

SAN RAMON VALLEY FIRE PROTECTION DISTRICT
AGENDA

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

Thursday, November 19, 2015– 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.

**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 2015, in the amount of \$3,420,920.24.
- 5.2 Approve the demand register for the period of October 19, 2015 through November 5, 2015, in the amount of \$945,220.80.
- 5.3 Approve the Board minutes from the October 28, 2015, Regular Board meeting.
- 5.4 Authorize staff to make a progress payment of \$36,941.04 to Capture Technologies. Funds have been allocated in the District's Capital Improvement Plan (CIP).

- 5.5 Authorize staff to make a final payment of \$34,290.90 to ExtraTeam for the final shipment of Communications Center virtualization hardware. Funds are allocated in the Annual Budget Fiscal Year for 2015-2016.
- 5.6 Authorize staff to pay ExtraTeam for the Nimble SAN in an amount not to exceed \$43,172.18. Funds are allocated in the Annual Budget for Fiscal Year 2015-2016.
- 5.7 Authorize staff to purchase four dual-band Motorola radios from Motorola, Inc., in an amount not to exceed \$27,406.56. Funds were allocated by the Board in October, 2015.
- 5.8 Review and acceptance of Written Report Upon Return From Closed Session; Rescheduled Regular District Board Meeting, October 28, 2015.
- 5.9 Authorize staff to pay the Excess Workers' Compensation Insurance final audit adjustment for FY 2014-2015, in the amount of \$67,989. This additional premium for FY 2014-15 is within the amount budgeted for the year.
- 5.10 Personnel Actions:
 1. Approve staff's recommendation to award a merit salary increase to Dispatcher Lisa Blackburn, to Step 4; effective December 1, 2015.
 2. Approve staff's recommendation to conclude the probationary period and award a merit salary increase to District Clerk Donna Maxwell, to Step 3; effective December 1, 2015.
 3. Approve staff's recommendation to conclude the probationary period of EMS Captain Jon Michaelson; effective December 8, 2015.

6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

7. OLD BUSINESS

- 7.1 Update for Fire Station 32.
- 7.2 Monthly update on Communications Center Consolidation Project.
- 7.3 Commission on Fire Accreditation International – 2015 Reaccreditation.

8. NEW BUSINESS

- 8.1 Open Public Hearing and conduct the first reading of the proposed amendment to Ordinance Number 30, to permit cost reimbursement for Emergency Medical Services provided for Mutual Aid and Automatic Aid Responses.
- 8.2 Consider granting authority to the Fire Chief to settle Workers' Compensation claims in an amount not to exceed \$25,000 and promptly report that action to the Board of Directors. There is no financial impact to this recommendation.

9. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW

10. MONTHLY ACTIVITY REPORTS FOR SEPTEMBER 2015

- 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

12. CLOSED SESSION

- 12.1 Labor Negotiations: Conference with Labor Negotiators Chief Paige Meyer, Fire Marshal Christina Kiefer, Ken Campo and Steve Harman. Employee Organization Local 3546 [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. PLEASE NOTE DATE AND TIME CHANGE: ADJOURNMENT TO THE NEXT BOARD MEETING SCHEDULED FOR WEDNESDAY, DECEMBER 16, 2015 AT 1:00 P.M. IN THE BOARDROOM.

Prepared by:



Donna Maxwell, District Clerk

Agenda posted on November 13, 2015 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.