEY HOSE INC	211.87	Main Air Hose-Unit 500
217200	2/17/2017	LIVERMORE SAW AND MOWER LLC	210.67	Replaced Carburetor/Gasket/Tune Up for Water Pump-Stn 33
217288	3/2/2017	GRAYBAR ELECTRIC COMPANY INC	209.73	IT Equipment-New Stn 32
217285	3/2/2017	COMCAST	208.59	Stn 38 Cable Service 2/27/17-3/26/17
217330	3/9/2017	EBMUD	207.56	New Stn 32 Water Service (Base) 12/27/16-2/23/17
217175	2/17/2017	COMCAST	206.09	Stn 30 Cable Service 2/13/17-3/12/17
217230	2/17/2017	LISA TRAPANI	205.00	Ambulance Refund
217283	3/2/2017	COMCAST	203.15	Stn 35 Cable Service 2/27/17-3/26/17
217239	2/17/2017	VALLEY PLUMBING HOME CTR INC	201.75	Clear Clogged Kitchen Sink-Stn 34
217314	3/2/2017	WASTE MANAGEMENT OF ALAMED...	200.14	Stn 30 Garbage Recycling Service-2/17
217294	3/2/2017	L ERICK HUBBARD	200.00	Reimb Paramedic Recertification
217208	2/17/2017	ORKIN	200.00	Stn 33-Treated for Ants
217205	2/17/2017	JOHN NIELSEN	200.00	Ambulance Refund
217320	3/9/2017	AARON DRAKE	200.00	Reimb Paramedic Recertification
217343	3/9/2017	OFFICE DEPOT	196.78	Office Supplies
217340	3/9/2017	L N CURTIS AND SONS	195.93	Uniform Pants-Bock Wilmes/Bautista
217256	2/23/2017	L N CURTIS AND SONS	195.93	Uniform Pants for Bock-Willmes
NKW 1/17-7	2/23/2017	US BANK	195.00	CA City News-HR Generalist Recruitment
NKW 1/17-8	2/23/2017	US BANK	195.00	CA City News-FF/PM Lateral Recruitment
217281	3/2/2017	COMCAST	193.03	Stn 39 Cable Service 3/01/17-3/31/17
217338	3/9/2017	JOHN DUGGAN	192.19	Meals-Lateral Recruit Assessment Panel (8)
DV 1/17	2/23/2017	US BANK	190.00	ICC Recertification-D. Vanek
217181	2/17/2017	DEPT OF FORESTRY AND FIRE PROT...	188.00	Registration FSTEP Course LARRO 2016-2 Academy
CK 1/17-3	2/23/2017	US BANK	185.00	R Evitt Registration-Fire Inspector 2A 1/29-1/31/17
CK 1/17-4	2/23/2017	US BANK	185.00	R Evitt Registration-Fire Inspector 2C 2/15-2/17/17
03/02/17-04	3/2/2017	MAXIM SERVICES	183.57	Admin Cleaning Service-2/17
217206	2/17/2017	OREILLY AUTOMOTIVE INC	183.03	Fuel Filters (2)-Unit 705/Stock
217281	3/2/2017	COMCAST	182.29	Stn 32 Cable Service 3/1/17-3/31/17
217285	3/2/2017	COMCAST	179.96	Stn 34 Cable Service 2/27/17-3/26/17
DVM 1/17-8	2/23/2017	US BANK	177.64	Retirement Breakfast for R Vetter
217281	3/2/2017	COMCAST	177.54	Stn 33 Cable Service 3/1/17-3/31/17
217276	3/2/2017	ALEX SIMI	175.00	Reimb PALS Recertification
217229	2/17/2017	SYCAMORE HOMES ASSOCIATION	175.00	Rental-Volunteer Celebration CERT/HeartSafe 1/17/17
217314	3/2/2017	WASTE MANAGEMENT OF ALAMED...	172.83	Stn 38 Garbage Recycling Service-2/17
217280	3/2/2017	CCC TAX COLLECTOR	169.22	Stn 33-Secured Property Taxes FY 16/17
217181	2/17/2017	DEPT OF FORESTRY AND FIRE PROT...	168.00	Registration FSTEP Auto Extrication 2016-2 Academy
217199	2/17/2017	L N CURTIS AND SONS	167.79	Uniform Boots-Laguero

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	2/17/2017	L N CURTIS AND SONS	167.79	Uniform Boots-M Anderson
217340	3/9/2017	L N CURTIS AND SONS	167.79	Uniform Boots-Mariolle
217269	2/23/2017	TIFCO INDUSTRIES INC	164.74	Gloves/Automotive Chemical/Bulbs/Work Light-Shop
LP 1/17-3	2/23/2017	US BANK	162.27	Charging Case/Battery Dock
217168	2/17/2017	BENEFIT ADMINISTRATION CORP	162.00	Section 125 Plan Admin Fees-1/17
217335	3/9/2017	ISINGS CULLIGAN	158.49	Stn 30 Drinking Water Service-2/17
TWW 1/17-4	2/23/2017	US BANK	157.10	HazMat Supplies
CK 1/17-2	2/23/2017	US BANK	154.48	R Evitt Lodging-Fire Inspector 2C 2/15-2/17/17
CK 1/17-1	2/23/2017	US BANK	152.24	R Evitt Lodging-Fire Inspector 2A 1/29-1/31/17
217284	3/2/2017	COMCAST	151.37	Training Site High Speed Internet/Cable Svc 2/26-3/25/17
217249	2/23/2017	COMCAST	151.08	Stn 31 High-Speed Internet 2/23/17-3/22/17
217243	2/17/2017	WESTPHAL PLUMBING AND ROOTE...	150.00	Unclogged Drain at Apparatus Bay-Stn 31
217257	2/23/2017	MAGDALENA HURTADO	150.00	Yoga Class (1.0 hr)-1/12/17 Stn 31
217262	2/23/2017	PREMIER COMP MEDICAL GROUP INC	150.00	New Hire Physical (1)/Driver's Medical (1)
217189	2/17/2017	JEFFREY GRIEPP	150.00	Reimb PHTLS Recertification
DVM 1/17-3	2/23/2017	US BANK	150.00	EERI Membership for Director Parker
217300	3/2/2017	NATHAN R SMITH	148.75	Reimb ACLS Recertification
217249	2/23/2017	COMCAST	146.08	Stn 32 High-Speed Internet 2/18/17-3/17/17
	2/23/2017	COMCAST	146.08	Stn 34 High-Speed Internet 2/15/17-3/14/17
217176	2/17/2017	COMCAST	146.08	Stn 39 High-Speed Internet 2/9/17-3/8/17
	2/17/2017	COMCAST	146.08	Stn 35 High Speed Internet 2/8/17-3/7/17
217328	3/9/2017	COMCAST	146.08	Stn 30 High Speed Internet 3/01/17-3/29/17
	3/9/2017	COMCAST	146.08	Stn 33 High Speed Internet 3/01/17-3/30/17
	3/9/2017	COMCAST	146.08	Stn 36 High Speed Internet 3/01/17-3/31/17
JLM 1/17-5	2/23/2017	US BANK	145.14	Brass Tags for New Cardiac Monitors
SC 1/17-7	2/23/2017	US BANK	144.29	Toner Cartridges-Comm Ctr
217346	3/9/2017	PRIMO ESPRESSO COMPANY	144.00	Repair Brewer
LP 1/17-1	2/23/2017	US BANK	143.52	Supplies for Academy Graduation
NKW 1/17-5	2/23/2017	US BANK	140.84	Airfare-LCW Conference 3/7-3/10/17
JA 1/17-2	2/23/2017	US BANK	140.62	Lodging-EVOC Training 1/9-1/10/17 Academy (2)
JA 1/17-3	2/23/2017	US BANK	140.62	Lodging-EVOC Training 1/9-1/10/17 Academy (2)
JA 1/17-4	2/23/2017	US BANK	140.62	Lodging-EVOC Training 1/9-1/10/17 Academy (2)
JA 1/17-5	2/23/2017	US BANK	140.62	Lodging-EVOC Training 1/9-1/10/17 Academy (2)
JA 1/17-6	2/23/2017	US BANK	140.62	Lodging-EVOC Training 1/9-1/10/17 Academy (2)
DP 1/17-1	2/23/2017	US BANK	137.68	Airfare TriTech Conf 2/26-3/1/17 Pangelinan
SC 1/17-3	2/23/2017	US BANK	137.68	Airfare-Tricon Conf 2/26-3/1/17 P Duncan
SC 1/17-4	2/23/2017	US BANK	137.68	Airfare-Tricon Conf 2/26-3/1/17 S Call
217299	3/2/2017	MICHAEL SIMAO	130.00	HeartSafe-Charlotte Wood Middle School
217317	3/2/2017	WILLIAM E JAFFIN	130.00	HeartSafe-Charlotte Wood Middle School
217318	3/2/2017	XIAO LI	130.00	HeartSafe-Charlotte Wood Middle School

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217308	3/2/2017	SHAWN RICHARDSON	130.00	HeartSafe-Charlotte Wood Middle School
217293	3/2/2017	KRISTINE M FUHRIMAN	130.00	HeartSafe-Charlotte Wood Middle School
217296	3/2/2017	LAURA CARSON	130.00	HeartSafe-Charlotte Wood Middle School
217286	3/2/2017	EDITH FARRELL	130.00	HeartSafe-Charlotte Wood Middle School
RN 1/17-3	2/23/2017	US BANK	129.87	Water Filters for Ice Maker
02/17/17-03	2/17/2017	EFAX CORPORATE	129.00	eFax Usage-1/17
217227	2/17/2017	STRYKER SALES CORP	129.00	Stryker Stair Chair Preventative Maintenance 050140150
217165	2/17/2017	ATT	128.34	Phone Service 12/20/16-1/19/17
DVM 1/17-1	2/23/2017	US BANK	119.65	District Coffee Supply
JLM 1/17-1	2/23/2017	US BANK	114.86	Books for EMS Library
JL 1/17	2/23/2017	US BANK	113.41	Delivery Fee-USAR134 Core Saw for Repair
217236	2/17/2017	UNITED PARCEL SERVICE	112.61	Delivery Charges-2/11/17
217194	2/17/2017	JEAN GAUTHIER	110.00	Repair Oven Thermostat-Stn 38
217307	3/2/2017	SCOTT FULWOOD	108.42	Reimb-Prorated Dental/Vision/Life/EAP Deducted in Error 2/3
217254	2/23/2017	HOME DEPOT CREDIT SERVICES	108.31	Key Rings/Power Strips/Gloves-Monitor Project
SC 1/17-12	2/23/2017	US BANK	108.20	iPhone Battery Pack-Chief Meyer
217282	3/2/2017	COMCAST	106.08	Alamo Webcam High-Speed Internet 2/27/17-3/26/17
217289	3/2/2017	HAVE AIR WILL TRAVEL INC	105.00	Svc Call/Flat Repair-Unit 706
217254	2/23/2017	HOME DEPOT CREDIT SERVICES	104.69	Mesh Sand/Oil Heate/Goo Gone-Restoration of Antique Engine
DVM 1/17-4	2/23/2017	US BANK	104.03	Lunch-Labor Management Meeting
LP 1/17-2	2/23/2017	US BANK	103.94	Supplies for Academy Graduation
TWW 1/17-1	2/23/2017	US BANK	103.14	HazMat Supplies
217170	2/17/2017	BLUE SHIELD OF CALIFORNIA	102.58	Ambulance Refund
DK 1/17-5	2/23/2017	US BANK	100.00	Rent Turbo Carpet Blowers (1)-Water Leak Stn 31
JC 1/17-3	2/23/2017	US BANK	99.67	Book-Fire Inspector 1A
JC 1/17-6	2/23/2017	US BANK	99.53	Citizen Corp Volunteer Thank You Dinner
217246	2/23/2017	CA STATE DEPARTMENT OF JUSTICE	98.00	New Hire-DOJ/FBI LiveScan (1)
217259	2/23/2017	OFFICE DEPOT	97.53	Office Supplies/Household Supplies
BSS 1/17	2/23/2017	US BANK	97.52	Water Filters for Ice Maker-Stn 30
NKW 1/17-15	2/23/2017	US BANK	97.28	HR Generalist-Panel Lunch
217208	2/17/2017	ORKIN	96.10	Stn 31 Pest Control Service-2/1/17
217191	2/17/2017	HAVE AIR WILL TRAVEL INC	95.00	Service Call/Tire Repair-Unit 707
217254	2/23/2017	HOME DEPOT CREDIT SERVICES	92.03	Training Supplies for 2017 FF Qtr Training
217335	3/9/2017	ISINGS CULLIGAN	90.64	Stn 31 Drinking Water Service-2/17
217302	3/2/2017	OFFICE DEPOT	89.19	Office Supplies
217310	3/2/2017	THOMAS G MCKENZIE	89.00	Reimb DMV Medical
02/23/17-002	2/23/2017	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 36 Bio-Hazard Waste Collection Service 2/13/17
02/23/17-003	2/23/2017	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 39 Bio-Hazard Waste Collection Service 2/13/17
02/23/17-004	2/23/2017	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 35 Bio-Hazard Waste Collection Service 2/13/17
02/23/17-005	2/23/2017	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 34 Bio-Hazard Waste Collection Service 2/13/17

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02/23/17-006	2/23/2017	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 33 Bio-Hazard Waste Collection Service 2/13/17
02/23/17-007	2/23/2017	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 32 Bio-Hazard Waste Collection Service 2/13/17
02/23/17-008	2/23/2017	BIOMEDICAL WASTE DISPOSAL INC	89.00	Stn 31 Bio-Hazard Waste Collection Service 2/13/17
217271	2/23/2017	UNITED PARCEL SERVICE	85.71	Delivery Charges-2/18/17
217314	3/2/2017	WASTE MANAGEMENT OF ALAMED...	82.28	Stn 34 Garbage Recycling Service-2/17
	3/2/2017	WASTE MANAGEMENT OF ALAMED...	82.28	Stn 39 Garbage Recycling Service-2/17
217258	2/23/2017	NOB HILL CLEANERS INC	80.00	Patch on Uniform Shirts (10)
217174	2/17/2017	CINTAS CORPORATION	78.30	Carpet Runners/Mechanics Coverall Cleaning Fee-2/8/17
DK 1/17-10	2/23/2017	US BANK	75.76	DeLonghi Oil Heater-District Clerk's Office
03/02/17-06	3/2/2017	OSBORN SPRAY SERVICE INC	75.00	Admin Pest Control Service-2/15/17
217208	2/17/2017	ORKIN	75.00	New Stn 32 Pest Control Service-1/9/17
NKW 1/17-17	2/23/2017	US BANK	73.64	Lunch with The Sisters
217302	3/2/2017	OFFICE DEPOT	71.67	Household/Office Supplies
DM 1/17-2	2/23/2017	US BANK	70.35	Hard Drive for Training
217247	2/23/2017	CCC FIRE COMMISSIONERS ASSOCL...	70.00	CCCFA 3/16/17 Dinner Meeting (2)-Chief Meyer/DC Phares
DVM 1/17-10	2/23/2017	US BANK	67.87	Airfare TriTech Conf 2/26-3/1/17 Chief Meyer
03/02/17-05	3/2/2017	OSBORN SPRAY SERVICE INC	67.00	Stn 32 Pest Control Service-2/15/17
SC 1/17-10	2/23/2017	US BANK	64.94	Toner Cartridges-Stn 34
217330	3/9/2017	EBMUD	62.48	New Stn 32 Water Service (Meter 1.0) 12/21/16-2/23/17
217331	3/9/2017	ECMS INC	61.43	EMS Coat Alterations for Photographer
217254	2/23/2017	HOME DEPOT CREDIT SERVICES	61.23	Maintenance Supplies-Apparatus/Equipment
03/09/17-04	3/9/2017	ALL STAR FIRE EQUIPMENT INC	60.00	SCBA Repairs During Flow Testing
217252	2/23/2017	DUBLIN SAN RAMON SERVICES DIST...	59.48	Stn 30 Fireline Water Service 12/15-2/14/17
DP 1/17-6	2/23/2017	US BANK	58.94	Airfare CalNENA Conference-L Blackburn
DP 1/17-7	2/23/2017	US BANK	58.94	Airfare CalNENA Conference-L Blackburn
SC 1/17-9	2/23/2017	US BANK	58.44	Toner Cartridges-Stn 31
217336	3/9/2017	J THAYER COMPANY INC	58.34	Copy Paper (1-Box)-Admin
217251	2/23/2017	DIRECTV	57.99	Cable Service 2/12/17-3/11/17
217213	2/17/2017	PRIMO ESPRESSO COMPANY	55.60	Admin Coffee Supplies
03/02/17-07	3/2/2017	OSBORN SPRAY SERVICE INC	55.00	Stn 30 Pest Control Service-2/15/17
03/02/17-08	3/2/2017	OSBORN SPRAY SERVICE INC	55.00	Stn 36 Pest Control Service-2/15/17
03/02/17-09	3/2/2017	OSBORN SPRAY SERVICE INC	55.00	Stn 33 Pest Control Service-2/15/17
03/02/17-10	3/2/2017	OSBORN SPRAY SERVICE INC	55.00	Stn 39 Pest Control Service-2/15/17
03/02/17-11	3/2/2017	OSBORN SPRAY SERVICE INC	55.00	Stn 35 Pest Control Service-2/15/17
MLY 1/17	2/23/2017	US BANK	54.98	Household Supplies
217186	2/17/2017	GLOBALSTAR USA	50.09	Satellite Phone Service-Dispatch 1/17
	2/17/2017	GLOBALSTAR USA	50.09	Satellite Phone Service-EOC 1/17
217353	3/9/2017	VICKERS CONSULTING SERVICES	50.00	TIC Grant Writing
217344	3/9/2017	PGE	49.98	Stn 34 Signal Light-2/17
NKW 1/17-4	2/23/2017	US BANK	48.84	Airfare-LCW Conference 3/7-3/10/17

