

# SAN FRANCISCO FIRE COMMISSION

**Fire Commission Regular Meeting  
Wednesday, April 27, 2016 - 5:00 p.m.**

Mission Neighborhood Centers, Inc., 362 Capp Street, ■ San Francisco ■ California ■ 94110

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## AGENDA

*Item No.*

### 1. ANNOUNCEMENTS

This is a reminder that under administrative code section 67(a).1, the ringing and use of cell phones, pagers and similar sound-producing electronic devices is prohibited during Fire Commission meetings. Set all pagers, cellphones and other devices to vibrate or silent mode, or turn the device completely off now. This is also a reminder that food is not allowed during Fire Commission Meetings. The May 11, 2016 Regular Fire Commission meeting will resume back at City Hall in Room 416 at 9:00 a.m.

### 2. ROLL CALL

President	Francee Covington
Vice President	Ken Cleaveland
Commissioner	Stephen A. Nakajo
Commissioner	Michael Hardeman
Chief of Department	Joanne Hayes-White

### 3. 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.

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

Discussion and possible action to approve meeting minutes.

- Minutes from Regular Meeting on March 23, 2016

### 5. LEAVE OF ABSENCE *[Discussion and possible action]*

Discussion and possible action to approve Chief of Department's request for leave of absence with pay for two (2) days, May 16 and May 17, 2016 to attend a portion of the 2016 Metropolitan Fire Chiefs Conference sponsored by the International Association of Fire Chiefs' in Long Beach, CA. The source of funds for this trip is provided for in the Fire Department 2015-2016 approved budget.

**6 CHIEF OF DEPARTMENT'S REPORT *[Discussion]***

**REPORT FROM CHIEF OF DEPARTMENT**

Report on current issues, activities and events within the Department since the Fire Commission meeting of April 13 2016, including Fiscal Year 2015-2016 budget, academies, Strategic Planning, 150<sup>th</sup> Anniversary update, special events, communications and outreach to other government agencies and the public.

**REPORT FROM ADMINISTRATION**

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

**Recess at 5:45 p.m.**

Agenda Item 6 to begin at 6:00 p.m.

**7. PRESENTATION FROM BUREAU OF FIRE INVESTIGATION *[Discussion]***

Presentation from Fire Marshal Daniel DeCossio, Captain Lou Russell and Captain Attica Bowden on recent fires, including 22<sup>nd</sup> and Mission, 16<sup>th</sup> and South Van Ness and 24<sup>th</sup> and Treat and the status of investigations except where prohibited by law.

**8. THE FIRE COMMISSION WILL INVITE SUPERVISOR DAVID CAMPOS TO ADDRESS THE COMMISSION (10 Minutes)**

**9. SFFD EMPLOYEE GROUP LOS BOMBEROS *[Discussion]***

Update from SFFD Employee Group Los Bomberos

**10. AGENDA FOR NEXT FIRE COMMISSION MEETING *[Discussion]***

Discussion regarding agenda for the May 11, 2016 regular meeting.

**11. ADJOURNMENT**

MINUTES FOR ADOPTION

SAN FRANCISCO FIRE COMMISSION

DRAFT FIRE COMMISSION REGULAR MEETING  
MINUTES

Thursday, March 23, 2016 – 5:00 p.m.

City Hall, 1 Dr. Carlton B. Goodlett Place, Room 416, San Francisco, California, 94102

The video recording has been at:

[http://sanfrancisco.granicus.com/MediaPlayer.php?view\\_id=180&clip\\_id=25010](http://sanfrancisco.granicus.com/MediaPlayer.php?view_id=180&clip_id=25010)

President Covington called the meeting to order at 5:00 PM.

**1. ROLL CALL**

Commission President	Francee Covington	Present
Commission Vice President	Ken Cleaveland	Present
Commissioner	Stephen Nakajo	Present
Commissioner	Michael Hardeman	Present
Chief of Department	Joanne Hayes-White	Present
Mark Gonzales	Deputy Chief - Operations	
Raemona Williams	Deputy Chief - Administration	
Jeff Myers	EMS	
Dan DeCossio	Bureau of Fire Prevention	
Jeff Columbini	Division of Training	
Shane Francisco	Homeland Security	
Rudy Castellanos	Airport Division	
Assistant Chiefs		
Kevin Taylor	Division 2	
Kirk Richardson	Division 3	
Staff		
Mark Corso	CFO	
Jesusa Bushong	Personnel Officer	
Olivia Scanlon	Communication and Outreach Coordinator	

**2. PUBLIC COMMENT**

There was no public comment.

