

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**

August 24, 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 June 2016, in the amount of \$4,048,212.50.
- 5.2 Approve the salaries, payroll taxes and retirement contributions for the month of July 2016, in the amount of \$3,883,224.36.

- 5.3 Approve the demand register for the period of June 16, 2016 through July 15, 2016, in the amount of \$3,126,711.51.
- 5.4 Approve the demand register for the period of July 16, 2016 through August 15, 2016, in the amount of \$19,774,855.36.
- 5.5 Approve the Board minutes from the June 22, 2016 Regular Board meeting, including District Counsel's Report Upon Return from Closed Session.
- 5.6 Approve progress payment of \$25,452.83 and final payment of \$34,065.17, to Platinum Roofing, for the roof and gutter replacement for Station 35. Funds for the removal and replacement are included in the Capital Improvement Plan budget.
- 5.7 Receive and review the investment report for the quarter ended June 30, 2016 and receive and review the California Employers' Retiree Benefit Trust Statement for the quarter ended June 30, 2016.
- 5.8 Approve payment to the Contra Costa County Auditor Controller for LAFCO dues for FY 2016-17, in the amount of \$32,846.14. Funds are allocated in the Annual Budget for FY 2016-17.
- 5.9 Approve payment of the 2015 Certificates of Participation in the amount of \$376,771.12; funds are allocated in the Annual Operating Budget for Fiscal Year 2016/17. Informational item only, no action required.
- 5.10 Approve true-up payment to CCCERA in the amount of \$310,000 for the Fiscal Year 2015/16 retirement contributions; \$15,576,000 to CCCERA for prepayment of Fiscal Year 2016/17 retirement contributions; \$140,747 true-up payment to CERBT for Fiscal Year 2015/16; and \$279,658 to CERBT for prefunding of July 2016 contribution to the annual required contribution (ARC); funds are allocated in the Annual Operating Budgets for Fiscal Years 2015/16 and 2016/17. Informational item only, no action required.
- 5.11 Authorize staff to hire Julie Kidson as a part-time District Temporary Employee, in the position of Office Assistant 1, at Step 1, effective September 1, 2016. Funds are allocated in the approved budget for Fiscal Year 2016/17.
- 5.12 Personnel Actions:
 1. Approve staff's recommendation to award a merit salary increase to Dispatcher Angela Calcagno, to Step 4; effective August 25, 2016.

6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

- 6.1 Recognition of Retiree Daniel Rhodes dedication and service to the District.
- 6.2 Proclamation in Recognition of September 11, 2001, proclaiming September 11, 2016 as Patriot Day. The District owned United States Flags will be displayed at half-staff and a moment of silence observed, on Patriot Day, in memory of those who lost their lives as a result of the terrorist attacks against the United States on September 11, 2001.

7. OLD BUSINESS

- 7.1 Update on Fire Station No. 32.
- 7.2 Conduct Roll-Call Vote for Resolution No. 2016-04; Appropriations Limit for Fiscal Year 2016-17.
- 7.3 Authorize staff to make a progress payment in the amount of \$38,275.00 to TriTech Software Systems. Funds are allocated in the Annual Budget for Fiscal Year 2015-2016.
- 7.4 Authorize staff to extend the term of the maintenance contract with First OnScene, LLC., to July 31, 2019 and pay First OnScene, LLC., for Fiscal Year 2016-2017 software maintenance in the amount of \$37,500.00. Funds are allocated in the Annual Budget for Fiscal Year 2016-2017.
- 7.5 Authorize staff to make a payment of \$33,985.20 to the Contra Costa County Department of Information Technology for microwave services and lease fees. This is a budgeted expense for Fiscal Year 2016-2017.
- 7.6 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 With the resignation of President Gordon Dakin; moved out of jurisdiction. Affirm Vice President Donald Parker as Interim President for the remainder of 2016. Nominate Interim Vice President for the remainder of 2016. Nominations for Board President and Vice President for 2017 to be addressed, following the November 8th Presidential General Election, at the December 2016 Board meeting.
- 8.2 Discussion of Board dates and times for the months of September, October, November and December 2016.

9. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW

10. MONTHLY ACTIVITY REPORTS FOR JUNE AND JULY, 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 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

This evening's Board Meeting will adjourn in memory of Thomas W. Seabury, Past President and Member of the San Ramon Valley Fire Protection District's Board of Directors; November 1983 to June 1995.

12. CLOSED SESSION

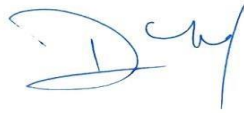
- 12.1 Labor Negotiations: Conference with Labor Negotiators Natalie Korthamar Wong and Ken Campo Employee Organization Local 3546 (one matter) [Pursuant to Government Code Section 54957.8].
- 12.2 Possible exposure to litigation (two matters) pursuant to Government Code Section 54956.9(d)(2), Facts 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, SEPTEMBER 28, 2016 IN THE BOARDROOM.

Prepared by:



Donna Maxwell, District Clerk

Agenda posted on August 19, 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.