



**San Francisco Fire Department
Division of Administration**

Fire Commission Report

November 2019

Division of Training – ADC Joel Sato

Director of Training Activities

The following list outlines the activities of the Director of Training for the month of October:

October 2: New Training Facility meeting with Chief of Department, Deputy Chief of Administration, Olivia Scanlon and representatives from DPW; Logistics Meeting with Deputy Chief of Administration, and Captains Gering and Luttrupp regarding Loma Prieta 30th Anniversary Commemoration

October 7: First day of 126th H-2 Recruit Academy Class at Division of Training

October 13: Participate and march in San Francisco Italian Heritage Parade with SFFD Command Staff

October 14: Observe Active Shooter Drill at Jewish Community Center of San Francisco with SFPD and SFFD in-service companies

October 17: Attend Loma Prieta 30th Anniversary Commemoration ceremony at Marina Green with Command Staff

October 19: Attend Semiannual NERT Drill at St. Ignatius High School with Chief of Department, Deputy Chief of Operations and Deputy Chief of Administration

October 22: Attend Instructional Services Agreement meeting between City College of San Francisco and SFFD with Deputy Chief of Administration and Mark Corso

October 23: Attend Drone Operations meeting with Deputy Chief of Operations, Deputy Chief of Administration, ADC Cochrane and Local 798 member Tom Fogle

October 29: Co-chair Career Track Workgroup meeting with Workgroup Chair AC Hale and members of the Workgroup

October 30: Attend Budget Process meeting with Chief of Department, Deputy Chief of Administration, Command Staff and Mark Corso

Safety 1

October 7: 266 Vienna Street – Second Alarm

October 23: 28 Valley Street – Working Fire

Recruit Training (Captain Norm Caba)

This is the first monthly report with the Recruit Academy in full swing.

-One Recruit, #5 failed out of EMS.

-Fleet Week event at DOT Treasure Island worked out well, since the 126th was still in EMS. Fire instructors were available to assist.

Oversee practice and testing of PX firefighters for Pump/Aerial tests, EVOC course, pre-trip inspections, and hose leads.

-37 PX members

-85 total hours

Fire Reserves: Oversee Thursday night Fire Reserves training.

Completed SCBA testing for all administrative personnel.

City College:

-Registered 56 new recruits into City College.

125th Recruit Academy Class

-Hose lead/pump/aerial practice

Instructor projects – the following projects are delayed during the Recruit Academy:

-Video Drill Manual – filming Knots, SCBA D&D & DOC, HPH, script for SCBA

-AWSS training bulletin for reserves ongoing.

Auto Extrication Drills (Captain Rick Gering)

1. General Order 17 A-68, Enclosure (K) states that every Saturday one Truck Company and one Rescue Squad must report to the Division of Training for a Saturday Auto Extrication Drills. There is a schedule of which companies are due.
2. There were 4 scheduled training days in the month of October 2019 at the Folsom Street Campus.
3. Companies due this month included Truck 8, Truck 9, Truck 10 and Truck 11.
4. Extrication vehicles will be designated with Truck identifier and date of scheduled training using spray paint. Each Truck gets half a vehicle leaving one vehicle for impromptu training on a first come first serve basis.

Rescue Systems Drills (Captain Rick Gering)

1. General Order 17 A-68, Enclosure (N) states that every Monday and Tuesday two Truck Companies and one Battalion Chief (along with the Light Rescue Vehicle) must report to the Division of Training for a Rescue Systems Drill. There is a schedule of which companies are due.
2. There were 9 scheduled training days in the month of October 2019.
3. The scheduled drills and Companies that were assigned to participate included:

Drill 2 – (Oct 1) Anchor Systems, Rescue Harnesses, Rescue Litter
Truck 7 & 12, Battalion 6 and LR7

Drill 3 – (Oct 7 & 8) RPM Systems Truck 8 & 16, Battalion 3 and LR5

Drill 4 – (Oct 14 & 15) Rope Rescue Lowering and Raising Systems Truck 9 & 4,
Battalion 3 and LR7

Drill 5 – (Oct 21 & 22) Low Angle Rescue Truck 10 & 15, Battalion 5, LR5

Drill 6 – (Oct 28 & 29) Ladder Rescue/Ladder Gin Truck 11 & 14,
Battalion 7, LR-7

Technical Rescue Drills (Captain Rick Gering)

1. General Order 17 A-68, Enclosure (O) states that every Wednesday, Thursday and Friday, both Rescue Squads, as well as the Specialized Units Required must report to the location determined by the Rescue Squad Captains for a Technical Rescue Drill. Two weeks are scheduled for each drill, allowing for the review of equipment and operational procedures in the first week, and an operational exercise the second week. There is a schedule of which companies are due.
2. There were 13 scheduled training days in the month of October 2019.
3. The assigned drills and Companies included the following:

Drill 8 – Transit Emergencies/Extrication

Date: October 2, 3, 4

Companies Due: RS RS1

Drill 1 – Confined Space

Date: October 9, 10, 11, 16, 17, 18

Companies Due: RS1, RS2, B02,
E36, HZ1

Drill 2 – Rope Rescue

Date: October 23, 24, 25, 30, 31 and Nov 1

Companies Due: RS1, RS2, CR14, CR19

Suppression In-Service Training (Captain Darius Luttrupp)

Drills/Instruction	Companies/Members Trained	Training Hours Received
On-Line Training	331	1
Peer Support	26	24
Totals	357 Members	955 Hours

Additional Work Performed

- Fleet Week events, tour USN Somerset and 54 Marines and sailors for USAR orientation
- Video production for ADC Message to the Field
- Host site and logistics for Rope Rescue Technician
- Site used by SCUSD and Exploratorium staff for fire education
- Fabrication of Live Fire prop for Live Fire Module II and Recruit Class 126
- Venue for IAFF Confined Space Rescue Technician training
- Return to duty live burn for two members
- Training venue for SFPD Tac
- Performed compound maintenance and up-keep of the facility and equipment
- Site utilized for Battalion and Forcible Entry drills

Special Operations Report October 2019 (Captain Rick Gering)

HAZMAT

October 4

Attended a demonstration of standoff chemical specific detection at the Port of Oakland. Training conducted by the University of California at Berkeley Center for Catastrophic Risk Management (CCRM). The CCRM Port Security Program has been funded by CalOES to enhance port chemical security with chemical specific detection and identification from up to 3 miles away.

TECHNICAL RESCUE

October 7

Confined Space drill with Navy personnel at Pier 27. Provided an opportunity to work with our military and allow them to demonstrate their capabilities from on-board ship fires along with various technical rescues including rope rescue, confined space and hazmat.

October 8

USAR Training at T.I. with Navy and Marines. Breaching/Breaking and Lifting and Moving Heavy Objects were performed.

October 21-25

Rope Rescue Technician Course at Treasure Island. 24 members (40hrs) trained in this discipline along with 3 task-bookers. Choy-5 days, Crean-2 days, Yee-1 day

October 28-Nov 1

Confined Space Operations Course at Treasure Island. 22 members (40hrs) trained in this discipline. No task-bookers.

HOMELAND SECURITY

No reportable events. Fleet week preparation and execution.

AUTO EXTRICATION:

Currently SFFD DOT has Autos delivered by: Auto Return
2650 Bayshore Blvd
Daly City California 94014 415-865-8220

Vehicles supplied by SFMTA David Rosales
ABC Towing Company to have SFFD Auto Extrication Program done on the ABC Towing
Company Site. Update SFFD liability form. Work in progress.

**DIVISION OF
TRAINING**

JNJ Roof Prop to schedule installation of vent prop in near future.

SFPD conducted training at DOT Folsom on October 9th. Used tower to simulate Police Officer down. Training was conducted in the evening. Would like to use the facility more often.