**3. ANNOUNCEMENTS [Discussion]**

The April 27, 2016 Fire Commission meeting will be held at a time to be determined at James Lick Middle School, 1220 Noe Street, San Francisco, CA 94114; telephone: 415-695-5675. Included on the Agenda will be a discussion item presented by Fire Marshal Dan DeCossio and members from his staff, pertaining to recent fires, including status of investigations.

Commission Secretary Conefrey read the above announcement. President Covington announced that there may be a change of venue for the April 27, 2016 meeting from what was announced above.

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

Discussion and possible action to approve meeting minutes.

- Minutes from Regular Meeting on February 24, 2016

Vice President Cleaveland Moved to approve the February 24, 2016 regular meeting Minutes. Commissioner Hardeman Seconded. Motion to approve above Minutes was unanimous.

There was no public comment:

## **5 CHIEF OF DEPARTMENT'S REPORT [Discussion]**

### **REPORT FROM CHIEF OF DEPARTMENT**

Report on current issues, activities and events within the Department since the Fire Commission meeting of March 9, 2016, including Fiscal Year 2015-2016 budget, academies, Strategic Planning, 150<sup>th</sup> Anniversary update, special events, communications and outreach to other government agencies and the public.

Chief Hayes-White reported since the last meeting on March 9, 2016. She stated the Budget Committee will be meeting with the Mayor's Budget Director Kate Howard on Friday, March 25<sup>th</sup>, at 10 a.m. in Room 201. She added that the biggest priority that everyone agrees on, is the fleet plan and she's hopeful to come out of that meeting with some answers and direction from the Mayor's Budget Office. With regards to academies, she announced that the 119<sup>th</sup> academy is currently in their ninth week. They started with 54 recruits and currently have 52. Two recruits resigned due to injury. She touched on the curriculum changes in the academy as well as the promotional bump up academy for H-3 Level 1 EMT's. She mentioned that the Strategic Planning Committee will be meeting on March 28, 2016 and that a draft plan was circulated from the synthesized subcommittee reports. She acknowledged the phenomenal job Jessica Kennedy did putting the draft plan together.

Chief Hayes-White announced that the 150<sup>th</sup> Anniversary will have a soft kick off on April 17, 2016 with the NERT drill and the official kick off will be on April 18, 2016 and they should start seeing advertising related to Celebrate Like It's 1866, the motto and theme of the 150<sup>th</sup> Anniversary that they worked in conjunction with the Academy of Art University to come up with. She also announced the Chief's Panel scheduled for May 4<sup>th</sup> at the Public Library and acknowledged President Covington and Chief Dave Franklin who have been working on this event and have invited Belva Davis to moderate the event and who is iconic in the community as a journalist and reporter. Ms. Davis has agreed to be the moderator and the MC of that event. Chief Hayes-White suggested that people check the 150<sup>th</sup> website for updates of all upcoming events.

Chief Hayes-White touched on the March 12, 2016 St. Patrick's Day Parade and thanked Commissioner Hardeman for participating with the Department, as well as the March 16<sup>th</sup> meeting with the Mayor's Office and members from the Department of Public Health, including Director Barbara Garcia, regarding the progress with the EMS 6 and milestones in setting the future goals and objectives. She announced the selection of the Department as one of only five sites to be profiled in the United States Department of Labor study to identify promising practices to increase diversity among first responders that she agreed to participate in.

### **REPORT FROM ADMINISTRATION**

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

Deputy Chief Raemona Williams reported for the Month of March. She started with Division of Training which included the 119 Academy class, and mentioned that in order to meet the requirements of accreditation they had to expand and include additional training topics and manipulatives which extends the length of the academy. She talked about below grade training on Yerba Buena Island, mandatory EMS training, and NERT. She mentioned the work of the fire reserves, and the department physician.

Chief Williams talked about the Department Bureau of Fire Prevention and how strong revenues continue throughout the fiscal year as well as the EMS revenues are anticipated to come in on budget. In addition, the department expenditures are anticipated to come in on budget for fiscal year 2015-2016 and that the operating budget for FY 2016/2017-2017/2018 was submitted to the Mayer's Office on February 22, 2016 as presented and approved by the Fire Commission on February 10, 2016 with a few minor modifications as well as the proposals for funding additional enhancements.

