



Meeting Minutes
San Mateo Consolidated Fire Department
Board of Directors Regular Meeting
Wednesday, March 18, 2026 – 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 5:33 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

Board Members Absent: None

2. AGENDA CHANGES

None

3. PUBLIC COMMENT

None

4. CONSENT

Chair Newsom asked if there was any public comment on this item, which there was not. Vice Chair Jimenez moved to approve the Consent calendar; Board Member Mates 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 fiscal year 2025-26 mid-year budget update, review fiscal year 2026-28 proposed budget and provide feedback on proposed 2026-28 business plan.

Budget Manager Halcon provided a presentation on the Fiscal Year 2025-26 mid-year budget update and the proposed Fiscal Year 2026-28 budget. It was reported that the General Fund is projected to end Fiscal Year 2025-26 with approximately \$54.3 million in revenues and \$53.8 million in expenditures, resulting in an estimated ending fund balance of approximately \$2.0 million. The proposed budget for Fiscal Years 2026-27 and 2027-28 reflects modest growth in revenues and expenditures, with member agency contributions increasing by approximately 5% for each city. The Fire Protection and Life Safety Fund is projected to require transfers from the General Fund to maintain a balanced position due to expenditures exceeding revenues, while the Equipment Replacement Fund continues to build reserves to support future apparatus purchases, with the fund balance projected to increase to approximately \$6.9 million by Fiscal Year 2027-28. The Workers' Compensation and Liability Fund continues to experience rising costs, with expenditures projected to exceed revenues over the next two fiscal years, resulting in a negative fund balance if no further adjustments are made. The Board discussed contribution levels, fund balance projections, administrative service costs, and efforts to stabilize the

Fire Protection and Life Safety Fund through updated fees and improved billing processes. Budget Manager Halcon advised that the budget will return to the Board in May with updated figures and recommended adjustments prior to adoption.

Chair Newsom asked if there was any public comment on this item, which there were none.

6. REPORTS AND ANNOUNCEMENTS

Item 6.1 Board Members and Department Management Staff

None

Item 6.2 Community Risk Reduction Update

Deputy Fire Chief Mackintosh provided a Fire Administration, Office of Emergency Services, CERT, and Fire Prevention update. Some highlights include:

- Fire Administration continues to focus on process improvements and operational efficiencies.
 - Staff are exploring safe and appropriate uses of AI while protecting sensitive data.
 - Position task books are being developed to clarify expectations for promotions and role transitions.
 - Department's Annual Report is being finalized.
- New Emergency Services Manager is strengthening the Office of Emergency Services team.
 - Vacant Emergency Services Analyst position anticipated to be filled in mid-April.
- Foster City has adopted its updated Emergency Operations Plan, while Belmont and San Mateo continue reviewing draft plans.
- The Department and all three cities are collaborating with the County on updates to the Local Hazard Mitigation Plan.
- CERT graduation was held on March 7, 2026, in Belmont.
- Fire Prevention staff continue to adjust operations in response to budget constraints, including shifting some public education duties to OES staff and using operations staff to help fill in inspection coverage gaps.
 - Staffing challenges include a frozen Fire Inspector position and limited staffing levels.
 - Per diem recruitment is underway, with one recent offer extended and additional interviews in progress.
 - A new per diem Fire Inspector Trainee position will be presented to the Board in the near future.
 - The updated fee schedule became effective on February 14, 2026, and is expected to help stabilize the Fire Protection and Life Safety Fund budget in the next fiscal year.

Board Chair Newsom asked about the timeline for Emergency Operations Plan adoption in Belmont and San Mateo and whether further Board support was needed. Deputy Chief Mackintosh indicated the plans are currently with city staff and are expected to move forward soon.

Item 6.3 Operations Update

Deputy Fire Chief Agresti provided an organizational update. Some highlights include:

- Department responded to 17,678 incidents in 2025 with an average response time 5 minutes and 21 seconds.
- Estimated approximately \$190 million in property saved.
- Measure K grant (\$62,302) received for independent radio frequencies and channels to improve operational redundancy in disaster scenarios.

- Cal Water grant (\$27,727) received for portable water tanks to support firefighting operations during water supply disruptions.
- Station replacement planning continues for Stations 15 and 27.
- The new Fire Administrative office has improved operational efficiency.
- The new Fleet Maintenance shop in Belmont is already providing cost savings through reduced labor costs, improved inventory control, reduced downtime, and decreased reliance on outside vendors.

Item 6.4 Fire Chief Update

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

- As we continue to pursue multiple grant opportunities, we are monitoring and tracking them on a worksheet.
- Significant hazardous materials grant funding and equipment opportunities have been pursued through the Department's HAZMAT program.
- Recognized Battalion Chief Chris Cilia who recently passed away. He dedicated 27 years to the San Mateo Fire Department. His service and contributions were acknowledged.

7. PUBLIC COMMENT ON CLOSED SESSION ITEMS

None

8. CLOSED SESSION

9. RETURN FROM CLOSED SESSION

Written report of any reportable action would be prepared and included in the agenda packet for the next Board meeting.

10. ADJOURNMENT

The Board meeting was adjourned at 6:10 p.m.