MASK FITTING PROGRAM:

Assigned Light Duty Firefighter for Testing

Tested 25 SFFD Members for the month of October. A total of 396 year to date. My expectation is that the number of people tested will increase significantly as I enforce compliance with the program.

Porta-count Maintenance Program:

SFFD #1 PORTACCOUNT Pro+ UNIT (In Service)
Model 8038
S/N 8038084512
In Service MFD: January 2019

SFFD #2 PORTACCOUNT PRO UNIT (In Service)
Model 8030. S/N 8030163804. In Service MFD: September 2016
Quantifit Mask Fit Testing Machine in service
Test implementation TITF
Anthony Boone, SFFD Industrial Hygienist

Facilities Requests

October 7 – Pest Tech for fruit fly abatement.

Requests Still Pending

AC in library and classroom 3A and 3B is not cooling. It was recommended by repairman to replace the units

DOT/EMS Academy – A/SC Nicholas Payne

DRILLS AND INSTRUCTION FOR THE <u>MONTH</u>	MEMBERS <u>TRAINED</u>	TRAINING HOURS <u>RECEIVED</u>
126 th H2 Academy EMS Comp	44	88
126 th H2 Academy CPR	45	135
126 th H2 Academy Epi/Narcan	44	44
126 th H2 Academy – Didactic/Skills	44	2,464
EMT Recruit Academy – Didactic/skills	20	16
Target Solutions	858	931
TOTAL	1,055	3,982

Additional Work Performed:

Community CPR

Stop the Bleed community training

Airport Division – ADC Khairul Ali

1. FAA Red Cap Exercises

- There were three Red Cap Drills conducted in October.

2. Battalion Chiefs “Multi-Company” Monthly Drills

- Annual Hazardous Materials Recertification Training
- ARFF Radio Communications
- ARFF Strategy & Tactics
- FAR 139 Training
Active Shooter
- HRET Training
- Runway Crossings
- Terminals Orientation

3. Training Officers Robinson & McCulloch Activities

- Scheduled new Hyatt Hotel Air Train Orientation
- Assisted with SFO CERT Training
- Completed High Reach Extendable Turret Testing for all current ARFF Drivers
- Conducted Training for new ARFF Drivers
- Presented class to all Airport Officers on ARFF Officer positions & responsibilities
- Participated in SFIA Annual Exercise, focusing on Weapons of Mass Destruction
- Conducted Target Solutions Training – Duties Under the Airport Emergency Plan
- Conducted Driver Training on AOA with ARFF drivers

4. Rescue Captains Beckwith, Morley, & Schorr Activities

- Provided one CPR training class and one first aid training class
- CPR retraining for all expiring Airport members

SFFD FIRE AUXILIARY RESERVE

MONTHLY REPORT

Fire Auxiliary Reserve Command Staff
 Commander (FR1): Phillip Buckley
 Deputy Commander, Operations (FR2): Ray Carbone
 Deputy Commander, Administration (FR3): Veronica Peña

October 2019

Category	Date	# of Personnel	Hours/Personnel	Total Hours	Description
DRILLS					
	10/03/19	24	2	48	Battalion Drills at DOT
	10/10/19	25	2	50	Battalion Drills at T.I.
	10/17/19	22	3	66	30th Anniv. Loma Prieta/PWSS Demonstration at Marina Green
	10/24/19	19	2	38	Battalion Drills at T.I.
			Total	202	

GREATER ALARMS

				0	
				0	
			Total	0	

VOLUNTEERING/ COMMUNITY SERVICE

	10/03/19	1	3	3	Fire Museum Volunteering
	10/08/19	1	8	8	Veterans Group Hosting Military Training at T.I. (Fleet Week)
	10/10/19	1	3	3	Fire Museum Volunteering
	10/13/19	4	4	16	St. Francis Burn Foundation: Wine, Women, Shoes; Fundraiser
	10/19/19	1	2	2	Aki Matsuri Festival
	10/19/19	3	6	18	Citywide NERT Drill
	10/20/19	1	5	5	College of San Mateo: Police Explorer CPR
	10/24/19	1	3	3	Fire Museum Volunteering
	10/30/19	1	8.5	8.5	Toy Program: Toys Brought to & Handed out at Evacuation Sites
			Total	67	

GRAND TOTAL HOURS 269

Reviewed and Approved by:

Veronica Peña

10/31/2019

VERONICA PEÑA, Deputy Commander, SFFD Fire Auxiliary Reserve

Neighborhood Emergency Response Team (NERT)
Captain Erica Arteseros

Training Sessions Completed:

- October 25 – JFCS #1, 2
- October 25 – LISTOS #1, 2
- October 26 – LISTOS #3, 4
- October 30 – Medical Reserve Corps (MRC) Orientation Training

Advanced Training/Drills:

- October 5 – CPR Provider training for developing NERT instructor cadre
- October 19 – NERT Citywide Drill

Presentations/Outreach:

- October 2 – NERT at Getaround company preparedness presentation
- October 5 – NERT at Excelsior Neighborfest Block Party
- October 11-13 – NERT at Fleetweek Humanitarian Village preparedness booth
- October 12 – NERT at Lowe’s community preparedness fair
- October 17 – LP30 commemoration preparedness booth
- October 23 – DPW employee preparedness event
- October 26 – NERT booth at Sandcastle Classic event
- October 29 – San Francisco History Association panel presentation and preparedness table
- October 30 – Safety and preparedness presentation at Life360

Other Activities:

- October 9 – Fleetweek Senior leader seminar/Fleetweek Med-Ex
- October 9 – LP30 Conference call; DPH planned power outage drill planning meeting; EQ/NERT show taping at Public Press
- October 21 – NERT Advisory Board meeting
- October 24 – Budget discussion meeting with Chief Velo; NERT Fundraising committee
- October 29 – SF CARD grant maker meeting

LISTOS





NERT Drill





Recruitment – FF Keith Baraka

October Recruitment & Outreach Events:

OCT 02 CORE Committee Meeting

OCT 03 EMS Corps, Alameda, spoke to students about SFFD Careers. Later the same day I spoke to Balboa High School Football Team about the same subject.

OCT 06 Castro Street Fair - worked the booth all day with several volunteers, Steve Carson, Simeon Lyman-Levering, Darren Smoot, and Jorge Garcia.

OCT 11-13 Fleet Week Recruitment Booth

OCT 17 Career Info Session, approximately 40 people in attendance. FF Laurel Strickland and FF Milan Mijar were the guest speakers for the attendees.

OCT 19 Aki Matsuri Festival 2019 Recruitment booth.

OCT 22 Extensive conversation with Rita Molloy regarding the SFUSD Fire/EMS program.

OCT 24 Meeting with several stake-holders re the Fire/EMS program.

OCT 28 Met with Deputy Chief Velo regarding recruitment recommendations submitted in August, 2019.

OCT 29 Spoke to the Fire/EMS students, Mission High School.

Health, Safety and Wellness – BC Natasha Parks

- Arranged for training for both Stress Unit members (San Diego and Las Vegas) with ICISF – International Critical Incident Stress Foundation.
- Led two different committees and a workgroup: Behavioral Health, Health and Safety, and Health Check Workgroup.
- Introduction video to the members of the Department.
- Start to monitor what the Stress Unit does to get stats on how much time, how many members, and what type of calls they respond to.
- Follow injuries and will set up videos to decrease incidences of injuries.
- Completed Focus/ FIRST application: [Center for Firefighter Injury Research & Safety Trends \(FIRST\)](#) (Drexel University).
- Monitor violence in the workplace: keep stats on that.
- Attended Project Mayday class on November 14, 2019 in San Jose.
- Visited Scott's PPE in Lodi, November 15, to see what and how he annually cleans and checks PPE.
- Attended Safety Operations Class in Maryland on December 1-7, 2019.