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

Check/Voucher Register  
From 2/15/2017 Through 3/12/2017

Check Number	Check Date	Payee	Check Amount	Transaction Description
217292	3/2/2017	JON MICHAELSON	48.79	Reimb Education Asst-NWCG S-359 Medical Unit Leader Course
MK 1/17-1	2/23/2017	US BANK	45.98	Lunch-Finance Officer Networking Campo/Koran/Lillin
03/09/17-05	3/9/2017	ALL STAR FIRE EQUIPMENT INC	45.23	SCBA Repairs During Flow Testing
217185	2/17/2017	GALLS LLC	45.05	Uniform Belt-Perez
217254	2/23/2017	HOME DEPOT CREDIT SERVICES	44.72	Under Cabinet Lights-Admin HR Cubicle
217217	2/17/2017	SAM BROWN SHIELDS	44.35	Wildland Helmet Shield
03/09/17-03	3/9/2017	ALL STAR FIRE EQUIPMENT INC	44.07	SCBA Repairs During Flow Testing
DVM 1/17-2	2/23/2017	US BANK	42.56	Office Calendar/Organizer
217342	3/9/2017	NOB HILL CLEANERS INC	40.00	Patch on Uniform Shirts (5)
DB 1/17-1	2/23/2017	US BANK	40.00	Constant Contact-CERT Renewal Email System (Dec)
DB 1/17-2	2/23/2017	US BANK	40.00	Constant Contact-CERT Renewal Email System (Jan)
217322	3/9/2017	ALAMO ACE HARDWARE	40.00	Adhesives/Organizer/Filter-Stn 35
SC 1/17-2	2/23/2017	US BANK	39.95	Video File Conversion Software
JS 1/17-2	2/23/2017	US BANK	36.42	Food-Officers Meeting
JLM 1/17-3	2/23/2017	US BANK	35.99	USB Dirves for EMS Academy
TWW 1/17-2	2/23/2017	US BANK	35.48	HazMat Supplies
217201	2/17/2017	LOGOBOSS LLC	35.12	Name Tags-Directors Parker/Stark/Stamey/Campbell/Kerr
217174	2/17/2017	CINTAS CORPORATION	35.00	Carpet Runners/Mechanics Coverall Cleaning Fee-2/1/17
SC 1/17-1	2/23/2017	US BANK	34.95	Block of 5 Active 911 Subscriptions
217254	2/23/2017	HOME DEPOT CREDIT SERVICES	33.60	Sand Bags-Stn 38
DM 1/17-1	2/23/2017	US BANK	32.59	Phone Chargers-Office/Car
RKH 1/17	2/23/2017	US BANK	32.48	Lightbulbs
DP 1/17-5	2/23/2017	US BANK	32.45	Office Supplies-Comm Ctr
BW 1/17	2/23/2017	US BANK	31.93	Refrigerator Handle
217351	3/9/2017	UNITED PARCEL SERVICE	31.91	Delivery Charges-3/4/17
DM 1/17-3	2/23/2017	US BANK	31.90	Coffee-Captains Meeting
JLM 1/17-4	2/23/2017	US BANK	29.99	Renewal for JEMS Magazine
217255	2/23/2017	J THAYER COMPANY INC	29.17	Copy Paper (1-Box)-Admin
TWW 1/17-6	2/23/2017	US BANK	28.48	HazMat Supplies
217305	3/2/2017	RIAN G EVITT	27.29	Reimb Meal-Fire Inspector 2C 2/15-2/17/17
217254	2/23/2017	HOME DEPOT CREDIT SERVICES	27.02	Vehicle Recovery Strap-Training Vehicle
RN 1/17-5	2/23/2017	US BANK	26.04	New Keys for Shed
JC 1/17-4	2/23/2017	US BANK	26.02	Book-Fire Inspector 1B-1C
DVM 1/17-7	2/23/2017	US BANK	26.00	Gift for R Vetter Retirement
03/02/17-03	3/2/2017	DON HOMAN	25.00	Water Tank Lease-3/1/17
DP 1/17-2	2/23/2017	US BANK	24.73	Office Supplies-Comm Ctr
217254	2/23/2017	HOME DEPOT CREDIT SERVICES	24.41	Screws/Studfinder-Admin Toolbox
RN 1/17-2	2/23/2017	US BANK	23.94	Keys-Fire Prevention Trailer
217323	3/9/2017	AMERICAN CAPITAL ENT INC	23.17	FP Collection Fees-January 2017
217215	2/17/2017	PUBLIC SURPLUS	23.10	Fees for Auction Site-Posted/Sold Exercise Equipment

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

Check/Voucher Register  
From 2/15/2017 Through 3/12/2017

Check Number	Check Date	Payee	Check Amount	Transaction Description
217254	2/23/2017	HOME DEPOT CREDIT SERVICES	21.52	Light Bulbs-Stn 38
JA 1/17-1	2/23/2017	US BANK	19.90	Coffee-EVOC Training
217163	2/17/2017	ATT	19.65	Phone Service 12/19/16-1/18/17
217177	2/17/2017	CONCORD UNIFORMS	18.43	Class A Uniform Update-Colon
217254	2/23/2017	HOME DEPOT CREDIT SERVICES	18.37	Filters-HVAC Stn 35
217207	2/17/2017	OFFICE DEPOT	17.99	Coffee Supply-Sugar
NKW 1/17-16	2/23/2017	US BANK	17.95	HR Generalist-Coffee
217206	2/17/2017	OREILLY AUTOMOTIVE INC	17.12	Fuel Filter-Unit 618
217277	3/2/2017	B AND C TRUCK PARTS INC	16.37	Filters (2)-Unit 618
JS 1/17-3	2/23/2017	US BANK	15.95	Coffee-Officers Meeting
217309	3/2/2017	STAPLES CREDIT PLAN	15.78	Office Supplies-D. Krause
217254	2/23/2017	HOME DEPOT CREDIT SERVICES	15.12	Flat Space Cube Extension Cord-D. Maxwell
217263	2/23/2017	PRIMO ESPRESSO COMPANY	13.68	Admin Coffee Supplies
TWW 1/17-5	2/23/2017	US BANK	12.99	HazMat Supplies
03/09/17-06	3/9/2017	ALL STAR FIRE EQUIPMENT INC	12.05	SCBA Repairs During Flow Testing
217312	3/2/2017	UNITED PARCEL SERVICE	11.85	Delivery Charges-2/25/17
217265	2/23/2017	SHAMROCK OFFICE SOLUTIONS INC	10.77	Shipping Fee-Black/Color Print Cartridge-Admin Copier
217219	2/17/2017	SHAMROCK OFFICE SOLUTIONS INC	10.77	Shipping Fee for Waste Toner-Admin Copier
217348	3/9/2017	SHAMROCK OFFICE SOLUTIONS INC	10.77	Shipping Fee-Black/Color Print Cartridge-Admin Copier
JS 1/17-1	2/23/2017	US BANK	6.86	Coffee for Cameo Fire
RN 1/17-1	2/23/2017	US BANK	6.71	Bolts
DK 1/17-3	2/23/2017	US BANK	5.94	Cleaning Supplies-Stn 39
217322	3/9/2017	ALAMO ACE HARDWARE	5.85	Input Cable-Workout Room Stn 35
DVM 1/17-5	2/23/2017	US BANK	4.80	Coffee-Meeting with K Campo
RN 1/17-4	2/23/2017	US BANK	4.20	Handle for Floto Pump
217347	3/9/2017	RHODES CASEY C AND KRISTI K TRE	3.00	Refund Plan Review Overpayment
DP 1/17-8	2/23/2017	US BANK	0.25	Office Supplies-Comm Ctr
217259	2/23/2017	OFFICE DEPOT	(24.90)	Returned Office Supplies
DK 1/17-6	2/23/2017	US BANK	(64.22)	Credit Rent Turbo Carpet Blowers-Water Leak Stn 31
CK 1/17-5	2/23/2017	US BANK	(76.12)	Credit for Evitt Lodging-Fire Inspector 2A 1/29-1/31/17
217302	3/2/2017	OFFICE DEPOT	(135.71)	Returned Office Supplies
CK 1/17-6	2/23/2017	US BANK	(154.48)	Credit for R Evitt Lodging-Fire Inspector 2C 2/15-2/17/17
217199	2/17/2017	L N CURTIS AND SONS	(167.79)	Return Uniform Boots-M Anderson
DK 1/17-1	2/23/2017	US BANK	(419.98)	Returned Vehicle Seat Covers
DM 1/17-4	2/23/2017	US BANK	(471.98)	Credit Lodging-Crucial Conversation-Selover/McNamara 10/24
NKW 1/17-13	2/23/2017	US BANK	(525.00)	Credit Registration-LCW Conference
217277	3/2/2017	B AND C TRUCK PARTS INC	(584.60)	Returned Filters (10)

Report Total

2,029,654.22

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

Check/Voucher Register

From 2/15/2017 Through 3/12/2017

<u>Check Number</u>	<u>Check Date</u>	<u>Payee</u>	<u>Check Amount</u>	<u>Transaction Description</u>	<u>GL Code</u>
1-46209	2/23/2017	SEEVER AND SONS TIRE	2,284.60	New Tires (2)-Unit 508	1125
150817	2/23/2017	ACE AUTO REPAIR AND TL...	53.80	Smog Inspection-Unit 322	1125
150820	2/23/2017	ACE AUTO REPAIR AND TL...	53.80	Smog Inspection-Unit 324	1125
150828	2/23/2017	ACE AUTO REPAIR AND TL...	53.80	Smog Inspection-Unit 305	1125
150833	2/23/2017	ACE AUTO REPAIR AND TL...	53.80	Smog Inspection-Unit 394	1125
150857	2/23/2017	ACE AUTO REPAIR AND TL...	53.80	Smog Inspection-Unit 341	1125
150872	2/23/2017	ACE AUTO REPAIR AND TL...	53.80	Smog Inspection-Unit 306	1125
151224	2/23/2017	ACE AUTO REPAIR AND TL...	53.80	Smog Inspection-Unit 324	1125
151449	2/23/2017	ACE AUTO REPAIR AND TL...	251.80	Smog Inspection/Cleaned Canister Vent Solenoid-Unit 334	1125
151566	2/23/2017	ACE AUTO REPAIR AND TL...	53.80	Smog Inspection-Unit 397	1125
154816	2/23/2017	HI TECH EMERGENCY VEH...	764.59	Ground Ladder Repairs	1125
155249	2/23/2017	HI TECH EMERGENCY VEH...	12,633.12	Hurst Tool Annual Inspections Hurst Pump Repairs	1125
155278	2/23/2017	HI TECH EMERGENCY VEH...	440.67	PVG Valve Assembly w/ Hardware-Unit 527	1125
155404	2/23/2017	HI TECH EMERGENCY VEH...	196.05	Ignition Switch-Unit 546	1125
155409	2/23/2017	HI TECH EMERGENCY VEH...	2,470.40	Repairs-Unit 527	1125
155574	2/23/2017	HI TECH EMERGENCY VEH...	1,965.46	Relief Valve Repairs-Unit 603	1125
285261	2/23/2017	FUTURE FORD LINCOLN O...	1,493.04	Fuel Leak Repairs/ABS Problem-Unit 733	1125
287742	2/23/2017	FUTURE FORD LINCOLN O...	5,878.53	New Injectors/Heater Control Valve/Hoses/Drag Link-Unit 702	1125
82358914	2/23/2017	BOUNDTREE MEDICAL LLC	6,959.94	Medical Equipment	1125
82360126	2/23/2017	BOUNDTREE MEDICAL LLC	105.80	Medical Supplies	1125
82360127	2/23/2017	BOUNDTREE MEDICAL LLC	640.84	Stretchers (4)	1125
82361025	2/23/2017	BOUNDTREE MEDICAL LLC	197.50	Medical Supplies	1125
82361026	2/23/2017	BOUNDTREE MEDICAL LLC	1,631.40	Sensor, Masimo (6)	1125
82362276	2/23/2017	BOUNDTREE MEDICAL LLC	190.44	Medical Supplies	1125
82362277	2/23/2017	BOUNDTREE MEDICAL LLC	696.78	Pharmaceutical Supplies	1125
82362278	2/23/2017	BOUNDTREE MEDICAL LLC	4,121.52	Medical Supplies	1125
82363523	2/23/2017	BOUNDTREE MEDICAL LLC	1,747.44	Medical Equipment	1125
82372621	2/23/2017	BOUNDTREE MEDICAL LLC	105.80	Medical Supplies	1125
82372622	2/23/2017	BOUNDTREE MEDICAL LLC	2,546.40	Pharmaceutical Supplies	1125
82372623	2/23/2017	BOUNDTREE MEDICAL LLC	3,317.52	Medical Supplies	1125
82375882	2/23/2017	BOUNDTREE MEDICAL LLC	52.90	Medical Supplies	1125
82380250	2/23/2017	BOUNDTREE MEDICAL LLC	545.35	Pharmaceutical Supplies	1125
82381642	2/23/2017	BOUNDTREE MEDICAL LLC	2,164.91	Medical Supplies	1125
Report Total			53,833.20		

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING  
Minutes – February 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, Campbell, Stamey, Kerr and Stark

**Staff Present:** Fire Chief Meyer, Financial Consultant Campo, Deputy Chief Phares, Deputy Chief Krause, Controller Koran, Director of Emergency Communications Pangelinan, Technology Systems Manager Call, EMS Battalion Chief Duggan, 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**

*None.*

**5. CONSENT CALENDAR**

*Motion by Director Stark to approve Consent Items No. 5.1 through 5.7, seconded by Director Kerr.  
Motion carried with (5) ayes and (0) noes.*

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

6.1 Mid-Year Budget Presentation, Financial Consultant Ken Campo and Controller Martin Koran.

*Recommended in the mid-year budget staff report, included the following adjustments:*

<i>Property Tax +\$2,258,000</i>	<i>Insurance -\$244,000</i>
<i>Reimbursements from State +\$130,000</i>	<i>Services/Supplies +\$369,000</i>
<i>Overtime +\$1,496,000</i>	<i>Transfer to CIP+\$300,000</i>
<i>Pension -\$59,000</i>	

*These adjustments would result in a \$526,000 net increase to the fund balance. Motion made by Director Campbell to approve the mid-year budget adjustments, recommended by staff in the Mid-Year Budget*

*Report 2016-17, dated February 22, 2017. Seconded by Director Kerr. Motion carried with 5 (ayes) and 0 (noes).*

## **7. OLD BUSINESS**

### **7.1 Update on Fire Station No. 32.**

*Chief Meyer provided this update. The PG&E issues are heading toward resolution and may result in a cost savings for the District. The AT&T matter has been resolved. The architect, Carl Campos, will be submitting the permit application for the new bridge design to the county by next week. Recent rains have saturated the grounds; consequently, the move-in date may be postponed until April.*

## **8. NEW BUSINESS**

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

*Director Stamey commented on a letter from Assemblywoman Catharine Baker, congratulating Chief Meyer for receiving the inaugural "Community Service Award" from the Rotary Club of Alamo. Directors Kerr and Stamey spoke about multiple letters Chief Meyer received from participants of the January 27-29, 2017 T3 CERT training class; commenting that CERT Coordinator Danielle Bell is a great representative for the District.*

## **10. MONTHLY ACTIVITY REPORTS**

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

*The graduation ceremony for Recruit Class 2016-2 took place on January 27, 2017. Each recruit has completed their paramedic provisions and are all on-line. OES conducted an on-site inspection and inspection of records. Captains Taylor and Wood did a great job assisting during these inspections. The next Hazardous Materials Unit inspection will take place in 2022. Deputy Chief Phares spoke about a recent accident where a vehicle plunged into a creek and landed upside down in the water; full from recent rains. Two citizens went into action and pulled the young driver safely from the vehicle. [The District and the California Highway Patrol will recognize these individuals for their life saving efforts at a later Board meeting]. Director Kerr inquired about an increase in auto aide responses to Alameda County. DC Phares stated that District units are usually the closest life-saving personnel available.*

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

*The District responded to approximately 590 emergency medical incidents since the January 25th Board of Directors Meeting. Three of these incidents were in response to patients that had experienced a witnessed cardiac arrest. Two of those patients were found non-breathing and pulseless upon our arrival on scene. These patients were transported to a local Emergency Room, minus any change in their condition. After having arrived at the ER, both patients were pronounced deceased by an attending physician. One patient was found non-breathing and pulseless upon our arrival on scene, and experienced a Return of Spontaneous Circulation (ROSC) because of Advanced Life Support (ALS) interventions. This patient was transported to the ER via ambulance and arrived with a strong pulse and improved vital signs. BC Duggan developed an EMS testing component for the Lateral Firefighter*

*recruitment process. He also assisted Human Resources staff with the hiring and training process.*

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

*Staff dealt with facility issues related to extreme rains and weather anomalies. Facility, Maintenance and Repair inspections were addressed and prioritized. District Aides assisted with the Academy Graduation on January 27th. Staff met with Carpenter Robbins Real Estate to discuss the condition and value of the existing Fire Station 32 property and other projects. Chief Meyer added an appraiser has been secured and that he hopes to have an appraisal for next month's Board meeting. Regarding Fleet services, vehicle inspections through Alameda County are 100% complete. Staff is in the process of planning a "State of Fleet Meeting" with Alameda County staff soon.*

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

*Electronic plan review conversion continues to be well received by District customers, based on feedback results. Electronic plan review submittals have increased for the fourth consecutive month, with 74.5% of January submittals in electronic forms, out of a total 102 submittals. The three-month rolling average of submittals is 68% digital. To date, the District has received 42 feedback surveys regarding electronic plan review submittal and all have been positive. Customers can now submit simplified plans for review anytime of the week electronically or walk in during normal over the counter hours and Tuesday and Thursday mornings. This allows staff to review the plans on the spot and increases efficiency by bypassing the normal turnaround time with the convenience of electronic submittal, thus reducing project costs. Plan review and construction inspections continue to be a priority to support the active construction projects. New inspections are focused on Licensed Care Facilities. In January, ninety-one compliance inspections and sixty-nine construction inspections were completed. HeartSafe volunteers and District personnel trained approximately 200 7th graders and staff at Los Cerros Middle School. Additionally, ten school district staff members were trained on AED use by one of the school nurses that has been participating in HeartSafe activities; allowing District staff more time to conduct more inspections.*

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

*The Communications Center achieved EMD Re-Accreditation, through 2019. Staff worked on updating Communications Center policies, procedures and training manuals. IT staff tested the CAD, version 5.7.34, in preparation for an upgrade. The GIS was updated and a new map was rolled into production for CAD and Mobile.*

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

*Chief Meyer provided this update. The District received 76 applications for Lateral Firefighter Paramedic positions, with five candidates succeeding to the Chief's interview. Three candidates were offered a position and will participate in the next Academy; around September 2017. Amanda Perceval is now onboard as a Senior Office Assistant, for the Training Division. Eighty-six applications were received for the Human Resources Generalist position; interviews were held and Jennifer Huey was selected to fill the position. Fifty-five applications were received for the position of Reserve Firefighter, interviews are pending.*

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

*In addition to the 2016-17 Mid-Year Budget Review and updated Long-Term Forecast shared earlier in the meeting, FC Campo reported that staff had completed and submitted the State Controller's Office Local Government Financial Transactions Report for FY2015-16, by the new statutory filing deadline of January 31, 2017. Controller Koran reported that staff is continuing to work on the application for the Special District Leadership Foundation's Certificate of Transparency; to promote the Board's commitment to transparency in the operations and governance of the District.*

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

*Chief Meyer noted the absence of Don and Jeanne Reid, adding that Mr. Reid was doing better and that the District extends our best to them. Chief Meyer spoke about the recent loss of Retired Engineer Pete Camacho and asked the Board adjourn in his memory.*

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

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

## **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.
- 12.2 Labor Negotiations: Conference with Chief Paige Meyer and Labor Negotiator Ken Campo, with regard to Employee Organization Local 3546 (one matter) [Pursuant to Government Code Section 54957.6]

**13. Return to Open Session**

Regular session ended: 8:40 p.m.  
Closed session began: 8:55 p.m.  
Closed session ended: 9:37 p.m.  
Regular session open: 9:37 p.m.

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

*District Counsel Ross stated that with respect to Closed Session Agenda Item No. 12.1 there was reportable action for the two matters considered.*

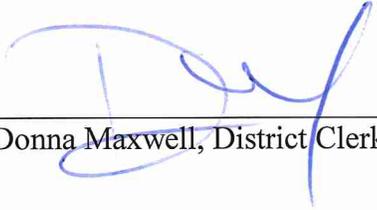
*First, with respect to a Claim for damages from George and Anne Mandel, Date of Loss, January 9, 2017 in the amount of \$1,900, the Board unanimously rejected the Claim 5-0.*

*Second, with respect to a Claim for damages from Jeri Lee, Date of Loss, January 28, 2017, the Board also unanimously rejected the Claim by a vote of 5-0.*

*District Counsel Ross stated that with respect to Agenda Item 12.2 – Labor Negotiations: Conference with Chief Paige Meyer and Labor Negotiator Ken Campo, with respect to Employee Organization Local 3546, there was no reportable action under the provisions under Government Code Section 54957.6.*

**15. Adjournment**

*The meeting was adjourned by Board President Parker, in memory of Retired Engineer Pete Camacho.*

Prepared by:   
Donna Maxwell, District Clerk

Approved by: \_\_\_\_\_  
Don Parker, Board President

**SPECIAL ANNOUNCEMENTS/  
PRESENTATIONS/  
GENERAL BUSINESS**

# OLD BUSINESS



SAN RAMON VALLEY FIRE PROTECTION  
DISTRICT  
ALAMO FIRE STATION 32

**MARCH 2017**

**Construction Progress:**

- Toilet partitions and toilet accessories 100%
- Sealed concrete and floor polishing 100%
- Window coverings 100%
- Door thresholds 100%
- Pre-cast concrete walls 90%



**Precast wall along Miranda and Stone Valley Road**

**March Schedule:**

- Set PG&E transformer pad
- Schedule mandrel test - 3/17
- Light pole bases scheduled for drilling – 3/16
- Rebar cages and forms are on site for pouring light pole bases.
- Install light poles.



