

# 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, June 24, 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 May 2015, in the amount of \$3,505,436.40.

- 5.2 Approve the demand register for the period May 16, 2015 through June 12, 2015, in the amount of \$1,219,049.80.
- 5.3 Approval of Board minutes from the June 3, 2015 Board Budget Workshop Meeting. For more information about the FY 15/16 Annual Operating Budget refer to: [http://www.firedepartment.org/about/key\\_documents.asp](http://www.firedepartment.org/about/key_documents.asp)
- 5.4 Approval of Board minutes from the May 27, 2015 Regular Board meeting.
- 5.5 Authorize staff to pay \$72,357.00 to the Fire Agencies Insurance Risk Authority for property and liability insurance for FY 2015-16. The premium amount is below the \$80,000 budgeted for FY 2015-16.
- 5.6 Authorize approval of Excess Workers' Compensation Insurance FY 2015-16.
- 5.7 Personnel Actions:
  - 1. Approve staff's recommendation to promote Step 5 Shift Training Captain Selover to Battalion Chief, Step 1, Shift A; effective July 1, 2015.
  - 2. Approve staff's recommendation to promote Step 5 Fire Captain Leonard to Shift Training Captain, Step 5, Shift A; effective July 1, 2015.
  - 3. Approve staff's recommendation to promote Step 5 Office Assistant II Marge Reed to Senior Office Assistant, Step 5; effective July 1, 2015.
  - 4. Approve staff's recommendation for Salary Adjustments per approved LOU's for Union Local 3546 and Local 3546-A; effective July 1, 2015.

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

None

**7. OLD BUSINESS**

- 7.1 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.
- 7.2 Special District Vacancy on LAFCO, respond to request for nominations, election scheduled for Monday, July 20, 2015.

## **8. NEW BUSINESS**

- 8.1 Discussion and possible approval of Resolution No. 2015-06, approving Dispatch Services Agreement with the City of San Ramon.
- 8.2 Discussion and possible adoption of 2015-16 Annual Operating Budget and Capital Improvement Program.
- 8.3 Discussion and possible selection of a CA Special Districts Association 2015 Board Election candidate; mail in ballot due by August 7, 2015.
- 8.4 Discussion and possible approval of Resolution No. 2015-04, increasing fees and charges for various services contained within Ordinance No. 28; refer Resolution No. 2014-04.
- 8.5 Discussion and possible approval of Resolution No. 2015-05, increasing the First Responder Assessment without Transport Fee and the Ambulance Transport fees and charges contained within Ordinance No. 30.
- 8.6 Schedule a date/time for a Fire Prevention Subcommittee meeting; Chair, Director Dakin and Director Campbell.
- 8.7 Schedule a date/time for a Facilities Subcommittee meeting; Chair Director Stamey and Director Campbell; Fire Station 32 construction options.
- 8.8 Discussion of the 2015 Annual California Special Districts Association Leadership Conference taking place September 21<sup>st</sup> – 24<sup>th</sup>, 2015.
- 8.9 Selection of Regular Board meeting date in lieu of September 23, 2015, as it conflicts with the CSDA Annual Conference. Optional dates include: September 16<sup>th</sup> or September 30<sup>th</sup>; decided on 2:00 p.m. or 7:00 p.m. meeting time.

## **9. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW**

### **10. MONTHLY ACTIVITY REPORTS FOR MAY 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 Possible exposure to litigation (one matter) pursuant to Government Code §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. BOARD ON SUMMER RECESS FOR JULY, 2015. ADJOURNMENT TO THE NEXT REGULARLY SCHEDULED BOARD MEETING ON WEDNESDAY, AUGUST 26, 2015 AT 7:00 P.M. IN THE BOARDROOM.**

Prepared by:



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Donna Maxwell, District Clerk

Agenda posted on June 18, 2015 at the District's Administration Building 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.