Fires:

1. 1989 San Jose – 2nd Alarm
2. 456 Castro – 4th Alarm

Office of the Department Physician

Activity	Count
H-22 Lieutenant Promotional Permanent Physicals	2
H-20 Lieutenant Promotional Permanent Physicals	4
H-2 Firefighter Probationary Permanent of the 124 th SFFD Academy Physicals	1
Return to Work Evaluations	45
Miscellaneous Consultations	39

The SFFD Physician's office requested and received the Influenza Inactivated vaccines for the 2019-2020 Influenza Season and began offering vaccinations on Monday, September 30, 2019.

It is strongly encouraged that all members participate in the vaccination program, especially our Emergency First Responders. It is highly recommended by the SFFD Physician's office, the Director of Public Health and Communicable Disease Prevention Unit, the CDC (Center for Disease Control) and the S.F. Health Service System. Immunization with an Influenza Vaccine will produce protective antibodies in most people. Cal-OSHA's Aerosol Transmissible Diseases Standard mandates that employers make influenza vaccines available to their covered employees.

Our Priority 1st Responder Medical Emergency Response members are encouraged to receive this vaccination from the SFFD Physician's office. All members (uniformed, non-uniformed, field and administrative staff) can still receive the vaccine from the SFFD Physician's office by appointment.

Influenza ("flu") is a contagious disease. It is caused by the influenza virus, which spreads from person to person through coughing or sneezing. A member can refer to the Vaccine Information Sheet (VIS) per our SFFD General Order #19 A-68, Seasonal Influenza Vaccine. It will take approximately a couple of weeks to develop maximum antibodies after getting the vaccine and may last up to a year.

Physicians say this year's Influenza Flu strain is challenging. The Flu Season usually begins in the winter months and peaks in January, February and March.

Work-Related Injuries and Illnesses
(Injuries where medical evaluation was
obtained – 5020s.)

	Count
Head Injury	1
Eye Injury	1
Neck Injury	4
Shoulder Injury	5
Elbow Injury	1
Wrist Injury	3
Hand/Finger Injury	3
Mid-Back Injury	1
Hip Injury	1
Knee Injury	7
Ankle Injury	2
Rash	1
Cardiovascular Issue	3
Respiratory Issue	1
Hearing Loss	1
Laceration	1
Skin Infection	1
Cancer	1
Stress	2
BBPE*	1
Total Number of Work Related Injuries and Illnesses Reported	35
Total of Lost Time Injuries and Illnesses	14
Total of No Lost Time Injuries and Illnesses	21

*Bloodborne pathogen exposure

**Numbers above may not equal total number of
injuries because more than one body part may have
been affected.

Injuries By Rank	Count
H-2 Firefighter Recruit	3
H-2 Firefighter	15
H-3 Level I EMT	1
H-3 Level II Paramedic	4
H-3 Level III Firefighter/Paramedic	4
H-6 Investigator, BFI	1
H-20 Lieutenant	3
H-30 Captain	1
H-40 Battalion Chief	2

Disability Status

Members OFF DUTY at beginning of reporting period	46
Members reporting OFF DUTY during the reporting period	17
Members reporting ON DUTY during the reporting period	22
Members OFF DUTY at the end of the reporting period	41
Total Absences	62

***Investigative Services Bureau
Captain Neal Cavellini***

Random Drug & Alcohol Testing Program (all results negative)	77
Post-Accident Tests (all results negative)	3
Background Investigations – ISB is not currently conducting backgrounds	-
DMV Pull Program – Members flagged as having suspended or expired licenses.	0
DOT Fireboat Random Drug Testing	0

***Research and Planning (Assignment Office)
A/Captain Rob Neuneker***

1. The Annual Vacancy bidding for City Suppression members was held in accordance with General Order 19 A-75, Vacancy List, published October 24, 2019.
2. The results of the Vacancy bid were announced via General Order 19 A-84, Vacancy Awards, issued November 7, 2019.
3. A live Vacancy bid was held for Airport Suppression members November 5, 2019.
4. The Assignment Office has completed assigning Vacation Relief personnel to open positions across the City to best facilitate rebalancing the tours and optimizing use of individual's accomplishments and certifications.
5. Implementation of the Tour Rebalancing and Vacancy Awards will be effective on or about January 11, 2020.
6. The annual Suppression Vacation bid for City and SFO personnel will begin November 27, 2019, in accordance with General Order 19 A-86, Year 2020 Vacation Selections, Suppression Members.

Support Services – ADC Dawn DeWitt

Support Services HQ (David Wilson)

A total of 181 facility requests for service were received and processed for the month of October and 94 service items were closed during the same timeframe. We are checking with stations and updating our HRMS.

Fire Environmental Health Services (Anthony Boone)

- Performed SCBA fit testing for 126th recruit class
- Attended Health and Safety Committee meeting – provided committee with injury and illness data
- Conducted tri-annual hazmat inspections of 12 fire stations – 26 total due
- Performed Powered Industrial Truck Training for three Station 49 members
- Investigated radiation complaint at Station 17- meter was out of calibration
- Worked on workplace violence incident reporting
- Another walkthrough for Fireboat Guardian – still waiting for bid quote
- Attended meeting regarding SFO Fire House Indoor Air Quality presented by Lawrence Berkeley Lab

E.S.E.R. BOND 2010 NFS – OCTOBER 2019

Seismic Improvement Program (Magdalena Ryor, DPW):

- **Fire Station 16 (\$14.2M)** – The approved Substantial Completion date was July 16, 2018. Contractor achieved Substantial Completion on January 10, 2019. Public Works has assessed Liquidated Damages from July 17, 2018 to June 5, 2019, in the amount of \$489,500. Conditional Final Completion letter sent to Roebuck on June 5, 2019 is pending installation of the shunt trip breaker for the elevator recall.
- **Fire Station 5 (\$21.0M)** – Certificate of Final Completion was issued on September 27, 2019 by DBI. Contractor is finishing minor punchlist items and submitting close-out documents (O&M, as-builts, warranty forms, etc.). Final Completion package is expected to be issued to Alten in mid-December 2019.

Additional Focused Scope Program (Sherry Katz, DPW):

- **Apparatus Bay Doors:**
 - **General:** Public Works has awarded a Master Job Order Contract (JOC) to National Garage Door (NGD) on April 29, 2019 and the contract was executed on June 21, 2019. All Work has been issued to NGD, JOC No. 45, on a Task Order basis and is detailed below.
 - **Task Order J45-01 (FS 8, 28, 29):**
 - Public Works approved contractor's proposal of \$160K on September 25, 2019.
 - Notice to Proceed was issued on October 21, 2019.
 - Mobilization is anticipated in early Spring 2020
 - **Task Order J45-02 (FS 14, 18, 20, 26):**
 - Public Works approved contractor's proposal of \$327K on October 10, 2019.
 - NTP was issued on October 28, 2019.
 - Mobilization is anticipated in early Spring 2020
 - **Task Order J45-03 (FS 33, 39, 43):**
 - Public Works approved contractor's proposal of \$194K on October 8, 2019.
 - NTP was issued on October 28, 2019.
 - Mobilization is anticipated in early Spring 2020
 - **Emergency Generators:**
 - **Fire Station 14** – Scope of work: replacement of existing generator with new rooftop generator, new subgrade fuel fill port and sump pump at the sidewalk in front of the station, and new fuel piping from sidewalk to generator. Public Works submitted application for DBI building permit on October 2, 2019. Construction is anticipated to begin in Summer 2020.