**PACIFIC-MOUNTAIN CONTRACTORS  
OF CALIFORNIA INC.**  
4001 Fort Chicago Highway, Suite 8 • Concord, CA 94020  
Telephone: 925.699.2862 • Fax: 925.887.8438  
License No. 925509



SAN RAMON VALLEY FIRE PROTECTION  
DISTRICT  
ALAMO FIRE STATION 32



Site view looking north of the site

**New Developments:**

Conduit and pole ready for Comcast tie-in.

Trench dug from new transformer location to the edge of the Comcast vault.

Conduit laid and sanded up to the Point of Connection at the vault.

Removal of the knock out connection from the outside vault 3.

**Current Issues:**

Bridge design pending (plan check)



**PACIFIC-MOUNTAIN CONTRACTORS  
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4001 Fort Chicago Highway, Suite 2 • Concord, CA 94529  
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License No. 971029



SAN RAMON VALLEY FIRE PROTECTION  
DISTRICT  
ALAMO FIRE STATION 32



Shower room at Bath 113

**Project Completion:**

Estimated opening of the Fire Station is May excluding the bridge placement.



**PACIFIC-MOUNTAIN CONTRACTORS  
OF CALIFORNIA INC.**  
4061 Fort Discovery Parkway, Suite 2 • Concord, CA 94529  
Telephone: 925.883.2842 • Fax: 925.887.8439  
License No. 915599



# 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](http://www.firedepartment.org) | [info@firedepartment.org](mailto:info@firedepartment.org)

Date: March 22, 2017

To: Board of Directors

From: Derek Krause, Fire Marshal

Subject: Approval of Resolution No. 2017-02 for the 2017 Exterior Hazard Abatement Program

---

## Background:

Due to the potential for wildland fires within the District, the Exterior Hazard Abatement Program is essential to the prevention and control of wildland fires. Proper abatement and installation of fuel breaks provides defensible space for emergency responders and reduces risk to life and property in the event of a wildland fire event.

Pursuant to Health and Safety Code sections 14900.5 and 14900.6, the Board by resolution may declare that (a) the nuisances arising from dry grass, weeds, dead trees and/or rubbish on the properties within the District's jurisdiction, in the Exterior Hazard Abatement Zone are "seasonal and recurrent" and (b) such "seasonal and recurring nuisances" shall be abated every year without further hearing. Such a resolution will provide ongoing authority to the District to send the "Legal Notice" to the owner(s) of each of the properties identified each year, a list of which shall be available to the public at the District Administrative Office front desk. Although most of the properties were included in the SRVFPD Resolution 2013-03, staff recommends that the Board adopt the attached resolution which should include any new property owners based on the current Contra Costa County Assessors Office records.

## Program Modifications due to Drought

In an effort to create awareness around wildfire and the additional risks that may be present due to current drought conditions, the following outreach efforts are proposed:

1. Postcard sent via direct mail to all property owners in the exterior hazard abatement program. Projected mail date of April 17, 2017. (See attached Post Card)
2. Standard mail out of Legal notice to all new property owners and non-compliant properties from the 2016 abatement season. Projected mail date of April 7, 2017 (See attached Legal Notice)



**Resolution 2017-02**  
**RESOLUTION OF THE BOARD OF DIRECTORS OF THE**  
**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**  
**PERTAINING TO THE EXTERIOR HAZARD ABATEMENT PROGRAM**

WHEREAS, the San Ramon Valley Fire Protection District ("Fire District") has in place one of the most effective Exterior Hazard Abatement Programs in California; and

WHEREAS, one of the primary components of the Fire District's Exterior Hazard Abatement Program is its program of annual notices to property owners of the need to clear dry grass, weeds, dead trees and/or rubbish constituting fire hazards from their properties; and

WHEREAS, these properties, as determined by the Fire District, through its knowledge and inspection of these properties during the life of the Exterior Hazard Abatement Program, are subject to seasonal and recurrent dry grass, weeds, and/or rubbish constituting nuisances; and

WHEREAS, as part of an Exterior Hazard Abatement Program, Health and Safety Code sections 14900.5 and 14900.6 authorize the Board to declare that (a) the nuisances arising from dry grass, weeds, dead trees and/or rubbish on such properties are "seasonal and recurrent" and (b) such "seasonal and recurring nuisances" shall be abated every year without further hearing; and

WHEREAS, in the case of dry grass, weeds, dead trees and/or rubbish which have been so declared to constitute seasonal and recurring nuisances, the Health and Safety Code sections further provide that it is sufficient for the Fire District to annually mail notices to the property owners as they and their addresses appear upon the current assessment roll advising them to abate said nuisances without particularized findings by this Board each year that such nuisances presently exist; and

WHEREAS, such a declaration by this Board will enhance the safety, efficiency and effectiveness of the Fire District's Exterior Hazard Abatement Program;

NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED as follows:

1. The Board hereby finds and declares that nuisances arising from dry grass, weeds, dead trees and/or rubbish on the properties within the District's jurisdiction, in the Exterior Hazard Abatement Zone are "seasonal and recurrent" as that term is used in Health and Safety Code section 14900.5.
2. The Board hereby further finds and declares that such seasonal and recurring nuisances shall be abated every year without further hearing.

On motion of Director \_\_\_\_\_, seconded by Director \_\_\_\_\_, and duly carried, the foregoing resolution was passed and adopted on March 22, 2017.

AYES:

NOES:

ABSTAIN:

ABSENT:

\_\_\_\_\_  
Don Parker, President, Board of Directors

ATTEST:

\_\_\_\_\_  
Donna Maxwell, District Clerk

# WILDFIRE

Are you ready?



[www.FireDepartment.org/abatement](http://www.FireDepartment.org/abatement)



Create Defensible Space for:

Dear Property Owner,

Wildfires are an unfortunate part of the natural landscape, so preparing homes and families to safely mitigate wildfire hazards is essential. Take a moment to walk around your home and assess it for fire safety. Remember you must create defensible space by June 1. If you have questions or concerns about meeting this deadline call us at (925) 838-6600 to develop a compliance plan.

Take the following actions now:

- Maintain 100 feet of defensible space around all structures.
- Properties over an acre may require fuel breaks around the perimeter.
- Clear all needles and leaves from roofs, eaves and rain gutters.
- Limb up trees six feet from the ground.
- Use trimming, mowing and power equipment before 10 a.m.
- Remove branches away from roofs and 10 feet from chimneys.
- Keep wood piles and other stored flammable materials at least 30 feet from your home.
- Be aware of Red Flag Warning Days.

If wildfire occurs in your neighborhood:

- Don't wait to be told to evacuate. Authorities may not have enough time to order an evacuation. If you feel threatened, leave on your own initiative.
- Obey all evacuation orders.
- Drive calmly with your headlights on for visibility.
- Do not block the access roadway for fire engines and emergency personnel.

For more information on wildfire preparedness and to view the District's Minimum Abatement Standards, visit our website at [www.firedepartment.org/abatement](http://www.firedepartment.org/abatement).

Sincerely,



Derek Krause,  
Fire Marshal



PRSR STD  
US POSTAGE PAID  
SAN RAMON, CA  
PERMIT NO. 243

The property listed on the front of this card is in a wildfire hazard severity zone. Create defensible space NOW! All Properties must be abated by June 1.



## San Ramon Valley Fire Protection District

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April 1, 2017

Dear Property Owner:

Wildfires are an unfortunate part of the natural landscape, so preparing homes and families to safely mitigate wildfire hazards is essential. **This letter is intended to inform you that your property is within a wildfire hazard severity zone as designated by the California Department of Forestry and Fire Protection (Cal Fire) and therefore is part of the San Ramon Valley Fire Protection District's Exterior Hazard Abatement Program.**

Being part of the Exterior Hazard Abatement Program means:

1. Your property is in an area that is susceptible to the spread of wildfire.
2. Your property must meet specific requirements to insure wildfire readiness. See attached Minimum Abatement Standards.
3. Each property in the program is required, by law, to receive the attached Legal Notice. This notice is **not** a statement of deficiency; it is only to inform you that your property is part of the Exterior Hazard Abatement Program and subject to the Minimum Abatement Standards.
4. Each year, the Fire District will send you a postcard reminding you to prepare for wildfire by insuring your property meets the Minimum Abatement Standards.
5. Every June, the Fire District will survey your area to assess abatement compliance and will notify property owners if there are deficiencies that need to be addressed.

The San Ramon Valley Fire Protection District appreciates your cooperation and understanding in regards to this notification process. The work we ask you to do on your property is intended to protect you and your family, your property and that of your neighbors, as well as firefighters from unnecessary risk.

As always, the San Ramon Valley Fire Protection District will be happy to answer questions you may have concerning the Exterior Hazard Abatement Program. Please contact the District's Fire Prevention Division at (925) 838-6600 if you have any questions or concerns. Additional information about the District's Exterior Hazard Abatement Program, as well as an abatement contractor resource list, is available on the District's website at [www.firedepartment.org/abatement](http://www.firedepartment.org/abatement).

Thank you in advance for your compliance with the District's Minimum Abatement Standards and for making San Ramon Valley families, homes and businesses safer through your efforts. Your Fire District is dedicated to reducing the risk of wildfire through this program.

Sincerely,

A handwritten signature in black ink that reads "Derek Krause".

Derek Krause  
Fire Marshal



# San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

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## LEGAL NOTICE

April 1, 2017

**ASSESSOR'S PARCEL #:**

**SITE LOCATION:**

Dear Property Owner:

In accordance with the San Ramon Valley Fire Protection District Fire Code and California Health and Safety Code, you are hereby notified that your property(s) owned or maintained by you, residing within District boundaries, is in a wildfire hazard severity zone as designated by the California Department of Forestry and Fire Protection and the San Ramon Valley Fire Protection District Ordinance 29, Appendix K. As a result of this designation, if an accumulation of dry grass, weeds, dead trees/limbs, and/or rubbish is present on your property(s) it is deemed a fire hazard and abatement of the hazard must be completed prior to May 31 each year.

If the property(s) owned or maintained by you residing within District boundaries meets the San Ramon Valley Fire Protection District's Minimum Abatement Standards, no action is required. Please accept our appreciation for your efforts in providing a greater degree of fire safety within our community.

You are hereby further notified that the San Ramon Valley Fire Protection District's Board of Directors has declared that all dry grass, weeds, dead trees/limbs, and/or rubbish constitutes a seasonal and recurring public nuisance. Any property(s) that is found to be non-compliant after the May 31 deadline will be subject to the Administrative Citation Process and can be issued a citation and fine of up to \$2,000. Additionally, if the District must abate your property(s) because you fail to do so, an administrative fee not to exceed \$1,200, in addition to the cost of the abatement work, will be assessed in the form of a lien on your property.

You may appear in person before the Board of Directors at the April or May 2017 Board Meeting, to show just cause why this order should not be enforced. The date and time of District Board meetings can be found at [www.firedepartment.org](http://www.firedepartment.org).

If this property is being leased or used by someone other than the owner, it is the owner's responsibility to contact the lessee or user and arrange for any necessary abatement. If the property identified above is no longer in your control or possession, please let us know by calling (925) 838-6600.

Please review the enclosed Minimum Abatement Standards. Additional information regarding the Exterior Hazard Abatement Program is available on the District's website at [www.firedepartment.org/abatement](http://www.firedepartment.org/abatement).



# San Ramon Valley Fire Protection District

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## EXTERIOR HAZARD ABATEMENT PROGRAM MINIMUM ABATEMENT STANDARDS

Effective June 1, 2017

### A. VEGETATION

#### I. PROPERTIES LESS THAN ONE ACRE

1. Abatement of exterior fire hazards shall be maintained throughout fire season. Fire season typically begins June 1 and extends through October. Parcels may require additional abatement during the fire season due to re-growth.
2. Parcels less than one acre shall require complete – **100% abatement** to achieve defensible space around all structures. This can be achieved through landscaping or by mowing, discing, and/or spraying dry brush or native grasses to a height of **3-inches** or less.

EXCEPTION: Individual property owners with landlocked lots may contact the Fire Prevention Division regarding appropriate abatement requirements prior to compliance date. Landlocked is defined as a parcel of real property which has no access or egress (entry or exit) to a public street and cannot be reached except by crossing another's property.

3. All combustible materials stored outside shall be neatly stacked away from all structures and have all combustible growth cleared **15-feet** around it. Example: wood piles.
4. The Fire District may require modification to the minimum abatement standards on properties due to challenges with terrain, land use, growth, location, or the fire history of the area.
5. Nothing contained herein shall be deemed to preclude the Fire Chief from requiring more than the minimum specific requirements set forth above when the Fire Chief determines that conditions exist which necessitate greater fire protection measures.

## II. PROPERTIES BETWEEN ONE ACRE AND FIVE ACRES

1. All parcels shall provide **100-feet** of defensible space around all structures. This can be achieved through landscaping or by mowing, discing, and/or spraying dry brush or native grasses to a height of **3-inches** or less.
2. Parcels shall provide a **15-foot** disced or bladed fuelbreak along the perimeter of the property. A fuelbreak is a continuous strip of land upon and from which all rubbish, weeds, grass or other growth that could be expected to burn has been abated or otherwise removed in order to prevent extension of fire from one area to another.

EXCEPTION: Mowed fuelbreaks are only acceptable if an area cannot be disced due to terrain or other factors. Mowed fuelbreaks should be maintained at a maximum height of **3-inches** and a minimum width of **60-feet**.

3. All combustible materials stored outside shall be neatly stacked away from all structures and have all combustible growth cleared **15-feet** around it. Example: wood piles.
4. The Fire District may require modification to the minimum abatement standards on properties due to challenges with terrain, land use, growth, location, or the fire history of the area.
5. Nothing contained herein shall be deemed to preclude the Fire Chief from requiring more than the minimum specific requirements set forth above when the Fire Chief determines that conditions exist which necessitate greater fire protection measures.

## III. PROPERTIES OVER FIVE ACRES

1. All parcels shall provide **100-feet** of defensible space around all structures. This can be achieved through landscaping or by mowing, discing, and/or spraying dry brush or native grasses to a height of **3-inches** or less.
2. Parcels shall provide a **15-foot** disced or bladed fuelbreak along any portions of the property that borders a developed parcel or subdivision. A fuelbreak is a continuous strip of land upon and from which all rubbish, weeds, grass or other growth that could be expected to burn has been abated or otherwise removed in order to prevent extension of fire from one area to another.

EXCEPTION: Mowed fuelbreaks are only acceptable if an area cannot be disced due to terrain or other factors. Mowed fuelbreaks

should be maintained at a maximum height of **3-inches** and a minimum of width of **60-feet**.

3. Parcels 10 acres or more shall provide a **15-foot** crossbreak to divide the parcel into approximately **5-acre** sections. A crossbreak is a fuelbreak that divides up the parcel with a continuous strip of land that is disced or bladed.

EXCEPTION: Parcels that are used for agricultural purposes may contact the Fire Prevention Division to request modifications to this requirement.

4. All combustible materials stored outside shall be neatly stacked away from all structures and have all combustible growth cleared **15-feet** around it. Example: wood piles.
5. The Fire District may require modification to the minimum abatement standards on properties due to challenges with terrain, land use, growth, location, or the fire history of the area.
6. Nothing contained herein shall be deemed to preclude the Fire Chief from requiring more than the minimum specific requirements set forth above when the Fire Chief determines that conditions exist which necessitate greater fire protection measures.

## **B. TREES – ALL PROPERTIES**

1. Remove from the property all dead trees within **100-feet** of all structures.
2. Maintain trees within **100-feet** of all structures or within **10-feet** of that portion of a fire apparatus access road.
3. Limb-up trees within **100-feet** of all structures so that no leafy foliage, twigs or branches are within **5-feet** from the ground.
3. Remove any portion of a tree which extends within **10-feet** of the outlet of a chimney or stovepipe.
4. Keep all trees, shrubs and other vegetation or portions thereof adjacent to or overhanging all structures free of dead limbs, branches, and other combustible matter.
5. Maintain **5-feet** of vertical clearance between roof surfaces and portions of trees overhanging all structures and keep roofs free of leaves, needles, twigs, and other combustible matter.

## **C. PUBLIC AND PRIVATE ROADS AND DRIVEWAYS – ALL PROPERTIES**

1. Abate **10-feet** on both sides of all public or private roadways and driveways upon and adjacent to the parcel.
2. Maintain unobstructed horizontal clearance of not less than the required width of the access road.
3. Maintain an unobstructed vertical clearance of not less than **13' 6"** above all roadways. This shall include tree canopies, awnings and trellises.
4. Ensure the property address numbers are clearly visible from the street.
5. If you have an electronic gate preventing access to your home, make sure you have a KNOX key switch allowing emergency crews access to the property. KNOX key switch information can be obtained by calling the Fire District at (925) 838-6600 or visiting [www.firedepartment.org](http://www.firedepartment.org).

### **ABATEMENT BY BURNING PROHIBITED**

Abatement by burning within this jurisdiction is unlawful unless by permit, in accordance with the provisions of the California Fire Code, and all other applicable permits are to be obtained from appropriate governing jurisdictions. Burn permits are only issued to working agricultural properties.

### **WEED ABATEMENT SERVICE PROVIDERS**

**The San Ramon Valley Fire Protection District does not make any recommendations concerning weed abatement service providers.** We do, however, maintain a list of providers in our area. Visit [www.firedepartment.org/abatement](http://www.firedepartment.org/abatement) to view and print the list.

### **PREVENT ADDED RISK DURING ABATEMENT**

**Do not increase the risk of starting a wildfire by mowing dry grass or using power tools after 10 a.m. or on Red Flag weather days.** During the wildland fire season, a mower, disking plow or metal trimmer blade striking a rock in dry grass can very easily start a grass fire that can quickly get out of control. Every year, well-meaning citizens start grass fires while trying to abate their weed hazards. Be mindful of warm temperatures, combined with low humidity and/or high summer winds. All of these are reasons to postpone further abatement efforts until the following morning.

# NEW BUSINESS



# 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: March 22, 2017

To: Board of Directors

From: Paige Meyer, Fire Chief  
Natalie Korthamar Wong, Director of Human Resources  
Ken Campo, Financial Consultant

Subject: Approval of Changes to Non-Represented Employees Compensation Plan

---

## **Summary:**

The changes to the compensation plan include a general salary increase; changes in pension contribution; and the addition of bereavement leave for all employees.

## **Discussion:**

The San Ramon Valley Fire Protection District employs approximately 15 non-represented employees whose salaries and benefits are established by the Board of Director. Non-Represented employees do not collectively bargain and are not represented by an employee union. As such, it is necessary to update the compensation plan periodically for the purpose of maintaining competitive salaries and benefits to attract and retain top talent in the District's unrepresented positions.

Staff recommends approving 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 moves all employees up one step, effective 4/1/17.
- Provide 40-hours of bereavement leave for all non-represented employees.

**Financial Implications:**

Staff has updated the 10-year cash flow model with the proposed MOU changes with IAFF Local 3546, 3546(A) 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. This includes all represented and non-represented employees of the District, excluding the Fire Chief.

**Recommended Action**

Staff recommends the Board approve the terms above and authorize the Fire Chief to implement the changes.



