



## Agenda

**San Mateo Consolidated Fire Department  
Board of Directors  
Regular Meeting  
Wednesday, July 22, 2020 – 4:00 P.M.**

*Consistent with the Governor's Executive Order N-29-20 promoting social distancing, there will be no physical or in-person meeting location available to the public. Instead, the meeting will be accessible, and members of the public may participate and give public comment, via video teleconference by accessing the following website link:*

### **Video Teleconference Information:**

**Website:** <https://zoom.us/j/98116851542?pwd=VUpwRWlydVBNeNVRlO5weERzcjV2QT09>

**Meeting ID:** 981 1685 1542

**Password:** 846209

#### **1. OPENING**

- 1.1. Call to Order & Determination of a Quorum
- 1.2. Pledge of Allegiance
- 1.3. 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 Matt Lucett at [mlucett@smcfire.org](mailto:mlucett@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 Clerk of the Fire Board at [mlucett@smcfire.org](mailto:mlucett@smcfire.org). If you are addressing the Board of Directors on a non-agenda item, the Board of Directors may 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. CONSENT**

- [4.1](#) Approval of Fire Board Meeting Minutes from July 8, 2020 and General Counsel's Report Upon Return from Closed Session from July 8, 2020.

## **5. REPORTS AND ANNOUNCEMENTS**

5.1. Board Members and Department Management Staff will have an opportunity to make announcements.

5.1.1 Fire Chief Update

## **6. CLOSED SESSION**

6.1 Conference with Management regarding Memorandum of Understanding (MOU) and Compensation & Benefits Plan pursuant to Government Code Section 54957.6

**Agency Designated Representative(s):** Ray Iverson, Fire Chief

**Employee Organization(s):** San Mateo County Firefighters, Local 2400 and Battalion Chiefs

## **7. RETURN FROM CLOSED SESSION**

## **8. ADJOURNMENT**

I, Matt Lucett, 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 1040 E. Hillsdale Blvd., Foster City, CA 94404, during normal business hours. In addition, most documents will be posted on the Department's website at <https://www.smcfire.org/fire-board-meeting-agendas>.*



## Meeting Minutes

**San Mateo Consolidated Fire Department  
Board of Directors Regular Meeting  
Wednesday, July 8<sup>th</sup>, 2020 – 5:00 P.M.  
Zoom Video Teleconference**

- 1. CLOSED SESSION – 4:00 P.M.**
- 2. OPENING OF OPEN SESSION**

The meeting was called to order at 5:00pm by Board Chair Goethals.

### **2.3 Roll Call**

**Board Members Present:** Goethals, Lieberman, Mahanpour

**Board Members Absent:** None

**2.4 Report from Closed Session-** Legal Counsel provided an update that the Board came to a quorum at 4:02 pm and adjourned into closed session to address the matter of Conference with Management regarding Memorandum of Understanding (MOU) and Compensation & Benefits Plan pursuant to Government Code Section 54957.6 with employee group San Mateo County Firefighters, Local 2400 and Battalion Chiefs and concluded the closed session at 4:38pm and there is no reportable action under the common law attorney client privilege, and that provided under above referenced government code, and there were no follow-up questions from the board.

- 3. PUBLIC COMMENT**
- 4. CONSENT**

The Board Secretary read each of the items on the Consent Calendar. Board Member Lieberman made a motion to approve the Consent agenda, which was seconded by Board Member Mahanpour. The Board Secretary took a roll call vote and the Consent calendar was approved 3-0.

- 5. REPORTS & ANNOUNCEMENTS**

Board Member Lieberman thanked the Board Secretary for his efforts in continuing to deliver a hard copy of the Fire Board meeting materials.

Board Chair Goethals recognized that with respect to the July 4<sup>th</sup> holiday, there were number of illegal fireworks and he expressed appreciation to SMC Fire with all the calls for service that occurred.

### **Fire Chief Update**

Chief Iverson provided an overall update on the organization (attached). There were no questions from the Board.

There were no questions or comments from the Board and Board Chair Goethals shared that the Board has scheduled a meeting to address a Closed Session Item on Wednesday, July 22<sup>nd</sup> and the Board agreed to meet at 4pm. The Board Secretary confirmed the next regularly scheduled Fire Board meeting is on Wednesday, October 14<sup>th</sup> and the Board agreed to continue to meet remotely.

**6. ADJOURNMENT**

The meeting was adjourned at 5:11pm.



## MEMORANDUM

**To:** San Mateo Consolidated Fire Department Board of Directors

**From:** Ray Iverson, Fire Chief

**Date:** July 8, 2020

**Subject:** Fire Chief Update

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The month of June marked the fourth month under the San Mateo County Covid-19 stay at home order. In early June, San Mateo County applied for and received a waiver to transition in alignment with the state order. Aligning itself with the state's order has allowed the county to deploy a more aggressive reopening strategy than our neighboring Bay Area counties. We are now in phase 3 of Governor Gavin Newsom's reopening plan. With our entrance into phase 3, we have initiated our own steps toward completing our return to normal plan. Some of these steps include the resuming of our internal fire academy and the Multi-Residential Inspection Program (MRIP). During the month of June, we have taken delivery of our new Inflatable Rescue Boat (IRB) Boat 28. This new boat is now in service as a front-line piece of equipment that will assist us in providing a rapid and reliable response vehicle for water rescue incidents. We are anxiously anticipating receiving word on the status of our two FEMA AFG grants that were submitted during the month of May and we expect to hear from them this month. As of June 30<sup>th</sup>, we have closed out the end of the 19/20 FY budget.

I would like to take this opportunity to thank all of our members for their hard work and dedication during these unprecedented times. To our Operations members on the front lines, thank you for your unwavering vigilance to ensure that our fire department members and communities remain safe. To our Command Staff, thank you for leading with your hearts and minds, "doing the right thing, for the right reasons, at the right time". Finally, thank you to our Support Staff for your tireless efforts to support literally everything that we do. Through this journey that we have embarked upon over the last few months, our mettle has been tested. Every one of us has experienced challenges and adversity in some shape or form, yet despite it all, we are surviving through this moment as a team.