
SONOMA COUNTY MEASURE H OVERSIGHT COMMITTEE

DRAFT Meeting Minutes
Thursday, February 26, 2026, at 5:00 pm – 6:30 pm

County of Sonoma
2300 County Center Drive, Suite A101
Santa Rosa, CA

Committee Members Present:

Chris Derner
Todd Derum
Becky Ennis
Tony Gossner
William Jackson
Michael LeComte
Jeff Lemelin
Sandra Lowe
Jeff Okrepkie
Matt Tognozzi
Lisa Yoshida

Committee Members Absent:

None

County Staff Present:

Maggie Luce, County Executive's Office
Jennifer Larocque, County Executive's Office

1. Call to Order

Chair Okrepkie called the meeting to order at 5:03 p.m.

2. Public Comment on Matters Not on the Agenda

No comments were offered.

3. Approval of Agenda (Action Item)

Recommended action: Approve the agenda.

Action: Approved as recommended.

Moved: Matt Tognozzi | **Seconded:** Todd Derum

Ayes: Chris Derner, Todd Derum, Becky Ennis, Tony Gossner, William Jackson, Michael LeComte, Jeff Lemelin, Sandra Lowe, Jeff Okrepkie, Matt Tognozzi, Lisa Yoshida

4. Approval of Minutes (Action Item)

Recommended action: Approve minutes from the 12/18/25 meeting.

Action: Approved as recommended.

Ayes: Chris Derner, Todd Derum, Becky Ennis, Tony Gossner, William Jackson, Michael LeComte, Jeff Lemelin, Sandra Lowe, Jeff Okrepkie, Matt Tognozzi, Lisa Yoshida

5. Annual Reports and Responses

Presenters: Jennifer Larocque, County Executive's Office Staff

Staff reported that the Committee submitted questions to most jurisdictions regarding their annual reports. Staff noted that the Monte Rio Fire Protection District submitted a response after the meeting materials were finalized explaining that it reported all expenses qualifying for Measure H as Measure H expenditures, which created the appearance that Measure H funds had been overspent. The Committee noted opportunities to improve clarity and consistency in future reporting cycles. Staff indicated that feedback from this year's review process will be compiled and brought back to the Committee for a broader discussion on potential improvements to the reporting template and review process.

Guest speakers: Chief Steve Akre, Sonoma Valley Fire District

Chief Akre provided perspective from the reporting agencies. Chief Akre noted that this was the first year agencies used the reporting template and that there is a wide range of administrative and accounting capacity across agencies. Chief Akre highlighted that three reports submitted this year (Sebastopol, Kenwood, and Monte Rio) will not be required in future years due to ongoing agency consolidations. He also noted that the Sonoma County Fire Chiefs Association is developing a quarterly newsletter, website, and social media presence that may provide opportunities to share Measure H activities with the public.

Public Comment

Bill Adams, counsel for the Sonoma County Fire Chiefs Association and several Measure H-funded agencies, noted that some agencies reported negative balances because counsel advised agencies that they could begin incurring eligible Measure H expenditures before receiving the revenue.

Betsy Howze, Finance Director for the City of Rohnert Park, explained that maintenance-of-effort reporting for cities differs from that of fire districts and noted that the City has separated police and fire staffing costs in its budget to more clearly demonstrate compliance. She asked how agencies should submit follow-up questions to the Oversight Committee. Staff indicated that questions may be directed to staff for response and distribution to the Committee.

Committee Discussion

Committee members discussed opportunities to improve the reporting and review process. Members expressed interest in receiving questions from agencies as well as feedback on the reporting process. Staff offered to follow up with jurisdictions regarding any Committee questions that were not fully addressed in the responses. The Committee also discussed the potential development of a frequently asked questions document to assist agencies in future reporting cycles.

Chief Akre invited staff to participate in Fire Chiefs Association administrative meetings to help develop recommendations for improving the report review and question-and-response process in future years. The Chair also suggested that next year's review process could include an opportunity for the Committee to flag responses requiring additional clarification.

6. Master Annual Report Development

Presenters: Jennifer Larocque, County Executive's Office Staff

Staff presented the draft outline for the Master Annual Report and invited feedback from the Committee following its review of the agency annual reports. Staff noted that the outline had been previewed at the previous meeting and that minor revisions had been made based on the information available in the agency reports.

Staff also presented a proposed timeline for development of the Master Annual Report: Committee feedback on the outline at the February 26, 2026 meeting; initial review of the draft report at the March 25, 2026 meeting; final review at the April 30, 2026 meeting; and presentation of the report to the Board of Supervisors on June 2, 2026.

Committee Discussion

Committee members discussed how information in the report could be organized and presented. Members expressed interest in presenting information in a way that allows the public and the Board of Supervisors to easily understand the benefits of Measure H funding across the County. The Committee

discussed organizing information by agency or geography and including charts or other visual summaries to highlight activities and outcomes across jurisdictions.

