

SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting
Wednesday, March 23, 2016 - 5:00 p.m.

City Hall, 1 Dr. Carlton B. Goodlett Place, Room 400 ■ San Francisco ■ California ■ 94102

AGENDA

Item No.

1. ROLL CALL

President	Francee Covington
Vice President	Ken Cleaveland
Commissioner	Stephen A. Nakajo
Commissioner	Michael Hardeman
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. 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.

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

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 February 24, 2016, including Fiscal Year 2015-2016 budget, academies, Strategic Planning, 150th 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.

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.

6. AGENDA FOR NEXT FIRE COMMISSION MEETING *[Discussion]*
Discussion regarding agenda for the April 13, 2016 regular meeting.

7. ADJOURNMENT

MINUTES FOR ADOPTION

SAN FRANCISCO FIRE COMMISSION

DRAFT FIRE COMMISSION REGULAR MEETING
MINUTES

Thursday, February 24, 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=24794

President Covington called the meeting to order at 5:04 PM.

1. ROLL CALL

Commission President	Francee Covington	Present
Commission Vice President	Ken <u>Cleaveland</u>	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	
Ken Lombardi	Support Services	
Dan DeCossio	Bureau of Fire Prevention	
Jeff Columbin	Division of Training	
Shane Francisco	Homeland Security	
Rudy Castellanos	<u>Airport Division</u>	
<u>Assistant Chiefs</u>		
Kevin Taylor	Division 2	
Kirk Richardson	Division 3	
Staff		
Mark Corso	CEO	
Jesusa Bushong	Personnel Officer	

2. PUBLIC COMMENT

Ray Crawford spoke regarding RC-4. He gave a brief history since it's deactivation in 2010, talked about the Grand Jury Audit and urged the Commission on behalf of the EMS Officers' Association and the citizens of San Francisco, for assistance with the administration to please reactivate the RC-4 unit.

3. PRESENTATION FROM NEIGHBORHOOD EMERGENCY RESPONSE TEAM (NERT) [Discussion]

Report from Lt. Erica Arteseros, Coordinator of the NERT Program and NERT Board Members.

Lt. Arteseros started by thanking and recognizing the members in the room who are NERT trained by asking them to stand. She also announced the members of the NERT advisory board that were in attendance which included Robert Geleta, Gary Pegueros and Rebecca Liebersbach. She added that the Board meets monthly to provide guidance to the program. She gave a brief history of her time with the

SFFD, joining the Department in 1997 and has been the NERT coordinator since 2004. She spoke about how the story of NERT is a safe story and safe is safety awareness for everyone. It's a non-profit that organizes Neighborhood Watch. The program has been in existence since October 1990. She stated that the basic training is really geared toward making sure that people have the tools they need to prepare for and respond during an emergency such as an earthquake, whether it's to take care of themselves personally or to take care of the greater community. The NERT program is closely related to the federal CERT program, Community Emergency Response Team. Training volunteers by neighborhood is a force multiplier to a fire station in that neighborhood. It allows additional responders knowing that when the wheels come off the bus in this city from a disaster, that we are going to be overwhelmed quickly and the community will be ready. She provided a definition of the acronym of NERT as follows: N is for neighborhood, the program is very neighborhood based and they are fiercely loyal generally to the neighborhoods that we live in, and that's a city identity in and of itself. E is for effective. They are really focused on having effective responders and that's where the retention side is so important for volunteers. R is for the infrastructure. They want to have a ready infrastructure to support additional training of residents in San Francisco and to fund adequately and support of program in a way that it can thrive and grow. T is for the team aspect. They want healthy teams in each neighborhood, and that involves partnerships and collaboration. Lt. Arteseros invited members of the board to talk. Mr. Robert Geleta introduced himself and stated that he's been in NERT since 2001, and is on the advisory board. He added that since 1990 they've trained over 26,000 San Franciscans to be self-reliant in a major disaster. Mr. Gary Pegueros stated he is the chair of the NERT advisory board and has been training since 2006. He explained how NERT does their basic training which consists of about 20 hours of training offered throughout the year, and generally broken down into six classes. Throughout the year, they offer additional drills, classes and workshops to refresh and strengthen the skills that were learned. He mentioned that the certification is good for two years and at the end of those two years, the individual needs to retake class five and six, which extends the certificate for two more years. Rebecca Liebersbach stated she has been NERT trained since 2011 and talked about the specific slides in the PowerPoint Presentation attached below.