Chief Williams talked about recent events at Homeland Security, including numerous meetings, workgroups and committees in preparation for training exercises and/or in the planning phase for upcoming events. She touched on the K-9 team. Pertaining to Support Services, she mentioned that Chie Lombardi has been very busy with meetings with various groups throughout the city to explain the upcoming Health and Safety bond which will hopefully pass approval on the June Ballot. She touched on the status of construction at Pump Station 1, Station 3 at the Airport and Pier 26 and possible relocation of the fireboats during construction of Station 35. She gave a brief update on the status of ESER 2010 and ESER 2014.

Commissioner Nakajo thanked Chief Williams for her comprehensive detailed full and complete report. He asked if the extended time for the academy class is covered in the budget. Mark Corso answered that the Department is covered. He also asked if 17 of the Fire Reserves responded to the Folsom Street incident. Chief Williams acknowledged in the affirmative.

Chief Francisco of Homeland Security spoke briefly pertaining to their partnerships with other agencies including the Northern California Regional Intelligence Center. Chief Castellanos, of the Airport mentioned that with the unfortunate circumstances that happened in Belgium, the San Francisco International Airport was put on high alert.

Vice President Cleaveland asked for additional information regarding the additional training being offered for wildland fires. Chief Williams explained that it is basically training and preparing for forest fires. Vice President Cleaveland mentioned that he thinks rescue training with BART is absolutely critical and was glad they were getting a BART prop to enhance that training. Chief Columbini described some of the training that was planned once the BART prop was received. Vice President Cleaveland asked what it takes to be a K-9 handler and wanted to make sure we have the money in the budget to fully complement the K-9 program. Chief Francisco explained the process and training involved. There was brief discussion on the status of Station 16 and the countless delays they are experiencing.

Vice President Cleaveland wanted to know how the department has been reaching out for donations and contributions for the 150<sup>th</sup> Anniversary. Olivia Scanlon, Government Relations and Communications Coordinator explained that they have been reaching out to various organizations by email, phone and sit down meetings asking for sizable donations and it's all done outside of the office. She acknowledged receiving \$450,000.00 and would like to raise another \$250,000.00 by the end of May. She added that the contributions are tax deductible and should be made payable to Guardians of the City 150<sup>th</sup> and sent to 698 2<sup>nd</sup> Street, San Francisco, CA, 94107 and soon they should be able to be received on line through the website. Vice President Cleaveland also inquired about the recent story of the SF PUC selling off equipment that is no longer needed. Chief Williams responded that it mostly pertains to equipment that is no longer useful and is outdated.

Commissioner Hardeman mentioned how it piqued his interest that the anticipated new fire boat has hit the water, even though they are still working on it. There was brief discussion on the upgrades to Station 35 at the Port and housing the fire boats. Commissioner Hardeman also commented on how the Airport spends money wisely and promptly on the Fire Department.

Commissioner Nakajo inquired about the 3 week extension that has been added onto the academy curriculum. Chief Williams responded that they extended the academy because they have included additional requirements, manipulatives and lectures as part of adhering to the

accreditation requirements. Commissioner Nakajo suggested having some type of celebration at the completion of work/repairs of the new Airport Station and Pump Station 1 at Headquarters.

President Covington commented there is so much going on in the Department and it's very good. She also commented that the word "enhancements" pertaining the budget is very misleading as everything on that list are necessary items that the Department needs, and that they really are not enhancements. She suggested coming up with another term. There was brief discussion on the 9 new ambulances that have been received in the current fiscal year. There was also brief discussion pertaining to the development in the Hunter's Point and Candlestick point area of the City.

#### REPORT FROM OPERATIONS

Report on overall field operations, including to greater alarm fires, update on Station 4, Emergency Medical Services, the Bureau of Fire Prevention & Investigation, and the Airport Division.

Chief Gonzales presented his report for the month of February. He described the third alarm that occurred on February 13, 2016 at 2014 hours at 1567 Fulton Street which involved three buildings. He commended the units that showed up and stated how proud he was of their hard work and the many challenges they faced. He touched on the Coastal Community Outreach at Ocean Beach for high surf hazard safety, the critical incident that involved the stabbing of a CHP officer and the good job of the stress unit and PIO, Jonathan Baxter for all their good work. He also mentioned that they are working on a social media policy.

