

**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, November 15, 2017 – 1:00 p.m.

*Donald Parker ~ Board President
Chris Campbell, Board Vice-President ~ H. Jay Kerr, Director
Matthew J. Stamey, Director ~ Dominique Yancey, Director*

~MISSION STATEMENT~

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

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

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 demand register for the period October 16, 2017 through November 5, 2017 in the amount of \$661,332.54.
- 5.2 Approve the Board minutes from the Regular October 25, 2017 Regular Board Meeting and District Counsel’s Report Upon Return from Closed Session from October 25, 2017.
- 5.3 Approval of purchase of seven (7) FST A2000 Aerosolized Extinguisher Units in an amount not to exceed \$3,808.06.

- 5.4 Authorization to pay invoice from WATTCO for Upfitting two command vehicles in the amount of \$77,775.56.
- 5.5 Authorization for purchase of three (3) Thermal Imaging Cameras from L.N. Curtis in the amount of \$29,147.00.
- 5.6 Approval of lease payment in the amount of \$262,042.26 to Bank of the West for Vehicle Lease #4 (3 Type 1 Engines, 4 Type 3 Engines, 2 Ambulances).
- 5.7 **Personnel Actions:**
New Hires:
 1. Confirmation of Employment (Cynthia Jackson, Permit Technician). Approve staff's recommendation to hire Cynthia Jackson at Step 1, effective November 1, 2017.
 2. Confirmation of Employment (Juan Pedreno, temporary, part-time Geographic Information Systems (GIS) Analyst). Approve staff's recommendation to hire Juan Pedreno at \$45.00 per hour; effective November 6, 2017.

6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

7. OLD BUSINESS

- 7.1 Approval of purchase of twelve (12) Physio-Control LP-15 Monitor/Defibrillators in an amount not to exceed \$365,000.

8. NEW BUSINESS

- 8.1 Approval of reclassification of Human Resources Generalist from "Non-Exempt" to "Exempt" including 40 hours of paid administrative leave as part of the compensation package.
- 8.2 Approval of Resolution No.2017-11 authorizing the Initiation of Proceedings to Enter into a Financing Lease to Finance Equipment.
- 8.3 Approval of purchase of Ballistic Protective Equipment in an amount not to exceed \$45,000.

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
Communication 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 CSDA Update – Finance Controller Koran

12. UPCOMING CALENDAR OF EVENTS

Thursday and Friday, November 23 and 24, 2017 – Thanksgiving Holiday, District offices closed.

Thursday, December 7, 2017 – San Ramon Chamber of Commerce Business and Community Awards Dinner, 5:30 p.m., Bridges Golf Club.

Thursday, December 14, 2017 – Assemblywoman Catherine Baker Holiday Open House 6-8 p.m.

Wednesday, December 20, 2017 – Monthly Board Meeting, 1:00 p.m.

Tuesday and Wednesday, December 25 and 26, 2017 – Christmas Holiday, District offices closed.

13. CLOSED SESSION

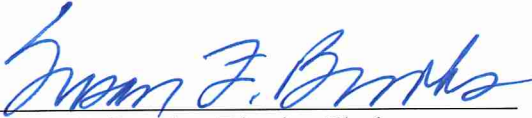
- 13.1 Possible exposure to litigation (3 matters) pursuant to Government Code Section 54956.9(d)(2).
Facts and circumstances that might result in litigation need not be disclosed.

14. RETURN TO OPEN SESSION

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

16. ADJOURNMENT TO THE NEXT REGULARLY SCHEDULED BOARD MEETING AT 1:00 P.M. WEDNESDAY, DECEMBER 20, 2017 IN THE BOARDROOM.

Prepared by:


Susan F. Brooks, District Clerk

Agenda posted on November 9, 2017 at the District's Administration Building, Fire Stations 30, 31, 32, 33, 34, 35, 36, 37, 38 and 39 and the San Ramon Valley Fire Protection District's website at www.firedepartment.org.

The San Ramon Valley Fire Protection District ("District"), in complying with the Americans with Disabilities Act ("ADA"), requests individuals who require special accommodations to access, attend and/or participate in District board meetings due to a disability, including but not limited to American Sign Language interpreters, assistive listening devices, transportation to and from the meeting site or other accommodations, may be requested by calling (925) 838-6661 no later than 72 hours in advance of the scheduled meeting time. In compliance with Government Code Section 54957.5, non-exempt writings that are distributed to a majority or all of the Board in advance of a meeting, may be viewed at 1500 Bollinger Canyon Road, San Ramon, California or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact the District Clerk at (925) 838-6661.

CONSENT ITEMS

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Check/Voucher Register

From 10/16/2017 Through 11/5/2017

Check Number	Check Date	Payee	Check Amount	Transaction Description
219024	11/2/2017	ACC BUSINESS	1,185.00	Ethernet Access Cost 9/11/17-10/10/17
10/19/17-01	10/19/2017	ALL STAR FIRE EQUIPMENT INC	410.27	Replacement SCBA Mask Bags (20)
11/02/17-01	11/2/2017	ALL STAR FIRE EQUIPMENT INC	573.73	Webgear (5)-Academy
11/02/17-02	11/2/2017	ALL STAR FIRE EQUIPMENT INC	2,435.63	Helmets (9)-Academy
218935	10/26/2017	AM PM LOCKSMITH	519.60	Combo Keys (2)/Non-FOB Auto Keys-Unit 355
219011	10/31/2017	AMAZON COM CREDIT SERVICES	145.49	Misc. Ofc Supplies/Cork Boards-New Stn 32
218881	10/19/2017	ANNE KOPP PH D	3,150.00	Psychological Screening-FF/PM Recruitment
218936	10/26/2017	B AND C TRUCK PARTS INC	87.63	Master Disconnect Switch-Unit 678
218937	10/26/2017	B AND C TRUCK PARTS INC	127.15	Radial Seal Outlet-Fleet Shop
218938	10/26/2017	B AND C TRUCK PARTS INC	434.07	Headlight Repairs-Unit 527
218939	10/26/2017	BAY AREA AIR QUALITY MGMT DIST	571.00	Admin Permit Renewal Fee-Standby Generator Set 11/17-11/19
218940	10/26/2017	BAY AREA AIR QUALITY MGMT DIST	571.00	Stn 31 Permit Renewal Fee-Standby Generator Set 11/17-11/19
218941	10/26/2017	BENEFIT ADMINISTRATION CORP	150.00	Section 125 Plan Admin Fees-9/17
219012	10/31/2017	BLACKHAWK MUSEUM	52.00	Inspection Fee Refund-IN7792017
218942	10/26/2017	BRANDON J EYNCK	421.05	Reimb-Educ Assist-Registration/Books-Instructor 1
219013	10/31/2017	BRYAN COLLINS	3,058.58	415 Limit Replacement Benefits-11/1/17
218943	10/26/2017	BUCHANAN AUTO ELECTRIC INC	326.25	Rebuild Starter-Unit 520
218944	10/26/2017	BURNS TRUCK AND TRAILER	479.83	R&R Starter/90-day Bit Inspection-Unit 520
219014	10/31/2017	BURNS TRUCK AND TRAILER	1,965.89	Clean DPF Repair Doser Valve Boost Sensor/Align-Unit 529
219025	11/2/2017	CA SPECIAL DISTRICTS ASSOCIATION	65.00	Required Ethics AB1234 Webinar Trng-Director Parker 11/8/17
219026	11/2/2017	CALIFORNIA PRINTER REPAIR INC	146.81	Finance Printer Repairs
218945	10/26/2017	CALIFORNIA UST SERVICES	608.83	Unleaded Dispenser Repairs/Install Rebuilt Kit-Stn 38
Wire 10/24/17	10/24/2017	CaPERS CERBT (OPEB)	257,949.00	FY 17/18 OPEB Contribution Prefunding-October 2017
218882	10/19/2017	CAPITAL ONE COMMERCIAL	753.60	Electrolyte Sports Drink (40 Cases)
219015	10/31/2017	CAPITOL CLUTCH AND BRAKE INC	296.75	Brake Disc Pad Kit-Mechanic Shop
218946	10/26/2017	CASEY GOOD	210.00	Reimb-Training Site Clean-Up Dump Run
218883	10/19/2017	CASH AND CARRY WAREHOUSE	94.97	Misc. Kitchen Supplies-New Stn 32
219027	11/2/2017	CCC DEPT OF INFO TECH	1,152.00	Telecommunication Services/Radio Services-9/17
219016	10/31/2017	CHRISTOPHER C SUTER	26,416.12	415 Limit Replacement Benefits-11/1/17
218947	10/26/2017	CINTAS CORPORATION	38.53	Stn 30 Carpet Runners/Mechanics Coverall Clean Fee-8/2/17
218948	10/26/2017	CINTAS CORPORATION	40.39	Stn 30 Carpet Runners/Mechanics Coverall Clean Fee-10/11/17
219028	11/2/2017	CLIFFORD SCOTT BUXTON	1,575.00	CERT Instructor (52.5 hours) 9/16/17-10/16/17
	11/2/2017	CLIFFORD SCOTT BUXTON	139.28	Reimb-Battery Charger/4-Cross Band Repeater Battery-CERT
	11/2/2017	CLIFFORD SCOTT BUXTON	255.39	Reimb-Meals-CERT Weekend/CERT Drill
218884	10/19/2017	COMCAST	309.48	Admin Cable Service/High-Speed Internet 10/17/17-11/16/17
218885	10/19/2017	COMCAST	146.08	Stn 35 High Speed Internet 10/8/17-11/7/17
218886	10/19/2017	COMCAST	236.08	New Stn 32 High Speed Internet 10/6/17-11/5/17
218887	10/19/2017	COMCAST	146.08	Stn 39 High Speed Internet 10/9/17-11/8/17
218888	10/19/2017	COMCAST	146.08	Stn 34 High Speed Internet 10/15/17-11/14/17
219029	11/2/2017	COMCAST	176.03	Stn 33 Cable Service 11/1/17-11/30/17

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219030	11/2/2017	COMCAST	240.44	Stn 33 Cable Service 10/26/17-11/25/17
219031	11/2/2017	COMCAST	190.28	Stn 33 Cable Service 11/1/17-11/30/17
219032	11/2/2017	COMCAST	106.08	Alamo Webcam High-Speed Internet 10/27/17-11/26/17
219033	11/2/2017	COMCAST	151.08	Stn 31 High-Speed Internet 10/23/17-11/22/17
219034	11/2/2017	COMCAST	206.92	Stn 35 Cable Service 10/27/17-11/26/17
219035	11/2/2017	COMCAST	171.50	Training Site High Speed Internet/Cable Svc 10/26-11/25/17
219036	11/2/2017	COMCAST	241.13	Stn 36 Cable Service 10/26/17-11/25/17
219037	11/2/2017	COMCAST	292.16	Stn 32 (Old) High-Speed Internet 9/18/17-11/17/17
219038	11/2/2017	COMCAST	146.08	Stn 30 High-Speed Internet 10/30/17-11/29/17
219039	11/2/2017	COMCAST	175.23	Stn 34 Cable Service 10/27/17-11/26/17
219040	11/2/2017	COMCAST	221.86	Stn 38 Cable Service 10/27/17-11/26/17
218889	10/19/2017	CONCERN EAP	2,575.65	Employee Assistance Premium-10/17
219041	11/2/2017	CONTRA COSTA P AND S	194.85	Stn 33 Car Wash Supplies-Wash/Wax Soap
218890	10/19/2017	COSCO FIRE PROTECTION INC	3,810.00	Annual Fire Sprinkler Inspection-All Stations/Admin
219017	10/31/2017	CRAIG BOWEN	28,749.01	415 Limit Replacement Benefits-11/1/17
219042	11/2/2017	CRANGLE REPORTING SERVICES	1,072.40	Deposition Transcripts Certified Copy-Incident #16-5244
	11/2/2017	CRANGLE REPORTING SERVICES	75.00	Deposition Transcripts Postage/Handling-Incident #16-5244
218949	10/26/2017	CREATIVE SUPPORTS INC	3,931.71	Dorm Tables/Lights/Desk Lights-New Stn 32
219018	10/31/2017	CUMMINS PACIFIC LLC	1,496.12	Inspect/Repair Engine Miss/Rough Start/Fuel Smell-Unit 509
219019	10/31/2017	CYTOSPORT INC	374.40	Cytomax Hydration Supplement (5 Cases)
218891	10/19/2017	DANIEL GRIFFIN	148.75	Reimb-ACLS Recertification
219043	11/2/2017	DANIELLE BELL	107.06	Reimb-Gasoline/Meals-Strike Team Deployment
	11/2/2017	DANIELLE BELL	38.79	Reimb-Ice-Urban Shield/Solar Cell Charger Giveaways
218950	10/26/2017	DAVID GARCIA	200.00	Reimb-Paramedic Recertification
218951	10/26/2017	DELL MARKETING LP	628.76	Dell Monitors (4)-BC Office
219044	11/2/2017	DENALECT ALARM COMPANY INC	92.00	Fixed Mainframe Bad Data Wire/Reset Alarm System-Admin
219020	10/31/2017	DENTONIS WELDING WORKS INC	1,825.18	Broken Leaf Spring Repair/Align-Unit 706
218952	10/26/2017	DIAMOND SHARP EQUIPMENT CENT...	17.57	Spark Plug Boot-Hurst Tool Power Unit-Fleet Shop
218953	10/26/2017	DIAMOND SHARP EQUIPMENT CENT...	3.27	Generator Fuel Filter-Unit 509
218892	10/19/2017	DIRECTV	57.99	Cable Service 10/12/17-11/11/17
11/02/17-03	11/2/2017	DON HOMAN	25.00	Water Tank Lease-11/1/17
218954	10/26/2017	DUBLIN CHEVROLET INC	7.24	Gaskets-Unit 706
218955	10/26/2017	DUBLIN CHEVROLET INC	132.23	Water Sensors-Unit 628
218956	10/26/2017	DUBLIN CHEVROLET INC	233.66	Headlamp-Unit 708
218957	10/26/2017	DUBLIN CHEVROLET INC	63.07	Left Front Blinker Lens-Unit 704
218958	10/26/2017	DUBLIN CHEVROLET INC	1,949.69	Coolant Leak Repairs/Replace Radiator/Hoses-Unit 704
218959	10/26/2017	DUBLIN CHEVROLET INC	4,088.95	Brake/Driver Seat/Window Repairs/Clean Exhaust Fluid-# 706
219045	11/2/2017	DUBLIN CHEVROLET INC	495.60	Replaced Damaged Front Grill-Unit 704
218893	10/19/2017	DUBLIN SAN RAMON SERVICES DIST...	59.73	Stn 30 Fireline Water Service 8/15-10/14/17
218894	10/19/2017	DUBLIN SAN RAMON SERVICES DIST...	236.33	Stn 30 Water Service (Meter 1.0) 8/15-10/14/17

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218895	10/19/2017	EBMUD	1,010.90	Stn 33 Water Service (Meter 5/8) 8/8/17-10/4/17
218896	10/19/2017	EBMUD	234.58	Stn 33 Water Service (Meter 4.0) 8/8/17-10/4/17
218960	10/26/2017	EBMUD	89.92	New Stn 32 Water Service (Meter 4.0) 8/21/17-9/13/17
219046	11/2/2017	EBMUD	697.17	New Stn 32 Water Service (Meter 5/8) 9/13/17-10/19/17
219047	11/2/2017	EBMUD	194.75	New Stn 32 Water Service (Meter 4.0) 9/13/17-10/19/17
219048	11/2/2017	EBMUD	234.58	Stn 35 Water Service (Meter 4.0) 8/17/17-10/17/17
219049	11/2/2017	EBMUD	2,537.86	Stn 35 Water Service (Meter 1.0) 8/17/17-10/17/17
219050	11/2/2017	EBMUD	423.73	Stn 39 Water Service (Meter 1.0) 8/24/17-10/25/17
219051	11/2/2017	EBMUD	234.58	Stn 39 Water Service (Meter 4.0) 8/24/17-10/25/17
219052	11/2/2017	EBMUD	139.78	Stn 39 Water Service (Meter 1.0) 8/24/17-10/25/17
219053	11/2/2017	EBMUD	168.16	New Stn 32 Water Service (Meter 1.0) 8/21/17-10/19/17
218897	10/19/2017	ECMS INC	87.58	EMS Coat Patch Services-Academy
218898	10/19/2017	ED JONES COMPANY INC	58.47	Name Bar-Marhenke
219054	11/2/2017	ED JONES COMPANY INC	378.72	Name Bars (8)
219055	11/2/2017	ED JONES COMPANY INC	45.47	Name Bar-Bartusch
218899	10/19/2017	EDITH FARRELL	130.00	HeartSafe Instructor-Gale Ranch Middle School 10/16/17
10/19/17-02	10/19/2017	EFAX CORPORATE	119.80	eFax Usage-9/17
219056	11/2/2017	ELECTRONIC INNOVATIONS INC	9,784.00	Final Billing-New Security Gate Installation Fee-Stn 36
218900	10/19/2017	ENTERPRISE FM TRUST	4,457.47	Monthly Fleet Lease Payment (9) 9/1/17-9/30/17
218961	10/26/2017	ENTERPRISE RENT A CAR	2,427.69	Strike Team Car Rental-8/22/17-9/26/17
219057	11/2/2017	ETHER WEB NETWORK LLC	75.00	Wireless Internet Service-3 Months
218962	10/26/2017	EVALS LLC	3,300.00	EVALS Enterprise License Subsc Fee/Implementation/Trg
219058	11/2/2017	FIRECOM INC	2,788.18	Apparatus Intercom/Radio Transmit Headsets (10)
219059	11/2/2017	G RO SOLUTIONS LLC	300.00	CERT Instructor (10.0 hours) 9/15/17-9/23/17
218901	10/19/2017	GALLS LLC	45.05	Uniform Belt-Suppression
218902	10/19/2017	GALLS LLC	45.05	Uniform Belt-Volunteer FF
219060	11/2/2017	GLOBALSTAR USA	50.29	Satellite Phone Service-EOC 10/17
219061	11/2/2017	GLOBALSTAR USA	360.22	Satellite Phone Service (6)-10/17
218903	10/19/2017	GOOGLE INC	214.19	Google Apps Usage-September 2017
218963	10/26/2017	HAVE AIR WILL TRAVEL INC	1,275.85	Svc Call/New Tires (4)/Mounts/Dismounts-Unit 322
10/26/17-01	10/26/2017	HI TECH EMERGENCY VEHICLE SVC	160.44	Hurst Tool Oil-Training/Polycarbonate Tube-Unit 658
10/26/17-02	10/26/2017	HI TECH EMERGENCY VEHICLE SVC	2,481.39	Electrical Issue Repairs-Unit 678
10/26/17-03	10/26/2017	HI TECH EMERGENCY VEHICLE SVC	2,962.61	Annual Hurst Tool Service-Stn 34
11/02/17-04	11/2/2017	HI TECH EMERGENCY VEHICLE SVC	2,400.96	Foam Pro Controllers (2)-Unit 529/Fleet Shop
218905	10/19/2017	HOME DEPOT CREDIT SERVICES	182.94	Dewalt 20v Brushless Blower-New Stn 32
	10/19/2017	HOME DEPOT CREDIT SERVICES	968.76	Forcible Entry/Small Engine/VEIS Trg Supplies-Academy 2017-1
	10/19/2017	HOME DEPOT CREDIT SERVICES	413.52	Hose Bed Prop Building Supplies-Academy
	10/19/2017	HOME DEPOT CREDIT SERVICES	141.02	Lightbulbs/Woods For Forcible Entry Project-Stn 39
	10/19/2017	HOME DEPOT CREDIT SERVICES	1,264.87	Misc. Supplies Trench Rescue Technician Class-Academy 2017-1
	10/19/2017	HOME DEPOT CREDIT SERVICES	324.20	Misc. Supplies-Academy 2017-1

