



**COUNTY OF SAN MATEO
DEPARTMENT OF EMERGENCY MANAGEMENT**



**Emergency Services Council Finance Committee
Meeting Minutes
May 1, 2024**

This meeting was called to order at 11:07 A.M. by Council Chair Warren Slocum.

I. Roll Call

County of San Mateo	Council Chair Slocum
Daly City	Council Member Sylvester
Hillsborough	Council Member Chuang
San Bruno	Council Vice Chair Medina

Attending Agency Representatives:

- Deputy County Executive Ely, County Executive’s Office
- Director Dhapodkar, Department of Emergency Management
- Clerk of the Committee Cosgrave, Department of Emergency Management
- Mr. Leach, County Fiscal Office
- Mr. Wong, County Attorney Office
- Legislative Aide Castoria, Office of Supervisor Slocum
- Secretary of the Committee Foiles, Department of Emergency Management (online)
- Ms. Ye, Department of Emergency Management
- Ms. Mak, Department of Emergency Management
- Ms. Pape, Department of Emergency Management

II. Approval of the Agenda

- Approved without objection

III. Approval of the minutes

- Approved without objection

IV. Public Comments, Correspondence, Announcements

- None

V. Regular Agenda

- Review and discussion of recommended FY 24-25 budget.
 - Director Dhapodkar worked alongside the County Fiscal Office to refine the FY 24-25 budget to ensure the budget items were in the appropriate categories according to the Council’s advice.
 - Hillsborough asked if the 7.7% ESC Trust budget reflected on the graph represented the entire reserve. Director Dhapodkar clarified that the 7.7% budget represents the amount allocated for the approved projects.

- (a) Director Dhapodkar discussed the FY 24–25 ESC-JPA approximately \$3.8M.
- (b) The Trust Fund balance is currently \$1,345,754 with an approved deduction of \$200,000 for the vehicle purchases. The estimated FY 24–25 beginning value will be at \$1,145,754.
- The FY 24 – 25 ESC–JPA expenses will be approximately \$3.8M.
 - (a) Major expense categories include Hazmat Services & Environment Health, personnel, facilities, and programs.
 - (b) Director Dhapodkar was asked previously why the FY 24-25 budget went from approximately \$3.1M to approximately \$3.8M. She clarified that the majority of the increase resulted from including the Grants and Trust Fund-supported programs.

VI. Director’s Report

- DEM will be hiring to fill four positions.
 - Alert and Warning Position - funded by Measure K.
 - Community Outreach - funded by Measure K.
 - Coastside Coordinator - funded by Measure K.
 - Grant Administrator (2-year position) - funded by Net County Cost.

VII. Member’s Report

- Council Chair Slocum: Announced that there would be a Pillowcase Project on June 2nd at North Fair Oaks Library for K-3rd grade students. There will be an AMR ambulance and fire truck on site. Children will decorate a pillowcase to fill with items that they would bring if they had to spend a night at a shelter. There will also be games, such as “How to call 9-1-1.”
- Daly City: Nothing to report.
- Hillsborough: Nothing to report.
- San Bruno: Nothing to report.

VIII. Adjournment

- The meeting was adjourned at 12:10 pm.