# San Ramon Valley Fire Protection District

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www.firedepartment.org | info@firedepartment.org

Date: March 22, 2017

To: Board of Directors

From: Paige Meyer, Fire Chief  
Natalie Korthamar Wong, Director of Human Resources  
Ken Campo, Financial Consultant

Subject: Approval of Letter of Understanding Between San Ramon Valley Fire Protection District and Local 3546 and 3546A

---

## **Summary:**

The attached Letter of Understandings (LOU) confirms the understandings that have been reached by the parties as those apply to the Memorandum of Understanding (MOU) between San Ramon Valley Fire Protection District and International Association of Firefighters Local 3546 and 3546A for the term of August 1, 2009 through June 30, 2020.

## **Discussion:**

The San Ramon Valley Fire Protection District provides a high level of service to the community it serves. The District constantly analyzes its operations and adjusts to meet community needs. The changes that were negotiated are intended to enhance the safety of the community and our Firefighters, while maintaining a competitive compensation package. During the term of the LOU, employees will continue to contribute to their pension and health and welfare costs. The District's long range financial forecast shows the District can afford the MOU changes while addressing its long term unfunded liabilities and capital needs. New to this agreement and critical to sustaining the financial stability of the District, is a safety valve provision that maintains a general fund reserve of at least 20 percent.

The parties to the MOU have now reached a tentative agreement described in the attached LOUs. Significant elements of the LOUs 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 exceed 3.5%, either party may request a wage reopener.
- Provides bereavement leave for all employees.

**Financial Implications:**

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.

**Recommended Actions**

1. Staff recommends 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.
2. Staff recommends the Board approve the changes to the MOU with Local 3546A outlined above and authorize the Fire Chief to execute the Letter of Understanding documenting the MOU changes.

Attachments:

1. Letter of Understanding with IAFF Local 3546
2. Letter of Understanding with IAFF Local 3546(A)

**Tentative Agreement**  
San Ramon Valley Fire Protection District and  
San Ramon Valley Firefighters, IAFF Local 3546

1. Agreement term: April 1, 2017 – June 30, 2021
2. Add an additional Step 6 (5% increase) to all classifications and move all employees up one step on 4/1/17
3. Provide a 3% general salary increase for 4 years with these effective dates: 4/1/17; 4/1/18; 4/1/19; 4/1/20.
4. District pays 50% of the cost for retiree Dental, Vision and EAP
5. Roll in the incentive pay into base pay (create new classifications). Voluntary incentive pay will not be included. Included incentive pay: BLS, ALS, HazMat, Deputy Fire Marshal and Fire Inspectors HazMat, Rescue and Training Captain. Subject to development of classifications and salary grid.
6. Increase the HazMat and Rescue pay to 5% top step Engineer with a cap of 7.5% if on both teams
7. Eliminate the 4% pension contribution that has been on hold for safety employees
8. Reduce the miscellaneous pension contribution by 2%, effective 4/1/17
9. EMS Division – District has discretion to reorganize the Division as it sees fit – increase or decrease the number of positions, change titles or positions. All EMS positions are subject to internal and external recruitments. Those items that fall within the scope of bargaining will be met and conferred.
10. Pilot program: Contract investigations with Con Fire for the next two years – goal is to create efficiency in the field.
11. Training Captain Rotation – District will hold interviews and select employees for the Training Captain positions every two years.
12. Return to work after injury: Employees who have been off work for four or more months, upon return to work, will take refresher training specific to their positions. The training is not considered punitive or disciplinary. Either party may revisit within the subsequent 12-month period following Board approval.
13. 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.

Effective on 3/1/19, if the Consumer Price Index, All Items, 1982-84=100—for All Urban Consumers (CPI-U), San Francisco, Oakland, San Jose, for the period of time between February 2018 and 2019 exceeds 3.5%, then either party may request a wage only reopener.

Effective on 3/1/20, if the Consumer Price Index, All Items, 1982-84=100—for All Urban Consumers (CPI-U), San Francisco, Oakland, San Jose, for the period of time between February 2019 and 2020 exceeds 3.5%, then either party may request a wage only reopener.

14. Employees who want to join the HazMat team need to obtain the required training on their own time.
15. Paramedic CE- A subcommittee will be formed to address off-duty and on-duty attendance and payment within 3 months after Board adoption of the MOU.
16. Bereavement Leave – Policy will be modified to provide for bereavement leave as follows:  
For shift-employees, up to 48 hours; for 40 hour employees, up to 40 hours of paid time off.

This Tentative Agreement dated March 9, 2017, is subject to ratification by the membership of the Union and by the District's Board of Directors.

On Behalf of San Ramon Valley Fire Protection District:

\_\_\_\_\_  
Natalie Korthamar Wong

\_\_\_\_\_  
Ken Campo

\_\_\_\_\_  
Austris Rungis

On Behalf of San Ramon Valley Firefighters, IAFF Local 3546:

\_\_\_\_\_  
Mike Mohun

\_\_\_\_\_  
Chris Parsons

\_\_\_\_\_  
Chris Platten

**Tentative Agreement**  
San Ramon Valley Fire Protection District and  
San Ramon Valley Firefighters, IAFF Local 3546-A

1. Agreement term: April 1, 2017 – June 30, 2021
2. Add an additional Step 6 (5% increase) to all classifications and move all employees up one step on 4/1/17
3. Provide a 3% general salary increase for 4 years with these effective dates: 4/1/17; 4/1/18; 4/1/19; 4/1/20.
4. District pays 50% of the cost for retiree Dental, Vision and EAP
5. Roll in the incentive pay into base pay (create new classifications). Voluntary incentive pay will not be included. Included incentive pay: BLS, ALS, HazMat, Deputy Fire Marshal and Fire Inspectors HazMat, Rescue and Training Captain. Subject to development of classifications and salary grid.
6. Increase the HazMat and Rescue pay to 5% top step Engineer with a cap of 7.5% if on both teams
7. Eliminate the 4% pension contribution that has been on hold for safety employees
8. Reduce the miscellaneous pension contribution by 2%, effective 4/1/17
9. EMS Division – District has discretion to reorganize the Division as it sees fit – increase or decrease the number of positions, change titles or positions. All EMS positions are subject to internal and external recruitments. The Union reserves the right to discuss the impact on 3546-A of such reorganization. Those items that fall within the scope of bargaining will be met and conferred.
10. Pilot program: Contract investigations with Con Fire for the next two years – goal is to create efficiency in the field.
11. Training Captain Rotation – District will hold interviews and select employees for the Training Captain positions every two years.
12. Return to work after injury: Employees who have been off work for four or more months, upon return to work, will take refresher training specific to their positions. The training is not considered punitive or disciplinary. Either party may revisit within the subsequent 12-month period following Board approval.
13. 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.

Effective on 3/1/19, if the Consumer Price Index, All Items, 1982-84=100—for All Urban Consumers (CPI-U), San Francisco, Oakland, San Jose, for the period of time between February 2018 and 2019 exceeds 3.5%, then either party may request a wage only reopener.

Effective on 3/1/20, if the Consumer Price Index, All Items, 1982-84=100—for All Urban Consumers (CPI-U), San Francisco, Oakland, San Jose, for the period of time between February 2019 and 2020 exceeds 3.5%, then either party may request a wage only reopener.

14. Employees who want to join the HazMat team need to obtain the required training on their own time.
15. Paramedic CE- A subcommittee will be formed to address off-duty and on-duty attendance and payment within 3 months after Board adoption of the MOU.
16. Bereavement Leave – Policy will be modified to provide for bereavement leave as follows:  
For shift-employees, up to 48 hours; for 40 hour employees, up to 40 hours of paid time off.

This Tentative Agreement dated March 9, 2017, is subject to ratification by the membership of the Union and by the District's Board of Directors.

On Behalf of San Ramon Valley Fire Protection District:

\_\_\_\_\_  
Natalie Korthamar Wong

\_\_\_\_\_  
Ken Campo

\_\_\_\_\_  
Austris Rungis

On Behalf of San Ramon Valley Firefighters, IAFF Local 3546-A:

\_\_\_\_\_  
Mike Mohun

\_\_\_\_\_  
Chris Parsons

\_\_\_\_\_  
Chris Platten

# CORRESPONDENCE

February 1, 2017

Chief Paige Meyer

San Ramon Valley Fire

1500 Bollinger Canyon Road

San Ramon, CA 94583

Greetings Chief Meyer,

I wanted to take a moment to write and offer my thanks, both as a CERT leader, but also as a local resident of the San Ramon Valley Fire District for your support and leadership to host the regional CERT Train the Trainer (also known as T3) instructor training weekend (January 25-27) within our district at our Fire Administration facilities.

It is a rare opportunity to bring together leaders from multiple agencies to share knowledge and expertise, especially to support volunteer-driven programs. Pairing these motivated and interested leaders with a rockstar lineup of instructors, hands-on exercises, and a great facility helped to prepare more than 50 new certified instructors to expand and grow our respective programs to even greater numbers of current and new participants.

I personally am excited to be newly certified as we are looking at opportunities to share and expand our training, preparedness tips, and activities for San Ramon Valley CERT through even more distribution channels (online, video, short format, email, etc.) so we can better support the changing dynamics of working families and busy residents who still desire to remain active in this program.

I have been a part of CERT for almost 20 years now, and was overjoyed to have the chance to join San Ramon Valley CERT when my wife and I moved to Danville (back into her childhood home) 4 years ago. I look forward to supporting our community, both in good times and in times of emergency, as it is a tremendous place to live and raise my family.

Thank you for your leadership in providing us an exceptionally strong first responder system for our communities. Your support of CERT and programs like T3 shows that our Fire District is at the top of its game and continues to show our dedication to our residents, working population, and visitors.

Appreciate your time to read this note and wish you and the department much success in 2017.

Kind Regards,

A handwritten signature in black ink, appearing to be 'D. M.' with a stylized flourish.

Darin M

Sent: Monday, February 20, 2017 11:40 AM

On 2/4/17, 11:10 AM, "Joseph W. " <[joseph@.com](mailto:joseph@.com)> wrote:

Paige Meyer,

I received a card from you reminding me that your emergency personal helped me get to the hospital while in tremendous pain a few weeks ago. First I wanted to say thank you for sending the card, since it reminded me that your team was there. Second I wanted to comment on how outstanding your team was. Everyone I dealt with did an exceptional job and I really appreciate everything they did for me and my family.

Thank You,

Joseph W.

Date: 12.8.16

Incident Number: 2016-9061

Crew: Captain Avery, Engineer Curtis, Firefighter/Paramedics Armario-Lyons, McKenzie and Eynck

**Maxwell, Donna**

---

**Subject:** FW: Thank you!

**From:** JAMES B <[comcast.net](mailto:comcast.net)>

**Date:** Sunday, February 12, 2017 at 9:10 PM

**To:** Paige Meyer <[pmeyer@srvfire.ca.gov](mailto:pmeyer@srvfire.ca.gov)>

**Cc:** Danielle Bell <[DBell@srvfire.ca.gov](mailto:DBell@srvfire.ca.gov)>

**Subject:** Thank you!

Chief Meyer,

I'm a little late in sending this, so I beg your pardon for my rudeness, but I did want to send a heartfelt note of gratitude to you for hosting the CERT Train-the-Trainer class at your facilities over the weekend of January 27 - 29. Although it made for a long weekend, it definitely was time well spent and I enjoyed the class. The large room where the class was held was very comfortable, a perfect venue for this sort of thing, and it really added to the positive learning experience. A special thanks for the excellent lunches and snack selections!

There's no way I could possibly remember all the names of the instructors for this program, but I thought the quality of instruction - and the instructors themselves - were consistently excellent. I have to give a special shout out to Danielle Bell. Even though she wasn't feeling well that weekend, she certainly didn't let *that* slow her down! She was such a trooper, ever the gracious host and facilitator, always with a smile for everyone! I'm sure it requires a huge effort to put something like this together, but Danielle pulled it off beautifully. There can be no doubt that the rousing success of this training program was due in large part to Danielle's commitment and grace. You are awesome, Danielle!! Thank you!!

Again, Chief Meyer, thanks for a great weekend.

Sincerely,

Jim B.

Lamorinda CERT



# LA HONDA FIRE BRIGADE

8945 Hwy 84 • P.O. Box 97 • La Honda • California • 94020  
Business Phone (650) 747-0381 • Fax (650) 747-0763

February 17, 2017

Chief Paige Meyer  
San Ramon Valley Fire  
1500 Bollinger Canyon Rd  
San Ramon, CA 94583

RE: San Ramon Valley Fire CERT Train-the-Trainer January 2017 class

Chief Paige Meyer,

I am writing with the most sincere gratitude for the CERT Train-the-Trainer (T3) program offered by your fire department from Friday January 27, 2017 through Sunday January 29, 2017. Hosting this event in Northern California not too far away from San Mateo County was very much appreciated given that the offering of the training is very difficult to locate.

The many instructors, who graciously gave up their time, were some of the most effective instructors I have encountered during my 25-year career covering Marketing, Sales, and Finance. The classroom teaching skills were spellbinding. At all times they were uncanny in their ability to grab and hold onto our attention, and to enable vast amounts of information to break through to the large classroom (48 students). I personally observed and hopefully learned how to more effectively teach a class and organize a program. I only hope to be as effective as any of your 12 instructors when I begin teaching the CERT class in La Honda in March.

Your fire department location and layout was ergonomically appealing, warm and inviting. Despite the large number of students to train, the staff held our attention and successfully imparted vast amounts of critical information in a memorable and instructive manner. I truly appreciate the close attention to the details and overall ability of your instructions not only as expert teachers, but to concurrently do a great job with logistics through the 3-day training event without a hitch!

Warmest regards,

Margaret (Peggy) Wargo  
SouthCoast CERT Coordinator  
1.650.839.3933

February 17, 2017

Chief Paige Meyer  
San Ramon Valley Fire  
1500 Bollinger Canyon Rd.  
San Ramon, CA 94583

Dear Chief Meyer:

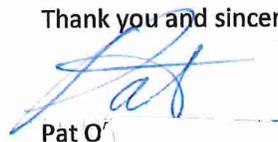
I recently had the pleasure of attending the CERT Train the Trainer Class, sponsored by San Ramon Valley Fire and presented by Danielle Bell. This was an astonishing experience! I expected a rote rehashing of the CERT material. Instead, it was an interactive learning experience on teaching techniques.

I was sponsored by the La Honda Fire Brigade, a small volunteer fire organization in the Santa Cruz Mountains. To date, the role of teaching CERT classes has been the sole responsibility of the firefighters. Now, with the training that four of us just received, we can take over this responsibility, with the firefighter's assistance, thus allowing them to be free for more important tasks.

In the Santa Cruz Mountains, the importance of CERT is absolutely critical. It is likely that, in a severe disaster, we will be on our own for weeks, not days. We have a class scheduled in March and already have over 40 attendees signed up.

I can't thank you enough for sponsoring this invaluable Train the Trainer class and for the incredible teaching skills of Danielle and her supporting staff. They were all amazing! I know that we will be much more effective trainers as a result.

Thank you and sincerely,



Pat O'

La Honda, CA. 94020

# 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](http://www.firedepartment.org) | [info@firedepartment.org](mailto:info@firedepartment.org)

**Date:** March 22, 2017

**To:** Board of Directors

**From:** Lon Phares, Deputy Chief Operations

**Subject:** Monthly Operations Report for February 2017

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## Operations & Training

- Morgan Territory Rd Closure Coordination & Planning
- Pre-Planning for Bollinger Canyon Rd Bridge Washout
- Hydro Testing for SCBA Bottles
- SCBA Annual Flow Testing
- Operational & Training Policy Updates
- Probationary Firefighter Provisionals Assignments for 2016-2
- Auto Extrication Training
- Multi-Company Drills for 1<sup>st</sup> Quarter 2017 in Progress
- Probationary Task Book Sign-offs for Engineer (3) & Firefighters (13)
- Station 37 Volunteer Training
- Attended Portable Water Supply System Drill in Vallejo
- iQuest Program – Dougherty Valley & San Ramon Valley High School Students
- Wellness Fitness Program Physicals in Progress
- Quarterly Officer Meetings – C Shift

## Events Attended by Suppression

- Career Day - Charlotte Wood Middle School, Danville
- Funeral Services for Retired Engineer Camacho
- Cubs Pinewood Derby - Golden View Elementary School, Danville

## **Special Teams**

### Hazardous Materials Team

- 1<sup>st</sup> Quarter Training – Review of Operational Response Procedures, On-site Scenarios @ District Target Hazards
- Haz Mat Team Typing Recertification Completed
- Specialist Training Completed for 3 Team Members

### Technical Rescue Team

- 1<sup>st</sup> Quarter Training – Equipment Inventory Maintenance & Operation
- Planning for 2<sup>nd</sup> Quarter 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

Morgan Territory Road Closure Community Meeting

EDMUND G. BROWN JR.  
GOVERNOR



MARK S. GHILARDUCCI  
DIRECTOR

February 2, 2017

Chief Paige Meyer  
San Ramon Valley Fire Department  
249 Persimmon Drive  
Brentwood, CA 94513

Subject: HazMat Team Typing Re-Certification

Chief Meyer, *Paige*

On behalf of the CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES, I would like to congratulate you and the members of your department and your Hazardous Materials Unit 35 on achieving a *Re-Certification* typing as a FIRESCOPE ICS-HM-120-Type 2 Hazardous Materials Department.

We were impressed by the devoted and professional manner the members of your Department demonstrated for us on the evaluation originally performed on February 1, 2017. The equipment, vehicles and training that your Department has obtained are of high quality and will serve the system greatly.

The ability to obtain this level of expertise does not go unrecognized. The service you will be able to provide locally and to the State as a whole is a credit to your entire organization.

The information we obtained and your typing status will be placed in databases at the Fire and Rescue Division EOC in Sacramento, the Regions, Operational Area dispatch centers, and in the HazMat program computers. This information will allow us to process orders and requests through the fire and rescue mutual aid system to get the most appropriate resources for the incident to provide vital lifesaving intervention.

We would like to personally thank you for the hospitality provided to us and for the superb job in both putting together the presentation for the evaluation and the continued refinement of the Hazardous Materials Program.

