

# SAN RAMON VALLEY FIRE PROTECTION DISTRICT

## Board of Directors Regular Board Meeting

**Wednesday, March 27, 2013 – 7:00 p.m.**

*Gordon Dakin, Director ~ H. Jay Kerr, Director ~ Jennifer Price, Director  
Matthew J. Stamey, Director ~ Glenn Umont, 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 February, 2013 in the amount of \$3,136,125.01.
- 5.2    Approve the demand register for the period February 19, 2013 through March 15, 2013, in the amount of \$1,957,862.96.
- 5.3    Approve the minutes from the February 27, 2013 regular Board meeting, including District Counsel’s closed session report.
- 5.4    Authorization for approval of payment in the amount of \$28,005.00 to O’Connor Construction Management for Construction Management Services for Station 32 and Station 31.
- 5.5    Personnel Actions:
  1.    Approve staff’s recommendation to promote Brent Shaffer from Firefighter, Step 5 to Training Captain Step 2, effective March 1, 2013.
  2.    Approve staff’s recommendation to award a merit salary increase to Dispatcher Whitney Bain, to Step 5, effective April 1, 2013.
  3.    Approve staff’s recommendation to award a merit salary increase to Captain Korey Barragan, to Step 5, effective April 1, 2013.

4. Approve staff's recommendation to award a merit salary increase to Captain Daniel Smith, to Step 5, effective April 1, 2013.
5. Approve staff's recommendation to award a merit salary increase to Captain Matthew Terry, to Step 4, effective April 11, 2013.

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

- 6.1 Badge Pinning Ceremony: Training Captain Brent Shaffer.

**7. OLD BUSINESS**

- 7.1 Discussion regarding District 2012/13 Budget (monthly on-going and periodic review).
- 7.2 Discussion and recommendation for award of ambulance bid for the purchase of three ambulances from Leader Industries in the amount of \$627,388.31.

**8. NEW BUSINESS**

- 8.1 Discussion and possible approval of Resolution No. 2013-02 Authorizing Investment of Monies in the Local Agency Investment Fund (LAIF).
- 8.2 Open Public Hearing for discussion and possible approval of Resolution No. 2013-03 pertaining to the San Ramon Valley Fire Protection District Exterior Hazard Abatement Program.
- 8.3 Discussion and approval to authorize staff to write off bad debt expenditures.
- 8.4 Discussion and possible acceptance of Assistance to Firefighters Grant for the purchase of 140 self-contained breathing apparatus.
- 8.5 Discussion and possible approval of Resolution No. 2013-04 supporting the inclusion of Contra Costa County into the San Ramon Valley Emergency Preparedness Citizens Corps Council.

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

**10. MONTHLY ACTIVITY REPORTS FOR FEBRUARY, 2013**

- 10.1 Operations/Training Division/Special Operations-Assistant Chief Barton  
Standards of Cover Policy Compliance Report.
- 10.2 Support Services-Assistant Chief Barton  
Support Services Report of monthly activities.
- 10.3 Fire Prevention – Fire Marshal Kiefer  
Fire Prevention Report of monthly activities.
- 10.4 Administrative Services – Administrative Services Director Leete
  - a). Monthly Finance Activities/Reports
  - b). Monthly Human Resources Activities/Reports
  - c). Retirement Calculation Worksheet:  
- M. Thometz
- 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**

11.1 Facilities Committee Meeting Update.

**12. CLOSED SESSION**

- 12.1 Status of labor negotiations between the District and the San Ramon Valley Firefighters Association under the provisions [Authorized under Government Code §54957.6 and 54954.5(e)].
- 12.2 Conference with District Counsel – Potential Litigation  
Possible exposure to litigation (one matter). [Pursuant to Government Code §54956.9(b)(2) and 54954.5(c)]. Facts and circumstances that might result in litigation need not be disclosed. [Pursuant to Government Code §54956.9(b)(3)(A)].
- 12.3 Existing litigation:  
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.”
- 12.4 Conference with District Counsel – Potential Litigation Workers Compensation Claim No. SRV1200046, dated 4/17/12, M. Rossen vs. San Ramon Valley Fire Protection District [Authorized under Government Code § 54956.9(b)].

**13. RETURN TO OPEN SESSION**

**14. REPORT UPON RETURN FROM CLOSED SESSION (if applicable)**

**15. ADJOURNMENT TO THE NEXT REGULAR BOARD MEETING SCHEDULED FOR WEDNESDAY, APRIL 24, 2013 AT 7:00 P.M.**

Prepared by:



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Susan F. Brooks, District Clerk

Agenda posted on March 21, 2013 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 District Clerk Sue Brooks at (925) 838-6661.*