Attached is the PowerPoint presentation she provided: http://sf-fire.org/sites/default/files/COMMISSION/Fire%20Commission%20Support%20Documents%202015/SFFD%20NERT%20Fire%20Commission%202-2016%20v3_0.pptx

Vice President Cleaveland thanked the presenters and mentioned what a great program NERT is. He asked what the budget for NERT is. Lt. Arteseros stated the current budget is \$450,000.00 and covers all of the year round instruction for thirty 20-hour courses, the ongoing retention and training efforts, and a full time salaried position. She added that they do need an increase in the budget to support the day to day operations of the training program and she would estimate that to be about \$100,000.00. Vice President Cleaveland added that he thinks there needs to be more outreach into middle schools and high schools on fire prevention and the NERT program and teen NERT can be a significant contributor to education on fire prevention.

Commissioner Nakajo acknowledged former Fire Commissioner Larry Griffin who was sitting in the audience and thanked him for his service under Mayor Frank Jordan.

Commissioner Nakajo thanked Lt. Arteseros and stated he appreciated all the hard work she and her staff put into the NERT program. He shared his experience during the 1989 Loma Prieta earthquake and the birth of NERT.

Chief Hayes-White stated how very proud she is of the development of the NERT program, which was born out of the Loma Prieta earthquake. She added that she used to be a NERT instructor in the 90's, and is proud to say that she was the person that picked Lieutenant Arteseros to lead NERT, and who has done a phenomenal job. Lt. Arteseros has served as NERT coordinator as long as Chief Hayes-White has served as Chief and it's more than just a job to her, she really lives, eats, and breathes the NERT program. Chief Hayes-White added that she also gives a great deal of respect and admiration for the Advisory Board for the work that they do. It is volunteer work, not paid. They also share a similar passion for the importance of a Neighborhood Emergency Response Team in the City and County of San Francisco. She thanked them very much, and in addition to the men and women representing nearly 26,000 people that

have been trained, they could be doing many things on Saturdays and the days they put in for the drills but they choose to continue to work together to make our neighborhood stronger.

Commissioner Hardeman acknowledged what a fantastic program NERT is. He read the names of all the board members, Gary Pegueros, Maxine Fasulis, Lisa Dunmeyer, Cris Martin, Sylvia Borgonovo, Rebecca Liebersbach and Robert Geleta. He stated that his wife is NERT trained and went on to describe his experience on the night of the Loma Prieta earthquake.

President Covington thanked everyone who presented on NERT. She mentioned that she was NERT trained and she encouraged her fellow citizens to get out and be NERT trained, and that it is actually a lot of fun and when you're done, you feel less vulnerable, and you feel that you can be of service to your fellow citizens. She asked Lt. Arteseros to delineate on some of the other areas NERT covers. Lt. Arteseros stated that through basic NERT training you will be exposed to personal preparedness, utility shut off, triage, search and rescue, incident command and hands on skills that include how to handle a fire extinguisher. Once you complete the basic training, they are put in a context of working in a neighborhood command post, which is tracking volunteers, radio communications between volunteers and fire battalion stations, damage assessment and things of that nature. Lt. Arteseros stated that their two big events of the year are in April and October, where they set up mock neighborhoods and based on the number of people who have registered they play out drills that one might encounter in a real catastrophe.

There was no public comment on this agenda item.

