

**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 16, 2016 – 7:00 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 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 October 2016, in the amount of \$3,987,010.94.
- 5.2 Approve the demand register for the period of October 16, 2016 through November 4, 2016, in the amount of \$1,734,644.36.
- 5.3 Approve the Board minutes from the October 27, 2016 Regular Board meeting.

5.4 Approve the purchase of one Hurst Edaulic spreader, one cutter, one battery bank charger and two spare batteries from L.N. Curtis, in an amount not to exceed \$24,065.30. This purchase is necessary to replace one hose-and-power-unit tool set that has reached the end of its service life. These funds are available in the Capital Improvement Plan budget and were originally scheduled for FY 2015-2016.

5.5 Personnel Actions:

1. Approve staff's recommendation to award a merit salary increase to Donna Maxwell, to Step 4; effective December 1, 2016.

**6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS**

**7. OLD BUSINESS**

7.1 Update on Fire Station No. 32.

7.2 Authorize the progress payment to Pacific Mountain Contractors of California, in the amount of \$251,489.33. Funds are allocated in the Annual Budget for Fiscal Year 2016-2017.

7.3 Authorize the operating payment to the East Bay Regional Communications System Authority (EBRCSA), in the amount of \$79,800. This is a budgeted expense for Fiscal Year 2016-2017.

**8. NEW BUSINESS**

**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**

**12. CLOSED SESSION**

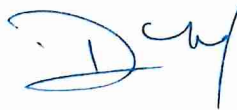
- 12.1 Labor Negotiations: Conference with Labor Negotiators Natalie Korthamar Wong and Ken Campo Employee Organization Local 3546 (2 matters) [Pursuant to Government Code Section 54957.8].
- 12.2 Possible exposure to litigation (3 matters) pursuant to Government Code Section 54966.9(b)(2). Facts and 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 THURSDAY, DECEMBER 15, 2016, AT 2:00 P.M., IN THE BOARDROOM.**

Prepared by:



Donna Maxwell, District Clerk

*Agenda posted on November 10, 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](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 the District Clerk at (925) 838-6661.*