

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING  
Minutes – June 30, 2014**

*MISSION STATEMENT*

*In the spirit of our tradition, we strive for excellence, respectfully serving all with pride, honor and compassion.*

**Location:** 1500 Bollinger Canyon Road  
Administrative Building-Boardroom  
San Ramon, CA 94583

**Board Members Present:** Directors Dakin, Kerr, Price, Stamey and Umont.

**Staff Present:** Fire Chief Meyer, Financial Consultant Campo, District Counsel Ross, Fire Marshal Kiefer, Interim Assistant Chief Phares, Controller Koran, Technology Systems Manager Call, District Clerk Brooks, Battalion Chief Krause, Union President Mohun.

**1. Call to Order**

President Umont called the meeting to order at 7:00 p.m.

**2. Pledge of Allegiance**

President Umont led the Pledge of Allegiance.

**3. Determination of Quorum and Confirmation of Agenda**

There was a quorum and no changes to the agenda.

**4. Public Comment**

Daniel Rich spoke regarding a citation he recently received from the Fire Prevention Division. Fire Marshal Kiefer and District Counsel Ross left the room to talk to Mr. Rich about his concerns.

**5. Consent Calendar**

Director Dakin moved approval of Consent Calendar items 5.1-5.8. (1-2). Director Stamey seconded the motion. Motion carried.

**6. Special Announcements/Presentations/General Business**

**6.1 Presentation of District Deployment Plan**

Chief Meyer introduced Battalion Chief Krause who showed a power point presentation regarding the District Deployment Plan. Response times were discussed. Chief Meyer thanked the Deployment Committee. Director Stamey stated that this was a good program.

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.

The Public Hearing was opened with no one coming forward. The Public Hearing was then closed.

- 7.2 Update regarding Hemme Property, APN-198-132-017, 1193 Danville Blvd., Alamo, CA

Chief Meyer stated that the closing date on the Hemme property is scheduled for July 10, 2014 and will keep the Board updated on any new information.

8. **New Business**

- 8.1 Discussion and possible approval of Amendment to Tax Sharing Agreement with the City of San Ramon and the San Ramon Valley Fire Protection District.

Financial Consultant Campo provided the background on this item.

Director Dakin moved approval of this amendment to provide seed money in FY 2014/15 for the Capital Improvement Program. Director Kerr seconded the motion. Motion carried.

- 8.2 Consideration and possible approval of agreement between the District and the San Ramon Valley Firefighters Association (relating to Closed Session Item 12.2).

Chief Meyer discussed the LOU, and staffing cuts due in July, 2014. Director Kerr moved approval of the changes to the MOU set forth in the Letter of Understanding. Director Dakin seconded the motion. Motion carried.

- 8.3 Consideration and possible approval of non-represented District employees' rules, regulations, and compensation (relating to Closed Session Item 12.3).

Chief Meyer discussed the suggested change in compensation for non-represented District employees. Director Dakin moved approval of the compensation change for non-represented employees. Director Price seconded the motion. Motion carried.

- 8.4 Discussion and possible approval of three year software maintenance contract with FirstOnScene.

Legal Counsel Ross discussed Director Stamey's conflict of interest with this agenda item stating that there is no financial interest. Director Stamey recused himself also stating that he had no financial interest. Technology Systems Manager Call presented the item and answered questions of the Board regarding interfaces, reduced fees and possibly

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longer terms with a lower rate. Motion by Director Price, seconded by Director Kerr to approve entering into a three-year software maintenance contract with FirstOnScene. Motion carried.

- 8.5 Discussion and possible approval of entering into a contract with Shields, Harper and Co., for replacement of the Fuel Management System not to exceed \$65,000.00.

Fire Marshal Kiefer presented this item stating that this is for improvement of fuel management systems within the District at nine different locations and that this amount is budgeted and identified in the CIP. Motion by Director Stamey to approve a contract with Shields, Harper and Co., for an amount not to exceed \$65,000.00. Director Price seconded the motion. Motion carried.

- 8.6 Discussion and possible approval in change of title of Assistant Chief position to Deputy Chief position.

Chief Meyer discussed this item stating that the change would be in title only, no change in compensation also stating that the Deputy Chief would be second in command. Motion by Director Dakin approving the title change of Assistant Fire Chief to Deputy Fire Chief with no change in compensation. Director Stamey seconded the motion. Motion carried.

- 8.7 Discussion of and possible adoption of 2014-15 Annual Operating Budget and Capital Improvement Program (CIP) and Fund Balance/Reserve Policy and adoption of Resolution No. 2014-09.