E.S.E.R. BOND 2014 NFS – OCTOBER 2019

Seismic Improvement Program (Magdalena Ryor, DPW):

- **Fireboat Station 35** – Notice to Proceed for Design-Build Services was issued on October 10, 2017. Unilateral Change Order No. 4 will be issued in December 2019 due to the additional programmatic changes. Revised Substantial and Final Completion dates are December 10, 2020 and January 19, 2021, respectively.
 - **Float & Marine Construction (Addendum No. 1)**
 - **Permit**
 - Port issued the approved float permit on July 25, 2019.
 - **Fabrication**
 - NTP for float fabrication was issued on June 6, 2019.
 - Design-Builder's subcontractor, ZPMC, continues fabrication activities in Shanghai, China.
 - Float is expected to be delivered to Treasure Island in mid-January 2020.

- **Demolition (Addendum No. 2)**
 - On-Site Activities
 - The demolition of the asphalt paving at the parking lot area began on September 30, 2019 and was completed on October 17, 2019.
- **Building (Addendum No. 3)**
 - Design
 - 100% CD Set issuance is estimated in mid-December 2019.
 - Permit
 - On March 6, 2019, Design-Builder submitted permit set to Port for review. Issuance is pending fire marshal and planning reviewer's approval.
 - Port of SF issued Building Permit on November 22, 2019.
- **Pier 26 Fireboat Berths** – PG&E started their scope of work on September 30, 2019. PG&E completed their work on October 22, 2019. Contractor will finish their contract work after PG&E is done. However, PG&E's assistance is required for the power switchover after electrical work is completed. Estimated Substantial Completion is December 2019/January 2020.

Comprehensive Renovation Program (Sherry Katz, DPW):

- **Fire Station 7** – Scope of work is primarily new kitchen and apparatus bay doors with selected finishes and other upgrades. Public Works completed 95% Construction Documents on August 22, 2017. DBI issued approved permit on October 18, 2017. **This project is ON HOLD while Public Works and SFFD finalize the list of seismic projects for ESER 2020. This project will either proceed as planned or be canceled.**

Focused Scope Program (Sherry Katz, DPW):

Work progresses through the 9 scope categories comprising Emergency Generator Replacements, Roofing, Apparatus Bay Door Replacements, Exterior Envelope Improvements, Windows, Showers, HVAC/Mechanical, Sidewalk/Slabs, and Security Access Control.

- **Emergency Generators:**
 - **FS 31** – Scope of work: replace existing non-operational generator with a new 72-hour run-time generator set. NTP was issued to an electrical contractor on August 5, 2019. Contractor will procure generator based on submittal approved by Public Works on August 15, 2019; lead time for generator is 12-14 weeks. The contractor mobilized on-site on October 14, 2019. Substantial Completion is anticipated at the end of December.
 - **FS 2** – Scope of work: replace existing rooftop generator set, structurally strengthen roof structure to support the new fuel tank with capacity for 72-hour run time, and provide new exterior wall mounted fuel fill port and piping up to the generator. This project is scheduled to bid on November 20, 2019.
 - **FS 19** – Scope of work: replace existing generator at grade and provide a secondary electrical infrastructure upgrade. DBI issued an approved building permit on September 16, 2019. This project will be packaged together with FS 18, and bid in early 2020.

- **Roofing:**
 - All projects are complete.
- **Apparatus Bay Doors:**
 - **Package 3 (Rolling Steel / Coiling Doors at FS 2, 11, 13, 19, 24, 31, 34, 40, 41)** – Complete.
 - **Package 4 (BBR Ancillary Work)** – Complete.
 - **Package 5 (FS 6, 7, 9, 10, 11, 12, 17, 21, 22, 23, 25, 32, 37, 38, 42, 44)**
 - **General:** Public Works has awarded a JOC Master Contract to Byron Epp Inc. (BEI), JOC No.46, on April 16, 2019. The contract was executed on May 31, 2019. Work has been issued on a Task Order basis and is detailed below.
 - **Task Order #1 (FS 6, 7)** – Public Works approved BEI’s proposal of \$557K on 8/14/19. An NTP was issued on October 28, 2019.
 - **Task Order #2 (FS 9, 10, 11)** – Public Works approved BEI’s proposal of \$542K on 8/19/19. An NTP was issued on October 28, 2019.
 - **Task Order #3 (FS 21, 22, 38)** – Public Works approved BEI’s proposal of \$487K on 10/8/19. Certification of the task order is underway. An NTP is anticipated in early December.
 - **Task Order #4 (FS 12, 25, 37, 42)** – Public Works approved BEI’s proposal of \$487K on 10/8/19. Certification of the task order is underway. An NTP is anticipated in early December.
 - **Task Order #5 (FS 17, 23, 32, 44)** – Public Works approved BEI’s proposal of \$487K on 10/8/19. Certification of the task order is underway. An NTP is anticipated in early December.
- **Exterior Envelope:**
 - **Package 1 (FS 8, 20, 23, & 29)** – See updates per station below.
 - **FS 8:** Complete.
 - **FS 20:** Complete.
 - **FS 23:** Due to the scope, BBR has refused the work, therefore, Public Works will procure a JOC contractor and commence work in Spring-Summer 2020.
 - **FS 29:** BBR commenced work in late November, completing less than 10% of the work, and is currently held up by inclement weather.
 - **Package 2 (FS 24 & 34)** – This project is on HOLD at the request of Capital Planning.
 - **Package 4 (FS 22)** – Complete.
- **Windows:**
 - **Package 5 (FS 14, 33, 37 & 43)** – Work at FS 14, 37, and 43 is complete. At the client’s request, FS 33, a replacement of 2 sliding glass doors, has been cancelled.
- **Showers:**
 - **Package 2 (FS 17, 19, & 33)** –Final Completion was achieved in September.
- **HVAC/Mechanical:**
 - **Package 1 (FS 8, 9, 14, 20, & 41)** – Project is in pre-planning phase.
- **Security Access Control (FS 3, 6, 9, 11, 17, 24, 26, 29, 32, 33, & 37)** –Final Completion is anticipated in December.

P.H.S. BOND 2016 NFS – OCTOBER 2019

The total funding allocated for Neighborhood Fire Stations is \$9.4M.

Seismic Improvement Program (Sherry Katz, DPW):

***Note:** Due to early completion of DBI reviews for Stations 6, 11, 12, 21, & 38, FS 15 has been broken out of this package as a separate project, and is still under review at DBI.*

- **Hose Tower Removal & Roofing (FS 6, 11, 12, 21, & 38)** – The scope of this project is to remove all remaining hose towers at SFFD Fire Stations in order to improve the seismic safety of these essential facilities. Work at FS 11, 12 and 21 will include re-roofing. By October 2019, DBI had completed reviews and issued building permits for FS 6, 11, 12, 21, and 38. This project is anticipated to bid in November.
- **Hose Tower Removal at FS 15** – Public Works filed for DBI building permit for FS 15 on September 10, 2019 and is under review due to the complexity of the project. The structural and architectural design of a replacement “hose tower” at FS 15 is 95% complete. Public Works filed for DBI building permit for FS 15 on September 10, 2019 and the project is still under review.

Focused Scope Program (Sherry Katz, DPW):

- **Emergency Generators:**
 - **Fire Station 18** – DBI issued approved building permit on September 6, 2019. This project will be packaged with FS 19, and bid in early 2020.
 - **Fire Station 37** – A CEQA Categorical Exemption Determination is anticipated for this project in November 2019. Public Works anticipates filing for DBI building permit in late 2019, with construction anticipated to begin in late 2020.
 - **Fire Station 44** – A CEQA Categorical Exemption Determination is anticipated for this project in November 2019. Public Works anticipates filing for DBI building permit in late 2019, with construction anticipated to begin in late 2020.

