

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT**  
**Board of Directors**  
**Personnel Subcommittee Meeting**

**Thursday, December 15, 2016 – 1:00 p.m.**

*Chair ~ Director Matt Stamey, Director Stark*

**~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 Office ~ Boardroom  
1500 Bollinger Canyon Road  
San Ramon, CA 94583

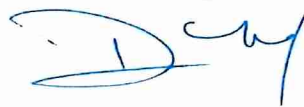
**AGENDA**

1. **CALL TO ORDER**
2. **DETERMINATION OF QUORUM AND CONFIRMATION OF AGENDA**
3. **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.

4. **NEW BUSINESS:**
  - 4.1 Discussion and Possible Approval of the Non-Represented Employee Handbook.
  - 4.2 Discussion on current Human Resources Division structure and staffing.
5. **ADJOURNMENT TO THE NEXT REGULAR BOARD OF DIRECTORS MEETING SCHEDULED IMMEDIATELY FOLLOWING THIS MEETING, THURSDAY, DECEMBER 15, 2016 AT 2:00 P.M. IN THE BOARDROOM.**

Prepared by:



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Donna Maxwell, District Clerk

Agenda posted on December 9, 2016 at the District's Administration Building and the San Ramon Valley Fire Protection District's website at [www.firedepartment.org](http://www.firedepartment.org)

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