

SAN RAMON VALLEY FIRE PROTECTION DISTRICT

Board of Directors Regular Board Meeting

Wednesday, April 24, 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 March, 2013 in the amount of \$3,289,792.75.
- 5.2 Approve the demand register for the period March 16, 2013 through April 12, 2013, in the amount of \$2,150,922.17.
- 5.3 Approve the minutes from the March 27, 2013 regular Board meeting, including District Counsel’s closed session report.
- 5.4 Authorization for approval of payment in the amount of \$105,565.38 to the Contra Costa County Elections Division for November, 2012 Presidential General Election fees.
- 5.5 Receive First Quarter 2013 Pension and Retirement Related Legislation Report.
- 5.6 Receive District Quarterly Investment Report January 1, 2013-March 31, 2013.
- 5.7 Personnel Actions:
 1. Approve staff’s recommendation to award a merit salary increase to Special Ops. Battalion Chief Dan McNamara, to Step 3, effective May 19, 2013.

2. Approve staff's recommendation to award a merit salary increase to Training Captain Michael Ybarra, to Step 3, effective May 12, 2013.

6. SPECIAL ANNOUNCEMENTS/PRESENTATIONS/GENERAL BUSINESS

- 6.1 Special Presentation: San Ramon resident - Alexa Hile Lewis (California State 9-11 Heroes Award).

7. OLD BUSINESS

- 7.1 Discussion regarding District 2012/13 Budget (monthly on-going and periodic review).
- 7.2 Discussion and possible approval to fill the vacancy of Emergency Medical Services Specialist.

8. NEW BUSINESS

- 8.1 District Counsel comments regarding Public Records Act-Superior Court Decision regarding Private Cell Phones.
- 8.2 Finance Subcommittee Meeting Update.
- 8.3 Personnel Subcommittee Meeting Update.
- 8.4 Discussion regarding cancelling July 24, 2013 Board Meeting.
- 8.5 Discussion and possible approval to accept the UASI Grant in the amount of \$55,000 in accordance with the San Ramon Valley Emergency Preparedness Citizen Corps Council MOU.

9. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW

10. MONTHLY ACTIVITY REPORTS FOR MARCH, 2013

- 10.1 Operations/Training Division/Special Operations-BC Viera
Standards of Cover Policy Compliance Report.
- 10.2 Support Services-BC Viera
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
- 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 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(d)(2)]. Facts and circumstances that might result in litigation need not be disclosed.
- 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.
- 12.4 Personnel Matter: Request for Leave Without Pay [Pursuant to Government Code § 54957].
- 12.5 Conference with District Counsel – Potential Litigation Workers Compensation Claim No. SRV0800022, dated 11/5/07, Scott Fulwood vs. San Ramon Valley Fire Protection District [Authorized under Government Code § 54956.9(b)].
- 12.6 Personnel Matter: Discussion regarding Setting Goals for Fire Chief Annual Performance Evaluation [Authorized under Government Code §54954(e) and 54957.6]

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, MAY 22, 2013 AT 7:00 P.M.

Prepared by:



Susan F. Brooks, District Clerk

Agenda posted on April 18, 2013 at the District's Administration Building and the San Ramon Valley Fire Protection District's website at 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.