P.H.S. BOND 2016 AMBULANCE DEPLOYMENT FACILITY (ADF) / STATION 49

The Notice to Proceed (NTP) for construction was issued on October 22, 2018 and the project is on track for final completion in Winter 2020.

- Existing building foundations and paving demolition, selected utility work, and pile testing were completed by the beginning of February 2019.
- Building foundation production pile driving was completed in the beginning of May 2019.
- Building grade beams and pile cap foundations as well as the elevator pits were excavated, and rebar installed in June 2019.
- Building structural steel was erected in July 2019. The contractor SJ Amoroso hosted an informal topping off lunch on site on August 2nd to celebrate steel erection with SFFD, Public Works, MEI/YamaMar Design team and contractors.
- Visual Arts Commission approved revisions to Art Panel on August 20, 2019. SFFD met with Art Commission early October to discuss a few additional minor revisions which were well received by the artist.
- GOBOC presentation was on August 26, 2019.
- Structural steel welding, metal decking, structural foundation slab and placement of concrete 1st, 2nd and 3rd floors were completed in September 2019.

- Placement of concrete floor on 4th floor of facility and garage ground floor and deck, layout of interior walls and exterior framing of all elevations and installation of interior ducts and rough-in MEP/Fire on 1st and 2nd floors of the facility were completed in October 2019.

ESER: Emergency Fire Fighting System – Auxiliary Water Supply System
(David Myerson, DPW)

- Ashbury Bypass AWSS Pipelines and Pumping Station 2 construction contracts continued.
- 19th Avenue AWSS Pipeline bid advertisement expected December 2020 under SF Public Works contract 2652J.
- Clarendon Supply AWSS Pipeline bid advertisement expected January 2020.
- Terry Francois/Mission Rock/ Warriors Way AWSS Pipeline bids due December 2019.
- Potable Emergency Firefighting Water System project planning for the Richmond and Sunset areas continued.

BOE/FLEET Management/Logistics (Captain Ramon Serrano)

- BOE performed field and equipment repairs in excess of 53 calls and assisted with fire suppression needs at incidents during the month of October.
- BOE is in the process of moving our apparatus and equipment out of old shops to Treasure Island and other locations throughout the city.
- BOE is continuing to work with Ferrara Fire Apparatus on the new Mobile Air build.
- The Hose Tender Draft has been submitted to OCA and will be put out for bid the month of December.
- The bid for the first two Jet skis should be out soon.
- Six more Triple combination pumpers (Engines) have been ordered with Ferrara and are currently in the precon phase of the build. We are waiting for some mechanical changes and certifications.
- BOE is in the process of ordering the new generation of Genesis battery operated rescue tools.
- BOE is in the process of ordering new battery/electric positive pressure fans for all our truck fleet replacing our current outdated models.
- The BOE would like to thank everyone in Support Services for their continued assistance and support. They are a vital part of our crew.

Department Engineering (Avo Sarkissian)

- Ongoing and routine maintenance at Fire HQ.
- Performed a variety of maintenance calls at the fire stations.
- Assisted ESER Bond Captain with bathroom and ADF projects around City.
- PUC completed installation of the new Chiller (100 completed). Currently, we are unable to find an upgraded thermostat.
- Kone provided a cost estimate for HQ elevator upgrade. Waiting for approval from Mark Corso.

Clothing Depot (Nick Song)

- The Clothing Depot received 99 uniform and 125 PPE requests from 10/16/19-11/25/19.
- I served about 250 members from 10/16/19-11/25/19.
- Successfully provided all the uniform and badges to Paramedic Class 15 Bump-up Academy.
- Working with Station 19 on rope rescue PPE.
- Wildland boot out for bid and Prop Q for short term.

Water Supply Officer (Captain Brent Stuckert)

- I met with George Cumberland, who is a G.G. Park Senior Engineer to discuss water supplies in the park. We will be drafting an emergency response plan for park engineers to begin refilling Stow Lake if SFFD is drawing water from emergency hydrants located on Fulton St. There are currently two 1,000,000 gallon water reservoirs in the park and in one year, construction will be complete on a third 1,000,000 gallon reservoir in the park. These reservoirs can be drafted from, or diverted back into, the lakes.
- Working with David Smith from the Oxford Flow company. They are developing a pressure reducing valve that could potentially replace the Gleeson Valves that we currently use on our high pressure hydrants. These would be used to outfit the newly purchased 5" Hose Tenders. These valves will be cheaper to purchase and will be easily repaired with off the shelf parts available from Oxford Flow.

-Conducted the testing of the SCADA valve system with the St. Francis Fireboat and the S.F. Water Department. The valve testing will be done quarterly, and we will be implementing a monthly computer hardware and software test of the SCADA system.

-Completed cistern cataloging project. Discovered a software glitch that removed some cisterns from our monthly inspection program. All cisterns are now cataloged and will be inspected monthly.

TASC MONTHLY SECTION UPDATE (Captain Chad Law)

October 2019

SFMTA - TASC, SDAT, DPW, Vision Zero Project, BART, Chase Center, Alice Griffith Apartments and SFFD Fire Access

- **SFMTA: TASC (Transportation Advisory Safety Committee) Summary:** All streetscape modification proposals impacting Fire Access reviewed bi-monthly. No objections to 8 bike share station locations, 10 Speed Humps in school and park zones, and 3 speed cushions, 1 speed table, 2 sidewalk extensions and 3 major encroachment permits.
- **SDAT (Street Design Advisory Team):** Weekly meetings at SF Planning Department to review and provide comments for streetscape plans/proposals for new developments.
- **DPW:** SFFD received 4 requests from DPW for SFFD plan review to provide comments on developer/contractor project requests that include street/sidewalk modifications, tentative mapping approval, street encroachments, sidewalk streetscape modifications; SFFD plan review to ensure SFFD apparatus, building and fire access.
- **Vision Zero:** Selected as SFFD Vision Zero Chair and planning to work with Vision Zero SF to educate SFFD members about traffic calming devices and how the SFFD response times and operations can be negatively impacted. Also, working on the SFFD Accident Committee to review and potentially implement new procedures that will decrease SFFD involved accidents.
- **Bollards** – Stationary, Collapsible and Retractable: Developing a sequence of operations for SFFD Suppression SOP (Standard Operating Procedures) to Retract Bollards on private property to protect pedestrian safety zones while allowing Fire Access. Review and approved SFMTA Universal Collapsible Bollard design.
- **BART** – Continuing to work with BART/ MUNI by inspecting the stations and using an annual SFFD draft checklist while confirming compliance from SFFD NOV's from 2017.

- **Chase Center** – Continuing to attend Chase Center Roundtable discussions at City Hall and the Life Science Building Fibrogen building regarding SFFD Access/Emergency Response.
- **Alice Griffith Apartments** – Working with the Mayor’s Office and created Task Force with City Agencies that will meet for first time at Supervisor Walton’s Office next month. Did warn the Mayor’s Office and other agencies that future developments that have the same infrastructure plan as Alice Griffith where the minimum street width is only met if there are no vehicles are parked on the street... Fire Lane clearance is dependent on Parking Enforcement and the SFPD at night time, which is a major problem for the SFFD.
- **SFFD:** Contacted the Fire Stations regarding Speed Humps/Cushions and other Traffic Calming devices in their response area to confirm approval/objections prior to TASC.