Sincerely,

KIM ZAGARIS  
State Fire and Rescue Chief

cc: Cal OES FIRESCOPE  
Cal OES Special Ops Chiefs & Region Chief  
Fire and Rescue Region 2  
Fire and Rescue Operational Area 2  
Staff  
File

3650 SCHRIEVER AVENUE, MATHER, CA 95655  
(916) 845-8506 TELEPHONE (916) 845 8511 FAX



# Certificate Of Achievement



This is to verify that

## San Ramon Valley Fire Department, HazMat 35

Successfully passed the Cal OES Fire & Rescue Division  
Hazardous Materials Company Typing Re-Inspection  
And has achieved a HazMat Resource Typing Status of:

### HMRT TYPE 2

# 012  
RE-INSPECTION #

# RE-2017-012  
CERTIFICATION NO.

1 February 2017  
OFFICIALLY DOCUMENTED

  
Kim Zagaris, Chief  
Fire & Rescue Division

  
Jan Dunbar, Assistant Chief  
Special Operations Unit

VALID: 5 Years

ORIGINAL  RE-CERT

## Standards of Cover Policy Compliance Report February 1, 2017 - February 28, 2017

	SOC Goal 1, 5, 6			SOC Goal 2, 5, 6			SOC Goal 3, 5, 6			SOC Goal 5, 6		
	Urban (Count = 265)			Suburban (Count = 105)			Rural (Count = 4)			Wilderness (Count = 1)		
	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D
<b>First Unit Response</b>	7:00	6:57	7:09	8:00	7:29	7:46	15:00	13:39	13:39	45:00	33:59	35:27
		100%	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
<b>ERF Fire Response</b>	13:00	0:00	14:13	14:00	0:00	8:12	21:00	0:00	0:00	45:00	0:00	0:00
		0%	80%		0%	100%		0%	0%		0%	0%

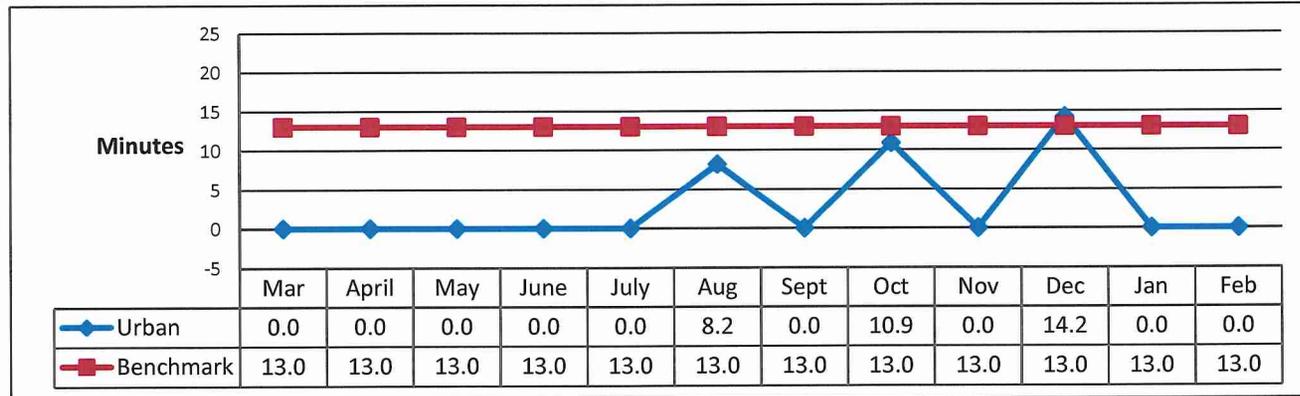
	SOC Goal 8											
	Urban (Count = 109)			Suburban (Count = 55)			Rural (Count = 0)			Wilderness (Count = 0)		
	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D
<b>ERF Medical Response</b>	9:00	9:11	9:22	10:00	9:42	9:38	21:00	0:00	27:24	45:00	0:00	23:24
		98%	97%		100%	100%		0%	89%		0%	100%

SOC Goal 7					
Call Processing Time			Turnout Time		
Goal	Actual	Y-T-D	Goal	Actual	Y-T-D
1:00	1:03	1:14	2:00	2:02	1:55
	98%	94%		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*

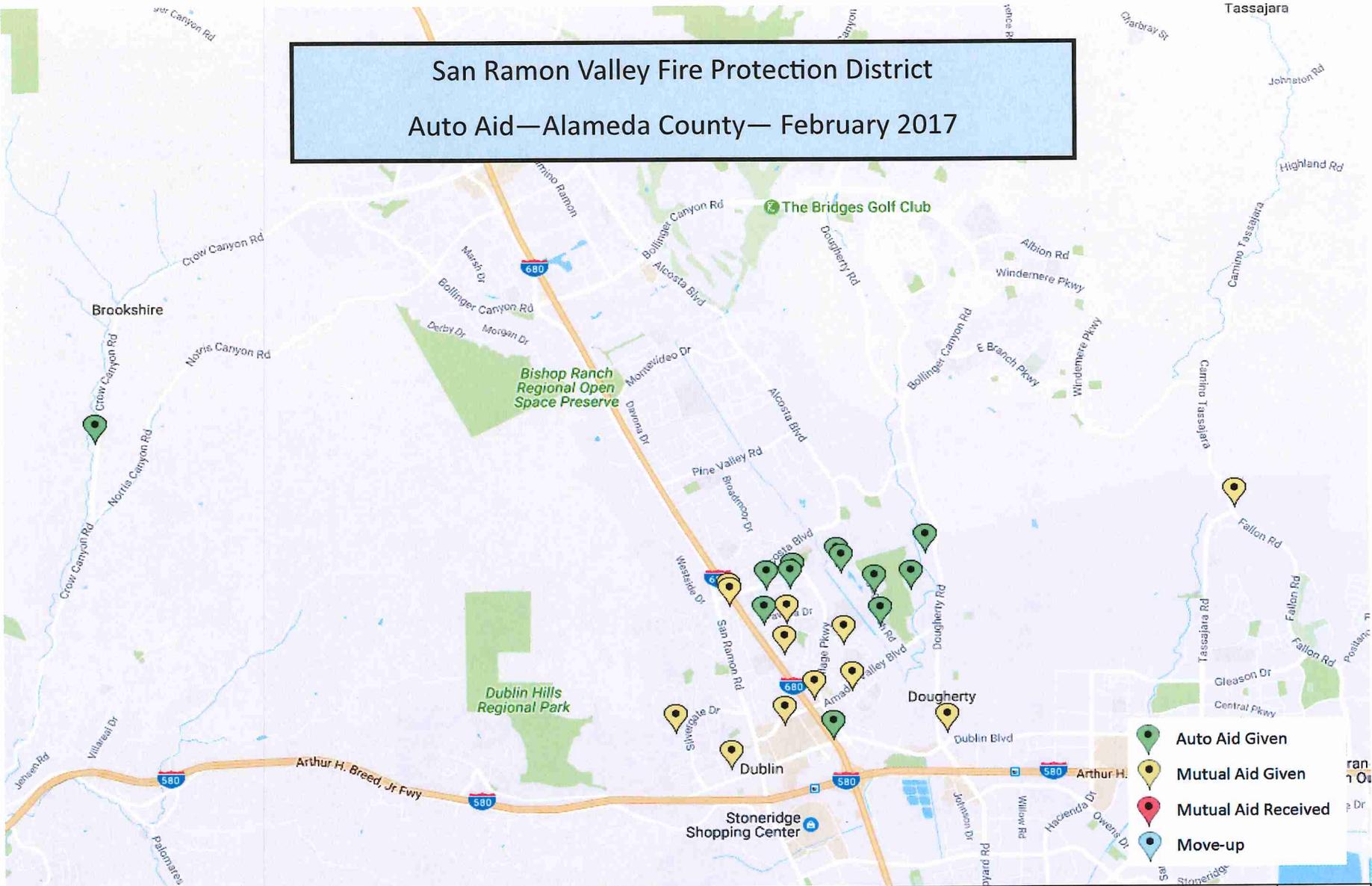
A concentrated focus will be placed on systems, training and feedback measures to crews to lower dispatch and turnout time reflex measures to national best practices of 1 minute for dispatch and 2 minutes for fire crew turnout, 90 percent of the time.

#### **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.

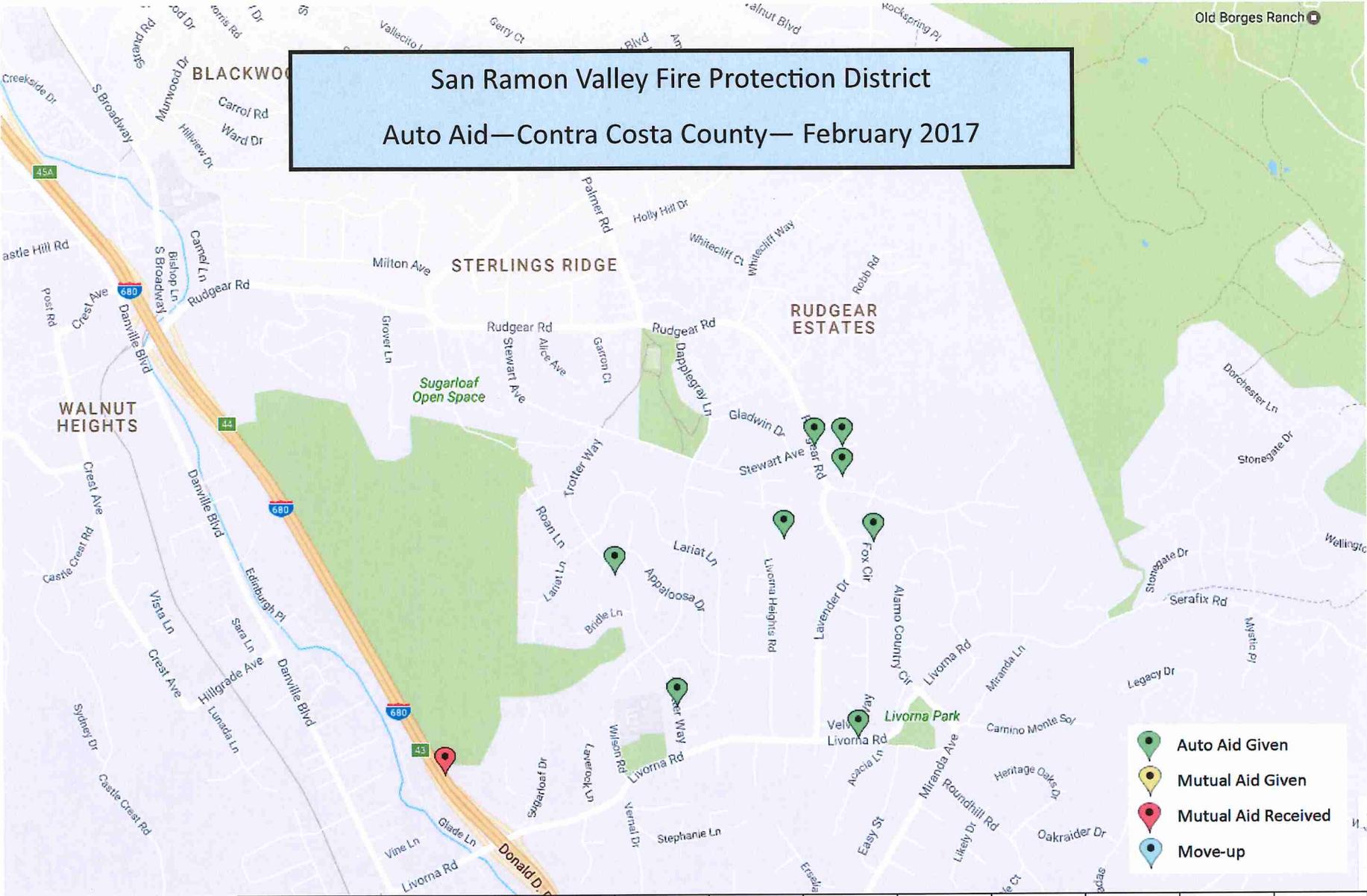
**San Ramon Valley Fire Protection District**  
**Auto Aid—Alameda County— February 2017**



	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB
Auto Aid Given	10	8	11	11	11	15	7	10	13	10	7	13
Mutual Aid Given	14	7	9	19	6	10	20	7	1	10	12	12
Mutual Aid Received	1	0	2	4	0	0	2	1	0	2	0	0
Move-up	0	0	0	0	0	0	0	1	0	1	1	0

# San Ramon Valley Fire Protection District

## Auto Aid—Contra Costa County— February 2017

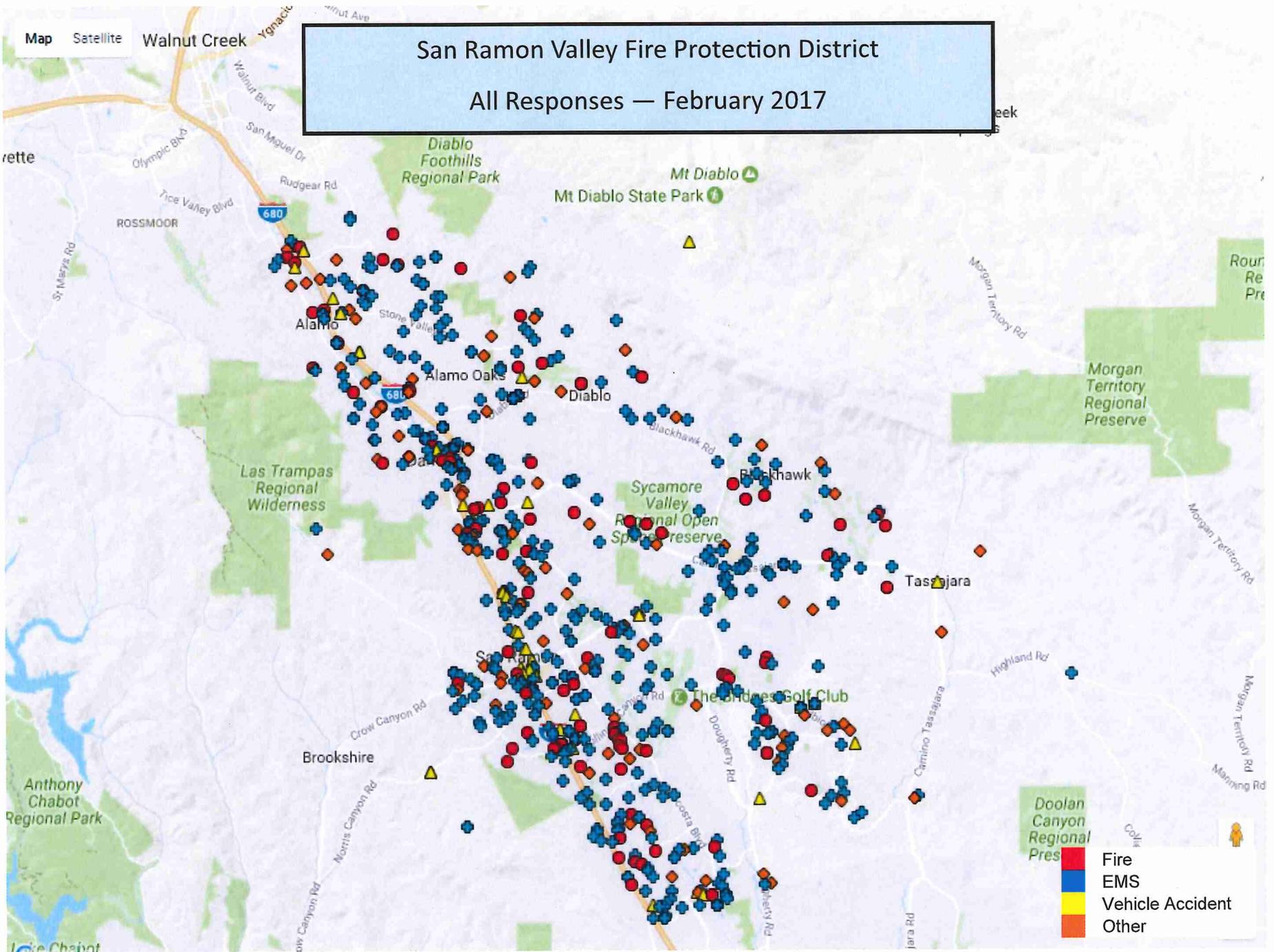


	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB
Auto Aid Given	1	8	8	7	3	2	10	11	4	7	9	8
Mutual Aid Given	1	1	0	1	0	1	2	0	1	0	0	0
Auto Aid Received	2	1	2	4	0	1	0	1	0	4	0	1
Move-up	0	0	2	3	0	0	0	3	0	3	1	0

Map Satellite

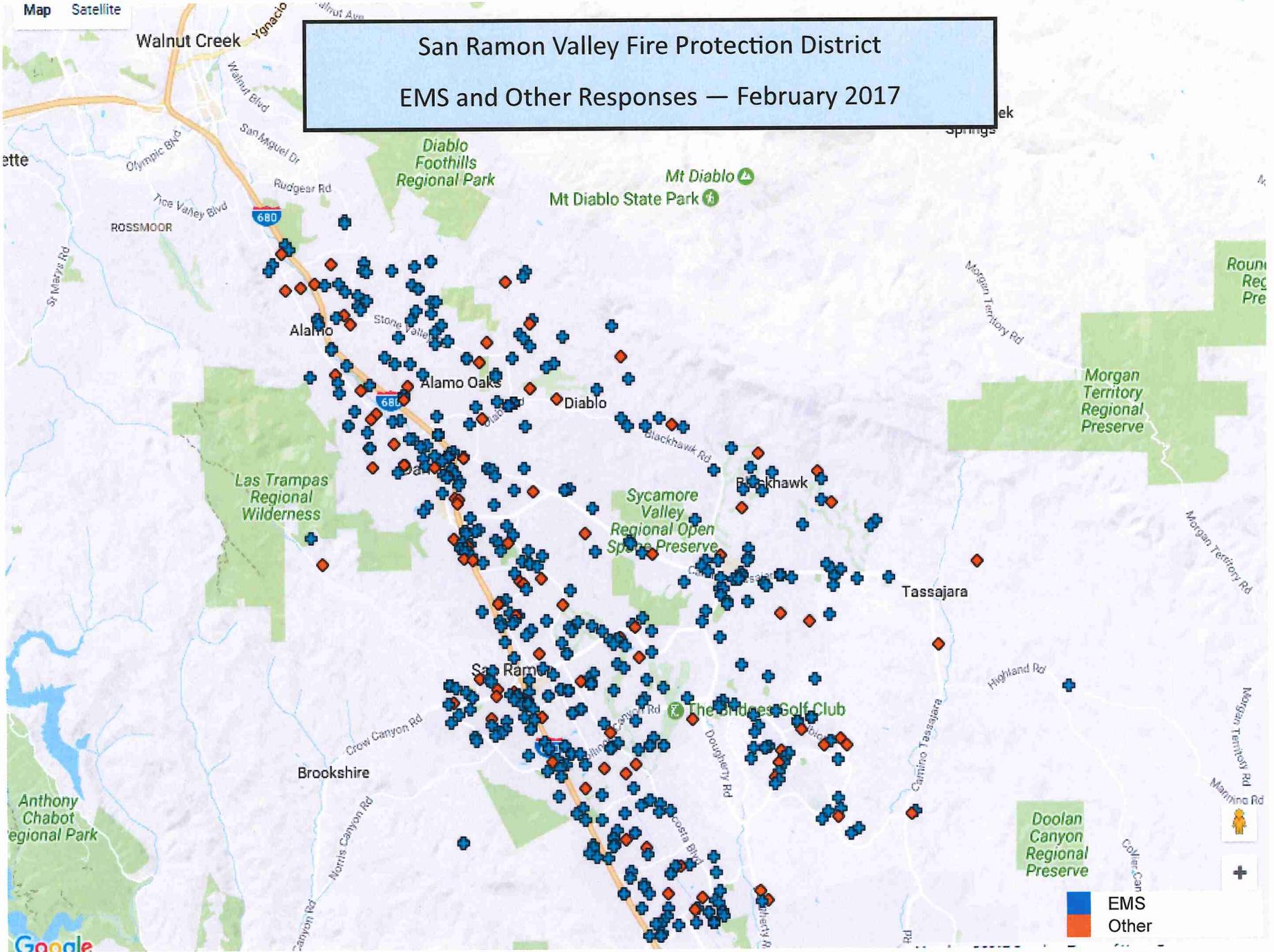
# San Ramon Valley Fire Protection District

