



COUNTY OF SAN MATEO EMERGENCY MANAGEMENT



Emergency Services Council Special Finance Committee Meeting Minutes

April 9, 2026

This meeting was called to order at 3:34 PM by Supervisor Ray Mueller.

I. Roll Call

Daly City	Council Member Sylvester	Present
Hillsborough	Council Member Chuang	Present
Pacifica	Council Member Boles	Present
San Bruno	Council Vice Chair Medina	Not Present
County of San Mateo	Council Chair Mueller	Present

Attending County Representatives:

- Assistant County Executive Ely, County Executive's Office
- Management Analyst Loke, County Executive's Office
- Director Dhapodkar, Department of Emergency Management
- Assistant Director Reynolds, Department of Emergency Management
- Management Analyst Long, Department of Emergency Management
- Clerk of the Committee Passey, Department of Emergency Management
- Secretary of the Committee Haddad, Department of Emergency Management (Virtual)

II. Correspondence, Announcements

- Chair Mueller stated this was a special Emergency Services Council (ESC) Finance Committee meeting. The agenda is limited to the specific items noticed for the meeting and public comments related to those items in accordance with the Brown Act.
- There were no correspondence or announcements from the Finance Committee.

III. Action to Set Agenda and Approve August 26, 2025 Meeting Minutes

- Hillsborough Council Member made the recommendation to approve the August 26, 2025 meeting minutes, and San Bruno Council Member seconded. There was no public comment. The Council approved the meeting minutes without objection or abstention.

IV. Budget Presentation

- Director Dhapodkar provided an overview of the Joint Powers Authority (JPA)'s emergency management responsibilities across preparedness, response, mitigation, and recovery, highlighting ongoing outreach, training, exercises, and collaborative

unified command efforts with law enforcement and fire partners. She noted the upcoming 2026 Golden Eagle Full-Scale Exercise (May 12) and Great ShakeOut (October 15).

- Director Dhapodkar reported that updates to the Emergency Operations Plan (EOP), All Hazards Evacuation Plan (AHEP), and the Local Hazard Mitigation Plan (LHMP) are underway and expected to be completed by the end of the next fiscal year.
- Director Dhapodkar stated that San Mateo County Emergency Management (SMC EM) regularly supports recovery efforts in coordination with state and federal partners.
- Director Dhapodkar discussed funding challenges at the local, state, and federal levels, noting that grant uncertainty and rising costs are affecting mitigation projects. She cited the loss of BRIC funding for the Cities of Pacifica and Menlo Park.
- Director Dhapodkar noted Woodside Council Member's suggestion to reevaluate JPA funding allocation and how to bring more funds into the JPA. She shared the County Chief Finance Officer (CFO)'s recommendation to defer any changes to the JPA funding allocation for approximately two (2) years due to current financial uncertainty.
- Director Dhapodkar revisited the idea of seeking Hazardous Materials (HazMat) program support from local biotech companies but noted they account for only 5-10% of HazMat responses and generally maintain their own response teams.
- Director Dhapodkar acknowledged Management Analyst Loke, Assistant Director Reynolds, and Program Manager Passey for their work preparing the proposed budget.
- Assistant Director Reynolds reported an estimated \$800K remaining in the trust fund, including \$150K designed for HazMat vehicle replacement. He also presented the proposed \$4.5M budget and its primary funding sources.
- Assistant Director Reynolds provided an overview of the proposed budget allocation, including funding for operational area communications, ESC management, HazMat Environmental Health services, personnel, programs, contracts, and service charges.
- Assistant Director Reynolds thanked the Daly City Council Member who suggested the LHMP grant opportunity. He noted that the LHMP grant has been awarded and that the remaining \$93K will be expended as California Governor's Office of Emergency Services (Cal OES) and Federal Emergency Management Agency (FEMA) approvals are completed.
- Assistant Director Reynolds described new situational awareness and operational tools being developed within Microsoft Teams to support Emergency Operations Center (EOC) coordination and information sharing with partner agencies.
- Assistant Director Reynolds highlighted ongoing strategic communications and community outreach efforts.
- Assistant Director Reynolds reported that approximately \$85K is budgeted for emergency management training and exercises through 2027.
- Assistant Director Reynolds noted that remaining funds will support Disaster Preparedness Day on August 1, 2026.
- Assistant Director Reynolds concluded that approximately 93% of the budget is locally funded and 7% comes from grants. He noted the slight budget decreases reflect expenditures associated with LHMP.
- Director Dhapodkar stated that the draft budget will be presented to the Emergency Services Council (ESC), noting only minor revisions are anticipated.
- Director Dhapodkar stated that SMC EM will seek approval to use trust fund reserves to begin procuring a new HazMat vehicle, acknowledging the trust fund will temporarily fall below its \$500K minimum balance during the estimated five (5) year procurement process.