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	10/19/2017	HOME DEPOT CREDIT SERVICES	141.52	Misc. Tools-Flat Bed Decking Project
	10/19/2017	HOME DEPOT CREDIT SERVICES	114.58	Misc. Tools-Training Site
	10/19/2017	HOME DEPOT CREDIT SERVICES	24.40	Misc. Trench Class Supplies-Academy 2017-1
	10/19/2017	HOME DEPOT CREDIT SERVICES	29.13	Misc. Trench Rescue Supplies-Academy 2017-1
	10/19/2017	HOME DEPOT CREDIT SERVICES	32.41	Night Lights-Admin Workout Room
	10/19/2017	HOME DEPOT CREDIT SERVICES	8.38	Painters Touch 2x Flat Paint-Stn 35
	10/19/2017	HOME DEPOT CREDIT SERVICES	70.41	Pipes For Pull-Up Bar-Stn 38
	10/19/2017	HOME DEPOT CREDIT SERVICES	86.54	Rubbermaid 60-Qt Wheeled Coolers-Admin
	10/19/2017	HOME DEPOT CREDIT SERVICES	54.04	Vehicle Recovery Straps-USAR 134
10/19/17-03	10/19/2017	HUNT AND SONS INC	556.67	Stn 34 Unleaded/Diesel Fuel-10/13/17
10/19/17-04	10/19/2017	HUNT AND SONS INC	2,429.45	Stn 38 Unleaded Fuel-10/13/17
10/26/17-04	10/26/2017	HUNT AND SONS INC	920.69	Stn 39 Diesel Fuel-10/17/17
10/26/17-05	10/26/2017	HUNT AND SONS INC	1,084.12	Stn 30 Unleaded/Diesel Fuel-10/17/17
10/26/17-06	10/26/2017	HUNT AND SONS INC	1,547.93	Stn 31 Unleaded/Diesel Fuel-10/17/17
10/26/17-07	10/26/2017	HUNT AND SONS INC	509.36	Stn 35 Diesel Fuel-10/17/17
10/26/17-08	10/26/2017	HUNT AND SONS INC	1,078.23	Stn 36 Unleaded/Diesel Fuel-10/17/17
10/26/17-09	10/26/2017	HUNT AND SONS INC	1,734.79	Stn 34 Unleaded/Diesel Fuel-10/20/17
10/26/17-10	10/26/2017	HUNT AND SONS INC	2,128.32	Stn 38 Unleaded Fuel-10/20/17
11/02/17-05	11/2/2017	HUNT AND SONS INC	2,154.56	Stn 34 Unleaded/Diesel Fuel-10/27/17
11/02/17-06	11/2/2017	HUNT AND SONS INC	1,997.72	Stn 31 Unleaded/Diesel Fuel-10/30/17
218964	10/26/2017	INNOVATIVE CLAIM SOLUTIONS	7,259.92	Workers' Compensation Claim Admin Fees-11/1/17-11/30/17
218906	10/19/2017	IRON MOUNTAIN	424.50	Off-Site Backup Media Storage Fee-9/17
219062	11/2/2017	ISINGS CULLIGAN	89.58	Stn 31 Drinking Water Service-10/17
219063	11/2/2017	ISINGS CULLIGAN	61.09	Stn 30 Drinking Water Service-10/17
218965	10/26/2017	JAMES MARTIN	200.00	Reimb-Paramedic Recertification
219064	11/2/2017	JAY KERR	393.49	Reimb-Lodging/Toll-Incidents Involving Animals Conf 10/21-22
	11/2/2017	JAY KERR	72.55	Reimb-Mileage-Incidents Involving Animals Conf 10/21-10/22
218907	10/19/2017	JEAN GAUTHIER	372.50	Viking Hood Range Light Replacement-Stn 34 Oven/Range
219065	11/2/2017	JEAN GAUTHIER	75.00	Broken Dishwasher Repair vs. Purchase Comparison-Stn 31
	11/2/2017	JEAN GAUTHIER	75.00	Broken Dishwasher Repair vs. Purchase Comparison-Stn 39
219066	11/2/2017	JEFFREY BRESHER	900.00	2017 Medical Plan Opt Out 10/17-12/17
218908	10/19/2017	JEFFREY HO	175.00	Reimb-ACLS Recertification
218966	10/26/2017	JOHN D YOUNGBLOOD	80.48	Reimb-Mileage/Bridge Toll-HazMat Class 10/11-10/12/17
219067	11/2/2017	JONAS AGUIAR	95.88	Reimb-Lunch (12 Instructors)-MOTCO Live Fire Burn
219068	11/2/2017	JONATHAN A SINCLEAR	170.13	Reimb-Mileage-Deposition Meeting 10/21/17 & 10/27/17
218967	10/26/2017	JOSEPH P FARRELL	130.00	HeartSafe Instructor-Gale Ranch Middle School 10/16/17
218909	10/19/2017	JULIA DU	130.00	HeartSafe Instructor-Gale Ranch Middle School 10/16/17
218968	10/26/2017	KJ HART ELECTRIC AND SON INC	1,099.25	Install Break-Away Power Plugs/Electrical Work/Parts-Stn 32
218969	10/26/2017	KJ HART ELECTRIC AND SON INC	1,786.85	Run Power To Bunker/Install Light/Parts-Stn 30 Mechanic Shop
219069	11/2/2017	KJ HART ELECTRIC AND SON INC	1,267.75	Replace Shore Power Drops/Parts-Stn 39 App Bay

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Check/Voucher Register

From 10/16/2017 Through 11/5/2017

<u>Check Number</u>	<u>Check Date</u>	<u>Payee</u>	<u>Check Amount</u>	<u>Transaction Description</u>
218910	10/19/2017	KRISTINE M FUHRIMAN	130.00	HeartSafe Instructor-Gale Ranch Middle School 10/16/17
219070	11/2/2017	L ERICK HUBBARD	8.66	Reimb-Station to Station Mileage
218911	10/19/2017	L N CURTIS AND SONS	(193.77)	Credit-Station Boots-Barsi
	10/19/2017	L N CURTIS AND SONS	3,065.64	Yellow NITR Hose (6)-Station Supplies
218912	10/19/2017	L N CURTIS AND SONS	675.48	Academy Class A Uniform Shirt/Pants-Suter Jr.
218913	10/19/2017	L N CURTIS AND SONS	2,533.29	Turnout Coat/Pants-McIntyre
218914	10/19/2017	L N CURTIS AND SONS	549.91	Class B Uniform Shirts (5)-Garcia/Bower/Price
218915	10/19/2017	L N CURTIS AND SONS	408.10	Class B Uniform Shirts (4)-McIntyre
218916	10/19/2017	L N CURTIS AND SONS	514.19	Uniform Pants (5)-Alaga/Sean Carrillo
218917	10/19/2017	L N CURTIS AND SONS	581.30	Academy Boots (3)-Bower/Price/Alaga
218970	10/26/2017	L N CURTIS AND SONS	280.37	Station Boots-Corrie
218971	10/26/2017	L N CURTIS AND SONS	238.15	Uniform Shirts (2)-McIntyre
218972	10/26/2017	L N CURTIS AND SONS	223.00	Uniform Shirt/Pants-Jim Martin
218973	10/26/2017	L N CURTIS AND SONS	483.88	Uniform Pants (2)-Reserves/Station Boots-Academy
218974	10/26/2017	L N CURTIS AND SONS	480.63	Wildland Coat/Pants-Reserve FF Suter
218975	10/26/2017	L N CURTIS AND SONS	2,533.29	Structure Coat/Pants-Reserve FF Suter
219071	11/2/2017	L N CURTIS AND SONS	1,315.24	Structure Gloves (15)/Gloves Straps (15)
218918	10/19/2017	LARRY FONG	130.00	HeartSafe Instructor-Gale Ranch Middle School 10/16/17
218919	10/19/2017	LAURA CARSON	130.00	HeartSafe Instructor-Gale Ranch Middle School 10/16/17
218976	10/26/2017	LIEBERT CASSIDY WHITMORE	5,565.00	Professional Services-General 9/30/17
218977	10/26/2017	LIEBERT CASSIDY WHITMORE	105.00	Professional Services-9/30/17
218978	10/26/2017	LIEBERT CASSIDY WHITMORE	728.00	Professional Services-9/30/17
218979	10/26/2017	LIEBERT CASSIDY WHITMORE	805.00	Professional Services-9/30/17
218980	10/26/2017	LIEBERT CASSIDY WHITMORE	960.00	Professional Services-9/30/17
218981	10/26/2017	LIEBERT CASSIDY WHITMORE	210.00	Professional Services-9/30/17
219072	11/2/2017	LIVERMORE DUBLIN DISPOSAL	616.88	Stn 38 Garbage Service-10/17
219073	11/2/2017	LIVERMORE DUBLIN DISPOSAL	422.92	Stn 34 Garbage Service-10/17
219074	11/2/2017	LIVERMORE DUBLIN DISPOSAL	249.91	Stn 39 Garbage Service-10/17
219075	11/2/2017	LIVERMORE DUBLIN DISPOSAL	249.91	Stn 30 Garbage Service-10/17
218920	10/19/2017	M AND L OVERHEAD DOORS	395.00	Rear Garage Door Temporary Repairs-Training Site
218921	10/19/2017	M AND L OVERHEAD DOORS	225.00	Programmed Multiple Linear DT3+1/DT2 Radio Transmit Remotes
218982	10/26/2017	M AND L OVERHEAD DOORS	1,875.41	Spring Tension Repairs/Replace Sfty Edge-Stn 38 App Bay Door
218983	10/26/2017	MATT STAMEY	112.36	Reimb-Mileage-CSDA Annual Conference 9/25-9/28/17
219076	11/2/2017	MATT STAMEY	474.46	Reimb-Lodging/Meal-Annual CSDA Conf 9/25-9/28/17
10/26/17-11	10/26/2017	MAXIM SERVICES	2,055.00	Admin Cleaning Service-10/17
218984	10/26/2017	MEYERS NAVE PROFESSIONAL LAW ...	195.00	Prof Svcs-General Labor & Employment Services
219021	10/31/2017	MICHAEL A SYLVIA	24,809.27	415 Limit Replacement Benefits-11/1/17
218922	10/19/2017	MICHAEL SIMAO	130.00	HeartSafe Instructor-Gale Ranch Middle School 10/16/17
218985	10/26/2017	MICKEY BENKO	120.00	Svc Call/Replace Deadbolt Strike Plate-Stn 39 Ofc Bldg
218986	10/26/2017	MILE-X EQUIPMENT INC	3,942.00	Federal Mandate TSI Oil Filter Crusher-Mechanic Shop

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Check/Voucher Register

From 10/16/2017 Through 11/5/2017

Check Number	Check Date	Payee	Check Amount	Transaction Description
218987	10/26/2017	MORGANS MASONRY SUPPLY	371.30	Top Sand (2-yards)/80 Burlap Sacks-Stn 38 Sand Bag Refill
10/19/17-05	10/19/2017	NOB HILL CLEANERS INC	96.00	Patch On Uniform Shirts (12)-Suppression/Academy
10/19/17-06	10/19/2017	NOB HILL CLEANERS INC	24.00	Patch On Uniform Shirts (3)
10/19/17-07	10/19/2017	NOB HILL CLEANERS INC	24.00	Patch On Uniform Shirts (3)
218923	10/19/2017	OFFICE DEPOT	7.35	Office Supplies
218924	10/19/2017	OFFICE DEPOT	171.98	Office Supplies
218925	10/19/2017	OFFICE DEPOT	37.64	Office Supplies
218988	10/26/2017	OFFICE DEPOT	100.45	Label Machine-Admin
219077	11/2/2017	OFFICE DEPOT	(100.45)	Credit-Admin Label Machine
	11/2/2017	OFFICE DEPOT	215.18	Office Supplies
219078	11/2/2017	OFFICE DEPOT	266.79	Office/Kitchen Supplies
218989	10/26/2017	OREILLY AUTOMOTIVE INC	141.80	Blue DEF Exhaust Fluid/Light Socket-Mechanic Shop
	10/26/2017	OREILLY AUTOMOTIVE INC	(36.00)	Credit-Battery Core (2)
218990	10/26/2017	OREILLY AUTOMOTIVE INC	112.56	Brake Rotors (2)-Mechanic Shop
218991	10/26/2017	OREILLY AUTOMOTIVE INC	90.96	1-Qt Motor Oil (16)/20-Oz Auto Transmission Fluid (1)-Shop
218992	10/26/2017	ORKIN	76.13	New Stn 32 Pest Control Service-10/18/17
219079	11/2/2017	ORKIN	85.59	Stn 31 Pest Control Service-10/23/17
219080	11/2/2017	ORKIN	170.00	Stn 36 Pest Control Service-10/23/17
10/26/17-12	10/26/2017	PACHECO BROTHERS GARDENING L...	2,970.00	Tree Clean-Up Behind South Annex/Surrounding Area-Stn 31
10/26/17-13	10/26/2017	PACHECO BROTHERS GARDENING L...	2,131.00	Admin/Stn 38/Stn 30/Stn 35/Stn 31 Landscape Maint-10/17
219081	11/2/2017	PAUL TURNER	120.00	CERT Instructor (4.0 hours) 9/15/17
218926	10/19/2017	PETER C BENSON	10,800.00	EMS Medical Director-Consulting Services 9/17
218927	10/19/2017	PGE	1,278.34	Stn 36 Gas/Electric Service-10/17
219082	11/2/2017	PGE	17,120.54	Gas/Electric Service-10/17
218993	10/26/2017	PITNEY BOWES RESERVE ACCOUNT	500.00	Replenish Postage Reserve Account
10/26/17-14	10/26/2017	RAHUL MAHARAJ	1,102.50	EMS OCU Compliance Review Services (24.5 Hours)-9/17
11/02/17-07	11/2/2017	RESPONSIVE COMMUNICATION SER...	91.84	Bendix King Radio Repair-S/N 0410092
11/02/17-08	11/2/2017	RESPONSIVE COMMUNICATION SER...	126.57	Bendix King Radio Repair-S/N 0703178
219083	11/2/2017	RIAN G EVITT	82.13	Reimb-Candy/Lunch for Crew-Danville Fall Festival
219022	10/31/2017	RICHARD PROBERT	25,236.44	415 Limit Replacement Benefits-11/1/17
219084	11/2/2017	ROBERT SCOTT FULWOOD	8,736.62	ADPP Payment Less Dental/Vision/Life/EAP 10/1-10/31/17
219085	11/2/2017	SAFETY GLASSES USA INC	255.33	Crews Checklite AF Clear Lens (48)/Bifocal Sfty Glasses (48)
219086	11/2/2017	SAN MATEO REGIONAL NETWORK L...	415.00	FireDispatch.com CAD Interface/Radio Audio Streaming
219087	11/2/2017	SEAN ODWYER	175.00	Reimb-ACLS Recertification
218928	10/19/2017	SHAWN RICHARDSON	130.00	HeartSafe Instructor-Gale Ranch Middle School 10/16/17
219088	11/2/2017	SKYHAWK PHOTOGRAPHY	246.00	Pre-Incident Aerial Survey/Preplans-Plan 103 Alamo Plaza
218994	10/26/2017	SMILE BUSINESS PRODUCTS INC	300.66	Training Copier Annual Contract-9/1/17-9/30/17
219089	11/2/2017	SONIA MARTYN	588.25	Reimb-Food/Snacks/Meals/Supplies-FF/PM Testing/Hoeky Retire
218995	10/26/2017	STAPLES CREDIT PLAN	71.43	Printer Cartridge-Brooks
218996	10/26/2017	SUN LIFE FINANCIAL	27,092.70	Dental Insurance-11/17

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Check/Voucher Register

From 10/16/2017 Through 11/5/2017

Check Number	Check Date	Payee	Check Amount	Transaction Description
218997	10/26/2017	SUN LIFE FINANCIAL	16,623.43	Dental Insurance-Retirees 11/17
218998	10/26/2017	SUPERIOR AUTO PARTS WAREHOUSE	(36.00)	Credit-Battery Core
	10/26/2017	SUPERIOR AUTO PARTS WAREHOUSE	42.30	Diesel Fuel Additive (4)-Mechanic Shop
218929	10/19/2017	SUSAN SUTTER	130.00	HeartSafe Instructor-Gale Ranch Middle School 10/16/17
218930	10/19/2017	TESSCO TECHNOLOGIES INC	1,085.53	Toughbook Docking Station-Leonard
219090	11/2/2017	THE HARTFORD PRIORITY ACCOUNTS	1,809.60	Life/AD&D Insurance-11/17
218999	10/26/2017	TIFCO INDUSTRIES INC	136.94	Rubber Seal For Doors-Fleet Shop
219000	10/26/2017	TODD W WORD	1,048.79	Reimb-Educ Assist-Basic Air Ops/Ignition Ops 10/9-10/13/17
219001	10/26/2017	TRISHA KLINK	481.29	Reimb-Car Rental/Lodging-CCUG Conf 9/12-9/15/17
219002	10/26/2017	UNITED PARCEL SERVICE	55.29	Delivery Charges-10/21/17
219003	10/26/2017	UNITED SITE SERVICES	630.50	Rental/Weekly Svc Porta-Pottys (4)/Sinks (2)-Training Site
218931	10/19/2017	US BANK EQUIPMENT FINANCE	1,098.96	Admin Ricoh Copiers Lease (2) 10/1/17-11/1/17
219004	10/26/2017	VALLEY PLUMBING HOME CTR INC	231.75	Under Cabinet Center Sink Repairs-Stn 38 Men's Room
219005	10/26/2017	VALLEY PLUMBING HOME CTR INC	158.76	Secure App Bay Floor Drain/Drill New Holes-Stn 31
219006	10/26/2017	VALLEY PLUMBING HOME CTR INC	262.23	Diagnostic Visit-Water Heater Leak-Stn 30
219007	10/26/2017	VALLEY PLUMBING HOME CTR INC	1,724.74	Install New 50-Gal Water Heater-Sth 30
219023	10/31/2017	VALLEY POWER SYSTEMS NORTH INC	5,280.05	Brake/Suspension Repair-Unit 527
219008	10/26/2017	VAVRINEK TRINE DAY AND CO LLP	5,900.00	Audit Services-September 2017
218932	10/19/2017	VERIZON WIRELESS	732.78	Cell Phone Charges 9/4/17-10/3/17
219091	11/2/2017	VICKI GRANT	900.00	2017 Medical Plan Opt Out 10/17-12/17
219009	10/26/2017	VISION SERVICE PLAN	5,097.01	Vision Insurance-11/17
219010	10/26/2017	VISION SERVICE PLAN	3,877.48	Vision Insurance-Retirees 11/17
219092	11/2/2017	WALKERS HYDRAULICS INC	5,725.95	Replace Station Air Compressor/Build/Paint Shed Cover-Stn 33
219093	11/2/2017	WASTE MANAGEMENT OF ALAMED...	172.83	Stn 38 Garbage Recycling Service-10/17
219094	11/2/2017	WASTE MANAGEMENT OF ALAMED...	86.88	Stn 34 Garbage Recycling Service-10/17
219095	11/2/2017	WASTE MANAGEMENT OF ALAMED...	210.59	Stn 30 Garbage Recycling Service-10/17
219096	11/2/2017	WASTE MANAGEMENT OF ALAMED...	86.88	Stn 39 Garbage Recycling Service-10/17
10/26/17-15	10/26/2017	WATTCO	1,765.89	Add Lighting to Water Tender-Unit 658
10/26/17-16	10/26/2017	WATTCO	522.50	Surplus Removal-Unit 337 Chevy Tahoe
11/02/17-09	11/2/2017	WATTCO	1,123.89	Replace Computer Mount to Havis Mount-Unit 322
10/26/17-17	10/26/2017	WESTERN MACHINERY ELECTRIC INC	542.32	Generator Repair/Replace Block Heater/Top Off Coolant-Stn 31
219097	11/2/2017	WINGARD CONSTRUCTION INC	5,105.40	Demolition/Repair Cultured Marble Shower Surround-Stn 35
218933	10/19/2017	XIAO LI	130.00	HeartSafe Instructor-Gale Ranch Middle School 10/16/17
218934	10/19/2017	ZBATTERY COM INC	800.05	Batteries-Stn 33 Stock
219098	11/2/2017	ZBATTERY COM INC	858.41	Batteries-Stn 33 Stock
Report Total			661,332.54	

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
Minutes – October 25, 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: Board President Parker, Directors Campbell, Kerr, Stamey and Yancey

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

1. CALL TO ORDER

President Parker chaired the meeting and called for order at 1:05 p.m.