4. OVERVIEW AND SUMMARY OF SUPER BOWL 50 [Discussion]

Assistant Deputy Chief of Homeland Security, Shane Francisco to provide after action report of Super Bowl 50.

Chief Francisco gave a recap of the events during Super Bowl 50. He mentioned that the event was very successful and safe and most people noticed the heavy police presence. He acknowledged Incident Commander, Assistant Chief Dave Franklin, Operations Chief, Battalion Chief Mike Thompson, EMS Chief Jeff Myers and EMS Operations, Section Chief Tony Molloy who all did a great job. He also gave a shout out to the members of Station 49 and the firefighter's that volunteered to work long hours. He mentioned that some of the information was not available, such as tax revenue and hotel occupancy rates. He shared the attached PowerPoint presentation: <http://sf-fire.org/sites/default/files/COMMISSION/Fire%20Commission%20Support%20Documents%202015/AAR%20SB50%20Fire%20Commission%20-.pdf>

Vice President Cleaveland thanked Chief Francisco for a job well done, including his team. He mentioned on behalf of the Commission and the City, how grateful they are for the Fire Department's involvement in keeping the Super Bowl 50 event as safe as it was. He asked if Chief Francisco knew what the cost to the Fire Department was for the Super Bowl 50 event. Chief Francisco responded that the numbers are not in yet but he thinks it's in the neighborhood of around \$250,000.00. Chief Hayes-White added that originally, when the budget was being discussed last year, they earmarked approximately \$250,000.00 for Super Bowl 50, but subsequent to that, during discussions with the Mayor's office, it was projected to be closer to a \$500,000.00 range, but the details will be finalized in the coming weeks.

Commissioner Nakajo also thanked Chief Francisco and his staff for the work done in preparing for Super Bowl 50. He stated that the presentation, as comprehensive as it was, is really important for San Franciscans to really know what it takes in order to pull off something like the Super Bowl Event/Super Bowl City. He added that whatever budget figure gets submitted to the Mayor's office, the citizens of San Francisco can see what it costs to be able to provide a great event.

Commissioner Hardeman thanked Chief Francisco and commented on his athletic strength and conditioning. He added that it was very reassuring that will all the folks he had working with

him protecting the visitors and all the resident was comforting and because he was so prepared he deserves a pat on the back.

Vice President Cleaveland thanked Chief Francisco as well as Chief Castellanos and Chief Guzman. She thought everything went fabulously well. She added that it was very good that the Chief of the Department selected Chief Francisco for these duties as he brings a wealth of knowledge and a depth of experience which was put to good use over those nine days.

Public Comment: Larry Griffin expressed his appreciation for the Fire Department's response to a fire on February 13, 2016 right around the corner from his house. He acknowledged how professional the firefighters were and just wanted to commend them for a job well done.

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 February 10, 2016, including Fiscal Year 2015-2016 budget, staffing changes, academies, strategic planning, 150th Anniversary update, special events, communications and outreach to other government agencies and the public.

Chief Hayes-White's report covered information since the last meeting on February 10, 2016. She started with the budget, stating they were successful in submitting it on time, on February 22, 2016 and she looks forward to ongoing discussions with the Mayor's Budget Office prior to their submittal of a balanced budget to the Board of Supervisors on June 1, 2016. She added that they are in the process of confirming a date for the Budget Committee to meet with the Mayor's Budget Director, Kate Howard and Chief Hayes-White anticipates that will be sometime next month.

With regards to the 119th academy, she mentioned they are off to a good start, they began on January 25th, and two weeks later were joined by 14 members from Station 49 with a graduation date in May followed by the 120th recruit class which has yet to be selected. She touched on other staffing matters, including 13 members that are transitioning to become full-time EMT's of the Department.

Chief Hayes-White stated that the Strategic Planning Committee met on February 23, 2016 and had their final subcommittee report out, including communications, revenue, fleet and they welcomed Vice President Cleaveland, who recently joined the Committee. The goal is to synthesize all of the subcommittee reports and put them into a working draft document and set another meeting date to discuss the path forward in terms of how to disseminate it to the Commission and member in the Field.

