



Meeting Minutes
San Mateo Consolidated Fire Department
Board of Directors Regular Meeting
Wednesday, November 19, 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

None

4. CONSENT

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 Receive the Annual Financial Report for the year ended June 30, 2025.

Treasurer Abby Veese presented an overview of the Annual Financial Report prepared by the Pun Group and City of San Mateo staff. The report showed that assets and liabilities have grown steadily over the past five years, and the agency ended the year with a net position of \$17 million, which is lower than prior years due to a GASB-required recalculation of compensated absences. In the General Fund, revenues totaled \$53.1 million, primarily from member contributions, while expenditures reached \$55.2 million, with personnel accounting for approximately 85%. The fund balance increased by \$374,000 and closed at \$1.64 million. The Fire Protection Fund experienced a revenue decrease to \$2.7 million and higher expenditures stemming from lease requirements, resulting in a \$633,000 deficit and a remaining balance of \$355,000. Staff noted ongoing work to address revenue concerns and adjust internal

processes. Internal Service Funds continued to show gradual recovery, with the Vehicle and Equipment Replacement Fund increasing its unrestricted balance to \$4.1 million to support future apparatus needs. Benefits, Dental, Workers' Compensation, and Liability funds showed minor declines that will be addressed in upcoming budget cycles.

Vice Chair Newsom and Board Chair Mates asked for clarification regarding the decline in Fire Prevention revenues. Fire Chief Turturici explained that delays in software transitions, manual data entry requirements, staffing shortages, and inspector turnover all contributed to reduced revenue. Line personnel have temporarily been used on overtime to complete MRIP inspections. Improvements are expected as system and workflow issues stabilize and a fee schedule update will be brought forward on December 16th, as current fees fall well below county averages. Budgeting based on a single year of revenue was not sustainable and a multi-year average will guide future projections.

Board Chair Mates asked if there was any public comment on this item, which there were none. Board Member Jimenez moved to adopt the resolution and to move forward with a second reading; Vice Chair Newsom seconded. The Board Secretary took a roll call vote, and the resolution was approved 3-0.

6. OLD BUSINESS

Item 6.1 Second reading of Ordinance No. 2025-003, updating the San Mateo Consolidated Fire Department Fire Code – 2nd Public Hearing

Fire Chief Turturici provided a brief overview of the staff report for approval. The second reading of Ordinance No. 2025-003, which adopts the 2025 California Fire Code and the California Wildland Urban Interface Code with local amendments. Fire Chief Turturici reported that no changes have been made since the first reading and that no questions or concerns were received from the public prior to the meeting. Board members briefly discussed emerging issues related to lithium-ion battery storage, including e-bikes. Fire Chief Turturici noted that the topic is being addressed at multiple levels statewide and that internal efforts currently focus on data collection, compliance with existing code requirements, and supporting countywide hazmat responsibilities. San Mateo, South San Francisco, and Menlo Park are actively collecting detailed battery-related incident data, and this information is informing training, legislative priorities, and future planning. The department has also supported countywide training on below-grade battery fires, and one of the department's training captains is leading ongoing work in this area.

Board Chair Mates asked if there was any public comment on this item, which there were none. Vice Chair Newsom moved to adopt Ordinance No. 2025-003 and to move forward with a second reading; Board Member Jimenez seconded. The Board Secretary took a roll call vote, and the resolution was approved 3-0.

7. REPORTS AND ANNOUNCEMENTS

Item 7.1 Board Members and Department Management Staff

Vice Chair Newsom requested to place the hazmat contract on a future agenda so the Board can discuss the issue collectively, as individual members cannot confer privately due to Brown Act restrictions. Legal Counsel Bellardo advised that the item can be scheduled for a closed session if potential litigation is anticipated. Fire Chief Turturici confirmed they can prepare a detailed presentation outlining current needs, operations, and future considerations related to hazmat services. Vice Chair Newsom reported meeting with Assemblywoman Papan, who is developing e-bike safety legislation that may include battery safety disclosures for purchasers, particularly parents.

Item 7.2 Proposed 2026 Regular Meeting Dates

The Board reviewed the proposed meeting dates for 2026 and confirmed there were no conflicts. The Board agreed to the following dates for the 2026 regular meetings, all beginning at 5:30 p.m.: January 21, March 18, May 20, July 15, September 16, and November 18.

Item 7.3 Community Risk Reduction Update

Deputy Fire Chief Mackintosh provided a PowerPoint presentation for the Community Risk Reduction Division update. Some highlights include:

Administration is approaching one year in its new office space, which has improved communication, collaboration, and overall team connection. Staff are encouraged to explore new ways to apply AI to administrative tasks, including meeting action items, research, process improvement, data review, and form development. Legal Counsel Bellardo will coordinate with the necessary staff to establish appropriate policy protocols for the Department.