2. PLEDGE OF ALLEGIANCE

Director Campbell led the Pledge of Allegiance.

3. DETERMINATION OF QUORUM AND CONFIRMATION OF AGENDA

There was a quorum and no changes to the agenda.

4. PUBLIC COMMENT

Resident Don Reid spoke to the Board regarding a group of firefighters his nephew was included in that came into town a few weeks ago on their way back from fighting the recent fires. The District hosted lunch for them. Mr. Reid was so greatly appreciative. The Board thanked Mr. Reid for his comments and stated they were glad to help.

5. CONSENT CALENDAR

Director Yancey pulled Consent Items 5.1 and 5.2.

Motion by Director Stamey to approve Consent Items No. 5.3-5.9. Motion seconded by Director Campbell. Motion carried.

Director Yancey had a question regarding the water invoice for Station 31 on the check register. Director Yancey also made a change to the minutes from the September 19, 2017 Board meeting.

Motion by Director Yancey to approve Consent item 5.1. Director Stamey seconded the motion. Motion carried.

Motion by Director Yancey to approve Consent item 5.2 Director Kerr seconded the motion. Motion carried.

6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

6.1 Recognition of Engineer Mark Brauer for 30 Years of Service

Chief Meyer asked Engineer Brauer to come up to the podium and provided his background. Director Parker presented Engineer Brauer a flat badge in a wallet in recognition of his 30 years of service with the District. Engineer Brauer spoke briefly thanking the Board and staff for their support during his 30 years here at the District.

6.2 Proclamation – Former Danville Police Chief Steve Simpkins.

Chief Meyer asked Former Police Chief Simpkins up to the podium and provided his background. Director Parker read a summary of a Proclamation prepared for Chief Simpkins by the District. Chief Simpkins thanked the Board and Chief for the recognition.

At this time in the meeting, the Board recessed for a 10-minute break.

The meeting reconvened at 1:40 p.m.

7. OLD BUSINESS

None.

8. NEW BUSINESS

8.1 Approval to purchase Emergency Fire Dispatch software from Priority Dispatch in the amount of \$64,200.

Director of Emergency Services Pangelinan provided the background of this item stating that this software would help in standardizing protocols for processing 911 calls and that the cost also includes training for dispatchers. Motion by Director Stamey, seconded by Director Yancey to authorize payment in the amount of \$64,200 to Priority Dispatch for Emergency Fire Dispatch Software. Motion carried.

8.2 Approval to purchase four sets of extrication tools consisting of one each NFPA 1936 2015 compliant Hurst S700E2 Edraulic cutter, S555E2 Edraulic spreader, battery bank charger, with two spare batteries each, from L.N. Curtis, for an amount not to exceed \$96,039.40.

Deputy Chief Krause provided the background of this item stating that these tools would ensure more mobility and flexibility. Discussion followed regarding training, best practices and that patient care comes first. Chief Meyer stated that battery operated tools are effective and that these tools are just being replaced in our ambulances. Director Campbell wanted to ensure that there would be no

interruptions with medical assists and that we are not use getting these tools because we need the best. Motion by Director Campbell, seconded by Director Stamey to approve the purchase of four sets of extrication tools, from L.N. Curtis, in and amount not to exceed \$96,039.40. Motion carried.

9. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW

Director Kerr commended Firefighter Shane Smith regarding his deployment to Texas to help with Hurricane Harvey as a Hazardous Materials Specialist. Director Kerr also commended Engineer Jeff Ho who was also deployed.

10. MONTHLY ACTIVITY REPORTS

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

Deputy Chief Phares reviewed his board report stating that crews were busy fighting fires in the North Bay, sending as many resources as we could without compromising our District. Chief Meyer congratulated staff for doing an excellent job fighting these fires as well as juggling the regular day to day activities at the District. Director Kerr stated that he attended a conference at UC on managing the risks and needs of first responders in critical incidents involving animals.

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

EMS Battalion Chief Duggan reviewed his board report informing the Board that the District responded to approximately 580 emergency calls in the past month and four incidents were responding to patients who experienced cardiac arrests. Chief Meyer thanked Battalion Chief Duggan.

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

Deputy Chief Krause highlighted the Apparatus Committee and their work on helping with the ambulance purchase. Chief Krause stated that he is also working with EBMUD and homeowner’s associations regarding the high-water usage at Station 35.

- 10.4 Fire and Life Safety Division – Deputy Chief, Derek Krause
Fire and Life Safety Report of monthly activities.

Deputy Chief Krause provided the Fire and Life Safety Division report stating that E-review inspections are still going great and that 70% of our annual inspections have been complete. Chief Meyer stated that Fire and Life Safety is doing more work now with less staff and doing a great job. Chief Meyer also stated that Danielle Bell, CERT Coordinator was deployed to the fires in the North Bay and has done a fantastic job.

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

Director of Emergency Communications Pangelinan reported that nine dispatchers worked 24/7 dealing with the Tubbs fire and that our Communications Unit was staged at the Sonoma fairgrounds helping out with the North Bay fires.

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

Human Resources Director Korthamar Wong stated that Human Resources has been extremely busy with recruitments and are also busy working with all District Divisions to improve Telestaff.

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

Financial Consultant Campo stated that the auditors have completed their field work associated with the audit of the District financials. He presented a slide of the District's CERBT (Retiree Health Care Trust) account status as well as the CERBT strategy investment report. Finance Controller Koran presented the monthly financial report.

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

Chief Meyer informed the Board that he is looking into ambulance costs and will provide additional information to the board at a future board meeting. Chief Meyer stated how proud he was of all of our staff responding to all of the recent fires.

11. GOOD OF THE ORDER

- 11.1 Chief Meyer reminded everyone that the Grand Opening/Ribbon Cutting of new Station 32 would be held on Saturday, October 28, 2017 from 10-12 noon. Director Stamey asked the Leadership San Ramon Valley group in attendance to introduce themselves. Director Kerr stated that he attended an international conference in Davis dealing with best practices handling animals in a disaster. Director Yancey stated that she has and will be meeting with management staff to learn more about each department. Director Yancey also attended various District events this past month.

15. ADJOURNMENT

The meeting was adjourned by President Parker at 3:10 p.m.

Prepared by: _____
Susan F. Brooks
District Clerk

Approved by: _____
Don Parker, Board President

William D. Ross
Karin A. Briggs
David Schwarz

Kypros G. Hostetter
Of Counsel

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11420 Santa Monica Blvd
#25532
Los Angeles, CA 90025

File No: 45/3

November 2, 2017

VIA ELECTRONIC TRANSMISSION

sbrooks@srvfire.ca.gov

The Honorable Don Parker, President
and Members of the District Board of Directors
San Ramon Valley Fire Protection District
1500 Bollinger Canyon Road
San Ramon, California 94583

Re: Report Upon Return From Closed Sessions; District Board of Directors,
Regular Meeting, October 25, 2017

Dear President Parker and Members of the District Board:

This communication sets forth reportable action, if any, of the Board of Directors ("Board") of the San Ramon Valley Fire Protection District ("District") consistent with provisions of the Ralph M. Brown Open Meeting Act (Government Code section 54950 *et seq.*), resulting from the Closed Session of the October 25, 2017 Regular District Board Meeting.

After convening in Open Session at 7:00 p.m., the Board adjourned to Closed Session at 7:02 p.m. to address matters agendaized for Board consideration.

There was one item agendaized for Closed Session consideration:

- 2.1 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.

The Closed Session concluded at 8:20 p.m. with the indication that a written Report Upon Return from Closed Session would be prepared consistent with the provisions of Government Code section 54957.1 for the matters agendaized for Closed Session consideration. The meeting was also adjourned at that 8:20 p.m.

With respect to the first matter considered under Agenda Item No. 2.1, there was no reportable action under the common law attorney-client privilege and that provided by

The Honorable Don Parker, President
and Members of the District Board of Directors
San Ramon Valley Fire Protection District
November 2, 2017
Page 2

Government Code section 54956.9(d)(2).

Director Yancey did not participate in the second matter because of an appearance impropriety confirmed with District Counsel, recusing herself at 8:04 p.m. With respect to that matter there was no reportable action under the common law attorney-client privilege and that provided by Government Code section 54956.9(d)(2)

This communication should be added to the Agenda for review under the Consent Calendar of your next Regular or Special Meeting.

If there are any questions concerning its content, it may be taken off the Consent Calendar at that time or our office may be contacted in the interim.

Very truly yours,

A handwritten signature in black ink that reads "William D. Ross". The signature is written in a cursive style with a long, sweeping underline.

William D. Ross

WDR:bk

cc: Paige Meyer, District Chief



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: November 15, 2017

To: Board of Directors

From: Derek Krause, Deputy Chief, Logistics

Subject: Aerosolized Extinguisher Replacement

Background:

Since implementation in March of 2011, the Volunteer Firefighters at Stations 37 and 40 have been trained in the use of the ARA Safety Pro aerosolized extinguishing devices and have carried one on each apparatus in their deployment area. The six units on hand had a shelf-life of five (5) years have now reached the end of their useful life (expiration date). Research was conducted and a replacement model has been identified, the Flame Guard FST A2000. This model has significant improvements over the original models, including a fifteen year shelf-life and a customer-replaceable battery. The distributor has agreed to provide a training-unit at no cost, and a discounted per unit price of \$80, along with free shipping. The units are intended to replace the existing six units, with the addition of one extra unit on E440, due to the potential for delay in the arrival of either suppression resources or additional FST units.

Funds were budgeted in the current year for the anticipated replacement of these units.

Recommended Board Action:

Staff recommends the Board approve the purchase, from Flame Guard USA, of seven of the FST A2000 units, for an amount not to exceed \$3,808.06.

Fiscal Impact:

Sufficient funds are available in the 2017/2018 Volunteer budget for this purchase.



San Ramon Valley Fire Protection District

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Date: November 15, 2017
To: Board of Directors
From: Derek Krause, Deputy Chief EMS/Logistics
Subject: Payment to WATTCO for Upfitting of Two Command Vehicles

Background:

In January of 2017 the Board authorized the District to amend its' Master Equity Lease Agreement with Enterprise Fleet Management to include the acquisition of the two (2) Command Staff vehicles, and to contract with WATTCO for the purchase and installation of emergency equipment and radios, for a one-time amount not to exceed \$77,131.38. Two modifications were requested by staff during the upfitting process, increasing the cost by \$228.87 for the Battalion Chief/EMS vehicle and \$460.25 for the Captain/EMS vehicle. These changes were made to address issues discovered in the course of operation with the first generation of Command Vehicles currently in service, as well as improving functionality and safety.

WATTCO has satisfactorily completed the contracted work and the two vehicles are in service currently. WATTCO has addressed any problems or preferences after delivery to the District at no charge and warrants their work entirely.

The Fiscal Year (FY) 2016/17 Capital Improvement Plan (CIP) includes funding for the upfitting of these two Command Staff vehicles.

Recommended Board Action:

Authorize the District to pay the invoice from WATTCO for \$77,775.56

Fiscal Impact:

Emergency equipment upfitting costs are budgeted in the CIP for Fiscal Year 2017/18.



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: November 15, 2017
To: Board of Directors
From: Lon Phares, Deputy Chief Operations
Subject: Thermal Imaging Camera Purchase

Background:

Included in the District's Capital Improvement Plan (CIP) is the replacement of three Thermal Imaging Cameras (TIC's) per year for the next four years. This plan will replace the District's current fleet of TIC's which are reaching the end of their useful service life and require frequent repairs to keep operational. Additionally, this will bring our TIC's compliant with current NFPA 1801 standards.

The current Annual Operating Budget for 2017/2018 includes appropriations in the amount of \$38,251 to complete this purchase. Through the use of cooperative purchasing agreements staff has been able to secure the replacement of all three TIC's for \$29,147; \$9,104 under the budgeted amount.

Recommended Action:

Authorize staff to purchase three Thermal Imaging Cameras from LN Curtis in the amount of \$29,147.

Fiscal Impact:

Funds are allocated in the Annual Budget CIP Fiscal Year 2017/2018.



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www.firedepartment.org | info@firedepartment.org

Date: November 15, 2017
To: Board of Directors
From: Martin Koran, Controller
Subject: Approve 11/15/17 Lease Payment

Background:

In May 2011, the San Ramon Valley Fire Protection District financed \$3,400,000 with JP Morgan Chase at an interest rate of 2.58% to purchase three Type 1 Engines, four Type 3 Engines and two Ambulances. Due to favorable market conditions, the outstanding lease was refinanced in September 2015 at 1.5% with Bank of the West, saving an estimated \$25,000 over the remaining term. This is the final year remaining on the capital lease, with \$520,009 currently outstanding. This is the first of two payments this fiscal year. The attached expense is within the approved budget for FY2017/18.

Recommended Board Action:

Approve the lease payment in the amount of \$262,942.26 to Bank of the West for Vehicle Lease #4 (3 Type 1 Engines, 4 Type 3 Engines, 2 Ambulances)

Financial Impacts:

None. Funds are allocated in the Annual Budget for Fiscal Year 2017/18.

OLD 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: November 15, 2017

To: Board of Directors

From: John Duggan, Battalion Chief

Subject: Purchase of Physio-Control LP-15 Monitor/Defibrillators

Background

In order to equip the District's Advanced Life Support (ALS) apparatus with monitor/defibrillators, the District maintains an inventory of forty-five (45) of these units. In 2002 the District purchased Zoll Monitor/Defibrillators, with a projected service life of seven (7) years. As these Zoll Monitor/Defibrillators approach their sixteenth year of service, the frequency of equipment failures in the field has increase.

District Staff acquired twenty-one (21) new Physio-Control LP-15 Monitor/Defibrillators via a Contra Costa County grant, valued at \$800,000. Of the various EMS equipment items currently deployed by the District in support of the delivery of ALS service, the Physio-Control LP-15 Monitor/Defibrillator is the most technologically advanced. These 21 LP-15 units replaced an identical number of Zoll Monitor/Defibrillators, leaving twenty-four (24) of the Zoll units in service. Recognizing the need to replace these 24 remaining Zoll units, the District budgeted Capital Project Funds in both FY 2016/2017 and FY 2017/2018 for this purpose.

Staff was successful in negotiating an appreciable price reduction with the vendor for the purchase of twelve units in FY 2016-2017, reducing the budgeted cost of \$465,662 to \$425,000. Staff next met with representatives from American Medical Response (AMR) and explored the possibility of purchasing this equipment through a means known as a "Pass-Thru Purchase." Staff was successful in negotiating a Pass-Thru Purchase Agreement with AMR, with a final cost of \$358,500. These two actions resulted in the initial quoted purchase price of \$465,662, being reduced by \$107,162, or 23 percent.

The 2017-2018 Capital Improvement Fund depicts the remaining twelve (12) Zoll Monitors/Defibrillators being scheduled for replacement at a cost of \$441,796. As a result of our collaboration with AMR, these units are available to the District via a Pass Thru Purchase Agreement at a cost of approximately \$363,000.

Recommendation

Authorize staff to purchase twelve (12) Physio-Control LP-15 Monitor/Defibrillators in an amount not to exceed \$365,000.

Financial Impacts:

Budgeted expense of \$441,796 for FY 2017-2018.

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: November 15, 2017
To: Board of Directors
From: Natalie Korthamar Wong, Director of Human Resources
Re: Reclassification of HR Generalist Position from Non-Exempt to Exempt

Background:

At present, the HR Generalist classification is classified as a Fair Labor Standards Act (FLSA) non-exempt position. This means that the position is eligible to earn overtime compensation. The District has been advised by labor counsel, Eddie Kreisberg (Meyers Nave), that in their legal opinion the classification qualifies as exempt under the administrative exemption of the FLSA due to the independent judgment and discretion exercised by the HR Generalists on Human Resources issues. By reclassifying this position to exempt, HR Generalists will not be eligible to earn overtime compensation. For exempt non-management positions such as this one, the District currently offers 40 hours of administration leave in recognition of the extra hours worked over the regular schedule.

Financial Impacts:

The possible financial impact is minimal given the cost associated with administration leave would likely be offset from overtime savings; therefore no additional appropriations are necessary.

Recommended Board Action:

Consider approving the reclassification of the Human Resources Generalist from “Non-Exempt” to “Exempt” and including 40 hours of paid administrative leave as part of the compensation package.



San Ramon Valley Fire Protection District

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

www.firedepartment.org | info@firedepartment.org

Date: November 15, 2017

To: Board of Directors

From: Paige Meyer, Fire Chief
Ken Campo, Interim CFO

Subject: Resolution Authorizing the Initiation of Proceedings to Enter into a Financing Lease to Finance Equipment

Background:

Staff has identified the need to replace its five front-line ambulances and three to four of its front-line Type 1 engines. In addition, staff is recommending the purchase of four Type 5 wildland engines that to replace Type 3 wildland engines currently in front line service. The front-line apparatus being replaced will move to reserve status; and current reserve units will be disposed of pursuant to District policy. The final cost of the new apparatus will not be known for certain until the specifications are complete, but current estimates place the cost of apparatus and ancillary equipment at approximately \$4.8 million to \$5.2 million, depending on the final list of equipment to be acquired. While sufficient funding is available in the CIP, borrowing costs remain at historical lows and staff is recommending a ten-year lease purchase financing which we believe could be achieved at an interest rate in the range of 2% to 2.5%, with annual lease payments of approximately \$550,000.

The District's 10-year (operating) financial forecast has been updated to reflect the projected annual lease payments, along with increased capital contributions to the updated CIP. (The CIP has been updated to reflect current expectations on the replacement of major apparatus.) Ending balances and reserves in the operating and capital funds remain above Board policy throughout the forecast period.

Approval of the resolution initiates the lease purchase proceedings. If approved, our Placement Agent (Brandis Tallman LLC) will distribute RFP's to potential lenders and we will be back before the Board on December 20, 2017, with the results of the RFP and seeking approval of final documents, including the final borrowing amount, interest rates, lease terms and annual payment amounts.

Recommended Board Action:

Approve the resolution authorizing the initiation of proceedings to enter into a financing lease to finance equipment.

Financial Impacts:

See attached updated 10-year financial forecast (EXHIBIT A1) and CIP (EXHIBIT A2).

