



Meeting Minutes
San Mateo Consolidated Fire Department
Board of Directors Regular Meeting
Monday, December 4, 2023 – 4:00 P.M.
Hybrid Remote Teleconference Meeting
Foster City EOC

1. OPENING

The meeting was called to order at 3:59pm 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 Froomin, Newsom

Board Members Absent: None

2. AGENDA CHANGES

3. PUBLIC COMMENT

None

4. CONSENT

Board Chair Mates asked if there was any public comment on this item, which there was not. Board Member Newsom moved to approve the Consent calendar; Board Member Froomin seconded. The Board Secretary took a roll call vote, and the Consent calendar items were approved 3-0.

5. NEW BUSINESS

Item 5.1 Executive Command Staff Compaction

Chief Administrative Officer (CAO) Khojikian provided a PowerPoint presentation of the staff report.

Board Member Froomin asked clarifying questions in regards to median. Treasurer Huang explained the differences between the options as detailed in the staff report.

Board Member Newsom asked how many departments were surveyed. Senior Human Resources Analyst Crims explained there were twelve other agencies surveyed that align with the criteria outlined in the IAFF MOU about neighboring counties and the sizes based on the communities they serve. Board Member Newsom asked if we exclude the automatic escalator and brought this topic every July, is there the opportunity for the Board to determine an increase amount if we are slipping below median. CAO Khojikian recommended this only be discussed if the Battalion Chiefs are getting an increase. Board Member Froomin asked where we placed on a list compared to other agencies. Chief Thrasher stated the goal is to keep the agency at median or above in an effort to keep us a destination fire department.

Board Chair Mates stated option one leads us closer to the median to which Board Member Newsom agreed. Board Chair Mates, Board Member Froomin, and Board Member Newsom agreed that Command Staff compensation should be visited every July instead of having an automatic escalation.

Board Member Froomin made a motion to increase the Fire Chief's management incentive pay by 4% and the Deputy Chief will receive 6% management incentive pay; Board Member Newsom seconded.

Amended for purposes of the record of Board action on this matter, and direction given by the Board, the PowerPoint presentation entitled "Executive Command Staff Compensation Review" by the Chief Administrative Officer, be referenced as Attachment B to the Staff Report.

More specifically, it should be referenced as follows:

ATTACHMENTS

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C. Executive Command Staff Compensation Review PowerPoint Presentation, dated December 4, 2023.

Board Chair Mates asked if there was any public comment on this item, which there were none. Board Member Froomin moved to adopt an amended resolution; Board Member Newsom seconded. The Board Secretary took a roll call vote, and the resolution was approved 3-0.

6. REPORTS AND ANNOUNCEMENTS

Board Member Newsom requested the rotation of the Chair be discussed at the January meeting.

7. ADJOURNMENT

The Board meeting was adjourned at 4:36 p.m.