Regarding the 150th Anniversary, Chief Hayes-White mentioned that they are looking forward to an official kick off in conjunction with the NERT drill on April 17th and on April 18th with the commemoration of the 1906 earthquake and fire. She reported that she has made steady progress in terms of getting corporate sponsors to assist and partner with the Department on many of the events. She touched on special events, including the Chinese New Year Parade, and the attendance of Commissioners Nakajo and Hardeman, alongside the Asian Firefighters Association at that Parade. She mentioned that she and the deputies are continuing to have open lines of communication with the membership and Local 798, in addition to meeting with the United Fire Service Women and Los Bomberos on February 16, 2016. She met with BOS President London Breed on a number of department issues related to the training facility, the rebuild of Station 5 and the need to get back on track with the apparatus replacement plan. She announced that the Department of Human Resources administered the Assistant Chiefs Exam on February 19th and 20th and 21 members participated and completed that process. She also announced that she nominated Firefighter/Paramedic John Christy who oversees the Employee Assistance/Stress Unit, and he received an award at the Rotary Club Luncheon for his outstanding work. She concluded her report by stating this morning, she participated in a leadership forum with Treasurer Jose Cisneros and the Mayor's Office of Economic Workforce

Development, Todd Rufo, on a panel discussion for mid-level to high level city managers at the main library where they were asked about challenges related to their respective roles in city government.

Vice President Cleaveland thanked Chief Hayes-White for her report and mentioned that it is always very informative and appreciated. He asked her how much money they were trying to raise for the 150th Anniversary Events. Chief Hayes-White explained that they have a lot of very good partners that appreciate the dedicated work the men and women of the Department do, active and retired and she would share the information with the commission and publically at the next commission meeting. Vice President Cleaveland inquired as to the event to take place on December 3, 2016, if it would be open to members of the public. Chief Hayes-White stated that it is still being developed and they defiantly want to acknowledge the members that are working that day, but also offering something for off duty members. They are also looking into a civil celebration sometime in September. Vice President Cleaveland suggested also including and inviting the NERT participants and NERT certified members.

Commissioner Nakajo thanked Chief Hayes-White for her report. He asked for clarification where she reported that some interim per diem H-8's were offered permanent positions. Chief Hayes-White confirmed that they offered 14 people the opportunity to transition from their per diem status to full-time status. They are EMT positions and they are very well trained, they all have paramedic licenses and 13 have accepted the offer. Commissioner Nakajo acknowledged what a great accomplishment that is. He also asked how the graduates of the 117th and 118th academy classes have integrated within the Department. Chief Hayes-White stated that 117th class is off probation and the 118th is still undergoing some testing and are still on probation. Commissioner Nakajo suggested at some point, he would like an update on how the new graduates are performing out in the field. Commissioner Nakajo also acknowledged a letter received from Supervisor Campos encouraging the Commission to hold a meeting in the Mission. Chief Hayes-White stated that she has been more than willing to go out to the Mission District and she has spoken with some of the advocates in the Mission with that offer, similar to what President Covington suggested about perhaps something more informal like a roundtable where there would be Department presence, including the Fire Marshal and two Commissioners and she stated that she would defer the decision to President Covington. President Covington acknowledged there will be a meeting in the Mission, but the details still have to be worked out.

Commissioner Hardeman thanked Chief Hayes-White for her report and read the letter sent by CHP thanking the SFFD for their quick response on February 2, 2016 when one of their members was stabbed and their gratitude to Paramedic Tianero, EMT Yukich and Paramedic Intern Edelman. Chief Hayes-White echoed the great work done by the members that day, and often times when they respond to incidents, the members give their heart and soul and sometimes the challenge or the frustration is that they don't always find out what the outcome is. In this particular case, they were able to reunite the three members, and put them out of service when they found out the CHP Commissioner was flying in from Sacramento to meet with his injured member at the hospital and he was able to personally thank them.