General Fund Operations - Ten-Year Financial Forecast (w/Debt Svc/CIP update)

	Actual	Projected								
	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
Beginning fund balance	\$49,726,010	\$54,582,606	\$58,104,781	\$60,322,689	\$62,961,283	\$65,068,062	\$66,335,651	\$67,994,061	\$70,330,916	\$73,781,018
Revenue:	8.20%	6.66%	4.07%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Property tax	62,506,117	66,666,013	69,379,221	70,766,806	72,182,142	73,625,785	75,098,300	76,600,266	78,132,272	79,694,917
Ambulance charges	3,344,200	4,044,582	3,391,157	3,442,024	3,493,654	3,546,059	3,599,250	3,653,239	3,708,038	3,763,659
Other service chgs	833,706	805,932	758,772	780,804	803,486	826,837	850,877	875,627	901,107	927,339
Cell tower rent	45,958	62,808	62,808	62,808	66,462	67,459	68,471	69,498	70,540	71,598
Disposal of property	9,950	13,482	-	-	-	-	-	-	-	-
Interest income	331,951	302,933	322,482	334,791	349,435	361,128	368,163	377,367	390,337	409,485
State/Fed/Local/Meas H	857,038	476,979	442,068	355,196	361,615	368,195	374,939	381,852	388,938	396,201
Consolidated Dispatch *	-	1,250,000	1,300,000	1,350,000	1,400,000	1,915,384	1,935,464	1,951,368	1,955,444	1,959,622
Other/misc	94,701	56,651	-	-	-	-	-	-	-	-
	\$68,023,619	\$73,679,380	\$75,656,508	\$77,092,428	\$78,656,794	\$80,710,846	\$82,295,465	\$83,909,217	\$85,546,675	\$87,222,821
Expenses:										
Salaries	21,250,203	23,676,063	26,313,477	26,902,271	27,753,641	28,419,890	28,448,228	28,448,228	28,448,228	28,448,228
Overtime	7,943,222	8,044,386	7,020,403	6,797,820	7,054,027	7,255,421	7,255,421	7,255,421	7,255,421	7,255,421
Pension	16,294,171	17,545,351	19,053,671	19,475,579	20,086,403	20,828,298	21,220,274	21,224,137	21,224,137	21,224,137
Pension cost share	(1,599,921)	(1,745,096)	(1,698,753)	(1,782,096)	(1,833,967)	(1,878,610)	(1,929,782)	(1,929,782)	(1,929,782)	(1,929,782)
Insurance	5,072,884	5,403,364	5,812,123	5,730,284	6,009,216	6,278,692	6,527,014	6,763,041	6,763,041	6,763,041
OPEB	5,450,221	6,055,400	6,230,292	6,659,783	7,071,589	7,555,444	8,033,766	8,456,740	8,793,056	9,158,231
Services & supplies	4,440,031	6,521,987	5,968,889	5,742,591	5,478,676	5,702,597	5,734,112	5,941,734	6,009,270	6,227,746
Property Tax Share Agmt	84,695	46,313	52,035	53,076	54,137	55,220	56,324	57,451	58,600	59,772
Capital contribution	2,433,654	2,812,602	2,891,639	2,989,012	3,090,341	3,448,455	3,512,747	3,579,765	3,697,951	3,813,432
Add'l capital contribution	-	-	-	400,000	300,000	300,000	300,000	300,000	300,000	300,000
Debt payments	1,797,864	1,796,836	1,794,823	1,268,098	931,350	926,050	927,250	924,625	924,650	922,850
New lease payments	-	-	-	217,417	554,600	551,800	551,700	551,000	552,000	551,000
	63,167,024	70,157,205	73,438,599	74,453,835	76,550,015	79,443,257	80,637,055	81,572,362	82,096,573	82,794,077
Revenue over (under) exp	4,856,596	3,522,175	2,217,908	2,638,594	2,106,779	1,267,589	1,658,410	2,336,855	3,450,102	4,428,744
Ending fund balance	\$54,582,606	\$58,104,781	\$60,322,689	\$62,961,283	\$65,068,062	\$66,335,651	\$67,994,061	\$70,330,916	\$73,781,018	\$78,209,762
"Dry Period" Funding	34,011,810	36,839,690	37,828,254	38,546,214	39,328,397	40,355,423	41,147,732	41,954,608	42,773,338	43,611,410
Budget Stabilization Fund	15,146,674	16,468,921	17,109,392	17,292,964	17,691,935	18,198,960	18,424,862	18,598,519	18,679,724	18,796,129
Amt over (under) Board Policy	5,424,122	4,796,170	5,385,043	7,122,104	8,047,731	7,781,268	8,421,467	9,777,788	12,327,956	15,802,222

SAN RAMON VALLEY FIRE PROTECTION DISTRICT
12-Year Capital Improvement Plan
Updated CIP including New Lease Proceeds and Capital Aquisitions

EXHIBIT A2

	FORECASTED FISCAL YEAR REPLACEMENT												
	16/17	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25	25/26	26/27	27/28	28/29
Beginning Capital Balance	\$ 6,414,046	\$ 5,213,098	\$ 5,035,509	\$ 6,954,120	\$ 6,200,775	\$ 6,033,025	\$ 5,111,211	\$ 3,662,350	\$ 2,768,081	\$ 1,499,997	\$ 2,796,399	\$ 5,839,158	\$ 4,969,729
Capital Contributions	\$ 2,680,500	\$ 2,463,818	\$ 2,550,051	\$ 2,639,303	\$ 2,731,679	\$ 2,827,287	\$ 2,926,242	\$ 3,028,661	\$ 3,134,664	\$ 3,244,377	\$ 3,357,930	\$ 3,475,458	\$ 3,597,099
Projected Comm Ctr Savings	\$ 132,102	\$ 427,822	\$ 438,961	\$ 451,038	\$ 716,777	\$ 685,460	\$ 653,523	\$ 669,290	\$ 678,768	\$ 688,435	\$ 702,204	\$ 716,248	\$ 730,573
FLSD Tech Fee	\$ 39,142	\$ 35,500	\$ 36,565	\$ 37,662	\$ 38,792	\$ 39,956	\$ 41,154	\$ 42,389	\$ 43,661	\$ 43,661	\$ 43,661	\$ 43,661	\$ 43,661
Grant Proceeds	\$ 36,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Proceeds	\$ -	\$ 4,800,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Property Sales	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Funds Available	\$ 9,302,190	\$ 12,940,237	\$ 8,061,086	\$ 10,082,123	\$ 9,688,022	\$ 9,585,727	\$ 8,732,130	\$ 7,402,690	\$ 6,625,174	\$ 5,476,470	\$ 6,900,194	\$ 10,074,525	\$ 9,341,061
Facilities	\$ 3,106,426	\$ 1,544,159	\$ 592,128	\$ 320,717	\$ 287,436	\$ 277,566	\$ 304,130	\$ 245,597	\$ 530,541	\$ 787,016	\$ 468,385	\$ 241,228	\$ -
Fleet	\$ 198,560	\$ 4,969,500	\$ 188,768	\$ 2,671,449	\$ 2,917,032	\$ 4,065,893	\$ 2,284,406	\$ 1,179,413	\$ 3,511,488	\$ 189,803	\$ 125,966	\$ 4,356,958	\$ 125,966
Technology	\$ 29,946	\$ 511,532	\$ 450,587	\$ 959,416	\$ 169,363	\$ 148,084	\$ 2,000,820	\$ 809,031	\$ 402,371	\$ 422,064	\$ 246,874	\$ 24,210	\$ -
Communications Center	\$ 70,562	\$ 102,521	\$ 56,767	\$ 93,179	\$ 340,681	\$ 176,972	\$ 86,582	\$ 114,260	\$ 28,212	\$ 323,929	\$ 45,186	\$ 190,395	\$ -
FLSD Tech Improvements	\$ 41,823	\$ 65,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,168	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment	\$ 641,775	\$ 712,016	\$ 218,716	\$ 136,588	\$ 240,485	\$ 106,002	\$ 693,842	\$ 2,573,141	\$ 952,565	\$ 957,258	\$ 174,625	\$ 292,005	\$ -
Total Capital Expenses	\$ 4,089,092	\$ 7,904,728	\$ 1,506,966	\$ 4,181,348	\$ 3,954,997	\$ 4,774,517	\$ 5,369,780	\$ 4,934,609	\$ 5,425,177	\$ 2,680,071	\$ 1,061,036	\$ 5,104,796	\$ 125,966
Add'l Capital Contribution	-	-	400,000	300,000	300,000	300,000	300,000	300,000	300,000	-	-	-	-
Net increase (decrease)	\$ (1,200,948)	\$ (177,589)	\$ 1,918,611	\$ (753,345)	\$ (167,750)	\$ (921,814)	\$ (1,448,860)	\$ (894,269)	\$ (1,268,084)	\$ 1,296,402	\$ 3,042,759	\$ (869,429)	\$ 4,245,366
Ending Capital Balance	\$ 5,213,098	\$ 5,035,509	\$ 6,954,120	\$ 6,200,775	\$ 6,033,025	\$ 5,111,211	\$ 3,662,350	\$ 2,768,081	\$ 1,499,997	\$ 2,796,399	\$ 5,839,158	\$ 4,969,729	\$ 9,215,095

RESOLUTION NO. 2017-11

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN RAMON VALLEY FIRE PROTECTION DISTRICT
AUTHORIZING THE INITIATION OF PROCEEDINGS TO
ENTER INTO A FINANCING LEASE TO FINANCE
EQUIPMENT**

WHEREAS, in order to provide financing for ambulances and fire engines (the “Equipment”), the Board of Directors (the “Board”) of the San Ramon Valley Fire Protection District (the “District”) wishes to authorize the initiation of proceedings to enter into an equipment lease; and

WHEREAS, the District intends to enter into an equipment lease with SRVFPD Financing Corporation, as counterparty to the lease, which lease will be assigned to an as yet to be determined bank or investor;

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Board of Directors of the San Ramon Valley Fire Protection District as follows:

Section 1. Initiation of Financing Proceedings. The Board hereby approves the initiation of financing proceedings for the purpose of providing funds to finance the Equipment. The financing shall be structured utilizing an equipment lease between the District and SRVFPD Financing Corporation, as counterparty to the lease, which lease shall be assigned to an as yet to be determined bank or investor. The aggregate principal components of the lease payments to be made by the District under the lease shall not exceed \$5,500,000.

Section 2. Direction to Staff. The Fire Chief, the Chief Financial Officer and other officers of the District are hereby directed to cause the necessary financing documents to be prepared and presented to the Board at a future meeting of the Board for the purpose of implementing the financing proceedings described in Section 1.

Section 3. Engagement of Professional Services. The Board hereby approves the engagement of Brandis Tallman LLC, as placement agent, and the firm of Jones Hall, A Professional Law Corporation, as bond counsel to the District, in connection with the financing proceedings described in this Resolution. The Fire Chief is hereby authorized and directed to execute and deliver an agreement with each of said firms in the respective forms on file with the District Clerk.

Section 4. Effective Date. This Resolution shall take effect from and after the date of its passage and adoption.

I hereby certify that the foregoing Resolution was passed and adopted by the Board of Directors of the San Ramon Valley Fire Protection District, at a regular meeting thereof duly held on the 15th day of November 2017, by a majority vote of all of its members.

**SAN RAMON VALLEY FIRE
PROTECTION DISTRICT**

By _____
Board President, Don Parker

ADOPTED by the following votes:

AYES:

NOES:

ABSENT:

ABSTAIN:

DATED: _____



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: November 15, 2017
To: Board of Directors
From: Lon Phares, Deputy Chief Operations
Subject: Ballistic Protective Equipment Purchase

Background:

High threat events such as active shooter continue to increase in incidence and complexity. From “lone wolf” attacks to coordinated violent incidents, these events pose significant safety risks to our personnel. The current Annual Operating Budget for FY2017/2018 includes appropriations in the amount of \$45,000 to purchase Ballistic Protective Equipment (BPE) to address this risk.

Through the use of cooperative purchasing agreements and multiple bids from various vendors staff is recommending the following purchases.

- 47 - Delta 4 Ballistic Helmets from LN Curtis, total cost \$14,347.46
- 47 - Ballistic Plate Carriers from Trident Tactical Technical (T3), total cost \$8,983.00
- 94 - Level IV Ballistic Plate Body Armor from T3, total cost \$12,294.00
- 100 - “FIRE” Identification Patches for Plate Carriers from T3, total cost \$1,012.00

Recommended Action:

Authorize staff to purchase Ballistic Protective Equipment not to exceed budgeted amount of \$45,000.

Fiscal Impact:

Funds are allocated in the Annual Budget Fiscal Year 2017/2018.

CORRESPONDENCE

10/16/17
Dear San Ramon Valley
Fire Protection District -

Thank you for sending
equipment and personnel
to fire the fires and
protect the communities of
Sonoma County. We are
all very grateful for your
efforts.

Best regards,

Deborah + Terry Ivy
Santa Rosa, CA

SAN FRANCISCO FIRE DEPARTMENT
CITY AND COUNTY OF SAN FRANCISCO

JOANNE HAYES-WHITE
CHIEF OF DEPARTMENT

EDWIN M. LEE
MAYOR

October 10, 2017

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

Dear Chief Meyer,

On behalf of the men and women of the San Francisco Fire Department and the San Francisco Fire Commission, we would like to extend our sincere appreciation to the San Ramon Valley Fire Protection District for your operational support on September 19, 2017. Your assistance allowed for our members to attend the services and pay their respects to our fallen member, Battalion Chief Terry Smerdel.

Your Department's presence and assistance in covering our City were deeply appreciated. The loss of Terry has left us with a huge void. The outpouring of love and support from our brothers and sisters in the Fire Service and beyond has been tremendous. There are no words to express the gratitude that we feel. With the help of the San Ramon Valley Fire Protection District, we were all able to pay tribute to Terry.

Your support and presence was very much appreciated by the family of Battalion Chief Smerdel and by the entire San Francisco Fire Department.

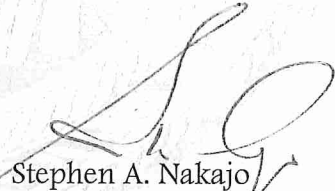
Very truly yours,



Joanne Hayes-White
Chief of Department



Ken Cleaveland
President, Fire Commission



Stephen A. Nakajo
Vice President, Fire Commission



Michael Hardeman
Fire Commissioner



Francee Covington
Fire Commissioner



Joe Alioto Veronese
Fire Commissioner



BC TERRY SMERDEL
8/23/1958 - 9/10/2017



BLACKHAWK
MUSEUMS
EST. 1988

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

20th October 2017

Dear Chief Meyer,

On behalf of the Blackhawk Museums and our *Friends of the Blackhawk Museums* auxiliary organization, we would like to say 'Thank You' for your generous donation of the Fire Chief for a Day Experience for our 2017 'Night at the Museum' fundraiser auction event.

This event benefits our Children's Education & Transportation Fund, a program that we started in 1991 to reimburse schools for the transportation costs and provide free admission for all students from throughout the San Francisco Bay Area and Central Valley to visit the Blackhawk Museums. From 1991 through May 2017, we have welcomed 188,995 students because of this program, and the success of our 'Night at the Museum' event will go a long way to continuing to fund this important program.

The Friday before the 'Night at the Museum' event we received the following note from a Fifth Grade teacher at a school in Vallejo that reaffirms how important it is that we are able to provide this program;

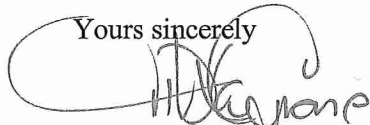
"Thank you for the WONDERFUL field trip to the Blackhawk museum. The tour was spectacular. The small groups made a difference in the experience. We could hear our docent clearly, and the close sharing the students exchanged with the group was intimate. I noticed their attentiveness and their astonishment when learning the facts presented by the docents.

As you know the whole fifth grade class, including parents are still in awe that we were given the opportunity to visit at no cost to us. We have struggled in the past to get enough donations to afford a field trip".

This year's event was a resounding success and the donation from San Ramon Valley Fire Protection District was an important part of us being able to raise over \$85,000, after event expenses, for the Museum's Education & Transportation Fund.

We truly appreciate your generous donation.

Yours sincerely



Timothy P. McGrane
Executive Director
Blackhawk Museums



Patricia R. Behring
Chairperson
Friends of the Blackhawk Museums

3700 Blackhawk Plaza Circle
Danville, California 94506-4652

Tel. 925.736.2280
Fax 925.736.4818

BlackhawkMuseum.org

Cc. Matt Stamey





Alameda County Fire Department

6363 Clark Avenue · Dublin, CA 94568
Tel (925) 833-3473 · (510) 632-3473 · Fax (925) 875-9387
www.acgov.org/fire

DAVID A. ROCHA
Fire Chief

SERVING:

City of Dublin
City of Emeryville
City of Newark
City of San Leandro
City of Union City
Lawrence Berkeley
National Laboratory
Lawrence Livermore
National Laboratory
Unincorporated Areas
of Alameda County
Alameda County
Regional Emergency
Communications Center
"Accredited Center
of Excellence"

October 26, 2017

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

Dear Chief Meyer:

On behalf of the Alameda County Fire Department, I want to thank you for permitting Captain Erik King and Engineer Joe Bradley to participate in our Engineer's Test process this week.

We realize this is a time commitment (especially with having two members of your Department participate over a three-day period), and we appreciate your support of this examination process.

Please pass on my and the Department's appreciation to Captain Erik King and Engineer Joe Bradley for his participation. If we can reciprocate, please let me know.

Sincerely,

David A. Rocha
Fire Chief

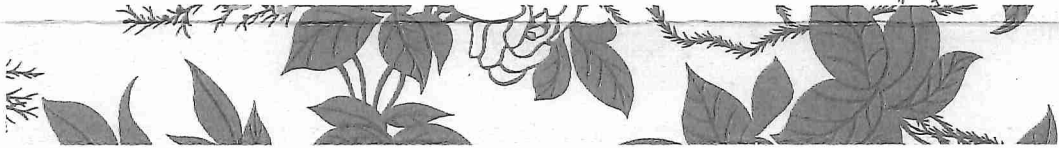
cc: Captain Erik King
Engineer Joe Bradley



Diana Rose, CA
Dreamers

Thank you!

There are not enough words
to express our gratitude.
You are our heroes. We
will never forget what
you did for us.



100 Stony Point Road
Suite 125
Santa Rosa, CA 95401

We can't thank you enough.
Our community is blessed to have such
dedicated personnel. From the bottom
of our hearts, thank you!

Sincerely,
The Employees of DP Brands



www.goapr.com
www.bmracing.com
www.dinancars.com
www.flowmastermufflers.com
www.hurst-shifters.com
www.hurst-drivelines.com

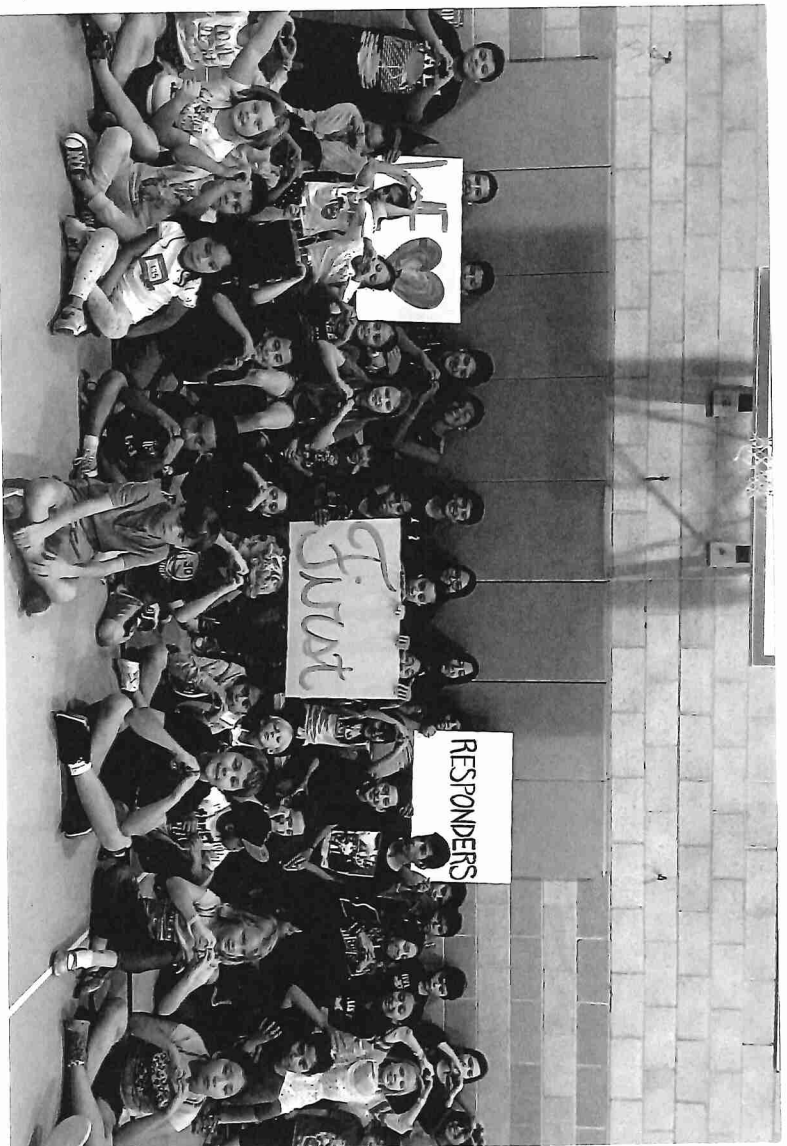
Presorted
First-Class Mail
US Postage
PAID
VistaPrint
48174

11101 Metro Airport Ctr Dr
Ste 105
Romulus, MI 48174

Return service requested

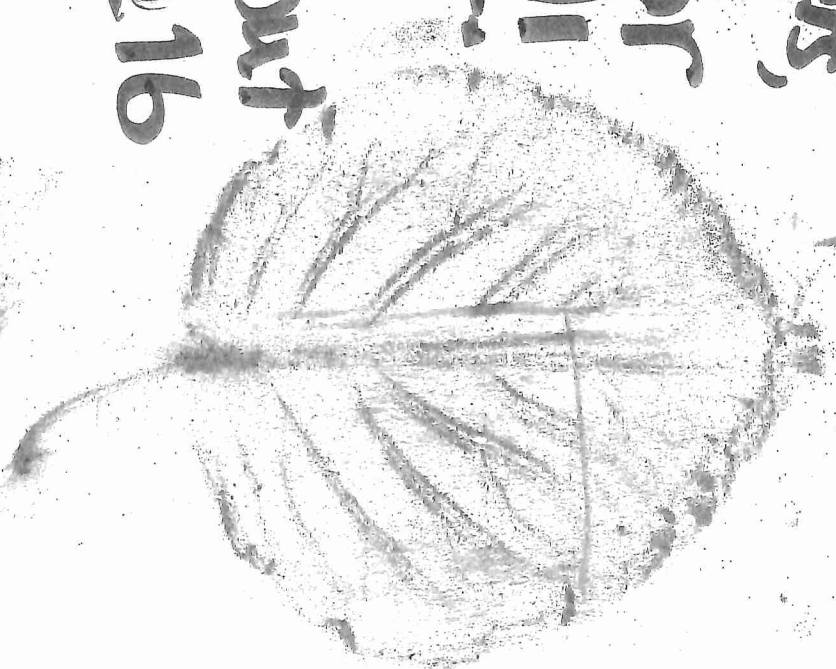
SAN RAMON VALLEY FIRE PROTECTIO
1500 BOLLINGER CANYON RD
SAN RAMON, CA 94583-1756



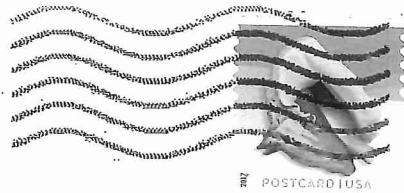


Dear Firefighters,
Thank you for
Every thing !!

