



Agenda

**San Mateo Consolidated Fire Department
Board of Directors
Regular Meeting
Wednesday, January 21, 2026 – 5:30 P.M.**

Consistent with Government Code Section 54953, this meeting will be conducted both in person and also via Zoom Teleconferencing to promote public participation at public meetings while maintaining compliance with local, state, and federal guidelines. Department officials and members of the public are invited to attend and give public comment either in person or via teleconference. Comments may also be submitted prior to the meeting by email to: nmorales@smcfire.org

To Attend in-person

2121 S. El Camino Real, Building D (Conference Room 117), San Mateo

To Observe and Participate via Video Teleconference

Register in advance for this Zoom webinar:

https://us06web.zoom.us/webinar/register/WN_kwKKdPKRQqaG3xYWUZ_UwQ

1. OPENING

- 1.1 Call to Order & Determination of a Quorum
- 1.2 Pledge of Allegiance
- 1.3 Election of Officers – Chair and Co-Chair
- 1.4 Roll Call

2. AGENDA CHANGES

The Chair/Board Member may change the order of the Agenda or request discussion of a Consent Item. A member of the public may request discussion of a Consent Item by emailing the Board Clerk Nicole Morales at nmorales@smcfire.org prior to Public Comment.

3. PUBLIC COMMENT

Public Comment is limited to 15 minutes, with a maximum of three (3) minutes per speaker. If you wish to address the hearing body, please notify the Department as soon as practical by emailing the Board Clerk of the Fire Board at nmorales@smcfire.org. If you are addressing the Board of Directors on a non-agenda item, the Board of Directors may, but is not required to, briefly respond to statements made or questions posed as allowed by the Brown Act (GC 54954.2). The Board of Directors may refer items to staff for attention, or have a matter placed on a future Board of Directors Meeting, for more comprehensive action or report.

4. PRESENTATION

- [4.1](#) Proclamation honoring Training Battalion Chief Robert Cook on his retirement.

5. CONSENT

- [5.1](#) Approval of Fire Board Meeting Minutes from December 16, 2025.

6. NEW BUSINESS

- [6.1](#) Adopt a resolution approving the Annual Fire Inspection Compliance Report from the Fire Chief and approve publishing the report as part of the 2025 Department Annual Report on the Department's website.

7. REPORTS AND ANNOUNCEMENTS

- 7.1 Board Members and Department Management Staff will have an opportunity to make announcements.
- 7.2 Fire Chief Update (*verbal only*)

8. PUBLIC COMMENT ON CLOSED SESSION ITEMS

9. CLOSED SESSION

- 9.1 Conference with Legal Counsel regarding Existing Litigation, Workers' Compensation pursuant to Paragraph (1) of subdivision (d) of Government Code Section 54956.9
Name of Case: Tony Blackman
Agency Designated Representative(s): Yuliya Shukhat, Senior Risk Management Analyst, Willian D. Ross, Attorney, and Mark R. Peterson, Attorney
- 9.2 Conference with Legal Counsel regarding Existing Litigation, Workers' Compensation pursuant to Paragraph (1) of subdivision (d) of Government Code Section 54956.9
Name of Case: Stefanie Diashyn
Agency Designated Representative(s): Yuliya Shukhat, Senior Risk Management Analyst, Willian D. Ross, Attorney, and Mark R. Peterson, Attorney

10. RETURN FROM CLOSED SESSION

- 10.1 The report out from Closed Session will be made at the next Board meeting.

11. ADJOURNMENT

I, Nicole Morales, Board Clerk of the San Mateo Consolidated Fire Department, hereby declare that the foregoing Agenda was posted in compliance with the Brown Act prior to the meeting date.

In compliance with the Americans with Disability Act, if you need special assistance to participate in this meeting, please contact the Fire Board Clerk at (650) 522-7900 no less than 72 hours prior to the meeting. Notification in advance of the meeting will enable the Fire Department to make reasonable arrangements to ensure accessibility to this meeting.

