

**FIRE COMMISSION REGULAR MEETING  
DRAFT MINUTES**

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**Wednesday, July 28, 2021 – 5:00 p.m.  
This meeting was held remotely on WebEx**

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The Video can be viewed by clicking this link:

[https://sanfrancisco.granicus.com/MediaPlayer.php?view\\_id=180&clip\\_id=39083](https://sanfrancisco.granicus.com/MediaPlayer.php?view_id=180&clip_id=39083)

President Feinstein called the meeting to order at 5:00 p.m.

Commission President	Katherine Feinstein	Present
Commissioner	Stephen Nakajo	Present
Commissioner	Francee Covington	Present
Commissioner	Ken Cleaveland	Present
Chief of Department	Jeanine Nicholson	Present.
Bryan Rubenstein	Deputy Chief -- Operations	
Jose Velo	Deputy Chief --Administration	
Shayne Kaialoa	Division of Training	
Sandy Tong	EMS	
Mark Johnson and David Brown	Airport Division	
Ken Cofflin	Bureau of Fire Prevention	
Dawn DeWitt	Support Services	
Erica Arteseros	Homeland Security	
Natasha Parks	Health and Wellness	
Tom O'Connor	AWSS	
Staff		
Mark Corso	Deputy Director of Finance	

**2. PUBLIC COMMENT**

There was no public comment.

**3. APPROVAL OF THE MINUTES [Discussion and possible action]**

Discussion and possible action to approve meeting minutes.

- Minutes from Regular Meeting on July 14, 2021.

Commissioner Cleaveland Moved to approve the minutes and Commissioner Nakajo Seconded. The motion was unanimous.

There was no public comment.

**4. CHIEF OF DEPARTMENT'S REPORT [Discussion]**

REPORT FROM CHIEF OF DEPARTMENT, JEANINE NICHOLSON

Report on current issues, activities, and events within the Department since the Fire Commission meeting on May 12, 2021, including budget, academies, special events, communications, and outreach to other government agencies and the public.

Chief Nicholson reported on activities since the last meeting on July 14, 2021. She announced that the Delta variant of COVID 19 is starting to see a spike in infections in San Francisco and they are still appealing to members who have not been vaccinated to get vaccinated. She added that the Department of Human Resources issued a vaccination policy for city employees and the first thing that must be done is for employees need to enter their vaccination status on the employee portal. She added that they are also asking people to wear their masks again indoors. She also announced that on August 2<sup>nd</sup>, the 128<sup>th</sup> Firefighter Academy begins with 42 recruits and the kids from City EMT begin their internships in the Department as civilians earning hours on the ambulances. She added that City EMT is something that the department wanted to make happen and they started with 15 kids and 13 ended up finishing the program and she sees it as a pipeline into the Department, and she is excited about it as it is her vision to build some foundation and structure to ensure diversity, equity, and inclusion in the Department. She announced that the Board of Supervisors approved the final budget, and they are now waiting for the Mayor to sign off on it and once that happens Mark Corso will report on the approved budget at the next meeting.

Commissioner Nakajo thanked Chief Nicholson for her report and summarized the vaccine mandate for city employees and individual choices of members on spiritual or religious and health requirements. Chief Nicholson added that there will be a mandate down the road for all members to be vaccinated.

Commissioner Covington confirmed that about 75 percent of members have been vaccinated. She commended Chief Nicholson on launching the City EMT program as she believes it's an important step for young people who may not have previously in the past considered a career in the fire service or to become medics. She also confirmed that they are currently accepting applications for the next City EMT class which will have about 16 students.

Commissioner Cleaveland also commended the Chief for pursuing the program to bring inner-city youth into the fire Department and for elevating Simon Pang as the new Assistant Deputy Chief for Paramedicine and Brice Peoples as Assistant Deputy Chief of the Diversity, Equity, and Inclusion Division.

President Feinstein expressed her concerns about the low number of members vaccinated in the Department and wondered why they would not get vaccinated. Chief Nicholson stated that all members are still wearing their PPE's on all calls where they go into anyone's home and they are still working on getting more members vaccinated and that it will be a requirement sooner rather than later, but she does not know the reasons why of those who are not vaccinated. President Feinstein confirmed that there will be consequences for those who aren't vaccinated without a valid excuse once the mandate goes into effect.

There was no public comment.

#### REPORT FROM ADMINISTRATION, DEPUTY CHIEF JOSE VELO

Report on the Administrative Divisions, Fleet and Facility status and updates, Finance, Support Services, and Training within the Department.