Love,
Elia Girl Scout
Troop: 301216



Thank you to the **SACRAMENTO CA 957**
HEROES of the
2017 California 23 OCT 2017 PM 7 L
Wildfires ~ each one
is "an outstanding
person facing extraor-
dinary circumstances
and acting with cour-
age, honor, and self-
sacrifice."



(SACRAMENTO CA)

Bless you for your
service and dedication!

Phawnda Moore &
Ron Greenwood
Rocklin, CA

San Ramon Valley
FIRE PROTECTION DIST.

1500 BOLLINGER CANYON RD.
SAN RAMON, CA 94583



Dear San Ramon Valley Fire Protection District,

Thank you so much for all your hard work
to keep us and our school safe during this time.
Our entire community is grateful for the security
that you help to provide us with, ^{especially} ~~even~~ in times
of great tragedy. Your efforts have not gone unnoticed!

Thank you again,
Petaluma High School ASB



GRANT ELEMENTARY SCHOOL
200 Grant Ave
Petaluma, CA 94952

San Ramon valley fire protection
District, thank you for protecting
California you make California better
we are so grateful for you.

Rian Gant
School Petaluma,
CA

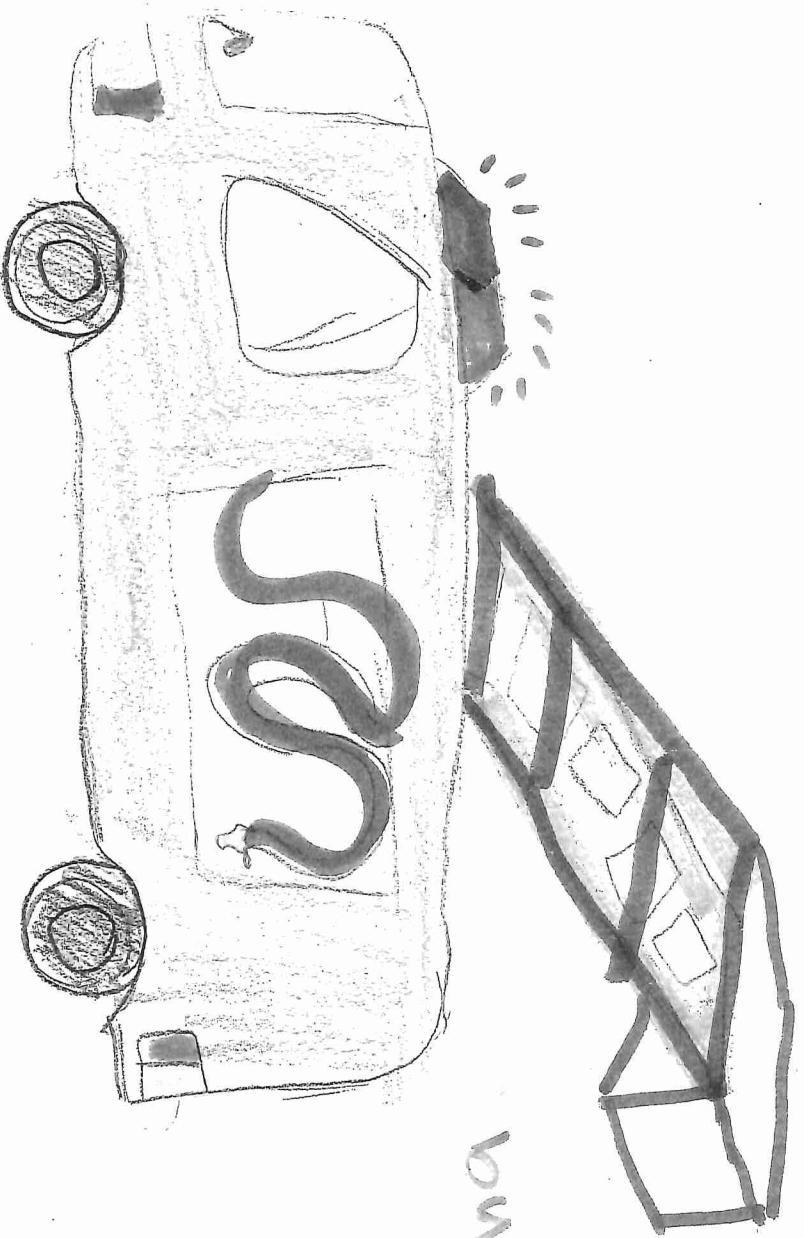
GRANT ELEMENTARY SCHOOL
200 Grant Ave
Petaluma, CA 94952

San Ramon Valley Fire Protection
District,

Thank you so much for
protecting our community.
We are grateful for you! Sonoma
County Loves You!

Ms. Andersen
Grant School
Petaluma, CA.

Thank you first responders!
You're the best. You saved
our little tiny town. I
feel bad for you guys
guys because you guys
work 24 hours. You guys
~~are~~ we are the best
people we need in our
town. And again thank you
so so much!



by: Trista



Dear fire fighters thank you so much
for saving all the people
that have been saved from all
of you. I am so a fan of
you.

Love with hard work amelia



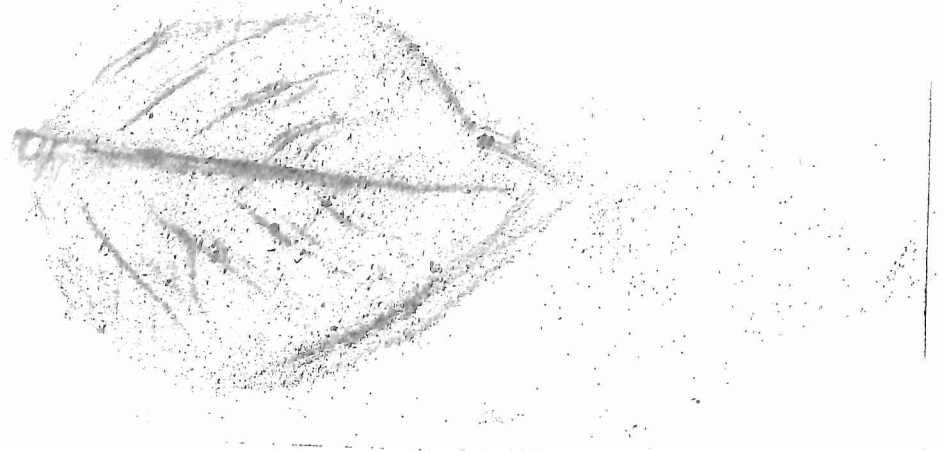
Dear firefighters
you are brave and help people
so I want to be a fire
fighter. you are awesome.

from,
Juliana S11



Dear, Firefighter
Thank you for putting
all the fires out!
Thank you!

from Alissa Maron

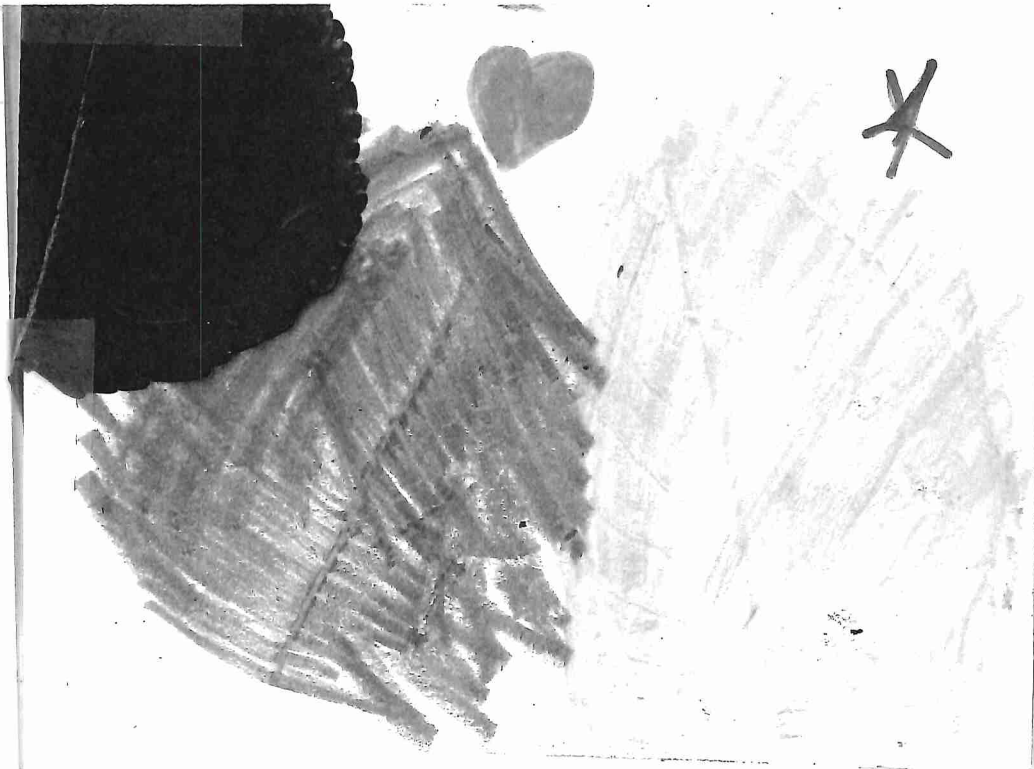


Thank you for
saving hundreds
of people 😊

Thank you for
Saving many people
from Fires. You
are all very
brave.

THA
NKS

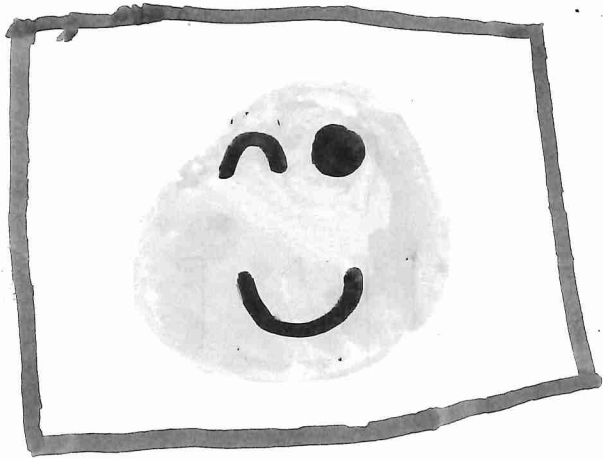
From: Ava Thomas



Dear Lauren,
Thank you for bring
one of my best friends
including Sarah

LG
S
#2
SL

Thanks!



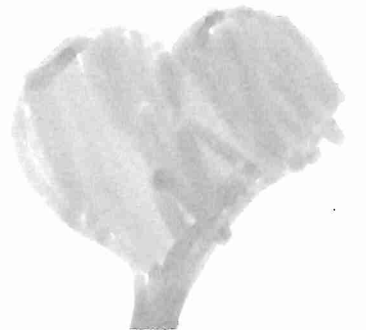
Thank
You

from
Sydney Gross



Thank you for saving
all the people and
thank you for fighting
the fires I hope you
like the card I hope it
makes you smile.

Dear firefighters
Thank you so much
for saving peoples
lives!!!!





Hello, thank you so much
I love you!

Love, ♥
Ella Kallingal

DOMINO DESIGNS
319 Post Street
Petaluma, CA 94952
SAN FRANCISCO CA 941
JAN 07 2017 PM 6 L



Sonoma Strong

Brooks, Sue

From: Meyer, Paige
Sent: Monday, October 30, 2017 5:48 PM
To: Brooks, Sue
Subject: FW: Thank You from Mayor David Haubert

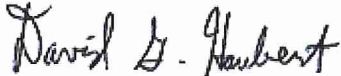
From: Taryn Gavagan Bozzo [mailto:Taryn.GavaganBozzo@dublin.ca.gov]
Sent: Wednesday, October 25, 2017 12:10 PM
To: Meyer, Paige
Subject: Thank You from Mayor David Haubert

Dear Chief Meyer:

On behalf of the City of Dublin, I would like to thank you for your assistance with the vegetation fire last Tuesday in Dublin. As all communities in northern California are on high-alert due to the devastation in the North Bay, it was reassuring to our residents that the mutual aid system employed by the fire service was available to knock down a fire that had the potential to affect homes in Dublin.

Your service to your communities, as well as the state as a whole, is greatly appreciated.

Thank you,



David G. Haubert

Mayor

City of Dublin

100 Civic Plaza, Dublin, CA 94568

(925) 833-6660 | (925) 833-6651 FAX

david.haubert@dublin.ca.gov | www.dublin.ca.gov

Mission Statement: *The City of Dublin promotes and supports a high quality of life, ensures a safe and secure environment, and fosters new opportunities.*

Brooks, Sue

From: Meyer, Paige
Sent: Monday, October 30, 2017 5:49 PM
To: Brooks, Sue
Subject: FW: Ambulance Strike Team

From: Anderson, Mark
Sent: Tuesday, October 17, 2017 2:29 PM
To: Meyer, Paige; Phares, Lon
Cc: Michaelson, Jon; Bautista, Sal
Subject: Ambulance Strike Team

Hi Chief,

Just wanted to drop you a quick note concerning the Ambulance Strike Team I was on last week. I have been here for many years and this was the first ambulance strike team I have known that we sent. We have assisted local departments, but not a formal Strike Team.

The magnitude of the operation up in the north bay is still evolving, but I am glad our department has sent so many and such diverse resources to assist in any way we could. Our main operation was within the first 24 hours and we assisted in evacuating approximately 160 people from the VA Hospital in Yountville to surrounding areas in less than 6 hours. I know Sal and myself felt honored to assist these veterans and keep them from harm. The remaining time was spent moving around and staging for other possible evacuations.

After participating on other strike teams throughout the state over my career it was exciting to be on this deployment. I do believe this is something that can be done in the future and they are still working out the kinks in the system.

I would like to tell you that Captain Michaelson, with his EMS/Fire background and the contacts he has made in his current position, made this operation much smoother since this is a new idea (multi-day EMS incident) Strike Team. Some of our resources changed personnel every 24 hours, so it was helpful to have Jon and PM 32 as a constant. Jon was a leader that took care of his resources – made sure were fed and stayed together, and kept us as informed as much as he could. He was even in contact with Steve Call to get Paramedic 32's MDC to operate as a mobile WiFi since AT&T was not very operational and Sprint had good coverage.

I will also say that Sal Bautista was a pleasure to work with. His upbeat attitude even while sleeping in the driver's seat all night while we were staged in a parking lot, the move ups at 3:00 am for possible evacuations that ended up being cancelled could be very draining. The care he gave our patients even when we had three patients, their wheel chairs and walkers made for interesting transports. I say this because even though I am reaching the end of my career here – I see so much potential with the people that we are hiring as well as the ones that have been here for a while.

Thanks again for the support of our neighbors and our personnel.

Sincerely,

Captain Mark Anderson
Station 38 C Shift

Thank you so much for
your heroic efforts. Sue Fode

San Ramon
Firefighters
Thanks so
much for
your wonder-
ful help!
Susan
Amaha

We are very grateful
you came to help us!

Thank you - David Crone

Our
hearts send
much gratitude
for your efforts to
help our community.
Phyllis Herrera

Thank you for
being here when
we needed you to
fight the fires.
Saren Hubrin

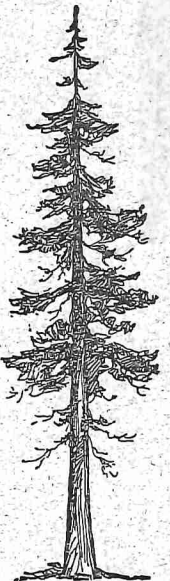


Handset and printed at Jota Press Printshop
Sebastopol, CA



with GRATITUDE
from SONOMA
COUNTY

for your assistance during the
2017 fires



Giovanna Bernetti
197 S. Washington St.
Cloverdale, CA 95425

San Ramon Valley Fire Protection
1500 Bollinger Canyon Rd
San Ramon, CA 94525

Dear San Ramon Valley Fire Protection District,
Thank you for providing protection, safety, support, and supplies to the people everywhere in your area. Your kindness and cooperation will be gladly appreciated to everyone everywhere. Your job as a protector for everyone is it yourselves takes bravery and courage. We'd all like to thank you for putting the people first, and helping as much as possible. Your work will greatly be honored and will come back to you as good karma. So thank you for everything and your work will be trained.

Sincerely,
Giovanna Bernetti
of Cloverdale, California

Thank you for your help
Caesar Zunino
EILEEN

Emily

Thank you for
your help

Love
Lfsq

Patricia Ann Martin

Roger
Thinking
of You

ROSEMARY
Ted Copus

DONALDSON

CHRISTMARIE

Thank you for all your recent help in the
October 2017 Northern California Wildfire. We
appreciate everything you did to help save,
protect and defend our lives and property
during this fire.

North Bay Industries Activity Center
Rohnert Park, Ca

Brooks, Sue

From: Meyer, Paige
Sent: Monday, November 06, 2017 12:05 PM
To: Brooks, Sue
Subject: FW: Communication's Center performance 11-05-17

From: Duggan, John
Sent: Sunday, November 05, 2017 2:14 PM
To: Pangelinan, Denise
Cc: Meyer, Paige; Bain, Whitney
Subject: Communication's Center performance 11-05-17

Director Pangelinan

I would like to bring to your attention the superior level of performance your Communications Center displayed this afternoon. Between approximately 1100 and 1300 hours the Communications Center completed the EMD dispatching of eleven (11) calls for emergency medical care, in addition to other non-medical incidents. As a result of this sporadic 300% increase in call volume, the District's inventory of ambulances was repeatedly exhausted.

Your personnel anticipated this drawdown, initiated the correct resource acquisition and apparatus deployment plans, resulting in the District successfully maintaining the high level of patient care we strive to uphold. While it never became necessary for the Duty Battalion Chief to counter any of the decisions made, the timely updates provided by the Communications Center were greatly appreciated. When demands for service rise to this level, being able to rely on decisions made by the Communications Center affords us the ability to execute at a high level Districtwide, and is of great assistance to the Duty Battalion Chief.

Thank you

Duggan



John Duggan
Battalion Chief
San Ramon Valley Fire
925-838-6605 – Office
925-570-4010 – Mobile
jduggan@srvfire.ca.gov



Joy
is the
simplest
form of
gratitude.

— Karl Barth

Thank you so much for coming
to save our valley,

Please come back with your families
to visit when you can. Let us know
you are one of our heroes.