Copies of documents distributed at the meeting are available in alternative formats upon request. Any writing or documents provided to a majority of the Board regarding any item on this Agenda will be made available for public inspection at the Department Fire Administration Office located at 2121 S. El Camino Real, Suite B100, San Mateo during normal business hours. In addition, most documents will be posted on the Department's website at <https://www.smcfire.org/board-meetings>

Resolution of Appreciation & Gratitude for Battalion Chief Robert Cook

WHEREAS, The Board of Directors of the San Mateo Consolidated Fire Department desires to commemorate and honor the career and accomplishments of its Battalion Chief, Robert Cook; and,

WHEREAS, Robert Cook started his career in the fire service as a San Mateo Fire Explorer in 1987; and,

WHEREAS, Robert Cook became accredited as a Paramedic in 1999 and worked for AMR in Santa Clara County; and,

WHEREAS, Robert Cook joined the San Mateo Fire Department in 2001 as a Firefighter Paramedic; and,

WHEREAS, Robert Cook was promoted to Fire Captain in 2010 and assigned as a Temporary Training Captain in 2017; and,

WHEREAS, Robert Cook was promoted to Training Battalion Chief in 2018; and,

WHEREAS, Robert Cook served as a Paramedic Preceptor, was a CERT Program Coordinator, and participated in community events including “Silver Dragon” disaster exercises, the San Mateo Firefighters Toy Program, and Festa Italiana; and,

WHEREAS, Robert Cook’s awards include: SMFD Medal of Valor for his response to the Oklahoma City Bombing, 2006 City of San Mateo Customer Service Award, 2009 Peninsula Council of Lions Service Award, 2016 Hugh F. Morris Special Merit Medal for Community Service, and 2018 Peninsula Council of Lions Award for his leadership in the In-House Recruit Academy; and,

WHEREAS, Robert Cook managed the San Mateo Fire Explorer Program for over 14 years, overseeing scheduling, training, and records; and,

WHEREAS, Robert Cook was appointed President of the Fire Training Officers Association in 2022 and co-chairs the Joint In-House Training Workgroup; and,

WHEREAS, Robert Cook became the Battalion Chief Union Representative in 2025, and helped revise training manuals, reorganize testing, and implement an iPad-based task book system; and,

WHEREAS, Robert Cook’s role expanded to the development and establishment of the Training Division as organizational needs evolved, resulting in SMC Fire creating a standalone Training Division, whose success is demonstrated by its sustained growth and operational efficiency; and,

WHEREAS, Robert Cook retired on December 30, 2025, after dedicating over 24 years to the fire service.

NOW, THEREFORE, BE IT RESOLVED that the San Mateo Consolidated Fire Department Board of Directors hereby unanimously express, on behalf of the San Mateo Consolidated Fire Department and the residents and businesses of the Cities of Belmont, Foster City, and San Mateo which it serves, its deepest appreciations and gratitude to Battalion Chief Robert Cook for his dedicated and distinguished public service.

Julia Mates, Fire Board President ~ Dated January 21, 2026



Meeting Minutes
San Mateo Consolidated Fire Department
Board of Directors Regular Meeting
Tuesday, December 16, 2025 – 5:30 P.M.
Hybrid Remote Teleconference Meeting
2121 S. El Camino Real, Building D, San Mateo

1. OPENING

The meeting was called to order at 5:38 p.m. by Board Chair Mates

1.1. Call to Order & Determination of a Quorum

1.2. Pledge of Allegiance

1.3. Roll Call

Board Members Present: Mates, Newsom, Jimenez

Teleconference Board Member:

Board Members Absent: None

2. AGENDA CHANGES

None

3. PUBLIC COMMENT

Zoom Attendee Saar Picker addressed the Board regarding residential solar and battery storage permitting and inspection processes. The speaker expressed concerns related to consistency of requirements, timeliness of responses, and the need for clearer guidance regarding residential battery systems and associated safety considerations.

4. CONSENT

Legal counsel provided an oral report in compliance with Government Code Section 54953(c)(3) regarding executive pay disclosure. Board Chair Mates asked if there was any public comment on this item, which there was not. Vice Chair Newsom moved to approve the Consent calendar; Board Member Jimenez seconded. The Board Secretary took a roll call vote, and the Consent calendar items were approved 3-0.