REPORT FROM ADMINISTRATION

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

Chief Williams's administrative report covered the month of February, 2016. She touched on the Super Bowl 50 after action report, the Chinese New Year Parade, the UASI workgroup meeting. She stated that the assignment office has been conducting interviews for the vacant H-20 position and the filling of the two 1844 civil service positions.

Chief Williams reported that Captain Sheila Hunter conducted 32 random alcohol and drug tests and all results were negative.

Chief Williams stated that the 119 recruit academy is in their 5th week and staff is very busy during this time as they are also administering the six month and one year testing for the probationary members in the field as well as in-service training of members which includes below grade training taking place on Yerba Buena Island. She acknowledged Lt. Arteseros in overseeing NERT training, and who is very dedicated and involved in the program. Chief Williams gave a brief update on the ESER Bond projects, including Station 16, Station 5 and other projects in the works. She added that Chief Lombardi has met with representatives from the Union, the Cancer Prevention Foundation and members from the airport to discuss concerns regarding health and safety of the relocation and construction projects taking place. She mentioned that BOE continues to reorganize their warehouse for more efficiency and better operations and staffing.

Vice President Cleaveland thanked Chief Williams and asked when the new Fireboat will be completed. Chief Williams responded that it's tentatively scheduled for completion on May 31st. Vice President Cleaveland asked if the concerns about the Airport health issues have been taken care of. Chief Williams confirmed that they have been addressed. There was discussion on continuing education and all members are encouraged to seek additional education as well as what is in the budget for continuing education.

Commissioner Nakajo thanked Chief Williams for her report and asked for clarification on the finalization of the ESER projects. Chief Williams confirmed that some of the ESER projects are in their final stage of completion as far as repairs and replacements. Chief Lombardi confirmed that it is in reference to the 2010 ESER bond and the only two projects that will be left will be Stations 5 and 16. Commissioner Nakajo suggested that at a future meeting, getting an update on the operations of Station 4.

Commissioner Hardeman commented that Chief Williams has become very efficient in her report.

President Covington inquired regarding the training fund. She mentioned that it was her understanding that an opportunity for members of the department to have additional training and get certified in particular area, if they decide to take a class and it's an away class at the end of the year, and the funds have already been expended from the training fund, the member has to pay for the class themselves. She asked if there was a way to spread the monies out so they last throughout the year. Chief Hayes-White responded that it is something they can look into to, but generally it is done on a first come, first served basis. She added that it would be less of an issue if they are able to achieve growth in the training fund. President Covington encouraged members to apply as soon as they realize they want a particular training course. Chief Hayes-White added that it should also be noted there is a financial incentive built into the memorandum of understanding with Local 798 whereby if you take the initiative to grow yourself and expand with classes and education, they are compensated for that by the City at a 6.5% training and education incentive pay increase.

President Covington asked if there was a name for the new fireboat. Chief Hayes-White stated that it is under development at this point, but they intend to have a competition most likely with the Unified School District, along with the Chronicle, where they will assist in putting out for a 30-day period, where school children will have an opportunity to submit names for the fireboat.

President Covington asked Chief Hayes-White to elaborate on the discussions she had with BOS President Breed pertaining to Station 5. Chief Hayes-White stated they are ongoing discussion, as President Breed has taken quite an interest in Station 5 as it's in the heart of her district. Chief Hayes-White added that they have agreed to provide her with the most up to date blueprints and that Chief Lombardi will review with her.

There was no public comment.

6. AGENDA FOR NEXT FIRE COMMISSION MEETING [Discussion]

Discussion regarding agenda for the March 9, 2016 regular meeting.

- Fire Safety Task Force
- EMS-6 Update
- Staffing at Station 49
- 911 Task Force

There was no public comment.

