

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING  
Minutes – October 23, 2013**

*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 Krause, Technology Systems Manager Call, Union Representatives Atkin and Blackshear, District Clerk Brooks.

1. **Call to Order**

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

2. **Pledge of Allegiance**

President Stamey led the Pledge of Allegiance.

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

There was a quorum. At this time in the meeting, Board President Stamey asked that Consent items 5.5, 5.7 and 5.8 be pulled and discussed under Old Business.

4. **Public Comment**

There was no public comment.

5. **Consent Calendar**

Director Price moved approval of Consent Calendar items 5.1, 5.2, 5.3, 5.4, 5.6 and 5.9 (1-3). Director Kerr seconded the motion. Motion carried.

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

6.1 Badge Pinning Ceremony – Training Captain John Archuleta.

Chief Meyer stated that he was happy to see so many people at the meeting for the badge pinning ceremony. Interim Assistant Chief Krause then provided Captain Archuleta's background of 21 years with the District. Captain Barragan then presented Captain Archuleta with a helmet shield from Local 3546, followed by

Captain Archuleta's dad pinning his badge on him. Captain Archuleta invited his family up to the podium to introduce them. The Board and staff congratulated Captain Archuleta.

7. **Old Business**

At this time in the meeting the Board discussed the following consent items that were pulled and added to Old Business.

- 5.5 Approval of payment in the amount of \$97,759.50 to OPEB for first quarter of Fiscal Year 2013/2014.

Board President Stamey stated that he felt it was important to acknowledge this milestone, referring to this cost saving amount that is from active and retired employees contributions to OPEB and the Board is very appreciative of this. Director Dakin moved to approve this payment, Director Price seconded the motion. Motion carried.

- 5.7 Approval of payment in the amount of \$1,270,152.82 to All Star Fire Equipment for the purchase of new SCBA equipment.

Chief Meyer stated that the District has received a grant for over \$700,000 for this breathing apparatus and thanked the Committee for all of their hard work in securing this grant. Board President Stamey also thanked the Committee as well. Motion by Director Price to approve this payment. Motion seconded by Director Kerr. Motion carried.

- 5.8 Approval of payment in the amount of \$42,052.50 to Winner Chevrolet for payment of Fire Chief Command Vehicle.

Interim Assistant Chief Krause stated that this is a replacement vehicle for the Fire Chief and that there will be an additional \$5,000 needed for lights, sirens etc., to be installed which should take approximately one week. Motion by Director Price to approve this payment. Motion seconded by Director Kerr. Motion carried.

- 7.1 Discussion and approval of Capital Asset Management Policy

Chief Meyer introduced this item followed by Doug Dove of Bartle Wells making a presentation to the Board. Financial Consultant Campo then discussed the Capital Asset Management Policy which he discussed was a recommendation from our auditors and that this policy defines what an asset is, etc. Director Umont suggested that staff put together a spreadsheet of replacement costs with a date. After discussion from various Board members, there was a motion by Director Price to adopt the Capital Asset Management Policy. Director Kerr seconded the motion. Motion carried.

**8. New Business**

8.1 Discussion regarding adoption of Ordinance No. 29 adopting by reference the 2012 edition of the International Fire Code with amendments.

Fire Marshal Kiefer provided the background of this item, answering questions of the Board. The Board stated that they did like the matrix included in the packet. Fire Marshal Kiefer stated that this Ordinance was just for introduction and reading only in title at this meeting tonight. Motion by Director Price to approve the four recommendations listed in the staff report. Motion was seconded by Director Kerr. Motion carried 4-0 with Director Dakin voting no.

8.2 Consideration of Claim for Property Damage of Jim Vawter (regarding Closed Session item 12.1).

Legal Counsel Ross provided the background of this claim which was for property damage. Legal Counsel Ross recommended that this claim be denied under the Tort Claims Act and referred the claim to our insurance agency for response. Motion by Director Dakin to deny this claim. Motion seconded by Director Price. Motion carried.

**9. Correspondence**

The Board noted the nice letter received from former Director Lindsay.

**10. Monthly Activity Reports**

10.1 Operations – Interim Assistant Chief Krause

Interim Assistant Chief Krause noted the fire at Starbucks last month, as well as the Morgan Fire which he updated the Board on last month. Interim Assistant Chief Krause noted the meeting EMS had regarding the Fitch Study and what an informative meeting it was.

10.2 Support Services – Interim Assistant Chief Krause

Interim Assistant Chief Krause noted the memo in the Board packet from Communications Center Manager Pangelinan regarding the Communications Center 9-1-1 phone system. The Board congratulated Communications Center Manager Pangelinan and the Communication Center employees.

Technology Services Manager Call stated that he has begun calling candidates regarding interviewees for the GIS Analyst position. Chief Meyer will interview the candidates also.

10.3 Fire Prevention – Fire Marshal Kiefer

Fire Marshal Kiefer discussed the list of plan reviews that she included in her monthly report, the Urban Interface conference she attended and the Education Assistance Program that several of her staff have utilized.

10.4 Administrative Services – Financial Consultant Campo

Financial Consultant Campo stated that he has filed several State Controller reports that were due this month. Director Kerr asked about the overtime in July and if that was related to the Rim fire.

10.5 Fire Chief – Fire Chief Meyer

Fire Chief Meyer stated that he attended a Danville Rotary Meeting with Interim Assistant Chief Krause, and met with SRVUSD Superintendent Shelton, and Assemblywoman Buchanan this past month.

11. **Good of the Order**

Chief Meyer stated that next month he would be bringing the EMS report before the Board and that he would like to schedule a retreat with the Board for sometime in December. The Board agreed to the date of Monday, December 9<sup>th</sup> from 10-2 p.m., at a location to be determined.

Chief Meyer thanked Interim Assistant Chief Krause stating that he has done a fantastic job these past four months as the Interim Assistant Chief. Chief Krause stated that it was a great opportunity for him.

Director Kerr thanked staff for all of their work in the addition of the two bikes racks in the front of the Administration building.

12. **Closed Session**

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

12.2 Existing litigation [Pursuant to Government Code §54956.9(d)(1)]:

1). City of Brentwood, et al v. Robert Campbell, in his Official Capacity of Auditor Controller of Contra Costa County, et al, Contra Costa Superior Court Case No. N11-1029.

2). “Contra Costa County Deputy Sheriffs Association v. Contra Costa County Employees’ Retirement Association, Contra Costa County Superior Court Case No. MSN12-1870.”

13. **Return to Open Session**

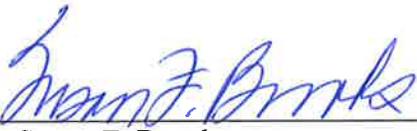
Regular session ended: 9:07 p.m.  
Closed session began: 9:17 p.m.  
Closed session ended: 9:25 p.m.  
Regular session reconvened: 9:25 p.m.

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

With respect to agenda items 12.1 there was no reportable action, and regarding agenda item 12.2 there was no reportable action under the common law attorney-client privilege and that provided by Government Section 54956.9(d)(1).

15. **Adjournment**

The meeting adjourned at 9:30 p.m.

Prepared by:   
Susan F. Brooks  
District Clerk

Approved by:   
Matthew J. Stamey  
Board President 