5. NEW BUSINESS

Item 5.1 Adopt a resolution approving revisions to the San Mateo Consolidated Fire Department's Master Fee Schedule in accordance with the NBS Fee Study Document.

Fire Chief Turturici introduced Lauren Guido, NBS Senior Consultant, to provide a brief overview of the comprehensive fee study prepared by NBS. The presentation provided outlined the methodology used to develop the proposed fees, including the calculation of a fully burdened hourly rate and the use of time-study estimates to ensure fees are reasonable, defensible, and reflective of actual service costs.

Fire Chief Turturici provided a brief overview of the staff report. Deputy Fire Chief Mackintosh also presented a revised Master Fee Schedule spreadsheet detailing the proposed fee amounts and structure. The spreadsheet illustrated how fees were organized by service category and reflected updated cost recovery assumptions and time estimates.

Board discussion focused on achieving appropriate cost recovery, creating equitable fee structures across different project types and sizes, clarifying hazardous materials mitigation fees, and maintaining consistency across the three cities served by the Department. The Board also discussed the potential for future incremental adjustments to fees and the importance of coordination with local community development departments, including the potential timing of a future comprehensive fee study, generally noting a possible timeframe of three to five years.

Chair Mates asked if there was any public comment on this item, which there were none. Board Chair Mates moved to adopt the resolution for 100% cost recovery and the revised Master Fee Schedule as presented; Board Member Jimenez seconded. The Board Secretary took a roll call vote, and the resolution was approved 3-0.

6. REPORTS AND ANNOUNCEMENTS

Item 6.1 Board Members and Department Management Staff

Board Chair Mates shared positive remarks regarding Santa-related community engagement events at Fire Station's 14 and 21, noting strong attendance and favorable public participation.

Item 6.2 Fire Chief Update

Fire Chief Turturici provided an organizational update. Some highlights include:

- Station 14's Winter Wonderland Santa Visit and Station 21's Breakfast with Santa were both a success and were well attended.
- Upcoming retirement of Training Battalion Chief Robert Cook announced, with appreciation expressed for his services to the Department. Additional retirements this month include Captain Lou Warner, Captain Cal Eitel, and Firefighter Tracy Haena.
- Promoted Firefighter Chris Barrett to Fire Captain.
- Promoted Emergency Services Analyst Kevin Foiles to Emergency Services Manager.
- Awarded the Cal Water Grant award of \$24,000 for portable water tanks and associated pumps to enhance water supply capabilities.
- Hazmat contract extension is moving along and will hopefully have approval for an additional two years with increase to accommodate personal salary increases.

7. ADJOURNMENT

The Board meeting was adjourned at 6:58 p.m.



STAFF REPORT

To: San Mateo Consolidated Fire Department Board of Directors

From: Matt Turturici, Fire Chief

Meeting Date: January 21, 2026

Subject: State Mandated Fire Inspections Annual Compliance Report

RECOMMENDATION

Adopt a resolution approving the Annual Fire Inspection Compliance Report from the Fire Chief and approve publishing the report as part of the 2025 Department Annual Report on the Department's website.

BACKGROUND

California law requires that all fire departments and districts in the State conduct annual safety inspections of all public and private schools, apartments, condominiums, hotels, and motels within their jurisdiction(s). Recognizing that this law did not require local compliance reporting of such inspections, a State law, SB 1205 (Hill), was enacted in January 2019, which now requires all fire departments to submit annual reports to their governing bodies or administering authorities regarding their compliance with these State mandated fire inspections.

On October 8, 2019, the San Mateo Consolidated Fire Department Board of Directors adopted a resolution approving a response by the Fire Chief to the San Mateo County Grand Jury report titled Fire Safety Inspection Programs on the Road to Recovery, which was released on July 22, 2019, and addressed compliance of fire departments within San Mateo County with these State mandated fire inspections. The report made 18 findings and 4 recommendations based on both the State of California Health and Safety Code mandates, as well as the requirements of SB 1205. One of those recommendations was that the Department report on the State mandated inspection completion rate in accordance with SB 1205.