## All Responses — February 2017

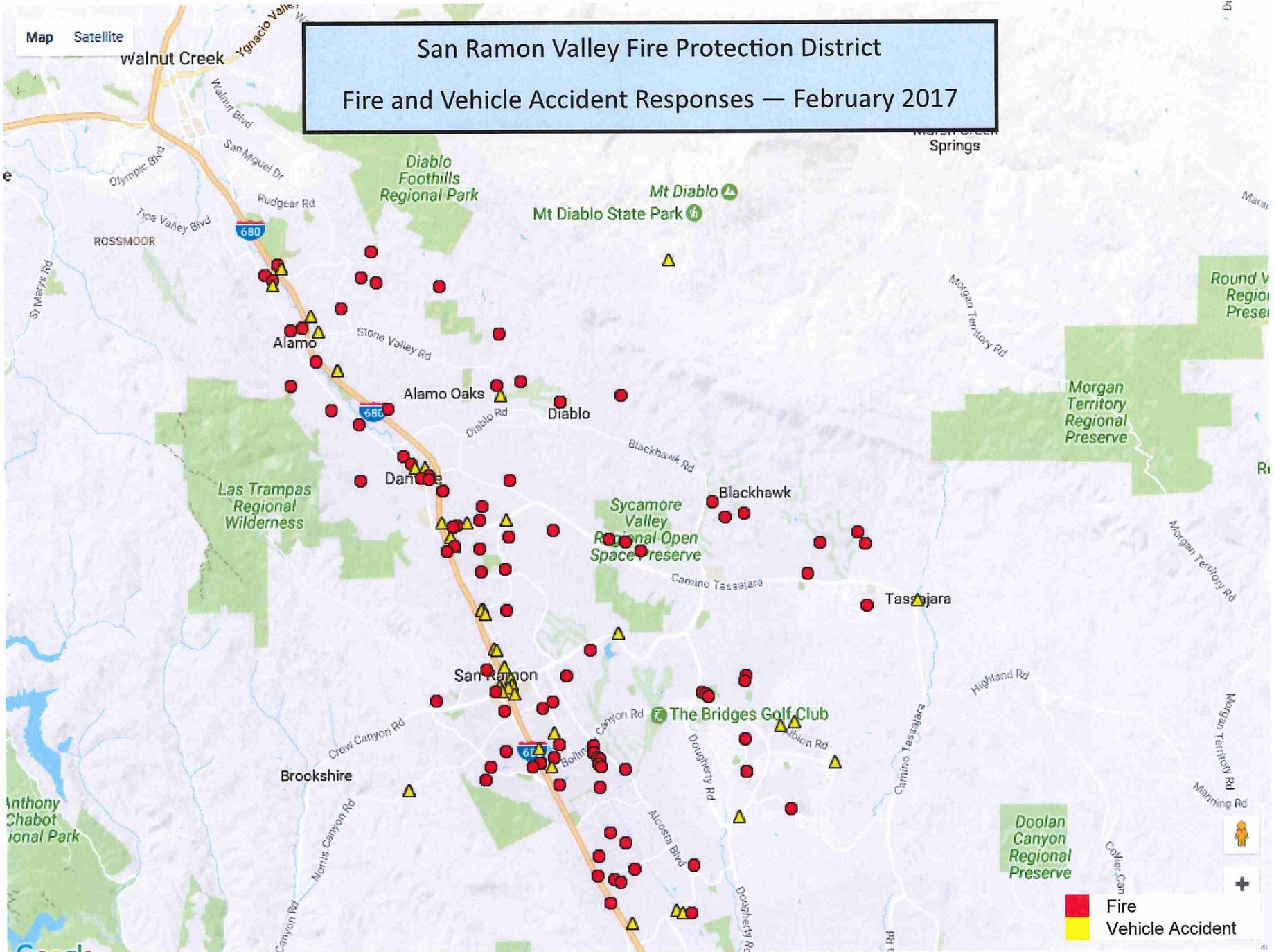


Map Satellite

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



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



# EMS / 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](http://www.firedepartment.org) | [info@firedepartment.org](mailto:info@firedepartment.org)

Date: March 22, 2017

To: Board of Directors

From: John Duggan, Battalion Chief

Subject: Monthly EMS Division Communications

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## EMS

- The District responded to approximately 610 emergency medical incidents since the February 22nd Board of Directors Meeting. One (1) of these incidents 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.

## Ongoing Projects

- Administered 30 day EMS provisional assignments of eight 2016-II probationary firefighters.
- Completed AHA/CPR recertification for Communications Division personnel.
- Completed first quarter evaluations for five 2016-I probationary firefighters.
- Participated in the CCCEMS "5150 Summit" and presented the fire service perspective.
- Prepared all records and documentation for the biennial recertification of all District EMTs.
- Drafted enhanced edition of 2017 CCCEMS Field Treatment Guidelines for District deployment.
- Reprogrammed all District AutoPulse devices to maintain continuous compressions.
- Replaced battery compliments on District's Stryker Power Cot gurneys.
- Completed draft of enhanced Continuous Quality Improvement (CQI) Plan.



# 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](http://www.firedepartment.org) | [info@firedepartment.org](mailto:info@firedepartment.org)

**Date:** March 22, 2017  
**To:** Board of Directors  
**From:** Derek Krause, Deputy Chief – Logistics  
**Subject:** Monthly Logistics Report for February 2017

---

## Facilities

1. Facilitated Exterior Paint Project for Station 39 and scheduled final walk through for beginning of March
2. District Aide Ryan Mahoney confirming current AED/PulsePoint locations based on AEDs registered through CCC. Project will continue to be maintained through Facilities
3. Facilitated independent property appraisal of current #32 with Carpenter Robbins
4. Non-operational exercise equipment sold on Public Surplus for \$353
5. Presentation to Homeland Security Grant Program for multi-agency Tactical Emergency Medical System (TEMS) equipment and vehicle
6. Ongoing:  
Conducted preventive maintenance and repairs to effectively manage costs and maintain service.

## Fleet

1. Held Apparatus Committee Ambulance Group pre-construction meeting with Horton to review specifications for (2) ambulances
2. Annual inspections ongoing
3. Ongoing:
  - a. Conducted preventive maintenance and repairs to effectively manage costs and maintain safety.

## Meetings

1. 2/7/2017: Alamo Municipal Advisory Committee Meeting
2. 2/7, 21, 23/2017: Management Meetings
3. 2/16/2017: Safety Committee Meeting
4. 2/13/2017: Officer Meeting
5. 2/14/2017: Command Staff Meeting
6. 2/24/2017: Volunteer Coordinator Meeting
7. 2/13/2017: Alamo Community Liaison Meeting
8. 2/22/2017: Board Meeting
9. 2/14/2017: Fire and Life Safety Manager Interviews
10. 2/21/2017: Reserve Firefighter Committee Meeting
11. 2/22/2017: Participate in 5150 Summit Regional Seminar
12. 2/23/2017: Meeting with FLSD Inspection Contractor CEL Consulting
13. Various station visits to address Fleet and Facility issues, interface with personnel

# **FIRE AND LIFE SAFETY**

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# 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](http://www.firedepartment.org) | [info@firedepartment.org](mailto:info@firedepartment.org)

**Date:** March 22, 2017  
**To:** Board of Directors  
**From:** Derek Krause, Deputy Chief – Fire Marshal  
**Subject:** Monthly Fire and Life Safety Report for February 2017

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## **E-Plan Review Conversion**

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.

## **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 January 103 compliance inspections and 100 construction inspections were completed.

## **Heart Safe Committee Activities**

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. The training was conducted by ten volunteers consisting of Heart Safe Volunteers and District personnel. Additionally, fifty Tri Valley Little League coaches and parents were trained in preparation for their upcoming season.

Attended “She’s All That” event at California High School. A regional program for empowering young women. Provided hands only CPR training to 69 people.

Participated in American Heart Association conference call planning Sidewalk CPR Week the first part of June.

Continuing talks with Bishop Ranch in preparing them to be a Heart Safe Community. When completed Bishop Ranch will be the first Heart Safe business park in California.

**CERT Activities**

CERT Supply trailers that were donated by the Red Cross have been inspected and now reside at Los Cerros Middle School, Walt Disney Elementary and behind Fire Station #38. Plans to stock one of the trailers this year.

Leadership Meeting for CERT Area 31 took place at Sycamore HOA.

A communication drill for CERT has been scheduled for April 22.

**Residential Care Facility Work Group**

Staff held annual kick-off meeting in February for the group and planned mini-training to take place in March.

**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.

**Community Involvement**

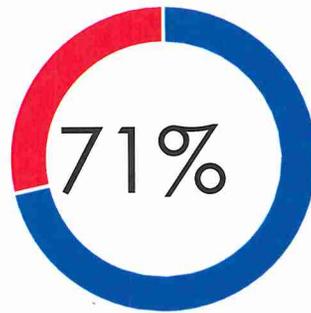
Staff participated in the Local Hazard Mitigation Plan Steering Committee at the County Office of Emergency Services.

Staff attended initial planning meeting for annual Art and Wind Festival with the City of San Ramon.

Staff attended planning meeting for Citizen Core Council Communication Plan.

# e-Plan Review Conversion Project

Percentage of Digital Plans  
December - February



■ Digital ■ Paper

Summary December - February

TOTAL REVIEWS SUBMITTED

391

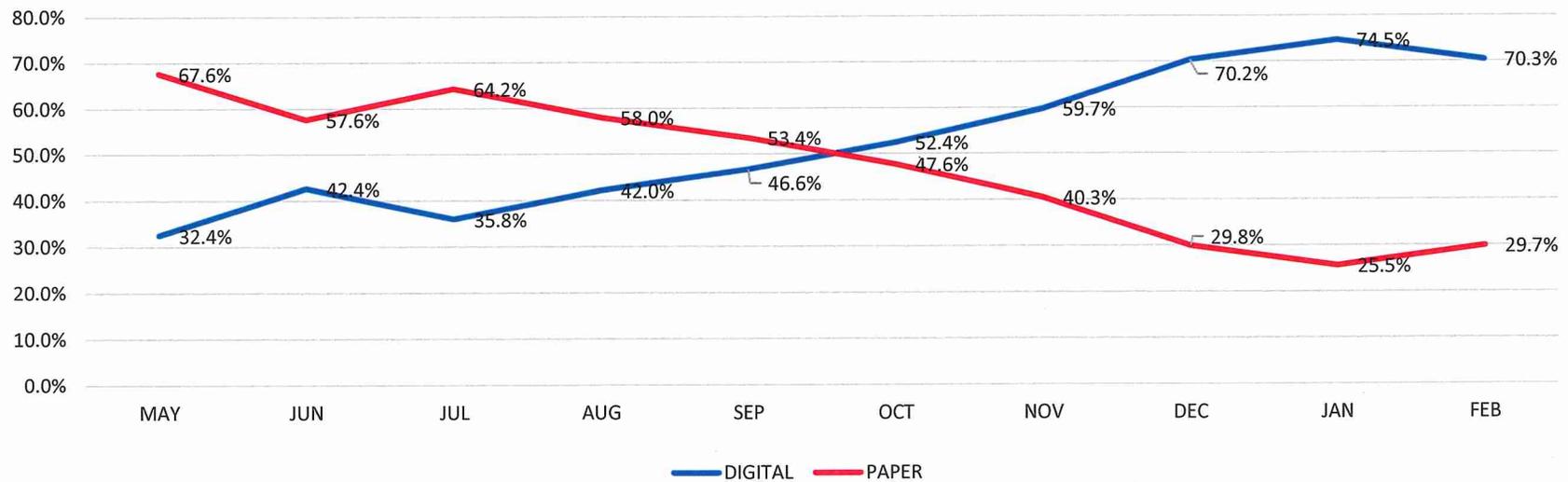
TOTAL DIGITAL SUBMITTED

279 71.4%

TOTAL PAPER SUBMITTED

112 25.5%

Plan Review Submittal Method



**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

**FIRE PREVENTION DIVISION**

**MONTHLY BOARD OF DIRECTORS ACTIVITY REPORT**

**February 2017**

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
<b>CODE COMPLIANCE</b>													
INSPECTIONS	19	35	0	0	0	0	0	0	0	0	0	0	54
REINSPECTIONS	73	68	0	0	0	0	0	0	0	0	0	0	141
TOTAL *	92	103	0	0	0	0	0	0	0	0	0	0	195

OCCUPANCY PERMITS	2	31	0	0	0	0	0	0	0	0	0	0	33
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<b>ANNUAL INSPECTION PROGRAM</b>													
TOTAL INSPECTABLE OCCS	556	556	556	556	556	556	556	556	556	556	556	556	556
TOTAL STARTED YTD †	13	38	0	0	0	0	0	0	0	0	0	0	51
% STARTED YTD	2.34%	6.83%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	9.17%
TOTAL COMPLETED YTD ‡	9	22	0	0	0	0	0	0	0	0	0	0	31
% COMPLETED YTD	1.62%	3.96%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	5.58%

<b>CONSTRUCTION</b>													
NEW PROJECTS	59	72	0	0	0	0	0	0	0	0	0	0	131
PLAN REVIEWS SUBMITTED	104	158	0	0	0	0	0	0	0	0	0	0	262
PLAN REVIEWS COMPLETED	86	147	0	0	0	0	0	0	0	0	0	0	233
INSPECTIONS	69	100	0	0	0	0	0	0	0	0	0	0	169

\* Includes all code compliance inspections; Annual inspection program inspections, temporary tents, fireworks display, etc.

† Includes occupancies within annual inspection program that have had the initial inspection completed.

‡ Includes occupancies within annual inspection program that are in compliance and have no outstanding corrections needed.

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**

**FIRE PREVENTION DIVISION**

**MONTHLY PLAN REVIEW INTAKE REPORT**

**February 2017**

PROJECT	PLAN REVIEW TYPE	SUBMITTAL	COMPLETED	FORMAT
Church of the Nazarene DPA 16-310-004, LUP 16-500-006, AR 16-200-044, IS 16	Planning and site development review	02/01/2017 08:31:08	02/01/2017 09:22:36	Digital
Dos Coyotes Border Cafe Suite K012	Automatic fire-extinguishing systems	02/01/2017 10:43:25	02/09/2017 13:11:47	Digital
DP15-3039 - New Single Family Dwelling - Merge (3) lots modify conditions	Planning and site development review	02/01/2017 11:57:53	02/09/2017 15:21:37	Paper
Ching Chong Wang Solar PV	Miscellaneous System Plans	02/02/2017 09:02:57	02/02/2017 11:22:26	OTC Digital
i tea	Automatic fire-extinguishing systems	02/02/2017 09:35:25	02/02/2017 11:01:28	OTC Paper
i tea	Automatic fire-extinguishing systems	02/02/2017 09:39:17	02/02/2017 11:04:13	OTC Paper
Conn Residence	Automatic fire-extinguishing systems	02/02/2017 10:05:21	02/09/2017 15:29:24	Digital
Aerotek Suite 350	Construction, alteration, or renovation of a building	02/02/2017 10:43:52	02/02/2017 11:17:51	OTC Paper
Smart & Final	Automatic fire-extinguishing systems	02/02/2017 11:56:12	02/02/2017 16:40:12	OTC Paper
Assist Guide	After hours plan review and inspection	02/02/2017 12:59:53	02/03/2017 16:55:42	Digital
Mobile One LLC dba T-Mobile	Automatic fire-extinguishing systems	02/02/2017 17:24:00	02/07/2017 10:01:26	Digital
Applied Underwriter's Inc. @ 3001 Bishop Dr, Suite 130	Construction, alteration, or renovation of a building	02/02/2017 17:29:55	02/03/2017 19:25:13	Digital
2009 Elderberry Dr Alita @ Gale Ranch Plan 1B Lot 150	Construction, alteration, or renovation of a building	02/02/2017 17:46:12	02/09/2017 15:38:25	Digital
2005 Elderberry Dr. Alita@Gale Ranch Plan 2D Lot 151	Construction, alteration, or renovation of a building	02/02/2017 17:53:56	02/09/2017 15:50:30	Digital
2001 Elderberry Dr. Alita@Gale Ranch Plan 3C Lot 152	Construction, alteration, or renovation of a building	02/02/2017 18:01:38	02/09/2017 15:53:12	Digital
3001 Drysdale St Ashbury@Alamo Creek Plan 3 Lot 530	Miscellaneous System Plans	02/03/2017 10:47:47	02/09/2017 16:37:21	Digital
Muir San Ramon MOB 3rd Floor Clinic Remodel Suite 300	Automatic fire-extinguishing systems	02/03/2017 12:24:10	02/10/2017 14:12:49	Paper
2029 Elderberry Dr. Carmela@Gale Ranch Plan 1 Lot 145	Construction, alteration, or renovation of a building	02/03/2017 16:09:34	02/10/2017 13:15:25	Digital
Dos Coyotes Border Cafe Suite K012	Fire alarm and detection systems and related equipment	02/03/2017 16:16:31	02/08/2017 12:30:00	Paper
2033 Elderberry Dr. Carmela@Gale Ranch Plan 2CH Lot 144	Construction, alteration, or renovation of a building	02/03/2017 16:51:27	02/10/2017 13:20:26	Digital
2037 Elderberry Dr. Carmela@Gale Ranch Plan 3IT, Lot 143	Construction, alteration, or renovation of a building	02/03/2017 16:57:17	02/10/2017 13:22:50	Digital
John Muir Medical Group - Alamo Clinic Remodel	After hours plan review and inspection	02/06/2017 11:14:05	02/16/2017 14:41:59	Digital
Faria Preserve Parkway, West of Omega Rd, Phase 1 SD 9443	Fire apparatus access, site improvements and related equipment	02/06/2017 11:21:07	02/16/2017 16:38:16	Digital
Dos Coyotes Border Cafe Suite K012	After hours plan review and inspection	02/06/2017 13:42:23	02/07/2017 10:19:52	Digital
TEKION	Construction, alteration, or renovation of a building	02/06/2017 16:13:12	02/13/2017 08:39:02	Digital
GE	Construction, alteration, or renovation of a building	02/06/2017 16:57:54	02/07/2017 15:42:56	OTC Digital
Mobile One LLC dba T-Mobile	After hours plan review and inspection	02/07/2017 09:45:35	02/07/2017 10:01:13	Digital
Toyota PIV Post and Hydrants	Automatic fire-extinguishing systems	02/07/2017 10:31:36	02/07/2017 15:32:08	OTC Paper
Dr Twiss Dental Office TI	Construction, alteration, or renovation of a building	02/07/2017 11:02:02	02/07/2017 11:58:14	OTC Paper
3215 Danville Blvd Ste E TI	Construction, alteration, or renovation of a building	02/07/2017 11:46:43	02/09/2017 13:16:48	OTC Digital
Dr Twiss Dental Office TI	Compressed Gases	02/07/2017 11:52:37	02/14/2017 13:40:10	Paper
3215 Danville Blvd Ste E TI	Automatic fire-extinguishing systems	02/07/2017 11:53:33	02/09/2017 13:27:16	OTC Digital
GE	Automatic fire-extinguishing systems	02/07/2017 12:37:11	02/07/2017 16:43:49	OTC Digital
Vacant Space Suite 120 @ 3001 Bishop Dr	After hours plan review and inspection	02/07/2017 14:42:12	02/08/2017 08:56:30	Digital
3008 Drysdale St. Ashbury@Alamo Creek Plan 2 Lot 542	Automatic fire-extinguishing systems	02/07/2017 15:55:23	02/07/2017 16:01:09	Paper
513 Damara Ct. Ashbury@Alamo Creek Plan 2 Lot 535	Automatic fire-extinguishing systems	02/07/2017 16:03:50	02/07/2017 16:19:03	Paper
San Ramon Library Renovation and Expansion	Additional Plan Review	02/07/2017 16:35:07	02/07/2017 16:36:14	Digital
Dos Coyotes Border Cafe Suite K012	After hours plan review and inspection	02/08/2017 11:07:22	02/09/2017 13:15:32	Digital
Tom Loukos	Construction, alteration, or renovation of a building	02/08/2017 14:21:55	02/14/2017 12:46:56	Paper
Walmart Storage locker	Miscellaneous System Plans	02/08/2017 15:23:20	02/08/2017 16:37:53	Digital
Planning DPA 17-310-002, MUP 17-501-002, AR 17-200-007	Planning and site development review	02/08/2017 16:43:35	02/15/2017 10:33:58	Digital
Planning Texaco Expansion DPA 17-310-001, AR 17-200-005	Planning and site development review	02/08/2017 16:51:42	02/15/2017 13:02:51	Digital
San Ramon Valley Conference Center AV/Electrical Upgrade	Construction, alteration, or renovation of a building	02/09/2017 09:45:31	02/23/2017 15:14:40	Digital