Chief Gonzales talked about the EMS, and how they responded to 7,006 calls, transported 5,203 patients. He touched on the academies, the H-3 Level 1 bump up class and working on replacing the 65 percent paramedic to EMT ratio with the help of EMS, Mark Corso, and Jesusa Bushong. He mentioned they are in the review phase of the controlled substance policy as well as meeting with the EMS provider group in moving toward an EMS schedule that will allow better opportunity and to meet EOA requirements. He gave an overview on the history of the AWSS that was created because of the 1906 earthquake. He touched on the R-2 inspections by stating progress is being made toward adequately addressing complaints created as a result of these inspections when the suppression units go out and inspect apartment buildings and condo buildings with nine units or more. He added that the number of pending inspections has been reduced from 525 on February 3<sup>rd</sup> to 196 and he thanked Fire Marshal DeCossio for that reduction. He acknowledged the work being done to establish an administrative hearing process for fire code violations.

Public Comment: Ray Crawford, Senior Captain at Station 49 clarified some misrepresentations on the evolution of the officers at Station 49. He stated there are several tasks that officers no longer have to do such as bio med, gurney repairs, electronic patient care charts and logistics, that those tasks are now assigned to other members that work full time, 40 hours a week. He assured the Commission that the narcotics are secure and safe at Station 49. He also assured them that the Captain at Station 49 is more assessable than any other captain in the Fire Department and he added that 84 percent of the members at Station 49 that participated in a survey, prefer the supervisors model that is in place right now, a 24-hour shift as opposed to two different officers working 12-hour shifts.

Vice President Cleaveland asked Chief Gonzales if the media policy is being developed in consultation with Local 798. Chief Gonzales stated that it is definitely a policy that wouldn't be issued without consultation with local 798. Vice President Cleaveland asked if there was money in the budget to expand the EMS 6 program to a 24/7 operation. Mr. Corso stated that currently, it is not in the budget. Vice President Cleaveland suggested adding it into the enhancements for this fiscal year coming up as it's an important program as it deals with the hardcore people that are frequent uses of the 9-1-1- system and if they can triage and reduce those numbers, it can significantly help the people on the street and significantly help the Department's bottom line. Chief DeCossio talked about fire investigations and how you can't apply all fires across the board, it's a case by case, there's no specific timeline for completion of an investigation.

Commissioner Nakajo asked for an explanation on where the H-3 Level 1's come from. Chief Gonzales stated there is not an active list for H-3 Level 2, so they use the H-3 Level 1's from Station 49, who have their paramedic license, by seniority, who get bumped up to H-3 Level 2. There was brief discussion on the H-8's.

Commission Hardeman talked about the third alarm on Fulton Street and was impressed they were able to knock out the fire within an hour and a half.

President Covington asked what social media was being used to get the message out about the fire. Chief Gonzales stated it wasn't necessarily social media, but the PIO, Jonathan Baxter, and he was providing updates to the media and members of the public. Chief Gonzales suggested that Mr. Baxter attend another meeting and elaborate further on what he is doing. President Covington suggested that the media policy should be part of the strategic plan. There was brief discussion on the training exercise taking place on Treasure Island and Yerba Buena Island that included ventilation, hose leads and slopes. President Covington mentioned what a wonderful resource for the Department to have buildings on Treasure Island and Yerba Buena Island to enhance training.

**6. AGENDA FOR NEXT FIRE COMMISSION MEETING [Discussion]**

Discussion regarding agenda for the April 13, 2016 regular meeting.

- Update from Chief Lombardi on the ESER Bond
- Update on Davison of Airport

**7. ADJOURNMENT**

President Covington adjourned the meeting in memory of the people that lost their lives in Belgium at 7:05 p.m.

GENERAL ORDERS

## **Conefrey, Maureen (FIR)**

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**From:** FireChief, Secretary  
**Sent:** Monday, April 11, 2016 3:19 PM  
**Subject:** General Order 16 A-26, H-30 Captain Application Filing  
**Attachments:** H-30 Captain Job Announcement - April 2016.pdf

### SAN FRANCISCO FIRE DEPARTMENT GENERAL ORDER

File Code 16 A-

26

April 11, 2016

**From:** Chief of Department  
**To:** Distribution List "A"  
**Subject:** H-30 Captain Application Filing  
**Reference:** Rules and Regulations, Section 402  
**Enclosure:** Job Announcement

Officer Endorsement:  
Sec.1108-R&R \_\_\_\_\_

1. Applications for H-30 Captain will be accepted through an online process beginning today through Friday, April 22, 2016. Visit [www.jobaps.com/sf](http://www.jobaps.com/sf) to begin the application process by creating an account as follows:
  - Click and select "Captain", H-30 job announcement
  - Click on "Apply" and read and acknowledge the information
  - Click on "I am a New User" (members who previously applied for an exam through JobAps should click on "I have Registered Previously")
  - Follow the instructions provided on the screen
  - When you get to the Experience section of the application, you only need to list your work history as a uniformed member of the San Francisco Fire Department.