A grateful Sonoman



1400 North Dutton Avenue, Suite 20
Santa Rosa, California 95401

Cell 707.396.7525
stacey.gibbons@heart.org
www.heart.org

Stacey Gibbons
Executive Director

Dear San Ramon Valley
Fire District,

Gratitude is the memory of the heart.

Thank you so much
for coming to our rescue
and fighting the fires in
our community! Thank you!

Take Care,

Stacey



**PLEASE SPREAD THE URGENT NEWS
ABOUT THIS OFFER OF TANGIBLE GRATITUDE**

Dear Firefighters, Police Officers, National Guard and other First Responders:

The past few weeks have shown once again the debt we owe the professionals who came to our rescue during the wildfires. Firefighters, Police Officers, the National Guard and other First Responders like you routinely risk your lives for us, and you deserve a special salute.

And that's what you'll get during the upcoming **FREEDOM WEEK Sonoma** from **Wednesday, November 8th through Sunday, November 12th** in the City of Sonoma.

During **FREEDOM WEEK Sonoma**, businesses within the Sonoma Valley will join together to provide first responders, members of the military and veterans with **FREE** services, food items or products. It's a tangible "thank you" for the role you play.

FREEDOM WEEK Sonoma will culminate with a **FREE** matinee screening of the recently released motion picture "**Megan Leavey**" within the **Sebastiani Theatre** at **1:00pm on Sunday afternoon, November 12th**.

Just come to the Sonoma Valley Visitors Bureau located on the Historic Plaza within the City of Sonoma — **FREEDOM WEEK'S Sonoma Headquarters** — and pick up a list and map of participating businesses and professional services offering **FREE** services & items during **FREEDOM WEEK Sonoma**. Participating businesses are also listed on the Website **freedomweeksonoma.org**.

Thank you for saving Sonoma!

Bob Leonard
Chairman
2017 Freedom Week Sonoma Planning Committee

www.freedomweeksonoma.org

Phone: 707.481.8091 | 731 Amherst Dr. • Sonoma, CA 95476

OPERATIONS



San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

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

www.firedepartment.org | info@firedepartment.org

Date: November 15, 2017
To: Board of Directors
From: Lon Phares, Deputy Chief Operations
Subject: Monthly Operations Report for October 2017

Operations & Training

- Single Resource Request – Water Tender 130 to the Bear Fire, Santa Cruz County
- Recruit Academy 2017-1 Instruction
- District Familiarization Exam for Academy Class 2016-2
- 4th Quarter Auto Extrication Training
- Salvage & Overhaul Training for Reserve Firefighters
- iQuest Program Training for SRVHS, Cal HS & MVHS
- Trench Rescue Operations Class
- Station 37 Wildland PPE Inspections
- Engineers Practical Exam Preparation
- Ventilation Training @ Station 34
- Operational & Training Policy Updates
- Probationary Task Book Sign-offs for Engineers (3) & Firefighters (7)

Events Attended by Suppression

- Fire Prevention Month, All Stations
- Home Depot Kids Safety Fair, San Ramon
- Run for Education, San Ramon
- Kids Safety Fair, San Ramon
- Mount Diablo Challenge, Diablo
- City Hall Recognition Ceremony, San Ramon
- Cal High Homecoming Parade, San Ramon
- North Bay Fire Donation Collection @ Target Store, San Ramon
- Danville Fall Festival, Danville
- Wheels Day, Alamo
- Grand Opening Station 32, Alamo

Special Teams

Hazardous Materials Team

- 4th Quarter Training – Level A Suit Confidence Course

Technical Rescue Team

- 4th Quarter Training – Confined Space Training

Meetings

County Chiefs

County Operations

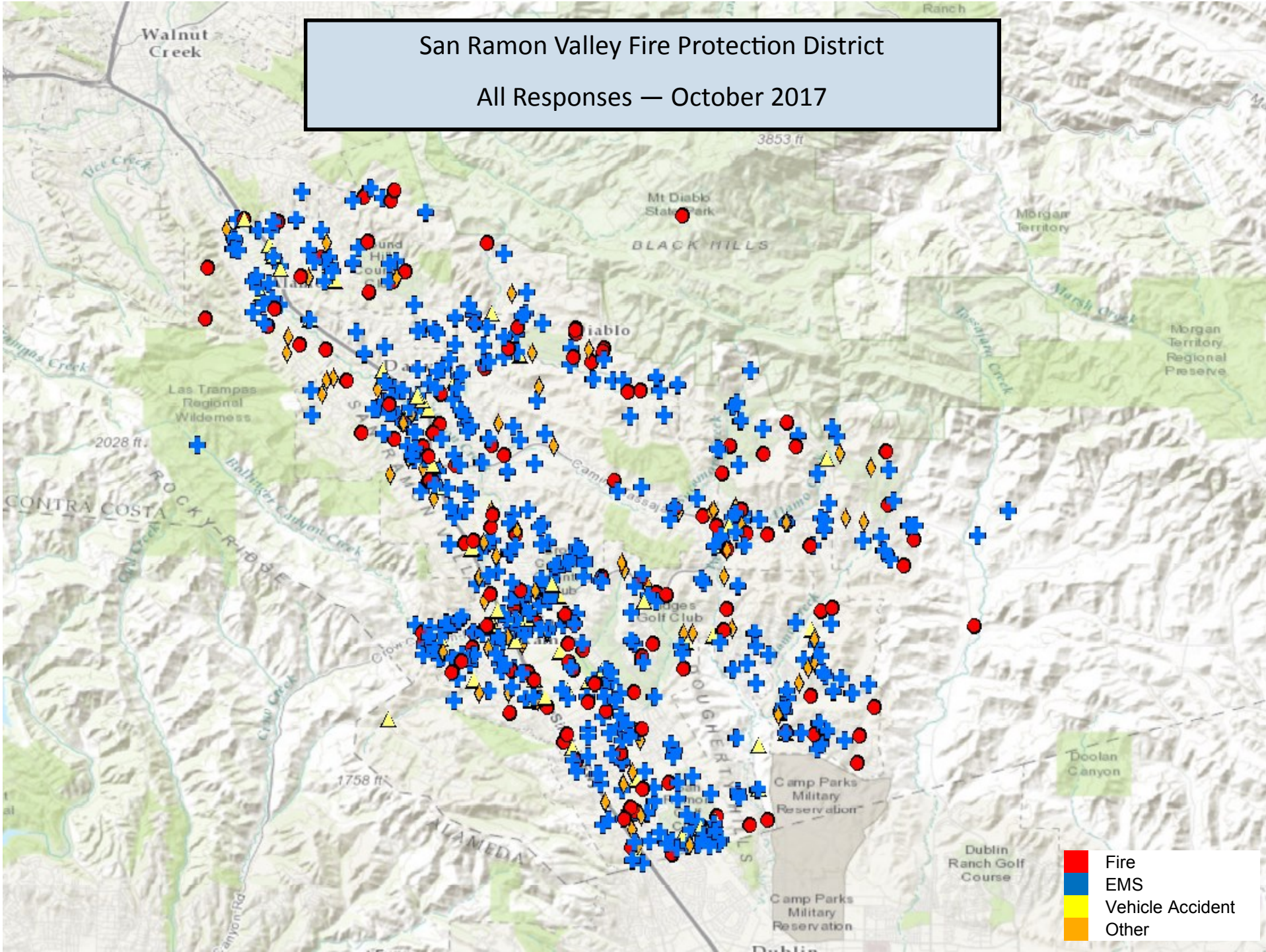
County Training Officers

County Peer Support Meeting

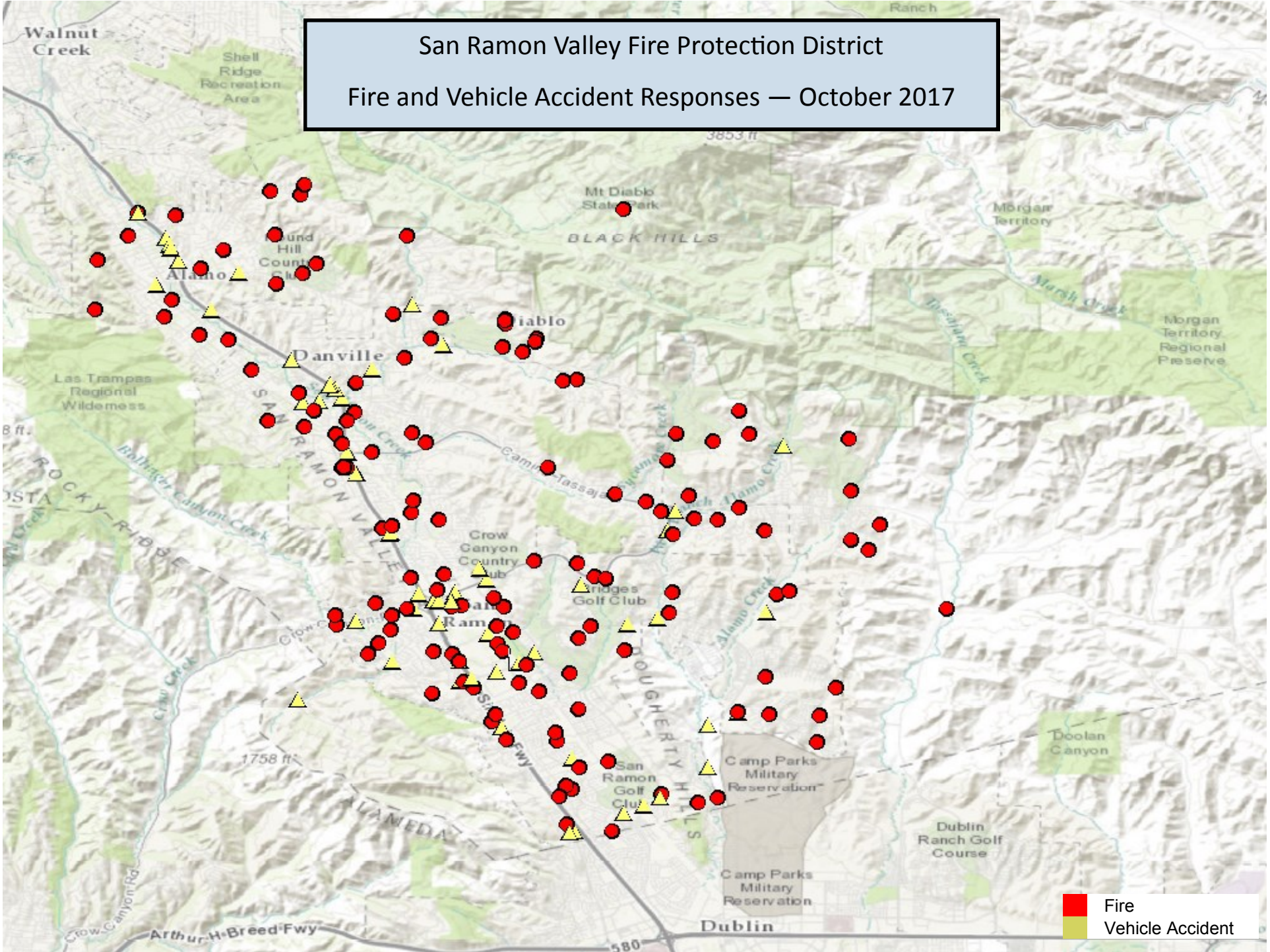
Danville Town Council Meeting

Coastal Regional Hazardous Materials Response Organization

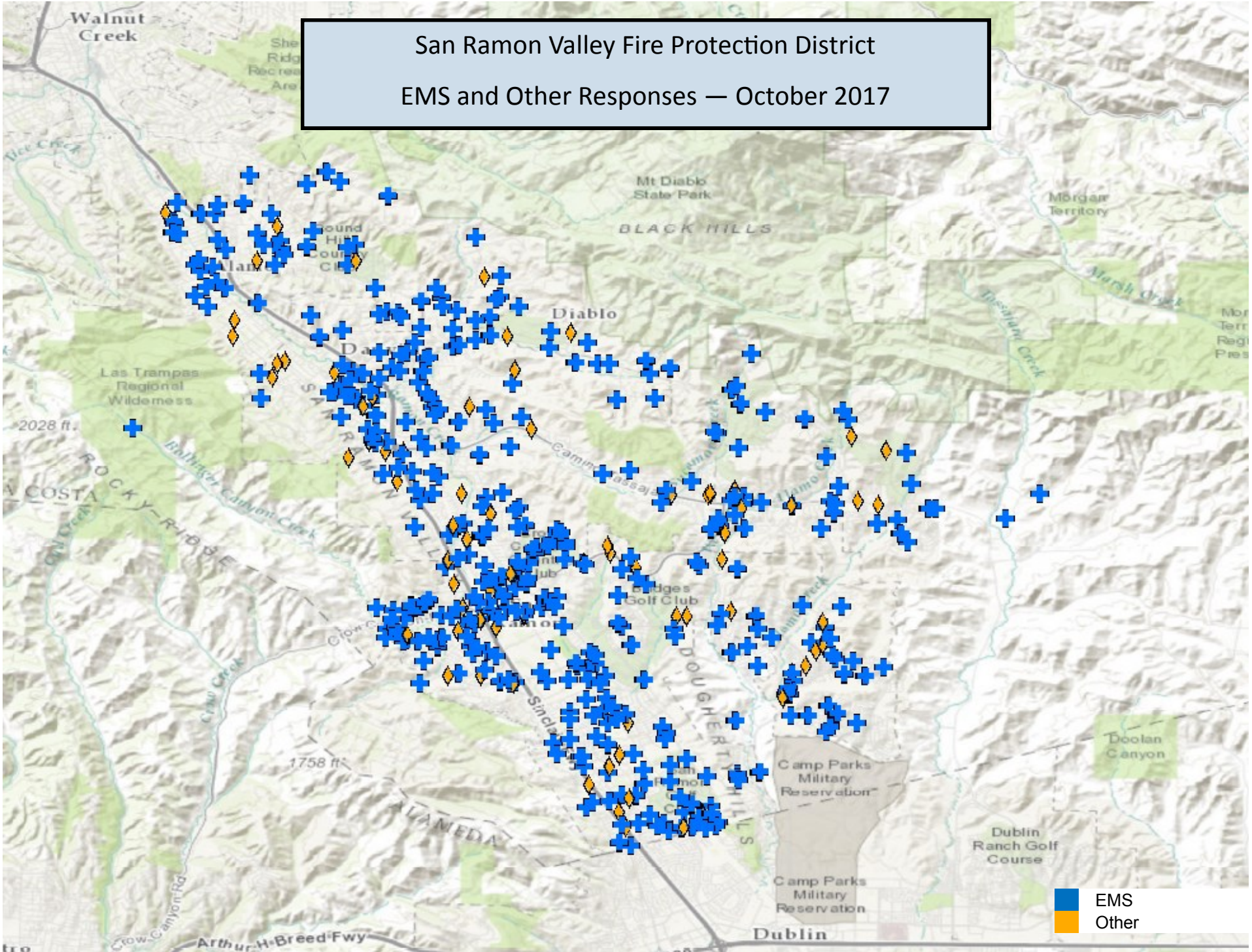
San Ramon Valley Fire Protection District
All Responses — October 2017



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



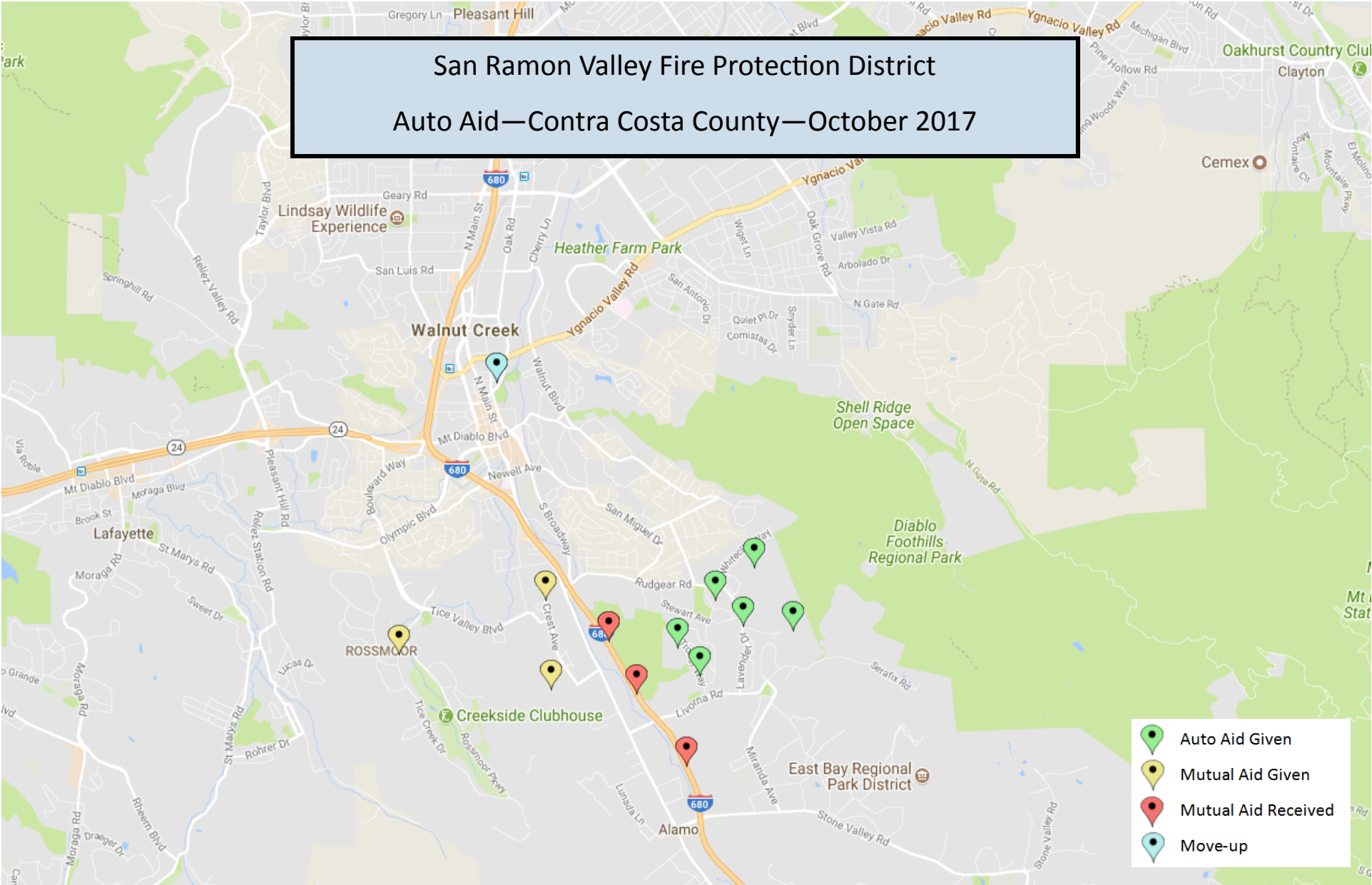
San Ramon Valley Fire Protection District
EMS and Other Responses — October 2017



EMS
Other

San Ramon Valley Fire Protection District

Auto Aid—Contra Costa County—October 2017



	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT
Auto Aid Given	4	7	9	8	4	5	5	13	9	10	7	6
Mutual Aid Given	1	0	0	0	0	2	1	5	9	1	4	3
Auto Aid Received	0	4	0	1	0	0	0	1	2	1	1	4
Move-up	0	3	1	0	0	0	1	1	1	1	2	2

Standards of Cover Policy Compliance Report

October 1, 2017 - October 31, 2017

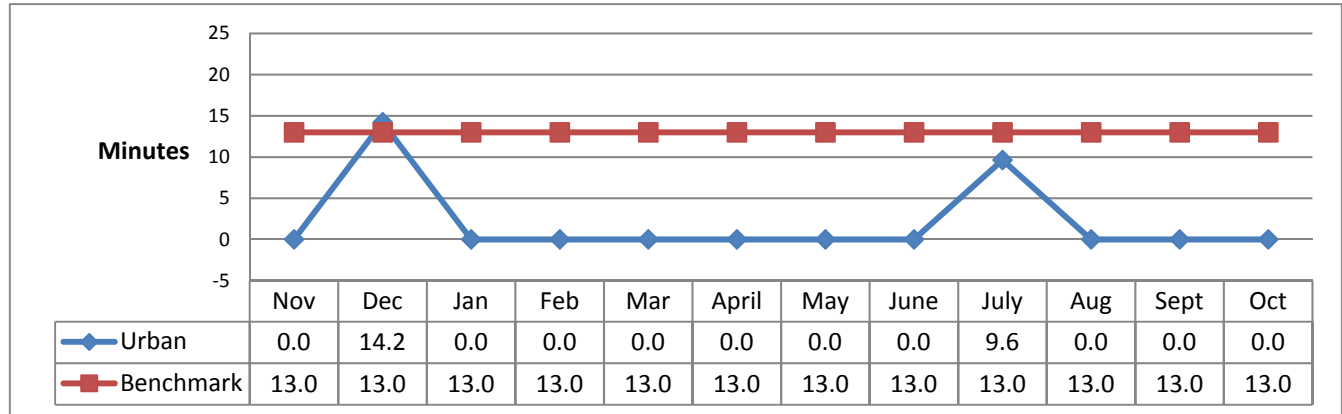
	SOC Goal 1, 5, 6			SOC Goal 2, 5, 6			SOC Goal 3, 5, 6			SOC Goal 5, 6		
	Urban (Count = 288)			Suburban (Count = 105)			Rural (Count = 2)			Wilderness (Count = 2)		
	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D
First Unit Response	7:00	7:00	7:07	8:00	8:16	7:48	15:00	7:29	13:39	45:00	14:03	33:59
		100%	99%		98%	100%		100%	100%		100%	100%

SOC Goal 4												
	Urban (Count = 0)			Suburban (Count = 0)			Rural (Count = 0)			Wilderness (Count = 0)		
	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D
	ERF Fire Response	13:00	0:00	14:13	14:00	0:00	10:44	21:00	0:00	0:00	45:00	0:00
		0%	80%		0%	100%		0%	0%		0%	0%

SOC Goal 8												
	Urban (Count = 112)			Suburban (Count = 41)			Rural (Count = 0)			Wilderness (Count = 0)		
	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D	Goal	Actual	Y-T-D
	ERF Medical Response	9:00	9:20	9:22	10:00	9:54	9:47	21:00	0:00	17:58	45:00	0:00
		95%	97%		100%	100%		0%	100%		0%	100%

SOC Goal 7					
Call Processing Time			Turnout Time		
Goal	Actual	Y-T-D	Goal	Actual	Y-T-D
1:00	1:13	1:09	2:00	1:49	1:54
	93%	96%		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.