ANALYSIS

During calendar year 2025, all mandated inspections were completed, and all properties subject to the mandate were identified.

Attached is the 2025 Inspection Compliance Report as recommended by the San Mateo County Grand Jury.

ATTACHMENTS

- A. Resolution
- B. Annual Report of Mandated Fire Inspections

RESOLUTION NO. RES-2026-

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN MATEO CONSOLIDATED FIRE DEPARTMENT APPROVING THE ANNUAL FIRE INSPECTION COMPLIANCE REPORT FROM THE FIRE CHIEF AND APPROVING PUBLISHING THE REPORT AS PART OF THE 2025 DEPARTMENT ANNUAL REPORT ON THE DEPARTMENT WEBSITE

WHEREAS, California law requires that all fire departments and districts in the state conduct annual safety inspections of all jails, public and private schools, apartments, condominiums, hotels, and motels with their jurisdiction(s); and

WHEREAS, recognizing that this law did not require local compliance reporting of such inspections, SB 1205 (Hill) was enacted requiring all fire departments to submit annual reports to their governing bodies or administering authorities regarding their compliance with these state mandated inspections; and

WHEREAS, on October 8, 2019, the SMC Fire Board of Directors adopted a resolution approving a response by the Fire Chief to the San Mateo County Grand Jury report entitled Fire Safety Inspection Programs on the Road to Recovery, which addressed compliance of fire departments within San Mateo County with these state mandated fire inspections; and

WHEREAS, the report made 18 findings and 4 recommendations based on both the State of California Health & Safety Code mandates as well as the new requirements of SB 1205; and

WHEREAS, one of these recommendations was that the Department report on the State mandated inspection completion rate in accordance with SB 1205.

NOW, THEREFORE, the Board of Directors of the San Mateo Consolidated Fire Department resolves as follows:

1. Approve the Annual Fire Inspection Compliance Report from the Fire Chief and approve publishing the Report as part of the 2025 Department Annual Report on the Department website.

PASSED AND ADOPTED as a resolution of the Board of Directors of the San Mateo Consolidated Fire Department at the regular meeting held on the 21st day of January, 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Board Secretary

Board President

APPROVED AS TO FORM:

William D. Ross, General Counsel



Eric Mackintosh, Deputy Fire Chief

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(650) 522-7900

MEMORANDUM

To: San Mateo Consolidated Fire Department Board of Directors
From: Carisa Workman, Fire Marshal
Cc: Matt Turturici, Fire Chief
Date: January 21, 2026
Subject: Annual Report of Mandated Fire Inspections

Background

After the 2017 Ghostship Fire in Oakland California, the State Legislature passed SB 1205 which requires that a notification to the governing body of each fire department report on the status of their inspections mandated in Health and Safety Code section 13146. The San Mateo County Civil Grand Jury released a subsequent report entitled “Fire Safety Inspection Programs on the Road to Recovery” in which they made several recommendations, which were accepted by the Board. One of the recommendations was that the Fire Marshal make a report to the Board in January of each year as to the status of the mandated inspections. The report also asked that the Department report the results via an annual report no later than March of each year on the status of the inspections.

The inspections are mandated to be done annually on a calendar year basis with the exception of jails, which are to be done every 2 years. This year, one of the two jails was inspected, and the other will be inspected next year as per the mandate.

This document serves as the report required by the recommendations of the Grand Jury. This data will be placed into the annual report.

2025 Report

<u>Occupancy</u>	<u>Total # of Buildings</u>	<u># Inspected</u>	<u>Percentage Complete</u>	<u># of Buildings not inspected in 2 years</u>
High Rise	28	28	100%	0
Schools	58	58	100%	0
Residential	2166	2166	100%	0
Jails*	2	2	100%	0

**There are 2 jails in the jurisdiction, and they are inspected on opposite years, so the mandate has been met for this year*