

# SAN FRANCISCO FIRE COMMISSION

## Fire Commission Regular Meeting

Thursday, November 19, 2015 - 4:00 p.m.

698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

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## AGENDA

*Item No.*

### 1. ROLL CALL

President  
Vice President  
Commissioner  
Commissioner  
Commissioner

Andrea Evans  
Francee Covington  
Stephen A. Nakajo  
Michael Hardeman  
Ken Cleaveland

Chief of Department

Joanne Hayes-White

### 2. PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction and does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

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

Discussion and possible action to approve meeting minutes.

- a. Minutes from the Special Meeting on November 5, 2015.
- b. Minutes from the Regular Meeting on October 21, 2015

### 4. ANNOUNCEMENTS

Please be advised that the December meetings will be held on the 1<sup>st</sup> and 3<sup>rd</sup> Thursdays of the month at 4:00 p.m., here at Headquarters. (December 3, 2015 and December 17, 2015)

Starting in January of 2016, Fire Commission Meetings will be held at City Hall, 1 Dr Carlton B Goodlett Pl, San Francisco, CA 94102, on the 2<sup>nd</sup> Wednesday of the Month starting at 9:00 a.m. in Hearing Room 416, and the 4<sup>th</sup> Wednesday of the Month starting at 5:00 p.m. in Hearing Room 400.

### 5. PRESENTATION FROM THE SURF RESCUE COMMITTEE *[Discussion]*

Presentation from the Surf Rescue Committee

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

REPORT FROM CHIEF OF DEPARTMENT

Report on current issues, activities and events within the Department, including Fiscal Year 2015-2016 budgets.

**REPORT FROM ADMINISTRATION**

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

**6. UPDATE ON DEVELOPMENTS OF THE 150<sup>TH</sup> ANNIVERSARY COMMITTEE**  
**[Discussion]**

**7. UPDATE ON DEVELOPMENTS OF THE STRATEGIC PLANNING COMMITTEE**  
**[Discussion]**

**8. DISCUSSION ON THE H50 ASSISTANT CHIEF'S EXAM** *[Discussion and possible action]*

**9. COMMUNICATIONS**

Communications to Commission received since last meeting of 11/5/15.

- Letter from Leonard Peoples dated 10/29/15

**10. AGENDA FOR NEXT FIRE COMMISSION MEETING** *[Discussion]*  
Discussion regarding agenda for the December 3, 2015 regular meeting.

**11. ADJOURNMENT**

**SAN FRANCISCO FIRE COMMISSION**  
**NOTICE OF COMMISSION PROCEDURES**

**Commission Meeting Schedule and Location**

The Fire Commission meets regularly on the 2<sup>nd</sup> and 4<sup>th</sup> Thursday of each month at Fire Department Headquarters, Room 102, 698 Second Street, San Francisco. The Commission is scheduled to meet the first and third Thursday's in November and December, 2015.

Starting in January of 2016, Fire Commission Meetings will be held at City Hall, 1 Dr Carlton B Goodlett Pl, San Francisco, CA 94102, on the 2<sup>nd</sup> Wednesday of the Month starting at 9:00 a.m. in Hearing Room 416, and the 4<sup>th</sup> Wednesday of the Month starting at 5:00 p.m. in Hearing Room 400.

**Commission Office**

The Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The Fire Commission telephone number is (415) 558-3451; the fax number is (415) 558-3413. The web address is [www.sfgov.org/fire\\_comm/](http://www.sfgov.org/fire_comm/). Office hours are from 8:30 a.m. to 5:00 p.m., Monday through Friday.

**Language Access**

Per the Language Access Ordinance (Chapter 91 of the San Francisco Administrative Code), Chinese, Spanish and or Filipino (Tagalog) interpreters will be available upon requests. Meeting Minutes may be translated, if requested, after they have been adopted by the Commission. Assistance in additional languages may be honored whenever possible. To request assistance with these services please contact the Commission Secretary at (415) 558-3451, or [fire.commission@sfgov.org](mailto:fire.commission@sfgov.org) at least 48 hours in advance of the hearing. Late requests will be honored if possible.

**Information on Disability Access**

The Fire Commission meeting room is wheelchair accessible. The closest accessible MUNI lines serving the Commission's meeting location and Office are the 15 Third, 42 Downtown Loop, and N Judah (Second and King Streets stop). Additional lines serving this location are the 30 Stockton and 45 Union. For more information about MUNI accessible services, call (415) 923-6142.

To obtain a disability-related modification or accommodation, including auxiliary aids or services, to participate in the meeting, please contact the Commission Secretary at least two business days before the meeting at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

To assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

### **Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings**

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at Fire Commission meetings. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic device.

### **Documents for Public Inspection**

Documents referred to in this agenda, if not otherwise exempt from disclosure, are available for public inspection and copying at the Fire Commission Office. If any materials related to an item on this agenda are distributed to the Fire Commission after distribution of the agenda packet, those materials, if not otherwise exempt from disclosure, are also available for public inspection at the Fire Commission Office, 698 Second Street, room 220, San Francisco, during normal office hours.

### **Know Your Rights Under The Sunshine Ordinance** (Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the sunshine ordinance or to report a violation of the ordinance, contact the sunshine ordinance task force. You may contact the current Sunshine Ordinance Task Force Administrator, Frank Darby, Jr., as follows: Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689, Phone: (415) 554-7724, Fax: (415) 554-5784, E-mail: [sof@sfgov.org](mailto:sof@sfgov.org). Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's Web site at <http://www.sfgov.org>.

### **San Francisco Lobbyist Ordinance**

Individuals and entities that influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and Web site: <http://www.sfgov.org/ethics/>.