EMS



San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

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

www.firedepartment.org | info@firedepartment.org

Date: November 15, 2017

To: Board of Directors

From: John Duggan, Battalion Chief

Subject: Monthly EMS Division Communications

EMS

- The District responded to approximately 410 emergency medical incidents since the October 25th Board of Directors Meeting. Two of these incidents were in response to patients who had experienced a cardiac arrest. One of those incidents was in response to a witnessed cardiac arrest, with bystander CPR having been initiated prior to the arrival of District resources. In response to on-scene Advanced Life Support (ALS) interventions performed by District personnel, this patient exhibited a return of spontaneous circulation (ROSC) prior to her arrival in the emergency room.

Ongoing Projects

- Finalized the instructional curriculum for Zoll Patient Care Report (PCR) Training
- Initiated annual preventative maintenance inspections of EMS clinical equipment
- Researched and assembled data in preparation for the 2018 Ambulance Service RFP
- Updated the policy and procedures for deployment of the Chempack cache
- Assisted CCCEMS in preparation and presentation of the 2017 Survivor's ceremony
- Attended multiple meetings with local and state EMS stakeholder agencies
- Completed annual training for the District's designation as an AHA Training Center
- Introduced newly instituted CCC/EMS On-Line Training to District personnel
- Facilitated CQI Workshop with Doctor Peter Benson and DNI

LOGISTICS



San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

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

www.firedepartment.org | info@firedepartment.org

Date: November 15, 2017
To: Board of Directors
From: Derek Krause, Deputy Chief, Logistics
Subject: Monthly Logistics Report for October 2017

Facilities

1. Participated in Bay Area Building Owners and Managers luncheon, guest of Emergency Preparedness Committee as an Emergency Response panelist/speaker, reinforcing safety, resiliency, interfacing with firefighters and responders, and self-reliance following a major disaster.
2. Participated in California Resiliency Alliance phone conference as fire behavior and operations resource. CRA empowers local and regional resiliency through cross-sector partnerships and information sharing.
3. Met with various contractors on site and initiated exclusion plan in support of eliminating rodent infestation and ongoing reoccurrences at the FS31 Annex radio shop.
4. Conducted site visits and testing in attempt to identify source of excessive water use at FS35. Engaged contractor to isolate valves and eliminate FS35 water meter from landscape irrigation along Blackhawk Road (underway).
5. Met with various contractors on site to discuss resolution to holding tank occlusion FS31.
6. Provided logistical support for Grand Opening ceremony at Station #32.
7. Ongoing:
Conducted preventive maintenance and repairs to effectively manage costs and maintain service

Fleet

1. Incorporated Ambulance Subcommittee feedback and recommendations from site visits into updated specifications. Conducted phone meetings with manufacturer to evaluate updates and feedback. Shared findings with Ambulance Subcommittee to resolve outstanding issues. Initiated registration with HGAC purchasing consortium.
2. Conducted Annual Pump Testing per NFPA Standard on all District pumping apparatus.
3. Conducted Type I Engine Subcommittee site visits to support new engine purchases.
4. Performed Hurst Extrication tools annual inspection, maintenance and repairs
5. Annual inspections ongoing
6. Ongoing:
Conducted preventive maintenance and repairs to effectively manage costs and maintain safety.

Meetings

1. 10/3/2017: Alamo Municipal Advisory Committee Meeting
2. 10/4/2017: Meeting Regarding Reserve Firefighter Recall and Planning
3. 10/4/2017: BOMA Presentation Planning Meeting
4. 10/4/2017: Meet contractor on site to discuss landscaping/water conservation work
5. 10/5/2017: Safety Committee Meeting
6. 10/3, 10/25, 10/31/2017: Management Meetings
7. 10/10/2017: Command Staff Meeting
8. 10/12/2017: BOMA EPC Luncheon Speaker
9. 10/20/2017: Meeting with Volunteer Firefighter Coordinator
10. 10/2, 10/18/2017: Meet contractors on site to discuss rodent isolation and cleanup FS31
11. 10/16/2017: Alamo Community Liaison Meeting
12. 10/23/2017: Labor/Management Meeting
13. 10/24/2017: Address vehicle parking reports at old Station #32
14. 10/25/2017: Board Meeting
15. 10/28/2017: Grand Opening Ceremony FS32
16. 10/30/2017: Orientation meeting with Director Yancey
17. Various station visits to address Fleet and Facility issues, interface with personnel

FIRE & LIFE SAFETY



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: November 15, 2017
To: Board of Directors
From: Derek Krause, Deputy Chief, Fire Marshal
Subject: Monthly Fire and Life Safety Division Report for October 2017

E-Plan Review Conversion

Electronic plan review submittals once again have exceeded paper submittals with 70% of the submissions in electronic form for the past 3-months. To date we have received 83 surveys regarding electronic plan submittal with a 99% approval rating.

Inspections

Plan review and construction inspections continue to be a priority to support the active construction projects. Remaining time is being used to follow up on open inspections to accomplish compliance and close out re-inspections. The following inspections were accomplished in October.

Plan Review	89
Construction Inspections	96
Annual Compliance Inspections	97
Re-inspections	83

Heart Safe Committee Activities

1. 10/04/2017 -SRVUSD Staff Training - DVMS– 80 participants
2. 10/08/2017 – American Heart Association HeartWalk – 60 participants
3. 10/08/17 – Girl Scout Safety Fair– 37 participants
4. 10/16/17 - 7th Grade CPR- Gale Ranch Middle School – 416 participants
5. 10/24/17 – Hidden Hills 5th Grade Health Fair – 180 participants

Total trained in October – 773

CERT Activities

1. 10/3/17: Leadership Meeting
2. 10/5/17: Dementia Workshop for CERT members and CEU's available for those who needed it for other professions
3. 10/17/17: Facebook Live presentation for CERT on Earthquake Preparedness. Successful online event drawing with over 80 CERT members and over 1200 views.
4. 10/23/17: Container moved from Danville PD to Sycamore HOA for CERT use for storing supplies

Residential Care Facility Work Group

1. 10/10/17 – Held mini-training for Residential Care Facility Caregivers. Topics were Stroke Recognition, Personal Protective Equipment/Infection Control, what happens when you call 911. – 64 participants trained.
2. 10/10/2017 – Monthly meeting

Public Education

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

1. 10/18/2017 – First Responder Class with Scouts
2. 10/17-19/2017 – Fire Safety Education with Hidden Hills Elementary
3. 10/24-26/2017 – Fire Safety Education with Twin Creeks Elementary

Community Involvement

1. 10/21-22/2017 – Danville Fall Festival – fire safety trailer and Sparky the Fire Dog led the kids costume parade on Saturday
2. 10/07/2017: Urban Shield Thank you celebration Concord PD
3. 10/14-16/2017: Danielle Bell deployed for the NorCal Fires under the State's Functional Assessment Service Team (FAST)
4. 10/19/2017: Staff presented at Contra Costa FAST (Functional Assessment Service Team) Workshop Forum
5. 10/19/2017: Urban Shield Yellow Command Debriefing

Meetings

1. 10/5/17: TAC Meeting (Technical Advisory Committee)
2. 10/9/17: Meeting with Del Amigo Special Needs Program
3. 10/20/17: PAC Meeting to be rescheduled as there was no quorum
4. 10/30/17: Meeting at Toyota in San Ramon for possible CERT Donation

Training

1. 10/30 – 11/3/2017 – Plan Review 2B, hosted by District
2. 10/10/17: Town of Danville EOC table top with Jeff Hebel
3. 10/12/17: BOMA Workshop with Derek Krause
4. 10/24/17: Staff presented Autism Presentation for Crisis Intervention Team of Contra Costa County. Over 45 PD officers were in attendance

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

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
CODE COMPLIANCE													
INSPECTIONS	19	35	82	69	148	17	17	78	58	97	0	0	620
REINSPECTIONS	73	68	81	36	108	66	137	114	86	83	0	0	852
TOTAL *	92	103	163	105	256	83	154	192	144	180	0	0	1472

OCCUPANCY PERMITS	2	31	20	25	126	53	12	62	35	77	0	0	443
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ANNUAL INSPECTION PROGRAM													
TOTAL INSPECTABLE OCCS	556	556	556	556	556	556	556	556	556	556	556	556	556
TOTAL STARTED YTD †	17	34	74	65	143	12	14	69	54	93	0	0	575
% STARTED YTD	3.06%	6.12%	13.31%	11.69%	25.72%	2.16%	2.52%	12.41%	9.71%	16.73%	0.00%	0.00%	103.42%
TOTAL COMPLETED YTD ‡	9	22	24	34	84	32	67	76	42	43	0	0	433
% COMPLETED YTD	1.62%	3.96%	4.32%	6.12%	15.11%	5.76%	12.05%	13.67%	7.55%	7.73%	0.00%	0.00%	77.88%

CONSTRUCTION													
NEW PROJECTS	59	74	91	62	62	51	83	65	59	90	0	0	696
PLAN REVIEWS SUBMITTED	104	159	197	125	164	116	103	128	103	142	0	0	1341
PLAN REVIEWS COMPLETED	86	147	206	109	186	133	88	135	130	89	0	0	1309
INSPECTIONS	105	123	128	80	161	146	116	150	109	96	0	0	1214

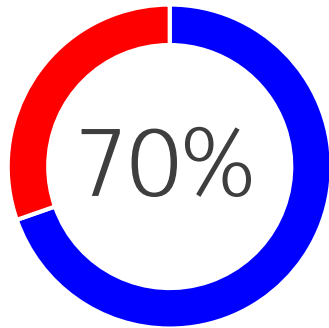
* Includes all code compliance inspections; Annual inspection program inspections, temporary tents, fireworks display, etc.

† 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.

e-Plan Review Conversion Project

Percentage of Digital Plans
Aug - Oct



■ Digital ■ Paper

Summary Aug - Oct

TOTAL REVIEWS SUBMITTED

356

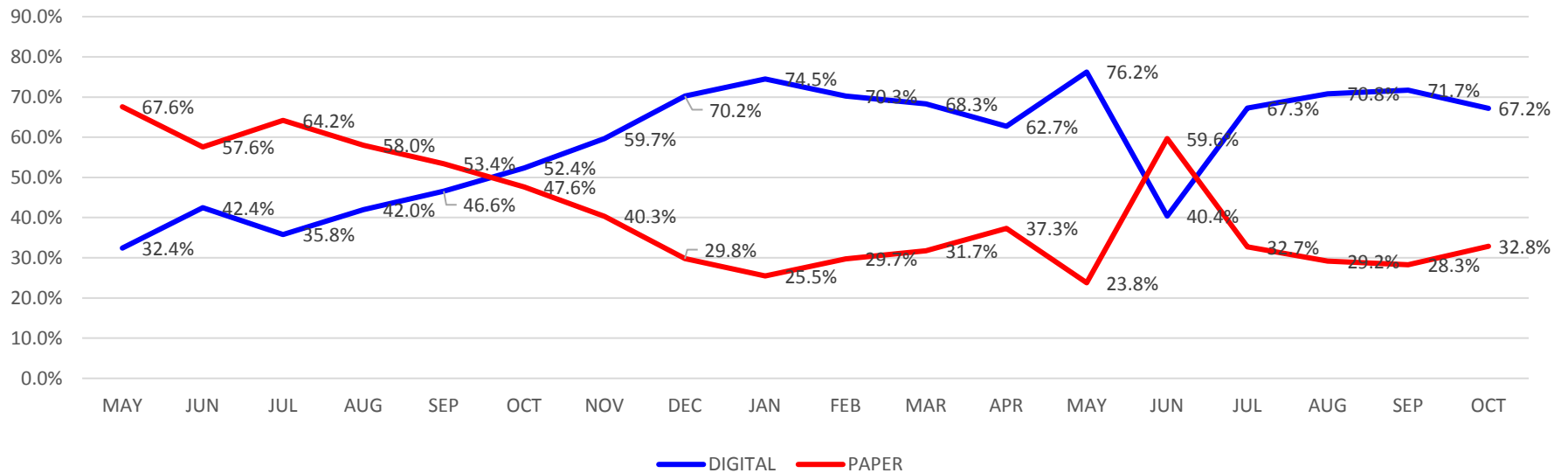
TOTAL DIGITAL SUBMITTED

248 69.7%

TOTAL PAPER SUBMITTED

108 30.3%

Plan Review Submittal Method



SAN RAMON VALLEY FIRE PROTECTION DISTRICT

FIRE PREVENTION DIVISION

MONTHLY PLAN REVIEW INTAKE REPORT

October 2017

PROJECT	PLAN REVIEW TYPE	SUBMITTAL	COMPLETED	FORMAT
New Custom Home	Miscellaneous System Plans	10/02/2017 09:01:32	10/02/2017 09:02:08	Digital
T-Mobile Wireless	Planning and site development review	10/02/2017 09:23:35	10/02/2017 09:34:28	Paper
Geranen Residence	Planning and site development review	10/02/2017 09:55:55	10/02/2017 09:59:55	Paper
Down Syndrome Connection	Automatic fire-extinguishing systems	10/02/2017 11:02:58	10/02/2017 11:02:17	OTC Paper
Pet Food Express Sprinkler Modification Suite 609	Automatic fire-extinguishing systems	10/02/2017 11:30:37	10/02/2017 11:42:28	OTC Paper
Verizon Store	Miscellaneous System Plans	10/02/2017 11:37:49	10/02/2017 11:40:48	Digital
Verizon Suite 220 D	Construction, alteration, or renovation of a building	10/02/2017 11:41:36	10/02/2017 11:44:48	Digital
Clock Tower Refurbishment	Construction, alteration, or renovation of a building	10/03/2017 08:56:37	10/03/2017 08:59:10	Paper
2725 Pemberton Solar Project	Miscellaneous System Plans	10/03/2017 10:00:20	10/03/2017 10:01:34	OTC Paper
1323 Charbray St Iron Oak @ Alamo Creek Plan 1 Casita Lot 624	Automatic fire-extinguishing systems	10/03/2017 11:10:56	10/03/2017 11:12:27	Digital
6136 Alpine Blue Drive Romana Plan 1 Lot 82	Automatic fire-extinguishing systems	10/03/2017 11:16:11	10/03/2017 11:17:10	Digital
1133 Rosamund Drive Alita Plan 2 Lot 37	Automatic fire-extinguishing systems	10/03/2017 11:18:18	10/03/2017 11:19:00	Digital
1137 Rosamund Drive Alita Plan 1 Lot 38	Automatic fire-extinguishing systems	10/03/2017 11:20:00	10/03/2017 11:21:03	Digital
2066 Elderberry Drive Carmela Plan 3 Lot 83	Automatic fire-extinguishing systems	10/03/2017 11:22:05	10/03/2017 11:22:41	Digital
Sultan Residence	Private fire hydrants and fire protection water supplies	10/03/2017 11:24:09	10/11/2017 16:32:04	Paper
200 Kirkcrest Addition	Construction, alteration, or renovation of a building	10/04/2017 10:38:54	10/04/2017 13:17:43	Digital
Double Check Valve Assembly Upgrade	Miscellaneous System Plans	10/04/2017 10:41:39	10/16/2017 09:00:24	Digital
Museum Natural History Gallery Improvements	Automatic fire-extinguishing systems	10/04/2017 10:46:47	10/04/2017 11:07:08	Digital
Rodan & Fields Dermatology @ 3001 Bishop Drive 3rd Floor	Automatic fire-extinguishing systems	10/04/2017 10:48:25	10/04/2017 10:53:36	Digital
Vacant Space - Q 510/515	After hours inspection	10/04/2017 11:18:14	10/04/2017 13:30:26	Digital
The Coder School 167 Market Place	Construction, alteration, or renovation of a building	10/04/2017 15:24:01	10/16/2017 09:30:56	Digital
Main Hall Building	Fire alarm and detection systems and related equipment	10/04/2017 15:41:12	10/25/2017 15:17:35	Digital
Jug Residence Remodel and Addition	Miscellaneous System Plans	10/05/2017 09:00:40	10/05/2017 09:48:01	Digital
Starbucks Commercial TI	Construction, alteration, or renovation of a building	10/05/2017 13:11:08	10/12/2017 15:26:05	Paper
Sultan Residence	Automatic fire-extinguishing systems	10/05/2017 14:28:40	10/12/2017 08:57:36	Digital
Emergency FDC Repair	Private fire hydrants and fire protection water supplies	10/05/2017 14:34:10	10/13/2017 05:59:33	Paper
Atwall Residence Remodel	Construction, alteration, or renovation of a building	10/09/2017 12:17:54	10/09/2017 14:47:18	Paper
Atwall Residence Remodel	Expedited Plan Review	10/09/2017 12:32:48	10/09/2017 14:46:53	Paper
2023 San Ramon Valley Blvd Second Building	Miscellaneous System Plans	10/09/2017 15:17:34	10/09/2017 15:20:07	Paper
141 Easy St New Residence	Automatic fire-extinguishing systems	10/10/2017 07:38:42	10/16/2017 10:40:27	Digital
Danville Commercial - 312 Railroad Ave	Fire alarm and detection systems and related equipment	10/10/2017 08:25:23		Digital
5131 Rowan Drive Posante Plan 2 Lot 49	Automatic fire-extinguishing systems	10/10/2017 10:30:21	10/10/2017 10:31:13	Digital
5129 Rowan Drive Posante Plan 3 Lot 50	Automatic fire-extinguishing systems	10/10/2017 10:34:36	10/10/2017 10:35:14	Digital
5127 Rowan Drive Posante Plan 1 Lot 51	Automatic fire-extinguishing systems	10/10/2017 10:36:57	10/10/2017 10:37:37	Digital
5125 Rowan Drive Posante Plan 5 Lot 52	Automatic fire-extinguishing systems	10/10/2017 10:41:17	10/10/2017 10:41:49	Digital
5123 Rowan Drive Posante Plan 1 Lot 53	Automatic fire-extinguishing systems	10/10/2017 10:42:47	10/10/2017 10:43:24	Digital
5121 Rowan Drive Posante Plan 2 Lot 54	Automatic fire-extinguishing systems	10/10/2017 10:44:13	10/10/2017 10:44:44	Digital
5119 Rowan Drive Posante Plan 3 Lot 55	Automatic fire-extinguishing systems	10/10/2017 10:45:32	10/10/2017 10:46:04	Digital
5117 Rowan Drive Posante Plan 4 Lot 56	Automatic fire-extinguishing systems	10/10/2017 10:46:59	10/10/2017 10:47:32	Digital
Creamistry Suite G-2	Construction, alteration, or renovation of a building	10/10/2017 15:42:53	10/23/2017 15:22:44	Digital
Ready Suite 330	Fire alarm and detection systems and related equipment	10/11/2017 09:50:41	10/23/2017 16:08:49	Paper
Mulchandani Additional Dwelling Unit	Planning and site development review	10/11/2017 10:28:05	10/11/2017 10:40:05	Paper
David Residence Addition	Planning and site development review	10/11/2017 10:50:52	10/11/2017 10:56:30	Paper