Chief Velo presented his June 2021 report. He mentioned that the fire season is in full effect, and they have 23 members deployed throughout California and Oregon fighting the Salt fire, Beckworth Complex fire, and the Dixie fire. He added that this fire season has increased 257 percent compared to this time last year. He confirmed that the 128<sup>th</sup> academy class will start on August 2, 2021, and the recruits that were able to make it were invited to a pre-tower event where they were able to touch some equipment such as the SCBAs, hose, and ladders. He added that tonight there is an orientation for those recruits and families to explain what to expect during the academy as well as getting the families involved and aware so they can support them. Chief Velo described the in-service training that is happening at the Department of Training and the drills taking place at the Airport. He mentioned that Chief Parks continues to do a lot of good work working with the doctor's office and they have had several OSHA conferences to deal with some issues. He talked about a company called OX that will come and train the trainer on fitness, nutrition, and overall wellness. He touched on the Physician's Office, the Investigative Services Bureau, and Support Services with a brief update on Station 35 and a fleet update. He mentioned that Commissioner Nakajo and Commissioner Cleaveland attended the AWSS drill/demonstration that they hosted with PUC on July 15, 2021, and he thanked Chief O'Connor for putting it together. He also mentioned that there is a Level 1 academy going on with 18 members that are due to graduate on August 20, 2021.

Commissioner Nakajo thanked Chief Velo for his comprehensive report and stated he appreciates all the areas that he covers, and he's amazed at the vast amount of responsibility and oversight he is responsible for, which includes training, health and wellness, physician's office, investigation, research, planning, support services, PUC and Human Resources. He also acknowledged Chief DeWitt for the detailed aspects of her report; Chief Kaialoa for including the members of station 49 into the academy at the same time the H-2 recruits start and Chief Pang and Peoples into their new roles.

President Feinstein asked for more information on the OES Type 6 recall. Chief Velo responded that the OES Type 6s are the green apparatus they received from the State and there was a factory recall that had to be fixed before they put staff into it and respond to mutual aid fires. He confirmed that it was not a safety issue, but it had to be done and it is at no cost to the Department.

Commissioner Covington thanked Chief Velo for his comprehensive report and thanked Commissioner Nakajo for his comprehensive review. She mentioned that she is also impressed with the fact that the folks from 49 are starting with everyone else because to have a cohesive cohort, everybody starts at the same time and does all the grunt work together and bonds are built for life. She was also happy with the news on the hose tenders and was sorry to have missed the demonstration and thanked everyone who worked on the Emergency Water Supply System demonstration. She suggested that the commissioners get a heads up in advance so they can plan accordingly.

President Feinstein agreed that more notice would be appreciated when it comes to invites.

Commissioner Cleaveland commended Chief O'Connor for the well-orchestrated event demonstrating the AWSS system. He also confirmed that the BOE is still working from the

24<sup>th</sup> street facility and some of the logistical support staff is working from the 1415 Evans warehouse.

There was no public comment.

**5. COMMISSION REPORT *[Discussion]***

Report on Commission activities since last meeting of July 14, 2021.

Commissioner Nakajo stated that regarding the performance evaluation of the commission secretary, he had a meeting with the Department's HR Director, Jesusa Bushong to get some clarity and direction and is ready to start the process.

There was nothing to report.

**6. FIRE COMMISSION ELECTION OF OFFICER *[Discussion and possible action]***

Due to the unexpected death of Vice President Tony Rodriguez, there is a vacancy in the position of Commission Vice President.

- a. Nomination and election of Commission Vice-President.

Commissioner Cleaveland nominated Commissioner Nakajo as Vice President of the Fire Commission. Commissioner Covington seconded. The motion was unanimous, and Commissioner Nakajo accepted the position.

President Feinstein thanked Vice President Nakajo for accepting the position and acknowledged his incredible understanding of the Department and that she looks forward to working and learning from him.

Vice President Nakajo stated that it is an honor and privilege to serve the San Francisco Fire Department.

There was no public comment.

**7. AGENDA FOR NEXT AND FUTURE FIRE COMMISSION MEETINGS *[Discussion]***

Discussion regarding agenda for next and future Fire Commission meetings.

There was no public comment.

- Review of the Strategic Plan

There was no public comment.

**8. ADJOURNMENT**

President Feinstein adjourned the at 6:12 p.m.