

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

April 27, 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 March 2016, in the amount of \$3,874,155.78.
- 5.2 Approve the demand register for the period of March 11, 2016 through April 15, 2016, in the amount of \$2,667,895.75.
- 5.3 Approve the Board minutes from the March 22, 2016 Regular Board meeting, including District Counsel's Report Upon Return from Closed Session.
- 5.4 Approve the Board minutes from the March 29, 2016 Board Retreat, including District Counsel's Report Upon Return from Closed Session.

- 5.5 Approve the Board minutes from the April 7, 2016 Special Board meeting, including District Counsel's Report Upon Return from Closed Session.
- 5.6 Receive and review the investment report for the quarter ended March 31, 2016, and receive and review the California Employers' Retiree Benefit Trust Statement for the quarter ended March 31, 2016.
- 5.7 Personnel Actions:
 - 1. Approve 2% increase in pay for the Fire Chief pursuant to his amended Employment Agreement adopted by the Board of Directors on May 27, 2015; effective April 1, 2016.
 - 2. Approve changes to non-represented employees compensation package; Division Chief/Fire Marshall. This action would be consistent with previous actions taken by the Board for all other positions receiving standby pay. No change in overall compensation or reportable compensation for retirement purposes.

6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

- 6.1 Recognition of the promotion of Senior Office Assistant (Interim SOA – EMS/Logistics) Rebecca Gilman, to Senior Office Assistant – EMS Logistics.
- 6.2 Recognition of District Aide Keith Hughes, from the Sentinels of Freedom program, for his dedication and service to the District.
- 6.3 Recognition of the San Ramon Valley Fire Protection District Communications Center Reserves, for their dedication and service to the District and community.
- 6.4 Introduction of the Firefighter recruits to the Board of Directors.

7. OLD BUSINESS

- 7.1 Update on Fire Station No. 32.
- 7.2 Request authorization to make a progress payment, in the amount of \$220,432.85, to Pacific Mountain Contractors of California. Funds are allocated in the Annual Budget for FY2015-2016.
- 7.3 Open Public Hearing as set forth in the annual exterior hazard abatement notices mailed on April 1, 2016, stipulating "You may appear in person before the Board of Directors at the April or May 2016 Board Meeting, to show just cause why this order should not be enforced. The date and time of District Board meetings can be found at www.firedepartment.org."

8. NEW BUSINESS

- 8.1 Consider approving the purchase of replacement exercise equipment for each station. The funds for the replacement of exercise equipment 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, 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 Administrative Services – Financial Consultant, Ken Campo
a). Monthly Finance Activities/Reports
b). Monthly Human Resources Activities/Reports
- 10.6 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 Board selection of date for summer recess:

- Wednesday, June 22nd
- Wednesday July 27th
- Wednesday August 24th

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 (four matters) 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 NEXT REGULAR BOARD MEETING SCHEDULED FOR WEDNESDAY, MAY 25, 2016 AT 7:00 P.M. IN THE BOARDROOM.

Prepared by:



Donna Maxwell, District Clerk

Agenda posted on April 21, 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.