Gallo Residence New Single family and second unit DEV14-0063	Miscellaneous System Plans	10/11/2017 16:13:54	10/11/2017 16:14:45	Paper
Hospice Thrift Store Expansion	Construction, alteration, or renovation of a building	10/12/2017 08:14:31	10/12/2017 08:21:34	OTC Paper
Richard Lee's East-West Kung Fu Tenant Improvement	Construction, alteration, or renovation of a building	10/12/2017 10:57:10	10/24/2017 07:46:08	Paper
2074 Elderberry Drive Carmela Plan 1 Lot 81	Automatic fire-extinguishing systems	10/12/2017 10:57:39	10/12/2017 11:01:37	Digital
2070 Elderberry Drive Carmela Plan 2 Lot 82	Automatic fire-extinguishing systems	10/12/2017 10:59:46	10/12/2017 11:00:52	Digital
New Silicone Valley Offshore Incubator, 2220 &2222	Automatic fire-extinguishing systems	10/12/2017 11:06:13	10/13/2017 05:30:33	Paper
New Silicone Valley Offshore Incubator, 2220 &2222	Expedited Plan Review	10/12/2017 11:07:24	10/13/2017 05:30:16	Digital
1141 Rosamund Drive Alita Plan 3 Lot 39	Automatic fire-extinguishing systems	10/12/2017 11:13:27	10/12/2017 11:14:08	Digital
1145 Rosamund Drive Alita Plan 1 Lot 40	Automatic fire-extinguishing systems	10/12/2017 11:15:04	10/12/2017 11:16:12	Digital
1269 Charbray St Plan 1 (no casita) Lot 616	Automatic fire-extinguishing systems	10/12/2017 11:17:32	10/12/2017 11:17:59	Digital
XMatters	Construction, alteration, or renovation of a building	10/12/2017 11:26:46		Digital
XMatters	Fire alarm and detection systems and related equipment	10/12/2017 11:27:49		Digital
2269 San Ramon Valley Blvd. Development	Fire alarm and detection systems and related equipment	10/12/2017 11:33:55		Digital
Juniper Room Exit Analysis	Construction, alteration, or renovation of a building	10/12/2017 11:37:15		Digital
World Wide Technology (WWT) @ 3001 Bishop Drive	Construction, alteration, or renovation of a building	10/12/2017 11:40:12	10/13/2017 06:32:13	Digital
Planning MUP 17-501-018	Planning and site development review	10/12/2017 14:19:52	10/12/2017 14:23:13	Digital
The Dancer's Institute Planning MUP 17-501-020	Planning and site development review	10/13/2017 07:49:53	10/13/2017 07:54:03	Digital
Bel Air Leasing Office Fire Alarm Panel Replacement	Fire alarm and detection systems and related equipment	10/13/2017 09:31:32		Paper
Bel Air Bldg A Fire Alarm Panel Replacement	Fire alarm and detection systems and related equipment	10/13/2017 09:34:56		Paper
Bel Air Bldg B Fire Alarm Panel Replacement	Fire alarm and detection systems and related equipment	10/13/2017 09:36:16		Paper
Bel Air Bldg C Fire Alarm Panel Replacement	Fire alarm and detection systems and related equipment	10/13/2017 09:37:12		Paper
Bel Air Bldg D Fire Alarm Panel Replacement	Fire alarm and detection systems and related equipment	10/13/2017 09:38:04		Paper
Bel Air Bldg E Fire Alarm Panel Replacement	Fire alarm and detection systems and related equipment	10/13/2017 09:39:29		Paper
Bel Air Bldg F Fire Alarm Panel Replacement	Fire alarm and detection systems and related equipment	10/13/2017 09:40:28		Paper
Bel Air Bldg G Fire Alarm Panel Replacement	Fire alarm and detection systems and related equipment	10/13/2017 09:41:22		Paper
Bel Air Bldg H Fire Alarm Panel Replacement	Fire alarm and detection systems and related equipment	10/13/2017 09:42:18		Paper
Bel Air Bldg I Fire Alarm Panel Replacement	Fire alarm and detection systems and related equipment	10/13/2017 09:43:58		Paper
141 Easy St New Residence	Construction, alteration, or renovation of a building	10/16/2017 14:30:40	10/23/2017 12:21:37	Paper
Gallo Residence New Single family and second unit DEV14-0063	Private fire hydrants and fire protection water supplies	10/16/2017 14:34:00		Paper
Fire Alarm Upgrade	Fire alarm and detection systems and related equipment	10/16/2017 14:38:47		Digital
BRCC Equinox Health Club Planning LUP 17-500-003	Planning and site development review	10/16/2017 15:34:29	10/16/2017 15:43:06	Digital
Hollis Residence Solar Installation	Miscellaneous System Plans	10/17/2017 08:25:15	10/17/2017 08:35:21	Paper
Office/ Break Room TI	Construction, alteration, or renovation of a building	10/17/2017 09:35:26		Paper
MOD Pizza	Automatic fire-extinguishing systems	10/17/2017 10:31:40	10/17/2017 10:37:48	Paper
Mann Residence	Planning and site development review	10/17/2017 10:55:17		Paper
Wolff Residence	Construction, alteration, or renovation of a building	10/17/2017 11:03:42		Digital
Sultan Residence	Automatic fire-extinguishing systems	10/17/2017 11:29:36		Digital
City Center East Building @ 6000 Bollinger Canyon Rd	Standpipe Systems	10/17/2017 12:00:00	10/25/2017 11:25:35	Digital
City Center East Building @ 6000 Bollinger Canyon Rd	Automatic fire-extinguishing systems	10/17/2017 12:00:00	10/25/2017 11:19:26	Digital
City Center West Building @ 6000 Bollinger Canyon Rd	Automatic fire-extinguishing systems	10/17/2017 12:00:00	10/25/2017 11:28:44	Digital
City Center West Building @ 6000 Bollinger Canyon Rd	Standpipe Systems	10/17/2017 12:00:00	10/25/2017 11:27:38	Digital
W Salon Suites at 225 Alamo Plaza Suite A	Additional Plan Review	10/17/2017 16:38:55		Digital
Costello Residence Solar Installation	Miscellaneous System Plans	10/18/2017 10:30:44	10/18/2017 10:33:15	Paper
Vardell Residence	Construction, alteration, or renovation of a building	10/19/2017 10:59:31		Digital
Pista House	Automatic fire-extinguishing systems	10/19/2017 11:45:52		Paper
Andreini TI Suite 320	Construction, alteration, or renovation of a building	10/19/2017 11:47:37	10/19/2017 11:56:34	OTC Paper
US Cryo Therapy TI	Automatic fire-extinguishing systems	10/19/2017 16:05:04	10/20/2017 13:33:22	OTC Digital
Suite 312-Subdivide	Automatic fire-extinguishing systems	10/20/2017 09:17:22		Digital
1149 Rosamund Dr Alita Plan 1 Lot 41	Automatic fire-extinguishing systems	10/20/2017 10:28:07	10/23/2017 10:29:45	Digital

Residential Remodel	Construction, alteration, or renovation of a building	10/23/2017 09:26:37		Digital
916 Connemara Ct Plan 1 (no casita) lot 607	Automatic fire-extinguishing systems	10/23/2017 10:31:42	10/23/2017 10:32:22	Digital
1347 Charbray St. Plan 4 (no casita) Lot 627	Automatic fire-extinguishing systems	10/23/2017 10:33:06	10/23/2017 10:33:50	Digital
2082 Elderberry Dr Carmela Plan 3 Lot 79	Automatic fire-extinguishing systems	10/23/2017 10:35:17	10/23/2017 10:36:14	Digital
2078 Elderberry Dr Carmels Plan 2 Lot 80	Automatic fire-extinguishing systems	10/23/2017 10:37:27	10/23/2017 10:38:20	Digital
6125 Alpine Blue Dr Romana Plan 1 Lot 24	Automatic fire-extinguishing systems	10/23/2017 10:46:26	10/23/2017 10:47:12	Digital
6129 Alpine Blue Dr Romana Plan 3 Lot 23	Automatic fire-extinguishing systems	10/23/2017 10:48:27	10/23/2017 10:49:12	Digital
Learn and Play Fire Alarm replacement	Fire alarm and detection systems and related equipment	10/23/2017 11:07:30		Paper
Proposed tutoring center	Planning and site development review	10/23/2017 14:11:33		Digital
Proposed Large Family Day Care	Planning and site development review	10/23/2017 14:17:48		Digital
EducationX Network	Planning and site development review	10/23/2017 14:21:51	10/25/2017 14:44:15	Digital
Ponderosa Plan 4	Miscellaneous System Plans	10/23/2017 14:27:06	10/24/2017 07:29:09	Digital
Sequoia Plan 5	Miscellaneous System Plans	10/23/2017 14:28:53	10/24/2017 07:30:35	Digital
Crow Canyon leasing/clubhouse interior remodel	Construction, alteration, or renovation of a building	10/23/2017 15:48:55		Paper
Roundhouse Health Club Ground Floor Bldg 15	After hours inspection	10/24/2017 09:59:33		Digital
Chavez Residence Solar Installation	Miscellaneous System Plans	10/24/2017 11:16:00	10/24/2017 11:17:50	OTC Paper
Grid Dynamics, Bldg O Suite 520	After hours inspection	10/25/2017 09:36:36	10/26/2017 05:45:03	Digital
Summit Senior Living	Private fire hydrants and fire protection water supplies	10/25/2017 10:28:18		Digital
Vinson Lee Residence Solar	Miscellaneous System Plans	10/25/2017 10:31:36	10/26/2017 10:40:34	OTC Digital
World Wide Technology (WWT) @ 3001 Bishop Drive	Construction, alteration, or renovation of a building	10/25/2017 10:35:26		Digital
Kayari Residence	Miscellaneous System Plans	10/25/2017 10:37:22	10/25/2017 10:41:58	OTC Digital
Fire Alarm Communicator Replacement	Fire alarm and detection systems and related equipment	10/25/2017 11:43:20	10/25/2017 11:49:08	Digital
Armanino	After hours inspection	10/26/2017 09:34:09	10/31/2017 05:29:40	Digital
Lee Residence Solar Project	Miscellaneous System Plans	10/26/2017 10:59:12	10/26/2017 11:01:10	OTC Paper
Office/ Break Room TI	Automatic fire-extinguishing systems	10/26/2017 11:11:15		Paper
Pizza Bello	Automatic fire-extinguishing systems	10/26/2017 11:49:04	10/26/2017 11:52:24	OTC Digital
Cooper Ranch Residence	Automatic fire-extinguishing systems	10/27/2017 08:56:36		Digital
Five9 Suite 514	Construction, alteration, or renovation of a building	10/27/2017 08:58:08		Digital
Five9 Suite 514	Automatic fire-extinguishing systems	10/27/2017 08:59:51		Digital
Five9 Suite 514	Fire alarm and detection systems and related equipment	10/27/2017 09:00:36		Digital
Sheet Metal Workers Union Training Center TI	Construction, alteration, or renovation of a building	10/27/2017 09:02:32		Digital
Japonesque Suite J250	After hours inspection	10/27/2017 10:09:10	10/30/2017 05:40:51	Digital
Bishop Ranch City Center @ 6000 Bollinger Canyon Rd	Additional Plan Review	10/27/2017 10:19:15		Digital
Potharajula In-law unit	Automatic fire-extinguishing systems	10/27/2017 12:00:00		Paper
Mitra In-Law Unit	Automatic fire-extinguishing systems	10/27/2017 12:00:00		Paper
Milz Residence	Construction, alteration, or renovation of a building	10/30/2017 09:42:56		Digital
Silva Large Family Day Care Planning MUP 17-501-023	Planning and site development review	10/30/2017 09:51:35		Digital
Carpet One - Outdoor Storage Planning MUP 17-501-025	Planning and site development review	10/30/2017 09:55:10		Digital
Verizon Wireless Planning WA17-0008	Planning and site development review	10/30/2017 12:00:00		Digital
Verizon Wireless Planning WA17-0009	Planning and site development review	10/30/2017 12:00:00		Digital
Verizon Wireless Planning WA17-0010	Planning and site development review	10/30/2017 12:00:00		Digital
Verizon Wireless Planning WA17-0012	Planning and site development review	10/30/2017 12:00:00		Digital
Verizon Wireless Planning WA17-0006	Planning and site development review	10/30/2017 12:00:00		Digital
Verizon Wireless Planning WA17-0014	Planning and site development review	10/30/2017 12:00:00		Digital
Verizon Wireless Planning WA17-0007	Planning and site development review	10/30/2017 12:00:00		Digital
Verizon Wireless Planning WA17-0011	Planning and site development review	10/30/2017 12:00:00		Digital
Verizon Wireless Planning WA17-0005	Planning and site development review	10/30/2017 12:00:00		Digital
Variance Permit Planning VA17-1039	Planning and site development review	10/31/2017 05:53:47		Digital
Cooper Ranch Residence	Private fire hydrants and fire protection water supplies	10/31/2017 06:41:27		Digital



San Ramon Valley Fire Protection District

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Date: November 15, 2017
To: Board of Directors
From: Derek Krause, Deputy Chief, Fire Marshal
Subject: Monthly Fire & Life Safety Division (FLSD) Update

As requested by the Board of Directors, the report below is a monthly status update regarding the Fire & Life Safety Division (FLSD) for the month of October.

FLSD Project status report for the month of October:

- Hiring process for Permit Technician positions completed; one hired and one in background process
- Completed the Fire Alarm and the Fire Sprinkler Standard
- Standard practices (e.g. Exterior Hazard Abatement resolution, noticing and mailings, workflows, events, meetings, etc.), in process of being memorialized and documented
- Division meetings and collaborative projects scheduled to maximize effectiveness
- Annual Occupancy Inspection Program underway with benchmarks consistent with NFPA standards, annual inspections approximately 78% completed
- Consistently maintaining plan review wait time reduction from 5 weeks to 2 weeks
- Completed evaluation of existing method of activity data collection and have increased reporting accuracy

Action Items Pending:

- Re-aligning District-wide inspection areas from 7 to five areas
- Review and update, as needed, all Division Standards and Local Amendments
- Create a Standard Planning Conditions document for customers who are planning a future development or project
- Finalize policies with regard to Fire Investigation and District Issued Equipment
- Relocate the RACES Team to the FLSD workbench area, antennae relocated already
- Design and approval of exterior wrap and interior redesign of CERT ambulance for increased awareness and public relations, demos
- Awaiting FLSD Ford Interceptor vehicle, original vehicle was damaged in transit and Ford is replacing

COMMUNICATIONS



San Ramon Valley Fire Protection District

1500 Bollinger Canyon Road, San Ramon, CA 94583

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

www.firedepartment.org | info@firedepartment.org

Date: November 15, 2017
To: Board of Directors
From: Denise Pangelinan, Director of Emergency Communications
Subject: Monthly Communications Division Report for October 2017

Communications Center

- Initiated Text to 9-1-1 dispatch demo, testing and District policy
- Communications staff deployed to Central Complex Fires in Sonoma County
- Developed assessment center testing process for Dispatch Supervisor promotion
- Continued training Dispatch Recruit Nicolette Reid

Technology Systems

- Upgraded TriTech CAD and Mobile to version 5.8 patch 1
- Configured Communications Center firewall for Text-to-911
- Updated Administration virtualization storage appliance software
- Installed software updates on District's e-mail servers
- Prepared hydrant maps in preparation for 4th quarter inspections
- Conditional employment offer to Part-Time GIS Analyst

Training

- Emergency Fire Dispatch Training, Dispatcher Lisa Blackburn

Meetings

- San Ramon Police Department Dispatch Services Consolidation

Communications Reserves

- Mount Diablo Challenge
- Wheels for Meals
- Cycling for Veterans
- Mobile Communications Unit (CS131) and Reserves deployed to Central Complex Fires in Sonoma County

HUMAN RESOURCES



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Date: November 15, 2017

To: Board of Directors

From: Natalie Korthamar Wong, Director of Human Resources

Re: Monthly Human Resources Report for October 2017

Recruitment:

- Completed background and provided final offer to GIS Analyst candidate
- Coordinated interviews for the Permit Technician and Human Resources Generalist positions
- Continued to coordinate Dispatch Supervisor interview

Additional Accomplishments:

- Attended Council of Self-Insured Public Agencies training
- Attended California Employer's Retiree Benefit Trust (CERBT) Fund workshop
- Attended the CSDA Board Clerk conference
- Met with the District's new workers' compensation claims examiner to ensure the smooth transition of the District's workers' compensation claims and the maintenance of high service levels to District employees
- Met with the new HR Manager for City of San Ramon
- Made additional Telestaff improvements to continue providing managers and employees with enhanced roster management capabilities and efficient roster reporting capabilities.
- Attended recognition of District Dispatcher at City of San Ramon
- Attended Station 32 ribbon cutting

Report:

- Employee Illness/Injury Report – October 2017

Employee Illness/Injury Report (October 2017)

Reportable Injuries – October 2017:

Indemnity (Lost Time)

No indemnity claims for the month of October.

Medical Only (No Lost Time)

- October 3, 2017 DOI = 10/3/17 – A Captain hyper-extended his knee descending stairs on a medical call.
Status: Medical Only – No lost time.
- October 9, 2017 DOI = 10/9/17 – A Captain strained his lower back when engine drove over bump while responding to a medical call.
Status: Medical Only – No lost time.

As of October 31, 2017, there were ten (10) employees absent from their regular work assignment. Total lost time due to injuries for the month of October equaled 332 calendar days/110 shifts.

FINANCE



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Date: November 15, 2017
To: Board of Directors
From: Ken Campo, Financial Consultant
Re: Monthly Finance Activities Report for October 2017

Financials:

- Due to timing of the November Board Meeting, the District financial update is not available.

Meetings/Activities:

- Continued development of June 30, 2017 Comprehensive Annual Financial Report: financial statements, Management's Discussion and Analysis (MD&A), footnotes, required supplemental information, and statistical section.
- In conjunction with Battalion Chief Selover and the City of Oakland Fire Department, submitted hourly rates/benefits to FEMA for personnel deployed to Hurricanes Harvey and Irma.
- Ongoing assistance and discussion with NBS Government Finance Group to update the District's annual GEMT ("Ground Emergency Medical Transport") Cost Reports required for additional Federal reimbursement associated with MediCal transports.
- Submitted Medicare Revalidation to the Centers for Medicare and Medicaid Services by statutory deadline October 31, 2017, enabling the District to continue to receive payments from Medicare for emergency medical transports.
- Submitted first invoice to the City of San Ramon pursuant to the Use Tax Sharing Agreement approved in November 2014, in which the City agreed to share 50% of the additional use tax generated from District out-of-state purchases.
- In conjunction with Human Resources, streamlined Telestaff system coding for improved user experience and accuracy.
- Attended a CSDA Regional discussion at CCC Central Sanitation regarding reallocation of property tax revenue within the County (relative to the low allocation of property tax revenue by East Contra Costa County Fire)