7. COMMUNICATIONS RECEIVED SINCE LAST COMMISSION MEETING

- Letter from Leonard Peoples received 2/16/16

There was no public comment.

8. ADJOURNMENT

President Covington adjourned the meeting at 7:00 p.m.

DRAFT

GENERAL ORDERS

Conefrey, Maureen (FIR)

From: FireChief, Secretary
Sent: Tuesday, March 08, 2016 3:56 PM
Subject: General Order 16 A-12, Daylight Savings Time

SAN FRANCISCO FIRE DEPARTMENT
GENERAL ORDER

File Code 16 A-12
March 8, 2016

From: Chief of Department
To: Distribution List "A"
Subject: Daylight Savings Time
Reference: Rules & Regulations, Sec. 402
Enclosure: None

Officer Endorsement:

Sec. 1108 – R. & R. _____

1. Pacific Standard Time will conclude and Daylight Savings Time will begin effective 0200 hours, Sunday, March 13, 2016.
2. Clocks in all Department Stations and premises shall be set forward one (1) hour to effect the change.

Joanne Hayes-White
Chief of Department

Conefrey, Maureen (FIR)

Subject: FW: General Order 16 A-13, Pre-Retirement Planning Seminar

SAN FRANCISCO FIRE DEPARTMENT
GENERAL ORDER

File Code 16 A-13
March 11, 2016

From: Chief of Department
To: Distribution List "A"
Subject: Pre-Retirement Planning Seminar
Reference: Rules and Regulations, Section 402
Enclosure: None

Officer Endorsement:
Sec.1108-R & R

1. In accordance with Section 11.2 of the Memorandum of Understanding with Fire Fighter's Local 798 for Bargaining Units 1 and 2, the Department will be offering a two-day Pre-Retirement Planning Seminar on Tuesday, April 26 and Wednesday, April 27, 2016.
2. The seminar will cover the nine key areas of retirement planning:
 - a. Pension Benefit Calculations
 - b. Social Security Benefits
 - c. Psychology of Retirement
 - d. Health Insurance & Benefits
 - e. Taxes
 - f. Wills, Trusts and Powers-of-Attorney
 - g. Deferred Compensation (Prudential)
 - h. Lump-Sum Payouts
 - i. Retirement Services, Applications and Procedures
3. Members must attend both days of the seminar. Check-in time with refreshments will be at 0830 hours. The informational program will start promptly at 0900 hours and continue until approximately 1700 hours. Lunch will be hosted each day.
4. The seminar will be held at the Trocadero Clubhouse, Sigmund Stern Grove, located at 19th Avenue and Sloat Boulevard.
5. Any Bargaining Unit member who is contemplating retirement within the next year should attend. Attendance at the seminar will be limited to thirty (30) members. If more than 30 members wish to register for the seminar, attendance will be determined by the number of years of service-credit individuals have towards retirement. Members who plan to retire within six months of the seminar date and who have an appointment with the Retirement Board will be given special consideration for a spot at the seminar.

6. Members should contact the Division of Training at 415-970-2000, Monday through Friday, 0800 – 1100 hours, to enroll in the seminar. The deadline for registration is Friday, April 8, 2016, at 1100 hours. Members will be confirmed by Monday, April 18, 2016 2015.
7. Cancellations must be made at least five days before the seminar. Failure of a member to attend, once enrolled, without proper cancellation, will deprive another member of the opportunity to attend.
8. Members may not attend in an on-duty status, and no guests will be permitted.
9. The Department and Local 798 want every member to be able to enjoy a happy and secure retirement. Assisting members with planning for this major change in life is the objective of these seminars.

Joanne Hayes-White
Chief of Department

CC'S TO THE COMMISSION



Cal OES

GOVERNOR'S OFFICE
OF EMERGENCY SERVICES

March 14, 2016

Joanne Hayes-White
Fire Chief
San Francisco City/County Fire Department
698 2nd Street
San Francisco, CA 94107

Dear Chief Hayes-White:

I want to take a moment now that the event has passed, to congratulate you and your agency on an outstanding and extremely successful effort to ensure public safety for Super Bowl 50. You and your agency performed exemplary.