- Director Dhapodkar reported that SMC EM finalized a two (2) year HazMat contract extension with San Mateo Consolidated Fire Department (San Mateo Consolidated), including a 10% increase in the first year and 6% in the second year.
- In response to questions regarding HazMat vehicle ownership, Director Dhapodkar clarified that the replacement HazMat vehicle will be owned by the JPA, serve the entire County, and be maintained by the County through SMC EM.
- Chair Mueller questioned whether independent fire districts should contribute toward HazMat vehicle funding. Director Dhapodkar explained the current JPA funding structure and agreed to explore seeking contributions from fire districts.
- Committee members discussed the number of independent fire districts and whether they should help fund the HazMat vehicle. Director Dhapodkar agreed that SMC EM would initiate those discussions
- Pacifica Council Member and Assistant Director Reynolds discussed the San Francisco International Airport (SFO) HazMat agreement, including the current contract, ongoing negotiations, and the variability of annual cost recovery based on actual calls for service.
- Pacifica Council Member asked about HazMat service demand and cost recovery. Director Dhapodkar reported that HazMat responses have increased over the past year, driven in part by electric vehicle battery fires. She noted that the new HazMat contract requires tracking battery fires to better inform future budgeting.
- In response to questions regarding HazMat activity, Assistant Director Reynolds stated that the HazMat team will present an annual program update, including service statistics and operational highlights, at the April 20, 2026, ESC meeting.
- Staff clarified that cost recovery primarily relates to declared disasters, such as COVID-19 and the CZU Lightning Complex Fires, through state and federal reimbursement programs, rather than billing for routine HazMat responses.
- Committee members discussed HazMat response reporting by jurisdiction. While members expressed interest in municipality-level data to identify trends and support prevention efforts, staff noted that the HazMat program operates as a regional service rather than by jurisdiction.
- Director Dhapodkar confirmed that the HazMat contract cost increase is primarily attributed to salary and benefit increases.
- Assistant Director Reynolds explained that the reduction in program expenditure reflects the expenditure of grant funds for the LHMP rather than reductions to existing programs.
- Chair Mueller opened the public comment period and permitted questions and discussion from attendees.
- Vice Chair Medina commended staff for successfully negotiating reduced cost increases in the HazMat contract extension.
- Council Member Goeld encouraged the JPA and SMC EM to proactively evaluate long-term funding strategies, including alternative membership allocation formulas, service-based cost recovery, and other revenue opportunities to address increasing financial pressures
- Chair Mueller reiterated his recommendation that independent fire districts be asked to contribute toward HazMat vehicle costs, noting that the vehicle primarily supports regional fire response.
- Chair Mueller requested clarification regarding the proposed budget approval timeline. Director Dhapodkar explained that the budget is now presented earlier in the year to

allow member agencies sufficient time to incorporate JPA contributions into their local budget processes.

- Committee members discussed the importance of early communication with member agencies regarding future budget increases and any potential changes to the JPA funding formula. Staff agreed to notify city managers when distributing future budget materials.
- Director Dhapodkar announced that the next Finance Committee meeting, April 13, 2026 would be canceled, with budget discussions and HazMat program updates scheduled for the upcoming ESC meeting on April 30, 2026.
- Committee members discussed the process for evaluating potential revisions to the JPA funding formula. Director Dhapodkar stated that staff would revisit Council Member Goeld's proposals with the CFO and provide recommendations to the ESC.
- Following discussion, Director Dhapodkar recommended maintaining the current FY 2026-27 funding formula while evaluating potential changes for future fiscal years. Staff also agreed to explore opportunities for independent fire districts to contribute toward HazMat vehicle funding.

V. Adjournment

- The meeting was adjourned at 4:12 PM.

VI. Cancellation of the next Finance Committee Meeting on April 13, 2026

- Director Dhapodkar suggested cancellation of the next Finance Committee meeting.