

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**

March 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 February 2016, in the amount of \$3,766,647.68.
- 5.2 Approve the demand register for the period of February 13, 2016 through March 10, 2016, in the amount of \$1,265,668.47.
- 5.3 Approve the Board minutes from the February 23, 2016 Regular Board meeting, including District Counsel's Report Upon Return from Closed Session.
- 5.4 Authorize payment of \$29,793.32 to Premier Comp Medical Group for services rendered during the month of January 2016.

5.5 Personnel Actions:

1. Approve staff's recommendation to award a merit salary increase to Firefighter/Paramedic Chris Eberle, to Step 5; effective April 29, 2016.
2. Approve staff's recommendation to award a merit salary increase to Captain Todd Thomas, to Step 5; effective April 1, 2016.
3. Approve staff's recommendation to promote Step 5, Firefighter/Paramedic Damien Alvarez to Step 5 Engineer/Paramedic; effective April 1, 2016.
4. Per Letter of Understanding, with IAFF Local 3546, approved by the Board of Directors on January 27, 2016; approve 5% pay increase to all Public Safety Dispatch Supervisors, Public Safety Dispatchers and Part-Time Public Safety Dispatchers; effective April 1, 2016.
5. Per Letter of Understanding, with IAFF Local 3546, approved by the Board of Directors on January 27, 2016, approve the reclassification of Communications Center Manager, to Director of Emergency Communications, an unrepresented classification; effective April 1, 2016.

6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

- 6.1 Recognition of the San Ramon Valley Fire Protection District Chaplains, for their dedication and service to the District and community.

7. OLD BUSINESS

- 7.1 Update on Fire Station No. 32.
- 7.2 Monthly update on Communications Center Consolidation Project.
- 7.3 Request authorization to make a final payment, in the amount of \$59,274.94, to Dell Software for licensing. Funds are allocated in the Annual Budget for Fiscal Year 2015-2016.
- 7.4 Request authorization to make a progress payment, in the amount of \$229,652.00, to TriTech Software Systems, for software and services due at completion of CAD and RMS Demonstration of Licensed Functionality. Funds are allocated in the Annual Budget for Fiscal Year 2015-2016.
- 7.5 Request authorization to make a progress payment, in the amount of \$165,827.06, to Pacific Mountain Contractors of California, for the construction of the new Fire Station 32. Funds are allocated in the Annual Budget for Fiscal Year 2015-2016.

8. NEW BUSINESS

- 8.1 Consider adopting Resolution No. 2016-02, for the 2016 Exterior Hazard Abatement Program.
- 8.2 Discuss the roof and gutter replacement options for Station 35. Consider a motion to (1) approve the Award of Contract to Platinum Roofing, Inc. to remove and replace with composition shingles, in an amount not to exceed \$59,518.00; or (2) approve the Award of Contract to the most competitive respondent to remove and replace with lightweight tile, in an amount not to exceed \$92,947.00. The funds for the removal and replacement of the roof and gutter are included in the Capital Improvement Plan budget.

9. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW

10. MONTHLY ACTIVITY REPORTS FOR FEBRUARY 2016

- 10.1 Operations Division-Deputy Chief Phares
Operations Report of monthly activities
- 10.2 EMS/Logistics – Deputy Chief Krause
EMS/Logistics Report of monthly activities.
- 10.3 Fire Prevention – Division Chief, Fire Marshal Kiefer
Fire Prevention Report of monthly activities.
- 10.4 Administrative Services – Financial Consultant Ken Campo
 - a). Monthly Finance Activities/Reports
 - b). Monthly Human Resources Activities/Reports
- 10.5 Fire Chief – Fire Chief Meyer
Verbal report on monthly meetings, seminars, committee meetings, and other District related activities.

11. GOOD OF THE ORDER

- 11.1 Discuss Senate Bill 885, with regard to the California Special Districts Association's position.

12. CLOSED SESSION

- 12.1 Labor Negotiations: Conference with Labor Negotiators Chief Paige Meyer and Ken Campo Employee Organization Local 3546 (one matter) [Pursuant to Government Code Section 54957.8]
- 12.2 Possible exposure to litigation (one matter) pursuant to Government Code Section 54956.9(d)(2). Facts and circumstances that might result in litigation need not be disclosed.

13. RETURN TO OPEN SESSION

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

15. ADJOURNMENT UNTIL THE BOARD RETREAT SCHEDULED FOR TUESDAY, MARCH 29, 2016 AT 10:00 A.M. LOCATION: BISHOP RANCH 3, 2603 CAMINO RAMON, ROOM 287, SAN RAMON. NEXT REGULAR BOARD MEETING IS SCHEDULED FOR WEDNESDAY, APRIL 27, 2016 7:00 P.M. IN THE BOARDROOM.

Prepared by:



Donna Maxwell, District Clerk

Agenda posted on March 18, 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.