

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
Minutes – September 25, 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 Kerr, Stamey and Umont.

Board Member Absent: Directors Dakin and Price

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, Blackshear and Mohun, District Clerk Brooks.

1. Call to Order

President Stamey called the meeting to order at 7:05 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.

4. Public Comment

Don Reid, 719 Graham Court, Danville thanked everyone who was working on the Mt. Diablo fire, stating what a great job everyone did.

5. Consent Calendar

Director Kerr moved approval of Consent Calendar items 5.1-5.6 (1-5). Director Umont seconded the motion. Motion carried.

6. Special Announcements/Presentations/General Business

6.1 Proclamation in recognition of Fire Prevention Week October 6-12, 2013.

Board President Stamey read a summary of the proclamation stating that the entire proclamation could be found in the agenda packet on our website.

7. **Old Business**

None.

8. **New Business**

8.1 Discussion and possible adoption of Resolution No. 2013-07 amending procedures for Administering Employee Contributions to the Contra Costa County Employees' Retirement Association.

Financial Consultant Campo provided the background of this item, stating that employees are now picking up a portion of the employer contribution and this would be on a pre-tax basis. Financial Consultant Campo asked for the Board's approval to adopt Resolution No. 2013-07. Motion by Director Kerr to approve Resolution No. 2013-07. Director Umont seconded the motion. Motion carried by roll call vote.

8.2 Discussion and possible adoption of Resolution No. 2013-08 authorizing Investment of Monies in the Local Agency Investment Fund (LAIF).

Chief Meyer stated that due to a turnover in staff, updated names had to be sent to LAIF, and recommended the Board's adoption of Resolution No. 2013-08. Motion by Director Kerr to approve Resolution No. 2013-08. Director Umont seconded the motion. Motion carried by roll call vote.

8.3 Discussion and possible adoption of Resolution No. 2013-09 declaring real property known as the "Hemme Property", located at 1193 Danville Blvd., Alamo, CA as surplus property.

Legal Counsel Ross provided the background of this item stating that there is a process now that goes along with declaring this property surplus. Legal Counsel Ross stated that an appraisal had to be done, as well as offering the property to other public agencies, and then put on the market. Legal Counsel Ross recommended the Board adopt Resolution No. 2013-09. Motion by Director Umont to approve Resolution No. 2013-09. Director Kerr seconded the motion. Motion carried by roll call vote.

8.4 Discussion and possible approval of Contract for Services with Financial Consultant, Ken Campo.

Chief Meyer stated that due to the loss of the Finance Supervisor and Administrative Services Director, he would like to keep Mr. Campo on longer as we navigate through the next several months working with District finances and our labor group. Motion by Director Kerr to approve the contract with Ken Campo for financial consulting services. Motion seconded by Director Umont. Motion carried.

8.5 Discussion and possible authorization to retain the services of a contractor/consulting firm to fill the GIS Analyst vacancy.

Interim Assistant Chief Krause provided the background of this item stating that due to the loss of our GIS Analyst, the District is looking to retain someone to fill this position on an interim basis until a decision is made as to whether or not this needs to remain a full time position. Motion by Director Kerr to retain the services of a GIS consulting firm or independent consultant to fill this position. Motion was seconded by Director Umont. Board President Stamey added that he would like to have someone in this position in the next 6-8 weeks staying within the salary range noted in the staff report. Motion carried.

8.6 Discussion and possible approval of Employee Health Insurance Opt-Out Plan.

Financial Consultant Campo provided background stating that our union was successful in negotiating health premiums and retiree contributions for District employees and that it is the recommendation that this plan apply to all employees, represented and non-represented. Board President Stamey asked if this was a payroll issue and asked the Chief to check with Myers Nave. Legal Counsel Ross will review this also stating that we can authorize it subject to legal counsel review and would confer with Myers Nave and should be able to have an answer in a day or two. Financial Consultant Campo stated that you could opt out at any time; it did not have to occur during open enrollment. Director Umont asked if a survey was done to see how much money was at stake. Chief Meyer stated that this is good business practice and would probably only affect two or three employees here at this District. Director Umont asked if it was pensionable. Chief Meyer stated that PEPRA employees no, for legacy/classic employees, it is unknown at this time. Director Kerr moved to approve the opt out plan during the 2013 Open Enrollment period to include represented and non-represented employees with the caveat that it meets with the approval of Counsel. Director Umont seconded the motion. Motion carried.

8.7 Discussion and possible approval of EMS Specialist Temporary Assignment.

Interim Assistant Chief Krause stated that the person who had that position is currently a new firefighter/paramedic recruit; therefore, there is need for the position to be filled. Motion by Director Kerr to approve a Temporary Assignment Equalization Pay for filling the EMS Specialist position on a temporary basis. Motion seconded by Director Umont. Board President Stamey stated that he would like staff to report back to the board in 9 months with an update on how this temporary assignment is going. Motion carried.

9. Correspondence

Board President Stamey complimented staff on all of the nice letters in the Board packet.

10. Monthly Activity Reports

10.1 Operations – Interim Assistant Chief Krause

Interim Assistant Chief Krause stated that the recent Morgan fire would be presented by slide presentation later in the meeting, and also discussed where we are at with the SCBA testing.

10.2 Support Services – Interim Assistant Chief Krause

Interim Assistant Chief Krause stated that the new fence is in place on the property where new Station 32 will be. Director Umont complimented the new fence at the site.

10.3 Fire Prevention – Fire Marshal Kiefer

Fire Marshal Kiefer discussed the Eagle Scout Garden Project, CPR in schools, and summarized some of the firework related incidents on the 4th of July.

10.4 Administrative Services – Financial Consultant Campo

Financial Consultant Campo discussed his reports and also showed a power point presentation related to some of the finances of the District. Director Umont questioned some of the items listed in the Illness and Injury report. Chief Meyer stated that he and staff will be meeting with ICS, the worker's compensation firm that works with the District to discuss some of these issues with them.

10.5 Fire Chief – Fire Chief Meyer

Chief Meyer stated that it has been an active time at the District with the Rim and Morgan fires and that he is very proud of everyone who worked on these fires. Chief Meyer stated that he attended the Special District Conference as well as the Cal Chief's conference.

11. Good of the Order

11.1 Update regarding District Ambulance fees/costs per citizen.

Chief Meyer provided the background of this item that was requested by Director Umont, and resident Don Reid stating that it is difficult to get the exact numbers but hoped the upcoming presentation would answer some questions. Interim Assistant Chief Krause proceeded to show a power point presentation.

Interim Assistant Chief Krause also presented a slide presentation on the Morgan Fire and complimented Battalion Chief Viera and Training Chief Duggan, stating that a great job was done by all. Board President Stamey stated that on behalf of the Board of Directors he felt an excellent job was done by all of our staff on this fire.

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 Personnel Matter: Administrative Services Director Position [Authorized under Government Code §54954(e) and 54957.6].
- 12.3 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: 9:10 p.m.
Closed session began: 9:30 p.m.
Closed session ended: 9:50 p.m.
Regular session reconvened: 9:53 p.m.

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

15. Adjournment

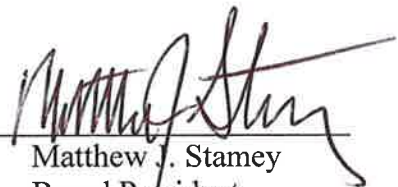
The meeting adjourned at 9:55 p.m.

Prepared by:



Susan F. Brooks
District Clerk

Approved by:



Matthew J. Stamey
Board President