SFMTA TASC MEETINGS
October 10, 2019 and October 24, 2019

Type of Street Modification	SFFD Approval	SFFD Objection	Objection but Resolved	Held for Later Hearing
Bike Share Stations	8	0	N/A	N/A
Bicycle Lanes, Class II	0	0	N/A	N/A
Bicycle Lanes, Class III	0	0	N/A	N/A
Bicycle Lanes, Class IV	0	0	-	-
Raised Crosswalk	N/A	N/A	N/A	N/A
Raised Island	N/A	N/A	N/A	N/A
Sidewalk Widening	2	0	-	-
Speed Humps	10	0	N/A	N/A
Speed Cushions	3	0	N/A	N/A
Speed Table	1	0	N/A	N/A

MONTHLY SECTION UPDATE: October 2019 (Captain Mike Patt)

Community Developments:

A. Community Developments: Horizontal Design

The horizontal design review will include review of street maps and site plans for Fire Department vehicle access (to project site), access to water supplies (LPWSS), and building access.

Total developments in process; SFFD comments issued (on hold – awaiting response/resolution from developer).

- 1- Treasure Island 8000 units
 - Reviewed and submitted the SFFD comments for 1 Avenue of the Palms (401 Avenue of the Palms) factory-built plans.
 - Reviewing the plans for Treasure Island Sub-Phase Plans, 1A, 1D, 1F, 1G, 1H & II BOD.
- 2- Yerba Buena Island (YBI Island)
 - Reviewed and approved the fire road access for 201 Macalla St.
 - Reviewed and submitted SFFD comments for the 3Y and 4Y townhomes YBI.
 - Reviewed and approved Fire Road Access for Yerba Buena Island Hilltop Park.
- 3- Plumbers Union
 - Approved Tentative Map # 9640 - SFFD Conditions.
- 4- Hunters View
 - Discussed the response of SFFD Comments for Infrastructure 90% Submittals.
 - Reviewed and submitted the SFFD Comments for Infrastructure 90% Submittals.
 - Reviewed and discussed the 21721 Hunters View Phase 3
- 5- Hunters Point Shipyard
 - Pre-Application meeting for block 52 and 54.
- 6- India Basin, 1375 units. Preliminary Master Plan.
 - Reviewed and submitted the SFFD Comments for relocation of the hydrants along Arelious Walker.
- 7- Potrero Power Station. 1800 residential units.
 - Reviewed and submitted the SFFD Comments for new Infrastructure Plan.
- 8- Sunnydale HOPE
 - Reviewed and discussed the Sunnydale HOPE Phase 1A-3 Basis of Design

9- 5 M Project

- Scheduled a meeting to discuss the SFFD Comments for Street Improvement Plan.

10- Mission Bay- China Basin

- Reviewed and submitted SFFD comments for Arch/ MEP Plans for 410 China Basin.
- Reviewed and discussed the response for SFFD Comments Arch/MEP Plans for 410 China Basin
- Approved 410 China Basin - MBSB9 - Fire Courtesy Review.

11- Balboa Reservoir

- Reviewed and submitted the SFFD comments for Balboa Reservoir MIP Submittal

12- Candlestick Point

- Reviewed Fire Truck Access for New Park in Candlestick
- Reviewed and submitted the SFFD Comments for Candlestick Point ISP and SIP.
- Approved the response of the SFFD Comments at re-check meeting to review the SFFD Comments for address 625 Gilman St.

13- Potrero Hope

- Reviewed and submitted the SFFD Comments for Streetscape Master Plan Revision #3.
- Sunnydale HOPE
- SF Phase 1A-3 Basis of Design (BOD) Kick-off Meeting

14- Visitacion Valley

- Reviewed and submitted the SFFD Comments for Visitacion Valley Redevelopment, Zone 1, Phase 1 Street Improvement Plans; 100% Submittal (10-25-2019)

15- Park Merced

We are promptly accommodating all reviewing /meeting requests.

B. Community Developments: Vertical Design. Mayor's Office of Housing and Community Development (MOHCD) and 100% affordable housing.

1. Reviewed and submitted the SFFD Comments for Hamlin Hotel, 385 Eddy – Application #2019 0502-9560 Site Permit.
2. Reviewed and discussed the response for SFFD Comments 21721 Hunters View Phase 3
3. Reviewing the underground fire service piping for 201 Macalla Road, YBI.
4. Approved the fuel oil, piping oil and generator 160 Folsom Street, Application #2014-0625-9481 S10 fuel oil, piping and generator.
5. Discussed the response of SFFD Comments for 1621 Market St., Site Permit, Application #2019-0501-9456 S.
6. Discussed the response of SFFD Comments for 201 Macalla podium ARCH/ MEP. Plans YBI.
7. Discussed the response of SFFD Comments for 266 4th St. site permit. Application #2019 0723 6649 S.
8. Discussed the response of SFFD Comments for 681 Florida - Addendum 2 Revision 1.

9. Re-check meeting for 5 Thomas Mellon, North Buildings - Re-check meeting.
10. Discussed the response of SFFD Comments for 3001 24th St Application #20180604 0916 S
11. Approved the Site permit for 833 Bryant, Application #2019-0211-2589- 100% affordable housing.
12. Reviewed and submitted the SFFD Comments for mid-rise 2060 Folsom Street, Application #2016-0805-4294 S3 sprinkler system permit.
13. Discussed the response of SFFD Comments for 3001-3021 24th St- Application #2018-0604-0916 S 4 -MPE Permit.
14. Discussed and approved the response of SFFD Comments for 1048 Golden Gate Ave - Building A, Building B, Building C and Building D.
15. Approved AB-005 for 151 Friedell Street, 100% affordable housing.
16. Approved AB-005 for 351 Friedell Street 100 % affordable housing.
17. Reviewing the Site permit for 151 and 351 Friedell Street.
18. Reviewed and discussed the response for SFFD Comments for 555 Larkin (formerly 500 Turk) Permit Application #2017-1215-6628 S2 Addendum 2.
19. Reviewed and submitted the SFFD Comments for 3051 Folsom St. BERNAL RAD 100% affordable alterations (17 permit application #s).
20. Approved the Emergency Generator Plans for 500 Folsom St Application #2015-0311-0506 S8.
21. Reviewed and submitted the SFFD Comments for 4840 Mission St Application #2019-0319-5605.
22. Reviewed and discussed the response for SFFD Comments for 4840 Mission SF.
23. Re-check meeting to discuss the SFFD Comments for Site permit _83 Harney Way, Candlestick Point, Application #2018-0413-6325.
24. Approved the courtesy drawing plans for 1068 Mission St, factory -built.
25. Approved the courtesy drawing plans for 1 Avenue of the Palms factory-built plans.
26. Approved response Comments for North Block 10 A Site Permit for Candlestick CP-02, address 625 Gilman St.
27. Approved the response for SFFD Comments for 5 Thomas Million- North Buildings_ Building B, 17 stories type IA, Application #2016-0920-8248.
28. Approved the response for SFFD Comments for 1950 Mission 2019-0619-3875 S-2, Revision 2.
29. Reviewed and submitted the SFFD Comments sprinkler system for 1950 Mission 2019-0619-3875 S-5 sprinkler system
30. Reviewed the response for SFFD Comments Arch/ MEP plans for 490 South Van Ness Ave Application #2010 1005 2342 / 2017 1011 0918.

