

**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

Thursday, December 15, 2016 – 2:00 p.m.

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

~MISSION STATEMENT~

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

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

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

AGENDA

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

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

5. **CONSENT CALENDAR**

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

- 5.1 Approve the salaries, payroll taxes and retirement contributions for the month of November 2016.
- 5.2 Approve the demand register for the period of November 5, 2016 through December 6, 2016 in the amount of \$1,927,347.81.

- 5.3 Approve the Board minutes from the November 16, 2016 Regular Board meeting.
- 5.4 Approve the purchase of three Thermal Imaging Cameras (TIC's), in compliance with NFPA 1801 standards, in the amount of \$31,248.00. This purchase is necessary to replace TIC's that have reached the end of their useful service life. Funds are allocated in the 2016/2017 Capital Improvement Plan.
- 5.5 Approve payment in the amount of \$27,435.47 to Diamond Bill Review, Inc. for Workers' Compensation claims. This is a budgeted expense for Fiscal Year 2016/2017.
- 5.6 Approve 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). Funds are allocated in the Annual Budget for Fiscal Year 2016/2017.

5.7 Personnel Actions:

1. Approve staff's recommendation to award a merit salary increase to Timothy Eng, to Step 3; effective January 1, 2017.
2. Approve staff's recommendation to award a merit salary increase to Jeffrey Griep, to Step 3; effective January 1, 2017.
3. Approve staff's recommendation to award a merit salary increase to Ryan Pickard, to Step 3; effective January 1, 2017.
4. Approve staff's recommendation to award a merit salary increase to Thomas Terrazas, to Step 3; effective January 1, 2017.
5. Approve staff's recommendation to award a merit salary increase to Ryan Terres, to Step 3; effective January 1, 2017.

6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

- 6.1 Official swearing in of Directors Kerr, Stamey and Stark.
- 6.2 Recognition of 2016 Firefighter of the Year, Brian Olson and 2016 Employee of the Year, Debbie Faria.

7. OLD BUSINESS

- 7.1 Update on Fire Station No. 32.
- 7.2 Consider approving the contract for minor repair and overall painting to Station 39, with A-Plus Painting, for an amount not to exceed \$16,350. The funds are available for this purchase in the Capital Improvement Plan and have been budgeted for FY 2016/17.
- 7.3 Authorize staff to purchase six (6) Zoll AutoPulse Cardiac Support Units, in an amount not to exceed \$75,000.00. This is a budgeted expense for FY 2016/17.
- 7.4 Discussion and approval of the Letter of Understanding between the SRVFPD and IAFF Local 3546, with regard to 5% salary adjustment, for all Dispatch employees, as approved on January 27, 2016; effective December 1, 2016. This is a budgeted expense for FY 2016-17.

- 7.5 Consideration of an amended Letter of Understanding (LOU) between the SRVFPD and IAFF Local 3546, with regard to the reorganization of the Fire Prevention Division and authorize the Fire Chief to sign the LOU.

8. NEW BUSINESS

- 8.1 Nixle presentation, Roy Wendel Acting Fire Prevention Manager.

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 Prevention – Acting Fire Prevention Manager - Roy Wendel
Fire Prevention Report of monthly activities.
- 10.5 Communications Division – Director of Emergency Communications, Denise Pangelinan
Communications Report of monthly activities.
- 10.6 Human Resources Division – Human Resources Director Natalie Korthamar Wong
Human Resources Report of monthly activities.
- 10.7 Finance Division – Financial Consultant, Ken Campo and Controller, Martin Koran
Monthly 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 Discuss January or February 2017 dates for annual Board Retreat.

12. CLOSED SESSION

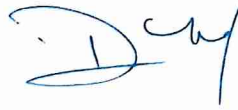
- 12.1 Possible exposure to litigation (2 matters) pursuant to Government Code Section 54966.9(b)(2). Facts and circumstances that might result in litigation need not be disclosed.

13. RETURN TO OPEN SESSION

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

15. ADJOURNMENT UNTIL THE NEXT REGULAR BOARD MEETING, SCHEDULED FOR JANUARY 25, 2017, AT 2:00 P.M., IN THE BOARDROOM.

Prepared by:



Donna Maxwell, District Clerk

Agenda posted on December 9, 2016 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.