



Meeting Minutes
San Mateo Consolidated Fire Department
Board of Directors Regular Meeting
Wednesday, October 12, 2022 – 4:00 P.M.
Hybrid Remote Teleconference Meeting

1. OPENING

The meeting was called to order at 4:00 pm by Board Chair Goethals.

1.3. **Roll Call**

Board Members Present: Goethals, Lieberman & Froomin

Board Members Absent: Awasthi

2. AGENDA CHANGES

There were no agenda changes.

3. PUBLIC COMMENT

None

4. CONSENT

Board Member Lieberman commented on item 4.3 ‘Adopt a resolution authorizing the sale of two fire engines’ requesting confirmation that the engines are worth more than normal due to market values. Chief Thrasher commented his authority of approval is limited to \$25,000 and the market is indicating the engines value higher.

Board Member Froomin made a motion to approve the Consent calendar, which was seconded by Board Member Lieberman. The Board Secretary took a roll call vote, and the Consent calendar items were approved 3-0.

5. NEW BUSINESS

Item 5.1 Resolution Authorizing Use of Hybrid Remote Teleconferencing for Meetings of the Department Board of Directors Consistent with AB 361’s Amendments to the Ralph M. Brown Act.

Adopt a Resolution finding that continued emergency conditions persist due to the ongoing COVID-19 pandemic and that meetings will be held as “hybrid” meetings with the option for members of the public, Department Staff, and Board Members to attend by either remote teleconferencing or to attend in-person for the period of October 12 to November 11, 2022.

Board Chair Goethals asked if there was any public comment on this item, which there were none. Board Member Lieberman made a motion to adopt the resolution, which was seconded by Board Member Froomin. The Board Secretary took a roll call vote, and the resolution was approved 3-0.

Item 5.2 Review, provide comments, authorize finalizing, and accept the Annual Financial Report (AFR) for the year ended June 30, 2022.

Treasurer Rich Lee provided a presentation on the staff report and AFR. Lee provided general fund data on total liabilities and overtime impacts. He noted the Fire Protection fund had significant draw down and efforts were made to balance the fund. Vehicle and equipment replacement fund decreased from \$3.7 million to \$2.0 million due to a planned purchase of a fire engine and fire truck.

Board Member Lieberman asked about pension obligation contributions. Treasurer Lee stated that SMC Fire is relatively new and if actual return exceeds 4% then it lowers the discount rate. Investment performances will be monitored quarterly. Board Member Lieberman asked that the Board be kept informed to prepare for budget impacts. Board Member Froomin asked about the COVID related overtime. Chief Thrasher stated that it came in waves but is now leveling out. He noted that living together and being heavily exposed while on-duty are contributing factors as well.

Board Chair Goethals asked if there was any public comment on this item, which there were none. Board Member Lieberman made a motion to adopt the resolution, which was seconded by Board Member Froomin. The Board Secretary took a roll call vote, and the resolution was approved 3-0.

Item 5.3 Adopt a resolution authorizing the addition of up to six (6) firefighter full-time equivalent (FTE) positions for overtime relief.

Fire Chief Thrasher provided a brief presentation of the staff report for approval. He noted that an incremental implementation will also allow staff the opportunity to monitor staffing impacts, to ensure the desired outcomes, and to avoid the negative budget impacts of over hiring. There would be a factor with OPEB and step increases, but the impact is minimal at a budgetary level and the goal is to be prepared.

Board Member Lieberman and Board Member Froomin addressed their concerns with department staffing, safety, morale, and financials. Both asked clarifying questions regarding calculated figures from the staff report. Board Member Froomin stated he is agreeable with the phased approach.

Board Chair Goethals asked if there was any public comment on this item, which there were none. Board Chair Goethals made a motion to adopt the resolution, which was seconded by Board Member Lieberman. The Board Secretary took a roll call vote, and the resolution was approved 3-0.

6. OLD BUSINESS

Item 6.1. Accept public comments, waive second reading, read by title only, and vote to adopt an Ordinance adopting the 2021 International Wildland Urban Interface Code with amendments and modifying the 2022 California Fire Code with local amendments.

Deputy Fire Chief Marshall provided a brief overview of the staff report for final approval.

Board Chair Goethals asked if there was any public comment on this item, which there were none. Board Member Lieberman made a motion to adopt the resolution, which was seconded by Board Chair Goethals. The Board Secretary took a roll call vote, and the resolution was approved 3-0.

7. REPORTS AND ANNOUNCEMENTS

Board Secretary provided proposed meetings for 2023 as January 25, April 12, July 12 and October 11.

Board Member Lieberman and Board Chair Goethals shared this may be their last meeting and both expressed their pleasure working with SMC Fire.

Deputy Fire Chief Turturici provided the following Fire Operations update:

- 3 firefighters in County Academy.
- Two Captains promoted.
- Training Division is fully functional and doing a great job.
- 6% increase in incidents responses since last meeting.
- Out of county deployments decreased in comparison to last year.

Deputy Fire Chief Marshall provided the following Community Risk Reduction Division update:

- Fire Prevention Week - Received proclamations from Belmont, Foster City, and San Mateo.
- Annual Open House event at Station 28 with estimated 800 in attendance.
- OES Division coordinated the Open House event and have been training new CERT members including Gilead employees. Companies in each City are welcome to contact us for CERT training.
- FP&S Grant funded Fire Preparedness commercial was presented. Thanks to the grant award, we were able to air the educational commercials peninsula-wide through Comcast.

Fire Chief provided the following update Department update:

- Thank you to Board Member Froomin for joining as alternate tonight.
- Promotions include Business Manager Morales, Management Analyst Cook, and Administrative Technician Roldan.
- SMC Fire Firefighter Association's Chili Cook-Off & Car Show event was a great success.
- Strategic Planning process for all divisions being administered by Tim Dunkin. Board will receive update once final.
- Standards of Cover has been completed and the recommendations will be shared in detail at the beginning of the year.
- We will be hosting a badge pinning and recognition event at 10am on October 26.
- Primary and alternate Board Members will be going through a change next year; we will work on an onboarding orientation of the new members.

8. CLOSED SESSION

The Fire Board went into Closed Session at 5:20 p.m. Report out from Closed Session will be made at the next Board meeting.

9. ADJOURNMENT

The Board meeting was adjourned at 5:20 p.m.