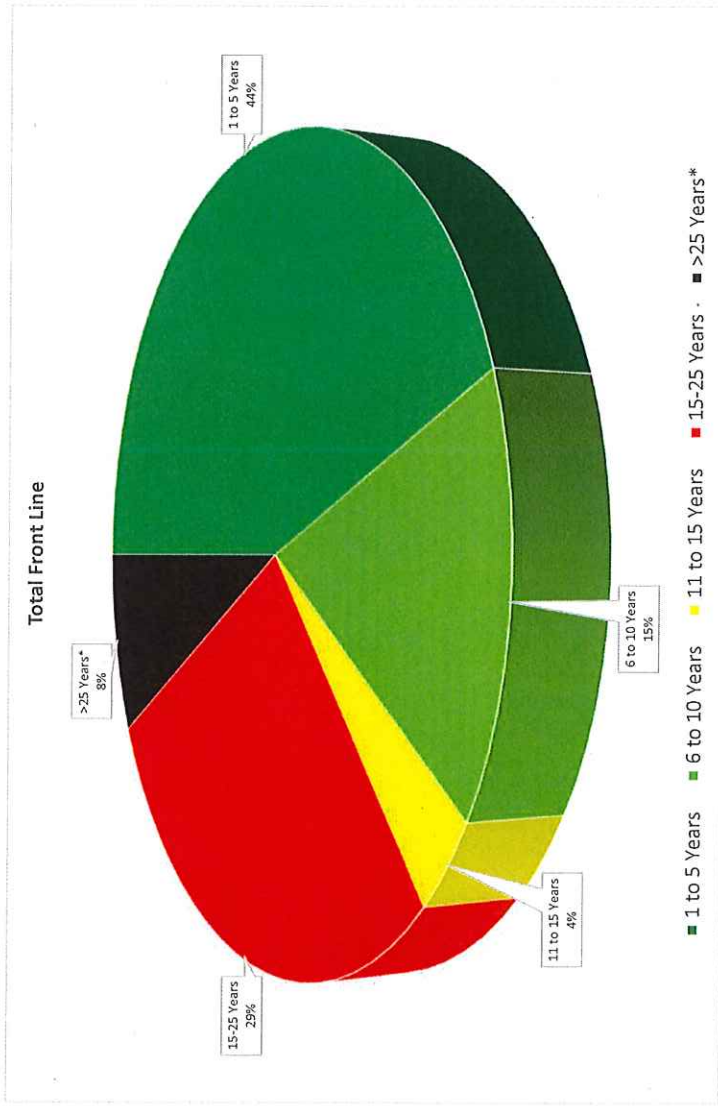
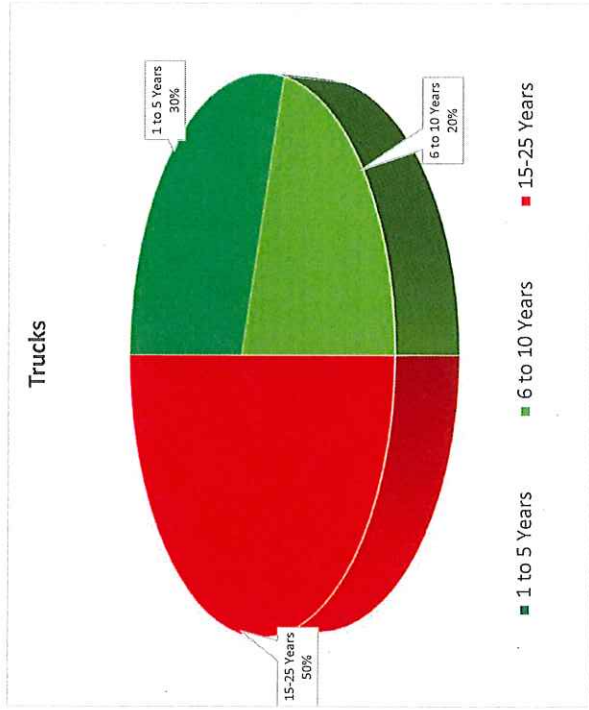
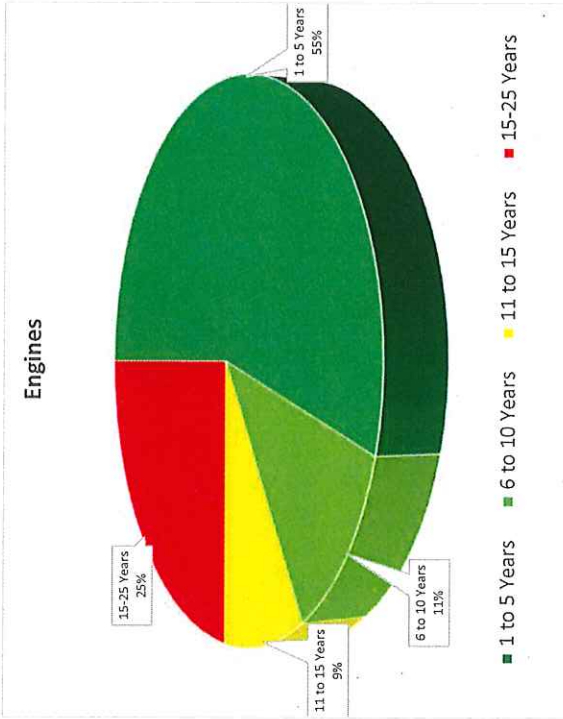
C. Accessory Dwelling Units (ADU) and Unit Legalization

- Info regarding the Addition of Dwelling Unit from 10/1/19 to 10/31/19
- Total Accessory Dwelling Units (ADU) reviewed 69 units.
- Reviewed and approved Accessory Dwelling Units (ADU) and Unit Legalization plans for 61 units.
- Reviewed and sent comments of Accessory Dwelling Units (ADU) and Unit Legalization plans for 8 units.

Fleet Data - October 2019

	1 to 5 Years	6 to 10 Years	11 to 15 Years	15-25 Years	>25 Years*
Engines	24	5	4	11	11
Trucks	6	4		10	
Squad	2				
BC/AC	6				
HoseTenders				1	6
MiniPumpers				4	
RC	4				
Specialized	2	3	10	3	2
Total Front Line	44	15	4	29	8

*NFPA 1912, recommends apparatus older than 25 years be replaced



SAN FRANCISCO FIRE DEPARTMENT

Career Track Workgroup Charter As adopted by the Workgroup Membership on October 29, 2019

A. Purpose

The purpose of the Career Track Workgroup is to assist the Chief of Department in a comprehensive review of existing and proposed Department policies, procedures, and practices pertaining to career tracks in all ranks of the Department. The Workgroup will evaluate Department compliance with all regulations and standards related to ranks in the suppression, prevention/investigation, and EMS divisions, as well as administrative assignments.

Recommendations will be made to the Administration for suggested training, education, and experience for ranks to guide Department members desiring to move laterally or up within the Department, including suggested mentorship programs and other tools for succession planning. At the completion of its stated purpose, and any additional assigned responsibilities, and at discretion of the Chief of Department, the Workgroup will be dissolved.

B. Membership

The Department has assigned Assistant Chief Rex Hale as chair, Assistant Deputy Chief Joel Sato as co-chair, and 15 other members from various ranks and divisions of the Department as members of the Workgroup. The membership representatives derive from field suppression and EMS personnel, administrative personnel and Local 798.

C. Administrative Matters

The Career Track Workgroup shall meet in person at such times and places as the Workgroup or the Department shall determine but not less than quarterly. If no meeting is required in a biannual period, a report of Workgroup activities shall be forwarded to the Deputy Chief of Administration detailing the current work of the Workgroup and a timeline for the next meeting.

The Chair of the Career Track Workgroup will serve as a liaison between the Department and identified internal and external stakeholders within the Workgroup's purview.

The Career Track Workgroup may invite any chief officer, company officer, or member of the Department whose advice and counsel are sought by the Workgroup, to attend any meeting of the Workgroup.

With prior approval from the Deputy Chief of Administration, the Career Track Workgroup may invite such outside counsel, subject matter experts and other advisors as it determines appropriate to assist it in the full performance of its functions.

The Career Track Workgroup shall report regularly to the Deputy Chief of Administration with respect to all its activities.