Country Faire Shopping Center	Construction, alteration, or renovation of a building	02/09/2017 13:07:34	02/14/2017 13:48:13	Paper
Solar PV	Miscellaneous System Plans	02/09/2017 14:49:21	02/13/2017 15:58:05	OTC Digital
Danville Commercial - 312 Railroad Ave	Automatic fire-extinguishing systems	02/09/2017 15:28:48		Digital
Total Wine & More	Construction, alteration, or renovation of a building	02/10/2017 10:20:35	02/14/2017 13:55:54	Digital
3001 Drysdale St Ashbury@Alamo Creek Plan 3 Lot 530	Miscellaneous System Plans	02/10/2017 10:29:11	02/10/2017 10:24:31	Digital
GE Turnstiles	Construction, alteration, or renovation of a building	02/10/2017 12:03:11	02/16/2017 14:02:53	OTC Digital
Farah & Mubasher Rana Residence	Construction, alteration, or renovation of a building	02/10/2017 13:20:24	02/23/2017 15:29:41	Digital
Gupta detached in law unit	Construction, alteration, or renovation of a building	02/10/2017 14:01:56	02/23/2017 15:55:44	Digital
Javaheri Residence	Construction, alteration, or renovation of a building	02/10/2017 14:29:10	02/23/2017 17:19:29	Digital
Interior remodel and room addition	Construction, alteration, or renovation of a building	02/10/2017 16:22:50	02/23/2017 17:34:25	Digital
Interior remodel and room addition	Automatic fire-extinguishing systems	02/10/2017 16:26:42	02/23/2017 17:44:23	Digital
TEKION	Fire alarm and detection systems and related equipment	02/13/2017 09:31:43	02/23/2017 17:58:10	Digital
Mobile Vehicle Fueling at 2600 Camino Ramon	Flammable and combustible liquids	02/13/2017 11:01:50	02/17/2017 07:27:13	Digital
Javaheri Residence	Automatic fire-extinguishing systems	02/13/2017 11:07:02		Digital
3005 Drysdale St, Ashbury@Alamo Creek Plan 2 Lot 531	Miscellaneous System Plans	02/13/2017 11:12:31	02/24/2017 20:10:57	Digital
3009 Drysdale St. Ashbury@Alamo Creek Plan 1 Lot 532	Miscellaneous System Plans	02/13/2017 11:16:55	02/24/2017 20:50:33	Digital
513 Damara Ct. Ashbury@Alamo Creek Plan 2 Lot 535	Miscellaneous System Plans	02/13/2017 11:21:44	02/28/2017 07:35:23	Digital
3017 Drysdale St Ashbury@Alamo Creek Plan 3 Lot 538	Miscellaneous System Plans	02/13/2017 11:29:58	02/27/2017 14:59:21	Digital
Dos Coyotes Border Cafe Suite K012	Automatic fire-extinguishing systems	02/13/2017 11:45:09	02/23/2017 18:18:36	Paper
506 Damara Ct Ashbury@Alamo Creek Plan 1 Lot 533	Miscellaneous System Plans	02/13/2017 11:59:09	02/27/2017 16:12:17	Digital
512 Damara Ct Ashbury@Alamo Creek Plan 3 Lot 534	Miscellaneous System Plans	02/13/2017 12:03:45	02/28/2017 07:57:40	Digital
507 Damara Ct Ashbury@Alamo Creek Plan 1 Lot 536	Miscellaneous System Plans	02/13/2017 12:10:31	02/28/2017 20:30:37	Digital
3013 Drysdale St Ashbury@Alamo Creek Plan 3 Lot 537	Miscellaneous System Plans	02/13/2017 12:16:18	02/28/2017 20:10:45	Digital
3020 Drysdale St Ashbury@Alamo Creek Plan 1 Lot 539	Miscellaneous System Plans	02/13/2017 12:21:37	02/28/2017 19:50:25	Digital
3016 Drysdale St Ashbury@Alamo Creek Plan 2 Lot 540	Miscellaneous System Plans	02/13/2017 12:37:37	02/28/2017 19:10:25	Digital
3012 Drysdale St Ashbury@Alamo Creek Plan 2 Lot 541	Miscellaneous System Plans	02/13/2017 12:42:28	02/24/2017 21:10:24	Digital
3008 Drysdale St. Ashbury@Alamo Creek Plan 2 Lot 542	Miscellaneous System Plans	02/13/2017 12:46:38	02/24/2017 20:30:01	Digital
3004 Drysdale St. Ashbury@Alamo Creek Plan 3 Lot 543	Miscellaneous System Plans	02/13/2017 12:49:17	02/24/2017 19:50:00	Digital
3000 Drysdale St Ashbury@Alamo Creek Plan 3 Lot 544	Miscellaneous System Plans	02/13/2017 12:57:25	02/28/2017 19:30:45	Digital
CVH TI	Construction, alteration, or renovation of a building	02/13/2017 16:56:50		Digital
TEKION	Construction, alteration, or renovation of a building	02/14/2017 09:15:07		Digital
Kiley Residence 522 Hemme Ave Lot C	Miscellaneous System Plans	02/14/2017 09:26:48	02/23/2017 18:10:55	Digital
Kumar Residence	Construction, alteration, or renovation of a building	02/14/2017 09:45:55		Digital
Ostler Residence 542 Hemme Ave Lot A	Miscellaneous System Plans	02/14/2017 10:01:53	02/23/2017 18:30:51	Digital
Richard Av Solar PV	Miscellaneous System Plans	02/14/2017 10:20:23	02/14/2017 13:51:01	OTC Paper
Solar PV	Miscellaneous System Plans	02/14/2017 11:36:45	02/28/2017 13:03:48	OTC Digital
Rockwell Automation, Bldg Q Suite 210	Construction, alteration, or renovation of a building	02/14/2017 13:01:16		Digital
Rockwell Automation, Bldg Q Suite 210	Automatic fire-extinguishing systems	02/14/2017 13:06:21		Digital
Rockwell Automation, Bldg Q Suite 210	Fire alarm and detection systems and related equipment	02/14/2017 13:20:27		Digital
Planning DP17-3002	Planning and site development review	02/14/2017 14:15:31	02/15/2017 13:22:45	Paper
Aerotek Suite 350	Fire alarm and detection systems and related equipment	02/14/2017 16:47:07		Digital
Carr Residence	Automatic fire-extinguishing systems	02/14/2017 16:53:57	02/28/2017 13:40:33	Digital
Summerhill Homes	Construction, alteration, or renovation of a building	02/15/2017 09:30:42		Digital
Summerhill Homes	Fire alarm and detection systems and related equipment	02/15/2017 09:33:43		Digital
Blackhawk Museum - China Art Gallery	Automatic fire-extinguishing systems	02/15/2017 11:20:21		Digital
Mike Farr Private Driveway	Additional Plan Review	02/15/2017 14:14:00	02/15/2017 14:14:12	Paper
3582 Cinnamon Ridge Andorra Plan 2 Lot 44	Automatic fire-extinguishing systems	02/15/2017 15:48:15	02/15/2017 16:09:49	Paper
Giovanni DeChoudens Residence Solar PV	Miscellaneous System Plans	02/16/2017 08:47:25	02/16/2017 11:39:17	OTC Paper
Aerotek Suite 350	Automatic fire-extinguishing systems	02/16/2017 12:32:13	02/27/2017 12:02:44	Paper

Falaki Guest House Addition	Construction, alteration, or renovation of a building	02/16/2017 15:29:08		Paper
Tom Loukos	Automatic fire-extinguishing systems	02/17/2017 06:51:47	02/28/2017 15:29:15	Digital
Powers	Construction, alteration, or renovation of a building	02/17/2017 07:24:59		Digital
Dermitzis&Cano Residence	Construction, alteration, or renovation of a building	02/17/2017 12:25:47		Digital
3586 Cinnamon Ridge Andorra Plan 3 Lot 43	Automatic fire-extinguishing systems	02/17/2017 15:19:48	02/17/2017 15:23:30	Paper
3578 Cinnamon Ridge Andorra Plan 1 Lot 45	Automatic fire-extinguishing systems	02/17/2017 15:27:12	02/17/2017 15:29:42	Paper
507 Damara Ct Ashbury@Alamo Creek Plan 1 Lot 536	Automatic fire-extinguishing systems	02/17/2017 15:55:57	02/17/2017 15:58:31	Paper
3016 Drysdale St Ashbury@Alamo Creek Plan 2 Lot 540	Automatic fire-extinguishing systems	02/17/2017 15:59:15	02/17/2017 16:02:20	Paper
PG&E SRTC Common Area Remodel Phase #2	Fire alarm and detection systems and related equipment	02/17/2017 16:54:35		Digital
Homesite Services Demolition Project	Fire alarm and detection systems and related equipment	02/21/2017 12:18:43	02/23/2017 18:48:27	Paper
Homesite Services Demolition Project	After hours plan review and inspection	02/21/2017 12:25:38	02/23/2017 18:50:13	Digital
New second unit residence	Automatic fire-extinguishing systems	02/21/2017 12:30:05		Digital
1306 Charbray St. Iron Oak@Alamo Creek Plan 5 no casita, Lot 596	Automatic fire-extinguishing systems	02/21/2017 12:52:52	02/21/2017 12:54:00	Paper
1274 Charbray St Iron Oak @ Alamo Creek Plan 4 Lot 592 no casita	Automatic fire-extinguishing systems	02/21/2017 12:57:16		Paper
Giovanni DeChoudens Residence Solar PV	Miscellaneous System Plans	02/21/2017 15:26:09	02/28/2017 11:18:55	OTC Digital
Rhodes Residence	Construction, alteration, or renovation of a building	02/21/2017 15:37:57		Paper
SRVUMC Multi Purpose Center Addition	Fire alarm and detection systems and related equipment	02/21/2017 15:59:40	02/27/2017 13:20:16	Paper
SRVUMC Multi Purpose Center Addition	After hours plan review and inspection	02/21/2017 16:08:01	02/24/2017 17:55:24	Digital
Salzetti Residence	Automatic fire-extinguishing systems	02/22/2017 07:40:56		Digital
Inchins Bamboo Garden	Automatic fire-extinguishing systems	02/22/2017 09:54:49	02/24/2017 18:50:14	Paper
Inchins Bamboo Garden	After hours plan review and inspection	02/22/2017 10:06:31	02/22/2017 10:33:38	Digital
924 Connemara Ct Iron Oak @ Alamo Creek Plan 1 Casita Lot 608	Miscellaneous System Plans	02/22/2017 10:16:26	02/23/2017 19:30:09	Digital
1251 Charbray St Iron Oak @ Alamo Creek Plan 5 Lot 613	Miscellaneous System Plans	02/22/2017 10:23:18	02/23/2017 19:50:58	Digital
1287 Charbray St Iron Oak @ Alamo Creek Plan 4 Lot 619	Miscellaneous System Plans	02/22/2017 10:25:43	02/23/2017 20:10:05	Digital
1299 Charbray St Iron Oak @ Alamo Creek Plan 6 Casita Lot 621	Miscellaneous System Plans	02/22/2017 10:27:48		Digital
1323 Charbray St Iron Oak @ Alamo Creek Plan 1 Casita Lot 624	Miscellaneous System Plans	02/22/2017 10:29:51	02/23/2017 20:30:11	Digital
1331 Charbray St Iron Oak @ Alamo Creek Plan 6 Casita Lot 625	Miscellaneous System Plans	02/22/2017 10:31:57		Digital
1339 Charbray St Iron Oak @ Alamo Creek Plan 5 Lot 626	Miscellaneous System Plans	02/22/2017 10:34:19	02/23/2017 20:50:03	Digital
RHEOSENSE	Construction, alteration, or renovation of a building	02/22/2017 15:21:22		Digital
RHEOSENSE	Fire alarm and detection systems and related equipment	02/22/2017 15:25:13		Digital
927 Connemara Ct Iron Oak @ Alamo Creek Plan 5 Lot 631	Miscellaneous System Plans	02/22/2017 15:28:21	02/23/2017 19:10:08	Digital
943 Connemara Ct Iron Oak @ Alamo Creek Plan 6 Lot 680	Miscellaneous System Plans	02/22/2017 15:30:36	02/23/2017 18:50:05	Digital
Beeps Burgers	Construction, alteration, or renovation of a building	02/22/2017 16:23:05		Digital
155 Willow Dr MS 07-853 Whispering Creek	Miscellaneous System Plans	02/22/2017 16:33:11	02/24/2017 07:56:12	Digital
Pre-application to subdivide into 3 parcels	Planning and site development review	02/22/2017 16:38:04		Paper
Roundhouse Health Club Ground Floor Bldg 15	Fire alarm and detection systems and related equipment	02/22/2017 16:40:07		Digital
Foursquare - Sprinkler Coverage to Closets	Automatic fire-extinguishing systems	02/23/2017 08:28:22	02/23/2017 09:47:03	OTC Paper
LaMorinda Pizza	Automatic fire-extinguishing systems	02/23/2017 09:00:48	02/23/2017 09:50:45	OTC Paper
Daniel R Gallegos Residence Solar PV	Miscellaneous System Plans	02/23/2017 09:59:19	02/23/2017 10:21:25	Paper
Aerotek Suite 350	After hours plan review and inspection	02/23/2017 13:47:12	02/27/2017 12:16:00	Digital
2029 Elderberry Dr. Carmela@Gale Ranch Plan 1 Lot 145	Automatic fire-extinguishing systems	02/24/2017 07:49:43		Digital
2033 Elderberry Dr. Carmela@Gale Ranch Plan 2CH Lot 144	Automatic fire-extinguishing systems	02/24/2017 07:53:25		Digital
2037 Elderberry Dr. Carmela@Gale Ranch Plan 3IT, Lot 143	Automatic fire-extinguishing systems	02/24/2017 07:55:58		Digital
Muir San Ramon MOB 3rd Floor Clinic Remodel Suite 300	Automatic fire-extinguishing systems	02/24/2017 09:57:52		Paper
Bollinger Crossing Holdings LLC	Fire alarm and detection systems and related equipment	02/24/2017 13:16:36		Paper
Gracies Place Preschool		02/24/2017 14:25:01		
Rodan & Fields Dermatology @ 3001 Bishop Drive 4th Floor	Additional Plan Review	02/24/2017 15:17:17		Digital
TROV	Construction, alteration, or renovation of a building	02/24/2017 15:51:09	02/28/2017 18:51:26	Digital
TROV	After hours plan review and inspection	02/24/2017 15:55:59		Digital

2009 Elderberry Dr Alita @ Gale Ranch Plan 1B Lot 150	Automatic fire-extinguishing systems	02/24/2017 16:28:18		Digital
2005 Elderberry Dr. Alita@Gale Ranch Plan 2D Lot 151	Automatic fire-extinguishing systems	02/24/2017 16:30:41		Digital
2001 Elderberry Dr. Alita@Gale Ranch Plan 3C Lot 152	Automatic fire-extinguishing systems	02/24/2017 16:31:41		Digital
Homesite Services Demolition Project	Fire alarm and detection systems and related equipment	02/27/2017 09:11:02		Paper
IPSOS	After hours plan review and inspection	02/27/2017 10:36:39		Digital
KB Homes, Suite 140	After hours plan review and inspection	02/27/2017 13:15:23		Digital
TI new pallet racks	Construction, alteration, or renovation of a building	02/27/2017 13:22:51		Paper
Planning DP17-3004	Planning and site development review	02/27/2017 16:42:19		Paper
Mark Cherno Residence	Automatic fire-extinguishing systems	02/28/2017 07:48:36		Digital
Rhodes Residence	Automatic fire-extinguishing systems	02/28/2017 10:39:53		Paper
Littlefield Renovation	Construction, alteration, or renovation of a building	02/28/2017 10:53:59		Digital
Canyon Lakes Golf Course & Brewery	Construction, alteration, or renovation of a building	02/28/2017 11:10:08		Digital
Deer Creek Building A North	Automatic fire-extinguishing systems	02/28/2017 11:35:04		Paper
Deer Creek Building B North	Automatic fire-extinguishing systems	02/28/2017 13:19:12		Paper
Building L panel replacement	Fire alarm and detection systems and related equipment	02/28/2017 14:35:44		Paper
Building AA Panel replacement	Fire alarm and detection systems and related equipment	02/28/2017 15:00:41		Paper
Building G Panel replacement	Fire alarm and detection systems and related equipment	02/28/2017 15:14:20		Paper

# 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](http://www.firedepartment.org) | [info@firedepartment.org](mailto:info@firedepartment.org)

**Date:** March 22, 2017  
**To:** Board of Directors  
**From:** Denise Pangelinan, Director of Emergency Communications  
**Subject:** Monthly Communications Division Report for March 2017

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## Communications Center

- Created 9-1-1 Public Information Handouts
- VESTA Phone Enhancements Assessed

## Technology Systems

- Installation of Station 32 fire station alerting equipment in progress
- Performed public address system site surveys at fire stations 31 and 34
- Completed upgrade of test CAD to version 5.7.35
- Assisted HR in creating a new test TeleStaff database
- Completed software upgrade of Administration virtualization hardware

## Training

- Annual TriTech user conference
- EMD Certification, Public Safety Dispatcher Megan Williams

## Meetings

- San Ramon Police Department Dispatch Services Consolidation
- Medical Dispatch Review Committee
- Contra Costa County Communications Managers Association

## Communications Reserves

- CPR Skills Assessment Testing
- Driver Training for Reserve Ryan Mahoney

# HUMAN RESOURCES



# 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](http://www.firedepartment.org) | [info@firedepartment.org](mailto:info@firedepartment.org)

Date: March 22, 2017

To: Board of Directors

From: Natalie Korthamar Wong, Director of Human Resources

Re: Monthly Human Resources Report for February 2017

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## Meetings/Activities:

### Recruitment:

- Conducted Chief's interviews for Lateral Firefighter/Paramedic candidates. Selected 3 candidates for conditional offers and inclusion in the October 2017 Recruit Firefighter Academy.
- Conducted Chief's interviews for the Fire and Life Safety Manager position.
- Initiated planning/scheduling for October 2017 Engineer promotional examination.
- Initiated scheduling of interviews and CPAT for the volunteer Reserve Firefighter positions. Received 55 applications. Invited 41 candidates to interview and scheduled 36.

### New Hires, Retirements and Promotions:

- Processed onboarding of new HR Generalist and initiated transition of duties.
- Processed retirement of Senior HR Office Assistant.
- Processed onboarding of Public Safety Dispatcher.
- Processed retirement of an Engineer.
- Processed multiple promotions.
  
- Conducted a workers' compensation program review with ICS.
- Created a Telestaff test database to test new overtime codes in an effort to phase out a District legacy system.
- Held additional Concern EAP Orientation Session.
- Held vision benefit open enrollment period.
- Attended the San Ramon State of the City event.
- Attended a Bishop Ranch Forum featuring Giants CEO Larry Baer.

### Report:

- Employee Illness/Injury Report – February 2017

## Employee Illness/Injury Report (February 2017)

### *Reportable Injuries – February 2017:*

#### Indemnity (Lost Time)

- February 15, 2017     DOI = 2/1/17 – A Captain jarred lower back driving in engine when responding to a medical call. Missed four shifts.  
*Status:* Remained out at month end.

#### Medical Only (No Lost Time)

- February 10, 2017     DOI = 1/17/17 – A Firefighter/Paramedic strained lower back during physical fitness at station.  
*Status:* Medical Only – No lost time.
- February 24, 2017     DOI = 10/26/16 – A Firefighter/Paramedic aggravated knee strain sustained during Firefighter Recruit Academy.  
*Status:* Medical Only – No lost time.