The Committee also discussed the role of the Master Annual Report and whether it should include recommendations or primarily present oversight findings. Staff indicated that additional clarification may be needed regarding the Committee's reporting role and how recommendations would be communicated if concerns arise.

Chief Steve Akre shared his perspective that the Committee's oversight role is to confirm that agencies are using Measure H funds in accordance with the categories and purposes outlined in the ordinance, rather than evaluating detailed operational spending decisions within agencies.

Public Comment

Bill Adams commented on the proposed outline and noted that the Measure H ordinance contemplates reporting on activities funded through the measure. He suggested that counsel may wish to weigh in on the appropriate level of detail for the Master Annual Report. He also noted that the ordinance includes provisions related to maintenance of effort and personnel expenditures and suggested that those topics be addressed clearly in the reporting framework. Mr. Adams also suggested that if concerns arise regarding agency expenditures, the Committee may wish to consider notifying relevant agency governing boards in addition to fire chiefs.

In response to Committee questions, staff noted that the Master Annual Report will reflect the level of information available in the agency reports. Committee members suggested that future reporting cycles could specify more detailed expenditure information to allow for additional analysis in future annual reports.

7. Approval of Updated Bylaws

Recommended Action: Approve the updated bylaws.

Committee action: Approved the updated bylaws as recommended.

Move: William Jackson | **Second:** Lisa Yoshida

Ayes: Chris Derner, Todd Derum, Becky Ennis, Tony Gossner, William Jackson, Michael LeComte, Jeff Lemelin, Sandra Lowe, Jeff Okrepkie, Matt Tognozzi, Lisa Yoshida

Presenters: Jennifer Larocque, County Executive's Office Staff

Staff presented proposed updates to the Committee's bylaws. Staff explained that the updates include administrative and clarifying changes, including updating references from the County Administrator's Office to the County Executive's Office; adding a description of the non-voting Secretary role; clarifying that the Committee meets regularly under the Brown Act; documenting that Committee actions are approved by a majority vote of members present; and documenting the Committee's September 18, 2025 direction that meetings will be conducted in person.

Staff also reviewed the Brown Act provisions related to remote participation under "just cause," which allow limited teleconferencing participation under specific circumstances and conditions. Staff noted that enabling this option would require additional meeting logistics, including audio-visual teleconferencing and livestreaming for the public. Staff also noted that alternative bylaw language was drafted in case the Committee wished to allow remote participation under those provisions.

Committee Discussion

Committee members discussed the logistical considerations associated with livestreaming meetings and the potential administrative workload involved. Some members noted that many agencies that submit Measure H reports already livestream their meetings and provide opportunities for public participation through other forums. The Committee indicated that livestreaming and remote participation were not priorities at this time.

Public Comment

No public comment was offered.

8. Conflicts of Interest

Presenters: Jennifer Larocque, County Executive's Office Staff

Staff reported that County Counsel advised that conflicts of interest are fact specific and that Committee members who anticipate a potential conflict on a future agenda item should consult with County Counsel for guidance.

Staff also reported that County Counsel recommended adding the Oversight Committee to the County's Conflict of Interest Code. Once adopted, Committee members will be required to file Form 700 Statements of Economic Interests, which promote transparency by documenting potential financial interests.

Staff indicated that a future item will be prepared for the Board of Supervisors to add the Committee to the County's Conflict of Interest Code. Following Board approval, Committee members will have 30 days to file Form 700 statements.

Committee Discussion

Committee members asked clarifying questions regarding the timing of Form 700 filings and whether members must file separate statements for each board or body on which they serve. Staff clarified that the filing requirement would take effect after the Board of Supervisors adopts the Conflict of Interest Code amendment and that separate filings are required for each applicable board or commission.

9. Opportunities for Education and Engagement

Chair Okrepkie invited discussion on opportunities for Committee members to learn more about local fire service operations, including potential tours of fire stations or participation in ride-alongs.

Committee members expressed interest in these opportunities. Staff indicated that information about potential tours or educational opportunities will be shared with the Committee. Members who are interested may notify staff, who will coordinate with the Sonoma County Fire Chiefs Association to facilitate participation.

10. Adjournment

Chair Okrepkie adjourned the meeting at 5:57 p.m.

ATTACHMENTS

- A. Attachment A – December 18, 2025 Minutes
- B. Attachment B – Annual Report Responses
- C. Attachment C – Annual Report Response Attachments
- D. Attachment D – Annual Report Outline
- E. Attachment E – Bylaws (redline)
- F. Attachment F – Bylaws (clean)

MEETING CALENDAR

- February 26, 2026, 5:00 p.m.
- March 25, 2026, 5:00 p.m.
- April 30, 2026, 5:00 p.m.
- September 3, 2026, 5:00 p.m.