D. Responsibilities

Among its specific duties and responsibilities, the Career Track Workgroup may:

1. Review the Department's past Career Track Manual, Officers Candidate Program and other obsolete promotional and succession planning procedures and make recommendations to the Administration regarding restructured and modern career track policies.
2. Review and make recommendations to the Administration regarding policies relating to minimum qualifications and secondary criteria for promotional or special assignment ranks, as outlined in *Strategy 2: Identify & Implement Educational & Experience Prerequisites For Promotions*, of *Goal 2: Create A Culture That Values Ongoing Leadership Development*, in the *Recruitment, Staffing & Training* section of the San Francisco Fire Department 2017-2021 Strategic Plan, page 59
3. Review and make recommendations to the Administration regarding continuing education and training policies and procedures subsequent to promotion or special assignment, as outlined in *Strategy 1: Develop An Employee Development Program & Training Plan To Give Employees & Supervisors Tools for Improvement*, of *Goal 2: Create A Culture That Values Ongoing Leadership Development*, in the *Recruitment, Staffing & Training* section of the San Francisco Fire Department 2017-2021 Strategic Plan, page 59
4. Review and make recommendations to the Administration regarding evaluation processes for training, education, experience and other qualifications pertaining to promotions or special assignments.
5. Review and make recommendations to the Administration regarding cultural evolution as described in *Goal 2: Create A Culture That Values Ongoing Leadership Development*, in the *Recruitment, Staffing & Training* section of the San Francisco Fire Department 2017-2021 Strategic Plan, page 59
6. Review and make recommendations to the Administration regarding succession planning and an employee development program and training plan as described in *Strategy 3: Develop Comprehensive Succession & Staffing Plans* of the *Recruitment, Staffing & Training* section of the San Francisco Fire Department 2017-2021 Strategic Plan, page 58

7. Review and make recommendations to the Administration regarding initial and continuous leadership training, as outlined in *Strategy 3: Develop Future Leaders By Offering Continuous Supervisor & Management Training* of Goal 2: *Create A Culture That Values Ongoing Leadership Development* in the *Recruitment, Staffing & Training* section of the San Francisco Fire Department 2017-2021 Strategic Plan.
8. Review and report to the Administration regarding budgetary requirements associated with the recommendations made by the Workgroup
9. As determined appropriate or necessary by the Department or the Career Track Workgroup, annually evaluate the performance of the Career Track Workgroup and assess the adequacy of the Career Track Workgroup charter; and
10. Perform any other activities consistent with this charter, the Department's Rules and Regulations, Procedure Guide, and any further delegation of authority from the Department as the Department deems necessary or appropriate.



**San Francisco Fire Department
Division of Administration**

Leave Report

November 2019

Human Resources
Maryann Poon

Employee Actions

Reporting the following *PERMANENT PROBATIONARY* appointment effective November 23, 2019:

H-22 Lieutenant, FP

Haney, Thomas (vice: tx'd from 5215 position)

Van Der Heiden, Diane (vice: tx'd from 5215 position)

Reporting the following *PERMANENT PROBATIONARY* appointment effective November 30, 2019:

1936 Senior Storekeeper

Juarez, Erlinda R. (vice: tx'd from 1934 position)

Retirements

Communication received from Retirement Board indicating the following member has retired:

<i>Name</i>	<i>Rank</i>	<i>Retirement Date</i>
DeBerry, Jennifer T.	H6	June 1, 2014
Freeman, Angela T.	H2	November 1, 2019

Separations

<i>No. of Members</i>	<i>Rank</i>
2	H2 Firefighter

Human Resources
Lucy Chu

Leaves of Absence with Pay

Submitting requests for leaves of ABSENCE WITH PAY for the time period:
July 2019 through August 2020

<i>No. of Members</i>	<i>Rank</i>	<i>Total Amount of Leave (Days)</i>
6	H20 Lieutenant	85
1	H4 Inspector	12
8	H3 EMT/PM/FF PM	95
14	H2 Firefighter	144
1	Civilian	39
Total Number of Days with Pay		375

Intermittent Leaves of Absence with Pay

Submitting requests INTERMITTENT LEAVES OF ABSENCE WITH PAY for the time
period:

August 1, 2019 through January 30, 2021

<i>No. of Members</i>	<i>Rank</i>	<i>Dates of Leave</i>	
1	H30 Captain	Dec. 13, 2019	- Dec. 13, 2020
1	H20 Lieutenant	Aug. 1, 2019	- Jan. 1, 2020
1	H20 Lieutenant	Sept. 1, 2019	- Dec. 31, 2019
1	H20 Lieutenant	Nov. 1, 2019	- Nov. 1, 2020
1	H20 Lieutenant	Nov. 25, 2019	- Nov. 25, 2020
1	H20 Lieutenant	Dec. 31, 2019	- Dec. 31, 2020

1	H20 Lieutenant	Jan. 1, 2020	-	Dec. 31, 2020
1	H4 Inspector	Sept. 6, 2019	-	Sept. 5, 2020
1	H4 Inspector	Oct. 1, 2019	-	Oct. 1, 2020
1	H4 Inspector	Nov. 15, 2019	-	Dec. 29, 2019
1	H3 EMT/PM/FF PM	Sept. 11, 2019	-	Sept. 11, 2020
1	H3 EMT/PM/FF PM	Sept. 18, 2019	-	Dec. 31, 2019
1	H3 EMT/PM/FF PM	Sept. 20, 2019	-	Sept. 20, 2020
1	H3 EMT/PM/FF PM	Oct. 1, 2019	-	Oct. 1, 2020
1	H3 EMT/PM/FF PM	Oct. 15, 2019	-	Oct. 1, 2020
1	H3 EMT/PM/FF PM	Oct. 17, 2019	-	Oct. 16, 2020
1	H3 EMT/PM/FF PM	Oct. 30, 2019	-	Oct. 30, 2020
1	H3 EMT/PM/FF PM	Oct. 31, 2019	-	Jul. 8, 2020
1	H3 EMT/PM/FF PM	Nov. 1, 2019	-	Feb. 1, 2020
1	H3 EMT/PM/FF PM	Nov. 1, 2019	-	Nov. 1, 2020
1	H3 EMT/PM/FF PM	Nov. 7, 2019	-	Nov. 7, 2020
1	H3 EMT/PM/FF PM	Nov. 29, 2019	-	Nov. 6, 2020
1	H3 EMT/PM/FF PM	Dec. 19, 2019	-	Dec. 19, 2020
1	H2 Firefighter	Sept. 2, 2019	-	Sept. 2, 2020
1	H2 Firefighter	Oct. 23, 2019	-	Nov. 1, 2019
1	H2 Firefighter	Nov. 4, 2019	-	Nov. 28, 2019
1	H2 Firefighter	Nov. 7, 2019	-	Nov. 7, 2020
1	H2 Firefighter	Nov. 9, 2019	-	Nov. 9, 2020
1	H2 Firefighter	Nov. 10, 2019	-	May 31, 2020
1	H2 Firefighter	Jan. 15, 2020	-	Jan. 15, 2021
1	H2 Firefighter	Jan. 30, 2020	-	Jan. 30, 2021

Leaves of Absence Without Pay

Submitting requests for LEAVES OF ABSENCE WITHOUT PAY for the time period:
October 2019 through December 2019

<i>No. of Members</i>	<i>Rank</i>	<i>Number of Days</i>
2	H3 EMT/PM/FF PM	11
3	H2 Firefighter	24
Total Number of Days Without Pay		35

Intermittent Leaves without Pay

Submitting requests for INTERMITTENT LEAVES WITHOUT PAY for the time period:

November 2019 through November 2020

<i>No. of Members</i>	<i>Rank</i>	<i>Dates of Leave</i>		
1	H3 EMT/PM/FF PM	Nov. 6, 2019	-	Nov. 6, 2020