

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**

June 22, 2016 – 7:00 p.m.

Chris Campbell, Director ~ Gordon Dakin, Director ~ H. Jay Kerr, Director ~ Donald Parker, Director ~ Matthew J. Stamey, 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 Parker; **Finance:** Chair, Director Kerr and Director Campbell; **Facilities:** Chair, Director Stamey and Director Parker; **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 May 2016, in the amount of \$3,930,920.57.
- 5.2 Approve the demand register for the period of May 14, 2016 through June 15, 2016, in the amount of \$1,496,276.69.

- 5.3 Approve the Board minutes from the May 25, 2016 Board Budget Workshop and Regular Board meeting, including District Counsel's Report Upon Return from Closed Session.
- 5.4 Approve the continued utilization of the existing Investment Policy, which was approved on May 28, 2014 pursuant to Resolution 2014-07, without any changes.
- 5.5 Consider the adoption of Resolution No. 2016-04, establishing the appropriations limit for Fiscal Year 2016-17 at \$151,224,728. There are no financial impacts to the adoption of the Appropriations Limit.
- 5.6 Personnel Actions:
 1. Approve staff's recommendation to award a merit salary increase to Battalion Chief James Selover, to Step 3; effective July 1, 2016.
 2. Approve staff's recommendation to award a merit salary increase to Firefighter/Paramedic Timothy Eng, to Step 2; effective July 1, 2016.
 3. Approve staff's recommendation to award a merit salary increase to Firefighter/Paramedic Jeffrey Griep, to Step 2; effective July 1, 2016.
 4. Approve staff's recommendation to award a merit salary increase to Firefighter/Paramedic Ryan Pickard, to Step 2; effective July 1, 2016.
 5. Approve staff's recommendation to award a merit salary increase to Firefighter/Paramedic Thomas Terrazas, to Step 2; effective July 1, 2016.
 6. Approve staff's recommendation to award a merit salary increase to Firefighter/Paramedic Ryan Terres, to Step 2; effective July 1, 2016.

6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

- 6.1 Recognition of Engineer David Bonnie, for his 30-years of dedication and service to the District.
- 6.2 Recognition of Engineer Jack Sheppard, for his 30-years of dedication and service to the District.
- 6.3 Recognition of Captain Steve Cochran, for his 30-years of dedication and service to the District.
- 6.4 Recognition of the Station 37 Volunteers for their dedication and service to the District.

7. OLD BUSINESS

- 7.1 Update on Fire Station No. 32.
- 7.2 Authorize staff to make two progress payments, each in the amount of \$38,275.00, to TriTech Software Systems.
- 7.3 Authorize staff to make a progress payment in the amount of \$591,393.74, to Pacific Mountain Contractors of CA, Inc. Funds are allocated in the Annual Budget for Fiscal Year 2015-2016.

- 7.4 Open Public Hearing as set forth in the annual exterior hazard abatement program for the purpose of receiving public comment to show cause why exterior hazard abatement orders should not be enforced.

8. NEW BUSINESS

- 8.1 Consider transferring the District's share of proceeds from the sale of land held by the former Danville Redevelopment Agency from the General Fund to the Capital Projects Fund. The transfer of the \$433,653.52 in proceeds would reduce the unencumbered, unassigned balance in the General Fund; and would more appropriately allocate one-time money for a one-time use.
- 8.2 Discussion and possible adoption of 2016-17 Annual Operating Budget and Capital Improvement Program. The 16/17 Proposed Budget can be found on the District's website at:
<http://www.firedepartment.org/civica/filebank/blobload.asp?BlobID=4231>
- 8.3 Consider authorizing staff to enter into an agreement with DNI to provide PCR evaluation services to all District PCRs generated over a limited trial period of six (6) months, for an amount not to exceed \$4,800 per month. The proposed EMS budget for FY 16-17 includes sufficient funding for independent PCR review services during the trial period. Services would not commence until after July 1, 2016.

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/Logistics – Deputy Chief, Derek Krause
EMS/Logistics Report of monthly activities.
- 10.3 Fire Prevention – Division Chief-Fire Marshal, Christina Kiefer
Fire Prevention Report of monthly activities.
- 10.4 Communications Division – Director of Emergency Communications, Denise Pangelinan
Communications Report of monthly activities.
- 10.5 Human Resources Division – Human Resources Director Natalie Korthamar Wong
Human Resources Report of monthly activities.
- 10.6 Finance Division – Financial Consultant, Ken Campo and Controller, Martin Koran
Monthly Finance Report of monthly activities.
- 10.7 Fire Chief – Fire Chief, Paige Meyer
Verbal report on monthly meetings, seminars, committee meetings, and other District related activities.

11. GOOD OF THE ORDER

12. CLOSED SESSION

12.1 Labor Negotiations: Conference with Labor Negotiators Natalie Korthamar Wong and Ken Campo Employee Organization Local 3546 (one matter) [Pursuant to Government Code Section 54957.8]

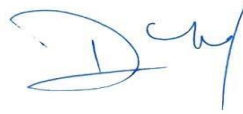
12.2 Possible exposure to litigation (two matters) pursuant to Government Code Section 54956.9(d)(2), with Morin Jacobs. Facts and circumstances that might result in litigation need not be disclosed.

13. RETURN TO OPEN SESSION

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

15. PLEASE NOTE: DUE TO JULY 2016 BOARD RECESS, ADJOURNMENT UNTIL THE NEXT REGULAR BOARD MEETING IS SCHEDULED FOR WEDNESDAY, AUGUST 24, 2016 AT 7:00 P.M. IN THE BOARDROOM.

Prepared by:



Donna Maxwell, District Clerk

Agenda posted on June 16, 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.