Computer kiosks are located in the lobby of the Department of Human Resources, 1 South Van Ness Avenue, 4<sup>th</sup> Floor, San Francisco, for use by the public to apply for City jobs. The hours of operation are from 8:00 AM to 5:00 PM, Monday through Friday. You may also access the on-line application from any computer with Internet connection.

A completed application must be submitted online by 5:00 PM on Friday, April 22, 2016. **Failure to submit the completed application online by 5:00 PM on April 22, 2016 will result in disqualification from this selection process.**

2. This examination is open to all members who have current permanent status in the rank of H-20 Lieutenant.
3. The H-30 Captain exam components are tentatively scheduled to be administered in June 2016.

4. Officers are responsible and shall be held accountable for ensuring that all eligible members under their supervision, including those who are off duty (e.g., trades, sick leave, vacation), are made aware of the information contained in this General Order.

Joanne Hayes-White  
Chief of Department

CC'S TO THE COMMISSION

JOANNE HAYES-WHITE  
CHIEF OF DEPARTMENT



EDWIN M. LEE  
MAYOR

**SAN FRANCISCO FIRE DEPARTMENT**  
CITY AND COUNTY OF SAN FRANCISCO

April 5, 2016

Edward Reiskin  
Director of Transportation  
San Francisco Municipal Transportation Agency  
1 South Van Ness Avenue, 7<sup>th</sup> Floor  
San Francisco, CA 94103

Dear Mr. Reiskin,

On behalf of the San Francisco Fire Department, I wish to express my sincere gratitude to four members of your staff who performed heroic work during a recent incident. Members of the San Francisco Municipal Transportation Agency's (SFMTA) Proof of Payment Division took swift and decisive action on a member of the public who was experiencing a medical emergency.

SFMTA Officers Alan San Martin (11F70), Terence Smith (11F39), Cheryl Garrison (11F17) and Sherman Chan (11F76) assisted a patient who had a partial airway obstruction on Friday, February 19 at 896 Market Street. The MTA Officers began performing chest compressions and were able to clear the obstruction from the patient in advance of the Engine crew's arrival.

On behalf of the San Francisco Fire Department, I would be honored to present Officers San Martin, Smith, Garrison and Chan a Certificate of Commendation at an upcoming Fire Commission Meeting. Please advise my assistant, Kelly Alves, if they are available to attend our Wednesday, May 25, 2016 Fire Commission Meeting. They meeting begins at 5:00 p.m. and is held in City Hall, Room 400.

Should you have any questions, please do not hesitate to contact me at 415-558-3401.

Best regards,

  
Joanne Hayes-White  
Chief of Department

cc: San Francisco Fire Commission  
SFFD PIO Jonathan Baxter  
SFMTA PIO Paul Rose

CHIEF OF DEPARTMENT

JOANNE HAYES-WHITE  
CHIEF OF DEPARTMENT



EDWIN M. LEE  
MAYOR

**SAN FRANCISCO FIRE DEPARTMENT**  
CITY AND COUNTY OF SAN FRANCISCO

April 21, 2016

Honorable President and  
Members of the Fire Commission  
698 Second Street  
San Francisco, CA 94107

Dear Commissioners:

I respectfully request a Leave of Absence with pay for two (2) days, May 16 and May 17, 2016, to attend a portion of the 2016 Metropolitan Fire Chiefs Conference sponsored by the International Association of Fire Chiefs' in Long Beach, CA. I will travel on Sunday, May 15, 2016 and return to San Francisco on Tuesday evening, May 17, 2016. The source of funds for this trip is provided for in the Fire Department 2015-2016 approved budget.

Deputy Chief Mark Gonzales will be Acting Chief of Department in my absence. I will return to duty on Wednesday, May 18, 2016.

Respectfully submitted,

  
Joanne Hayes-White  
Chief of Department

cc: Mark Gonzales, Deputy Chief of Operations  
Raemona Williams, Deputy Chief of Administration