The Office of Emergency Services expects to fill the Emergency Services Manager position by the end of the month. OES is developing a full-year training calendar for employees across all three cities and continues to host onsite classes taught by instructors from across the country. Staff are reviewing Emergency Operations Plans with the three cities, with the goal of presenting updated plans for adoption early next year. Work also continues on the county-led Local Hazard Mitigation Plan. Additional planning efforts include updates to annexes and incident action plans covering topics such as EOC operations, flooding, cyberattacks, earthquakes, and wildfires.

Fire Prevention is on track to complete all state-mandated fire inspections by year-end. The division continues to work through challenges related to new inspection software and an unfilled inspector position, which remains vacant due to prior budget constraints. Leadership expressed cautious confidence in achieving a balanced Fund 310 budget by next fiscal year, supported by improved financial forecasting and revenue projections. The ongoing fee study is progressing, with a presentation expected next month. Routine work continues across fire inspections, plan reviews, and associated services.

The update also highlighted recent public outreach activities. CRR and Operations continue to expand their presence on social media and provide public safety information, including disaster preparedness and fire and life safety messaging. Lithium-ion battery safety was a major focus during the recent agency open house. Instagram remains the division's strongest platform, showing significant increases in followers, views, and engagement. The agency is also working to strengthen its presence on YouTube, Nextdoor, Facebook, X, and LinkedIn. Battalion Chief Banks is leading the social media committee to support these ongoing efforts.

7.4 Operations Update

Deputy Fire Chief Agresti provided a PowerPoint presentation for the Operations Division update. Some highlights include:

The Operations Division provided an overview of activity for the year, noting that incident totals are tracking closely with the prior year. Last year the agency responded to 15,823 incidents, and this year's numbers indicate they will finish at a similar volume. Board Member Jimenez asked clarifying questions about good intent calls and when nuisance alarms may be billed. Activity within special operations included 28 hazmat incidents and 52 water rescue deployments, which continue to position the agency as the busiest in the Bay Area for water-related responses. Mutual aid assignments accounted for approximately 16,000 overtime hours, down from the prior year, although staff noted that a single major

incident can shift those totals. Vegetation management efforts were also reviewed, including an attempted controlled burn in Belmont that was unsuccessful due to recent rain. Average response times continue to remain stable at 5 minutes and 38 seconds.

The update included overview of recent incidents, training accomplishments, and operational achievements. Deputy Fire Chief Agresti noted extensive hands-on training such as EMS drills, wildland training, the county truck academy, probationary testing, and promotional processes.

Vice Chair Newsom asked follow-up questions about water rescue responsibilities, Coast Guard response times, and whether cost recovery is possible for repeated rescues of kite surfers. Deputy Fire Chief Agresti explained that while the Coast Guard has jurisdiction, they often arrive too slowly for local standards, so the agency continues to respond proactively and does not bill for these incidents.

Item 7.5 Fire Chief Update

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

- Nine firefighter conditional job offers were extended; all candidates passed background checks. Five will begin the Fire Academy in January.
- Emergency Services Manager recruitment interviews are scheduled.
- Measure K grant for \$63,000 was approved for radio infrastructure installation.
- The department has significantly increased its grant activity, led by Battalion Chief Banks.

Grant Activity Overview (Presented by BC Banks)

- Grants were previously limited but have expanded substantially this year
- Two FEMA grants submitted in July:
 - SAFER grant for three firefighter positions.
 - FS&P grant for a full-time fire inspector.
 - Federal delays have pushed award announcements; staff hopes to hear by December 31. The FS&P grant is especially important due to operational needs.
- CalWater Firefighter Grant submitted for three 3,000-gallon snap tanks, pumps, and related equipment to be placed at Stations 15, 23 and 28 to improve emergency water capability.
- Requested equipment would support helicopter operations, water tenders, and on-scene water supply during major incidents.
- CAL FIRE Foundation grant application submitted for approximately \$1 million in equipment, including:
 - UTV and trailer for off-road and open space access.
 - Four portable CO monitors for command vehicles.
 - Wildland fuels risk assessment and management contractor.
 - Two personal watercraft to replace aging units at Station 28.
 - One command vehicle.

Additional Chief Updates

- Ongoing discussions with County OES regarding the hazmat contract; additional closed-session updates will be brought to the Board.
- One promotion occurred:
 - Captain Les Simon promoted filling recent vacancy.
 - Captain Josh McGurk transferred into the Training Division, restoring full staffing to Training.
- Departments now have several eligible candidates prepared for upcoming vacancies.
- Chief emphasized the continued value of the three-agency consolidation. Among 12 survey cities used for comparison, the organization is the third-largest fire agency and operates with the lowest overall budget of all 13 agencies in the survey set.

8. PUBLIC COMMENT ON CLOSED SESSION ITEMS

None

9. ADJOURNMENT

The Board meeting was adjourned at 6:44 p.m.