



# Menlo Park Fire Protection District

170 Middlefield Road • Menlo Park, CA 94025 • Tel: 650-688-8400 • Fax: 650-323-9129

Website: [www.menlofire.org](http://www.menlofire.org) • Email: [mpfd@menlofire.org](mailto:mpfd@menlofire.org)

## **STRATEGIC PLANNING COMMITTEE MEETING**

08/06/2019 at 3:00 PM  
170 Middlefield Road, Menlo Park  
Conference Room 1<sup>st</sup> Floor

*Director Kiraly ~ Director McLaughlin*

## **AGENDA**

### **ROLL CALL**

### **PUBLIC COMMENT #1**

*A fundamental element of democracy is the right of citizens to address their elected representatives, therefore under Public Comment #1, the public may address the Board on any subject listed on the Agenda. Each speaker may address the Board once under Public Comment for a limit of three minutes. The filing of speaker cards is not mandatory, but is helpful in creating an accurate record.*

### **REGULAR AGENDA**

*The public may address the Board on any subject listed on the Regular Agenda. Each speaker may address the Board once for a limit of three minutes. The filing of speaker cards is not mandatory, but is helpful in creating an accurate record. Each speaker will be called upon to speak by the President when the item is heard.*

1. Review and Accept the Minutes of the May 7, 2019, Strategic Planning Committee Meeting
2. Discuss Succession Planning

### **PUBLIC COMMENT #2**

*A fundamental element of democracy is the right of citizens to address their elected representatives, therefore if unable to address the Board under Public Comment #1, the public may address the Board on any subject at this time. Each speaker may address the Board for a limit of three minutes. The filing of speaker cards is not mandatory, but is helpful in creating an accurate record. The Board can not act on items not on the agenda and therefore the Board can not respond to non-agenda issues brought up under Public Comment other than to provide general information.*

## **ADJOURNMENT TO NEXT SCHEDULED MEETING OF SEPTEMBER 3, 2019**

**The Strategic Planning Committee** regularly meets on the First Tuesday of each month in the Conference Room at 170 Middlefield Road, Menlo Park, 1<sup>st</sup> floor. The Agenda is available through the Internet at <https://www.menlofire.org/board-agendas-and-minutes> 72 hours prior to the meeting and is also available at the Administration Office located at 170 Middlefield Road, Menlo Park

**The Committee may take action on any item on the agenda with the exception of Oral Communications section.** In compliance with the Americans With Disabilities Act of 1990, if you need special assistance to participate in MPFPD Board meeting or if you need a copy of the agenda and/or agenda packet materials in alternative format, please contact the Clerk of the Board during normal working business hours at 650-688-8400 at least 48 hours prior to the meeting so that request can be handled.

Strategic Planning Committee Agenda

08/06/2019



# Menlo Park Fire Protection District

170 Middlefield Road • Menlo Park, CA 94025 • Tel: 650-688-8400 • Fax: 650-323-9129

Website: [www.menlofire.org](http://www.menlofire.org) • Email: [mpfd@menlofire.org](mailto:mpfd@menlofire.org)

## STRATEGIC PLANNING COMMITTEE

May 7, 2019 at 4:00 p.m.  
170 Middlefield Road, Menlo Park  
Conference Room 1<sup>st</sup> Floor

*Director Kiraly ~ Director McLaughlin*

## MINUTES

### ROLL CALL

**PRESENT:** Director Kiraly and Director McLaughlin

**ABSENT:** None

**STAFF PRESENT:** Fire Chief Harold Schapelhouman, Administrative Services Manager Kathleen Jackson, and Clerk of the Board Michelle Kneier

### CALL TO ORDER

Director Kiraly called the meeting to order at 4:06 p.m.

### PUBLIC COMMENT #1

There were none.

### REGULAR AGENDA

#### **1. Review and Accept the Minutes of the February 5, 2019, Strategic Planning Committee Meeting**

**Motion:** Upon motion from Director McLaughlin, seconded by Director Kiraly, the Committee approved the minutes of the February 5, 2019, meeting. (Vote: 2-0-0)

#### **2. Discuss and Provide Direction to Staff on the Request for Proposals for a District Wide Space Needs Assessment**

Upon consensus, the Committee recommends this item be forwarded to the Board for consideration.

## **PUBLIC COMMENT #2**

There were none.

## **ADJOURNMENT**

**Motion:** Upon motion by Director McLaughlin, seconded by Director Kiraly, the meeting was adjourned at 4:23 p.m. (Vote: 2-0-0)

DRAFT