Chief Meyer stated that Financial Consultant Campo would be doing the budget presentation. There were questions and discussion that followed.

Motion by Director Kerr to adopt the FY 2014/15 Annual Operating Budget. Director Stamey seconded the motion. Motion carried.

Motion by Director Dakin to adopt the 12-Year Capital Improvement Plan. Director Price seconded the motion. Motion carried.

Motion by Director Price to approve the fund balance and reserve policy, and to also adopt Resolution No. 2014-09. Director Kerr seconded the motion. Motion carried by roll call vote.

Chief Meyer thanked staff and Labor, as well as the Board of Directors for all of their work in preparing the budget.

9. **Correspondence**

The Board complimented staff on all of the nice letters in the Board packet this month.

**10. Monthly Activity Reports**

10.1 Operations – Interim Assistant Chief Phares

Chief Phares updated the Board on the recent fire in Alamo, and that three of our firefighters were treated for heat exhaustion and released.

10.2 Support Services – Interim Assistant Chief Phares

Chief Phares updated the board on a vehicle that jumped a curb at Station 31 and the damage was estimated at approximately \$10,000.

10.3 Fire Prevention – Fire Marshal Kiefer

Fire Marshal Kiefer provided an update on the Exterior Hazard Abatement Program, and discussed the upcoming Fourth of July holiday.

10.4 Administrative Services – Financial Consultant Campo

Financial Consultant Campo stated the he and Controller Koran attended a CCCERA workshop and that he also met with the City of San Ramon regarding the use tax sharing agreement.

10.5 Fire Chief – Fire Chief Meyer

Chief Meyer thanked the Board and staff that attended the recent Fallen Firefighter fundraising event. Chief Meyer also mentioned that in July there would be testing for the Deputy Chief positions as well as the Training Captain position.

**11. Good of the Order**

Director Dakin spoke of the upcoming Special District meeting and that he was going to back out of his nomination, and possibly apply for the alternate position at a later date. Director Kerr stated that he was unable to attend the meeting as a voting member, Director Stamey stated that he would be available to attend the meeting on July 21, 2014.

Director Stamey suggested that a Personnel Committee meeting be scheduled to address a review for Legal Counsel. This item would then be brought back to the full Board.

Legal Counsel Ross asked the Board for approval of a legal intern that was at the meeting with him to attend the Closed Session portion of the meeting. The Board agreed.

**12. Closed Session**

- 12.1 Possible exposure to litigation (two matters).  
[Pursuant to Government Code §54956.9(d)(2)]. Facts and circumstances that might result in litigation need not be disclosed.

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- 12.2 Conference with Labor Negotiators Discussion of negotiations and agreement between the District and the San Ramon Valley Firefighters Association [Authorized under Government Code §54957.6 and 54954.5(f)].
- 12.3 Conference with Labor Negotiators: Discussion of non-represented District employees rules, regulations, and compensation [Authorized under Government Code §54954.5(f)].
- 12.4 Existing litigation [Pursuant to Government Code §54956.9(d)(1)]:  
1). "Contra Costa County Deputy Sheriffs Association v. Contra Costa County Employees' Retirement Association, Contra Costa County Superior Court Case No. MSN12-1870."
- 12.5 Conference with District Counsel – Potential Litigation Workers Compensation Claim No. SRV1200028, dated 10/28/11, Michael Thometz vs. San Ramon Valley Fire Protection District [Authorized under Government Code § 54956.9(d) (2)].
- 12.6 Conference with District Counsel – Potential Litigation Workers Compensation Claim No. SRV1400020, dated 10/26/13 Jim Colon vs. San Ramon Valley Fire Protection District [Authorized under Government Code §54956.9(d) (2)].
- 12.7 Conference with District Counsel – Potential Litigation Workers Compensation Claim No. SRV1100022, dated 9/18/10 Anthony Simi vs. San Ramon Valley Fire Protection District [Authorized under Government Code §54956.9(d)(2)].
- 12.8 Public Employment: Dispatcher Position [Authorized under Government Code §54954.5(e) and 54957]


13. **Return to Open Session**


Regular session ended: 8:50 p.m.  
Closed session began: 9:04 p.m.  
Closed session ended: 10:30 p.m.  
Regular session reconvened: 10:30 p.m.

14. **Report Upon Return from Closed Session (if applicable)**

15. **Adjournment**

The meeting adjourned at 10:35 p.m.

Prepared by:   
Susan F. Brooks  
District Clerk

Approved by:  FOR  
Glenn W. Umont  
Board President