As of February 28, 2017, there were six (6) employees absent from their regular work assignment. Total lost time due to injuries for the month of February equaled 169 calendar days/56 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](http://www.firedepartment.org) | [info@firedepartment.org](mailto:info@firedepartment.org)

Date: March 22, 2017

To: Board of Directors

From: Ken Campo, Financial Consultant

Re: Monthly Financial Report for February 2017

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### Financials:

- Balance Sheet – February 28, 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 – February 2017

### Meetings/Activities:

#### Finance:

- Prepared and presented FY16/17 mid-year review.
- In conjunction with Human Resources, participated in Meet & Confer sessions with Union Local 3546 in negotiation of Letter of Understanding.
- 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").
- Preparation of RFP for District fuel needs.

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT  
COMBINED BALANCE SHEET OF ALL FUND TYPES  
FEBRUARY 28,2017**

	GOVERNMENTAL FUND TYPES					AGENCY	ACCOUNT	GROUPS	Totals (Memo Only)
	General Fund - 100	Budget Stabilization - 110	Debt Service Fund - 200	Capital Projects Fund - 300	Special Revenue Fund - 400	CERT PROGRAM Fund - 700	General Fixed Assets Fund - 800	General Long-Term Debt Fund - 900	
<b>ASSETS</b>									
Cash - Bank of the West	\$ 2,304,163	\$ 7,114	\$ -	\$ -	\$ 30	\$ 78,160	\$ -	\$ -	\$ 2,389,467
Cash - Bank of the West Money Market @ 0.18%	1,002,046								1,002,046
Cash - Bank of the West Workers' Compensation	(53,277)								(53,277)
Cash - Comerica Flexible Spending	8,572								8,572
Petty Cash	1,250								1,250
Investments - LAIF @ 0.68%	25,413,899	57,123		4,526,176					29,997,198
Investments - Market Value Adjustment	24,580	(11,649)		10,462					23,394
Investments - Bank of the West @ 1.75% avg		15,642,275		1,000,000					16,642,275
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%				599,288					599,288
Accounts Receivable	60,569								60,569
Interest Receivable									-
Prepaid Expenses/Deposits	5,189,300			238,000					5,427,300
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
<b>Total Assets</b>	<b>\$ 33,951,104</b>	<b>\$ 17,694,862</b>	<b>\$ 54</b>	<b>\$ 6,373,926</b>	<b>\$ 30</b>	<b>\$ 78,160</b>	<b>\$ 33,356,262</b>	<b>\$ 19,846,369</b>	<b>\$ 111,300,767</b>
<b>LIABILITIES</b>									
Accounts Payable	\$ 100,527	\$ -	\$ -	\$ 239,098	\$ -	\$ 910	\$ -	\$ -	\$ 340,535
Accrued Expenses	2,256,345			214,440					2,470,785
Deposits Payable	31,427			14,428		304			46,160
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
<b>Total Liabilities</b>	<b>2,396,871</b>	<b>-</b>	<b>-</b>	<b>467,966</b>	<b>-</b>	<b>1,214</b>	<b>-</b>	<b>19,846,369</b>	<b>22,712,421</b>
<b>FUND EQUITY</b>									
Investment in General Fixed Assets							33,356,262		33,356,262
Non-Spendable Fund Balance				238,000					238,000
Restricted Fund Balance			54	97,861	30				97,945
Committed Fund Balance:									
Dry Period Funding	31,505,366								31,505,366
Budget Stabilization		14,694,862							14,694,862
Workers' Compensation Claims		3,000,000							3,000,000
Capital Projects				5,570,099					5,570,099
Assigned Fund Balance:									
Other Assigned Fund Balance	48,866								48,866
Unassigned Fund Balance						76,945			76,945
<b>Total Fund Balance</b>	<b>31,554,232</b>	<b>17,694,862</b>	<b>54</b>	<b>5,905,960</b>	<b>30</b>	<b>76,945</b>	<b>33,356,262</b>	<b>-</b>	<b>88,588,346</b>
<b>Total Liabilities and Fund Equity</b>	<b>\$ 33,951,104</b>	<b>\$ 17,694,862</b>	<b>\$ 54</b>	<b>\$ 6,373,926</b>	<b>\$ 30</b>	<b>\$ 78,160</b>	<b>\$ 33,356,262</b>	<b>\$ 19,846,369</b>	<b>\$ 111,300,767</b>

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 \$599,288. Interest Rate 0.10% (Commercial Paper)

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT  
REVENUE (ALL FUNDS)  
FISCAL YEAR 2016-2017  
JULY 1, 2016 - FEBRUARY 28, 2017**

GL CODE	FISCAL YEAR COMPLETED: 66.67% DESCRIPTION	2013/2014	2014/2015	2015/2016	AMENDED	2016/2017
		ACTUAL REVENUE	ACTUAL REVENUE	ACTUAL REVENUE	2016/2017 BUDGET REVENUE	2016/2017 REALIZED REVENUE
<b>4100</b>	<b>TAXES</b>					
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
		<b>53,139,723</b>	<b>57,771,510</b>	<b>62,506,117</b>	<b>65,196,694</b>	<b>36,703,987</b>
<b>4200</b>	<b>INTERGOVERNMENTAL REVENUE</b>					
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	114,956
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
		<b>1,426,472</b>	<b>469,887</b>	<b>857,038</b>	<b>1,737,400</b>	<b>1,179,468</b>
<b>4300</b>	<b>CHARGES FOR SERVICE</b>					
4310	INSPECTION FEES	110,954	108,818	124,744	49,865	52,616
4315	PLAN REVIEW	524,155	596,692	657,804	574,377	483,925
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	3,000
4330	AMBULANCE SERVICES	2,937,305	3,125,236	3,344,200	3,282,824	2,207,910
4340	CPR CLASSES	800	370	360	568	400
4350	REPORTS/PHOTOCOPIES	21,555	6,749	9,976	7,000	10,312
		<b>3,662,306</b>	<b>3,990,623</b>	<b>4,217,032</b>	<b>3,983,846</b>	<b>2,759,229</b>
<b>4400</b>	<b>USE OF MONEY &amp; PROPERTY</b>					
4410	INVESTMENT EARNINGS	80,076	144,288	376,027	212,970	140,100
		<b>80,076</b>	<b>144,288</b>	<b>376,027</b>	<b>212,970</b>	<b>140,100</b>
<b>4500</b>	<b>RENTS, ROYALTIES AND COMMISSIONS</b>					
4510	RENT ON REAL ESTATE	242,098	75,059	45,958	70,876	41,871
		<b>242,098</b>	<b>75,059</b>	<b>45,958</b>	<b>70,876</b>	<b>41,871</b>
<b>4600</b>	<b>OTHER REVENUE</b>					
4610	DONATIONS/CONTRIBUTIONS	974	10	30	-	
4620	SALE OF PROPERTY	27,400	780,427	9,950	-	13,129
4640	MISCELLANEOUS REVENUE	97,560	139,755	99,201	-	9,948
		<b>125,934</b>	<b>920,192</b>	<b>109,181</b>	<b>-</b>	<b>23,077</b>
<b>4900</b>	<b>OTHER FINANCING SOURCES</b>					
4910	Debt proceeds	3,227,000	13,132,249	-	-	-
		<b>3,227,000</b>	<b>13,132,249</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>REVENUE TOTAL</b>	<b>\$61,903,609</b>	<b>\$76,503,809</b>	<b>\$68,111,352</b>	<b>\$71,201,786</b>	<b>\$40,847,731</b>



**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 - FEBRUARY 28, 2017**

FISCAL YEAR COMPLETED - 66.67%								
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	9,620	40,380	19%
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	2,578,184	951,624	73%
RADIO/ELECTRONIC EQUIPMENT	6230	-	302,557	1,234,044	424,567	88,824	335,743	21%
TOOLS & SUNDRY EQUIPMENT	6240	-	51,179	144,052	787,145	500,375	286,770	64%
AUTOS & TRUCKS	6250	766,968	27,376	-	892,814	187,912	704,902	21%
<b>TOTAL CAPITAL PROJECTS (FUND 300)</b>		<b>878,310</b>	<b>631,685</b>	<b>4,176,986</b>	<b>5,684,334</b>	<b>3,364,914</b>	<b>2,319,420</b>	<b>59%</b>
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	
<b>TOTAL FEDERAL GRANT CAPITAL PROJECTS (FUND 310)</b>		<b>1,614,884</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
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%
<b>TOTAL DEBT SERVICE (FUND 200)</b>		<b>5,823,531</b>	<b>10,521,303</b>	<b>1,797,866</b>	<b>1,796,937</b>	<b>1,533,894</b>	<b>263,043</b>	<b>85%</b>
OTHER SPECIAL DISTRICT EXPENDITURES	5286	1,000	1,000	1,000	0	0	0	0%
<b>TOTAL SRVF COMMUNITY FUND (FUND 400)</b>		<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>TOTAL - CAPITAL, EQUIPMENT, DEBT SERVICE, SRVF COMMUNITY &amp; FEDERAL GRANT FUND</b>		<b>\$8,317,724</b>	<b>\$11,153,988</b>	<b>\$5,975,852</b>	<b>\$7,481,271</b>	<b>\$4,898,808</b>	<b>\$2,582,463</b>	<b>65%</b>
* 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>								
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		
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		

## San Ramon Valley Fire Protection District

### OT Hours

#### Year-To-Year Comparison

3/15/17 10:25 AM

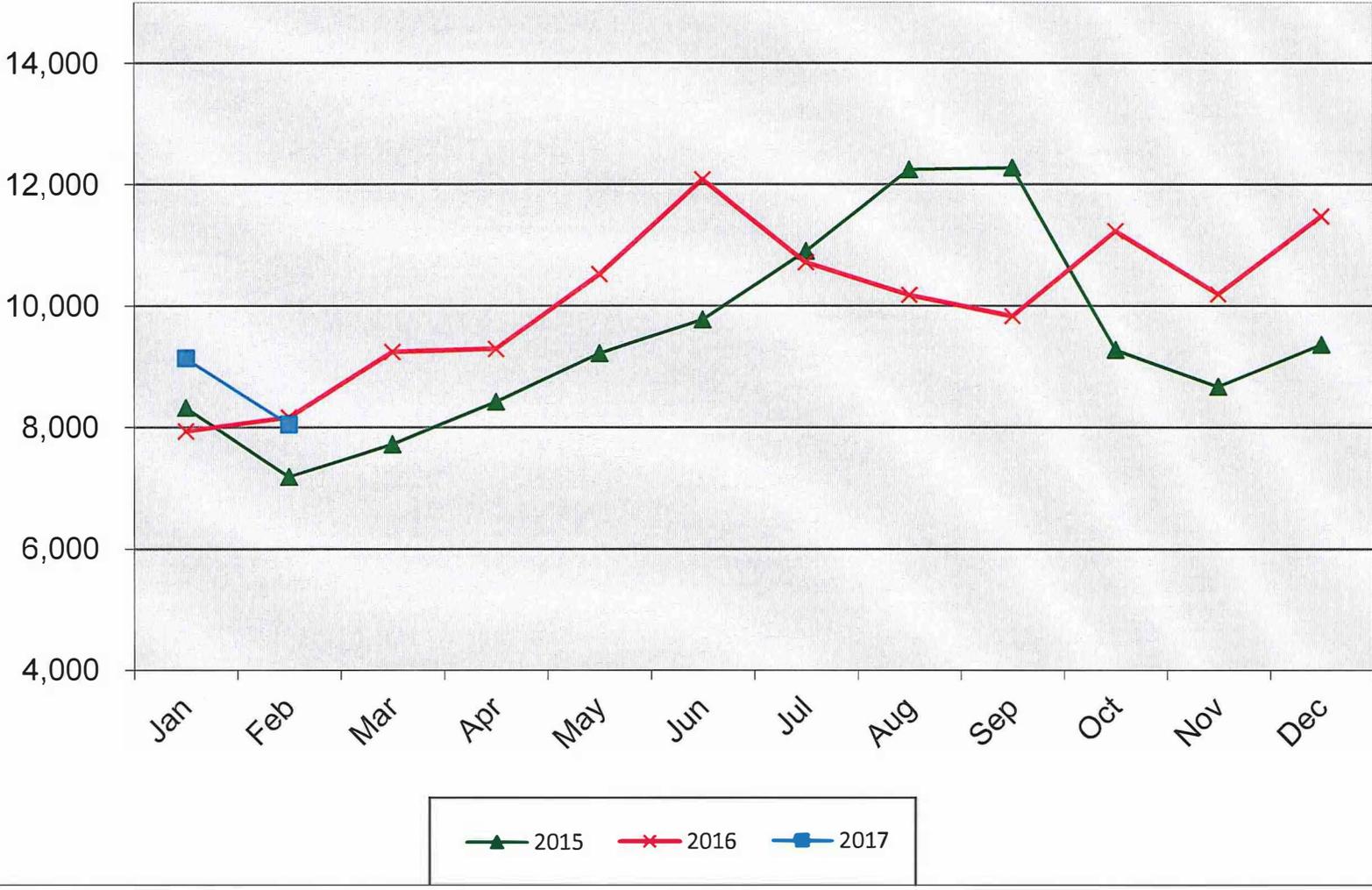
2015/16	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	TOTAL
Strike Team Backfill	118.00	1,489.25	985.00	96.00	0.00	0.00	0.00	0.00	2,688.25
Strike Team	118.00	1,489.25	985.00	96.00	0.00	0.00	0.00	0.00	2,688.25
Red Flag	0.00	38.00	0.00	48.00	0.00	0.00	0.00	0.00	86.00
Vacation Coverage	3,926.12	2,893.50	2,498.78	2,884.36	2,186.00	2,989.01	1,253.00	1,420.50	20,051.27
Sick Leave	1,464.50	1,835.50	1,558.72	1,552.39	1,276.00	1,578.57	1,286.00	1,670.75	12,222.43
Disability Leave (WC)	1,483.00	1,173.00	1,244.00	787.50	978.50	1,530.50	1,180.50	888.00	9,265.00
Training	79.50	154.50	740.25	58.50	197.50	110.75	474.50	466.50	2,282.00
Staffing Coverage*	3,720.13	3,168.00	4,262.25	3,749.75	4,027.75	3,148.67	3,744.75	3,720.50	29,541.80
<b>TOTAL</b>	<b>10,909.25</b>	<b>12,241.00</b>	<b>12,274.00</b>	<b>9,272.50</b>	<b>8,665.75</b>	<b>9,357.50</b>	<b>7,938.75</b>	<b>8,166.25</b>	<b>78,825.00</b>

2016/17	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	TOTAL
Strike Team Backfill	132.00	563.50	288.00	53.50	0.00	0.00	0.00	0.00	1,037.00
Strike Team	132.00	563.50	288.00	53.50	0.00	0.00	0.00	0.00	1,037.00
Red Flag	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Vacation Coverage	3,501.65	2,451.03	2,325.60	2,745.63	2,274.60	3,337.52	1,048.21	1,142.82	18,827.06
Sick Leave	1,503.98	1,131.50	1,474.50	1,859.75	980.25	1,178.50	1,804.20	1,476.32	11,409.00
Disability Leave (WC)	2,610.87	2,492.70	2,122.40	2,849.20	2,918.40	2,435.98	1,868.50	1,230.24	18,528.29
Training	78.00	118.75	335.75	528.50	603.50	410.75	415.25	192.50	2,683.00
Staffing Coverage*	2,763.75	2,867.97	3,001.50	3,147.17	3,422.50	4,119.50	4,000.34	4,007.87	27,330.60
<b>TOTAL</b>	<b>10,722.25</b>	<b>10,188.95</b>	<b>9,835.75</b>	<b>11,237.25</b>	<b>10,199.25</b>	<b>11,482.25</b>	<b>9,136.50</b>	<b>8,049.75</b>	<b>80,851.95</b>

Current (16/17) to Prior (15/16) Year Variances in OT									
OT Type	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	TOTAL
Strike Team Backfill	14.00	(925.75)	(697.00)	(42.50)	0.00	0.00	0.00	0.00	(1,651.25)
Strike Team	14.00	(925.75)	(697.00)	(42.50)	0.00	0.00	0.00	0.00	(1,651.25)
Red Flag	0.00	(38.00)	0.00	(48.00)	0.00	0.00	0.00	0.00	(86.00)
Vacation Coverage	(424.47)	(442.47)	(173.18)	(138.73)	88.60	348.51	(204.79)	(277.68)	(1,224.21)
Sick Leave	39.48	(704.00)	(84.22)	307.36	(295.75)	(400.07)	518.20	(194.43)	(813.43)
Disability Leave (WC)	1,127.87	1,319.70	878.40	2,061.70	1,939.90	905.48	688.00	342.24	9,263.29
Training	(1.50)	(35.75)	(404.50)	470.00	406.00	300.00	(59.25)	(274.00)	401.00
Staffing Coverage*	(956.38)	(300.03)	(1,260.75)	(602.58)	(605.25)	970.83	255.59	287.37	(2,211.20)
<b>Increase/(Decrease)</b>	<b>(187.00)</b>	<b>(2,052.05)</b>	<b>(2,438.25)</b>	<b>1,964.75</b>	<b>1,533.50</b>	<b>2,124.75</b>	<b>1,197.75</b>	<b>(116.50)</b>	<b>2,026.95</b>

\*Note - Staffing Coverage includes: Meetings, Public Events, Emergencies, Recalls, Investigations, etc.

### Total Overtime Hours by Month January 2015-February 2017



# Overtime Assignment Summary Report

2/1/2017 Through 2/28/2017

**WORK CODE: 1 STAFFING**

<b>ASSIGNMENT</b>	<b>Time Worked</b>	<b>Time Paid</b>
101 HOLD OVER FOR CALL	13.30	15.25
103 MISC. STAFFING COVE	7371.17	7371.25
107 LATE/STA. MOVE COVE	8.41	11.00
199 MID SHIFT RECALL	33.00	33.00
<b>Total All Assignments This Work Type:</b>	<b>7,425.88</b>	<b>7,430.50</b>

**WORK CODE: 2 TRAINING**

<b>ASSIGNMENT</b>	<b>Time Worked</b>	<b>Time Paid</b>
202 ADMIN SKILLS TRAINI	9.00	9.00
203 FIRST AID / CPR	2.50	2.50
209 RESCUE TRAINING	20.50	20.50
210 HAZ-MAT TRAINING	112.50	112.50
214 PARAMEDIC - CONT ED	48.00	48.00
<b>Total All Assignments This Work Type:</b>	<b>192.50</b>	<b>192.50</b>

# Overtime Assignment Summary Report

2/1/2017 Through 2/28/2017

WORK CODE: 3		ASSIGNMENTS	
ASSIGNMENT		Time Worked	Time Paid
301	MEETINGS/PROJECT DE	30.75	30.75
302	OFC WORK/REPORT WR	30.75	30.75
308	STRIKE TEAM/OES ASSI	2.00	2.00
315	RECRUITMENT INTERN	276.00	276.00
317	RECRUITMENT EXTER	21.50	21.50
320	PUBLIC EVENTS	4.00	4.00
321	FP REIMBURSED OVER	13.50	13.50
340	PROJECT WORK	45.42	45.50
<b>Total All Assignments This Work Type:</b>		<b>423.92</b>	<b>424.00</b>
WORK CODE: 7		EMERGENCY	
ASSIGNMENT		Time Worked	Time Paid
700	EMERGENCY RECALL	2.68	2.75
<b>Total All Assignments This Work Type:</b>		<b>2.68</b>	<b>2.75</b>
<b>Report Grand Total:</b>		<b>8,044.98</b>	<b>8,049.75</b>

# Overtime Summary Report

2/1/2017 Through 2/28/2017

<b>WORK CODE:</b>		<b>Time Paid</b>
1	STAFFING	7,430.50
2	TRAINING	192.50
3	ASSIGNMENTS	424.00
7	EMERGENCY	2.75
	<b>Report Grand Total:</b>	<b>8,049.75</b>

**GOOD OF THE ORDER**