I am so proud of all of our public safety entities, at all levels - local, state and federal - as well as our partners in the private sector, for working so well together, leveraging collaboration, coordination and common objectives. It certainly showed during the execution of operations leading up to and during the Super Bowl! This event was truly carried out as a "One Team, One Fight" effort and has set a model for others to follow!

A particular "shout out" to both the City of Santa Clara, and the City of San Francisco for their host city responsibilities. As primary coordinating agencies, their leadership and collaborative engagement of all partner agencies was superb and added to a successful and safe series of events.

Overall, the entire effort demonstrated the best of what California public safety has to offer and how we all come together in planning for, and responding to challenges presented by complex events each and every day!

Thank you all for your service and a job well done!

A handwritten signature in black ink, appearing to read "Mark S. Ghilarducci". The signature is fluid and cursive.

Mark S. Ghilarducci, Director
Homeland Security Advisor

Handwritten initials and a date. The initials appear to be "JG" and the date is "03/18/16".



San Francisco Fire Department

General Form

02/19/2016

From: **LUTTROPP, Darius O** Rank: **A/Cpt** Assignment: **E01** Tour: **03** ID: **LU0677**
 To: **Chief of the Department**
 Subject: **Commendable Actions by Another City Agencies Employees**
 Reference: **None**
 Enclosure: **None**

1. I would like to take the opportunity to commend the actions of members of the SFMTA's Proof of Payment Division.
2. On 2/19/2016 Engine 1 responded to 896 Market St (Powell St BART) on the Concourse Level. The call came in at 18:13 (#16020199) and this meant a slower than average response time for the Engine through traffic.
3. The quick actions including bystander CPR by:


- 11F70 - Alan San Martin
- 11F39 - Terence Smith
- 11F17 - Cheryl Garrison
- 11F&6 - Sherman Chan

RECEIVED
 FEB 23 2016
 DEPUTY CHIEF OPERATIONS
 SAN FRANCISCO FIRE DEPARTMENT

were vital in saving this Patient's life.

4. The SFMTA Officers were able to assist the Patient as his partial airway obstruction progressed and he became apneic. Through chest compressions they were able to clear the candy obstruction from his oropharynx, and the crew of Engine 1 were then able to revive him completely prior to transport with a bag-valve-mask.
5. I respectfully ask the SFFD to please share Engine 1's appreciation of the Officer's actions with their Chief.

CONTENTS NOTED

A/CPT 
 (Signature)

FEB 23 2016

 DIVISION 4, STATION 7
 SAN FRANCISCO FIRE DEPARTMENT

TIBC 
 APPROVED

Conefrey, Maureen (FIR)

From: James Sloan <[REDACTED]>
Sent: Wednesday, March 09, 2016 1:53 PM
To: Wiener, Scott
Cc: Commission, Fire (FIR); FireAdministration, FIR (FIR); FireChief, Secretary, Reiskin, Ed (MTA); MTABoard@sfmta.com
Subject: Re: Transit
Attachments: IMG_20160308_073033.jpg; IMG_20160308_073055.jpg

Hi everyone.

I received a very thorough follow-up call from Chief McGee a few weeks ago. Unfortunately yesterday I found this scene:

- Number of fire trucks on the street: 3 (One entirely blocking the bike lane; the others were mostly out of the way)
- Number of fire trucks in the garage: 0
- Number of personal vehicles in the garage: 4

I also received no response from SFMTA as to why there is little to no visible enforcement action against the rampant double-parking in bike lanes, while instead I receive trivial tickets for failure to curb my wheels (on a street that turned out to be less than 3% grade, incidentally). I can also only imagine the dollars you could collect from citing these offenses... perhaps it could be used to keep the escalators running in muni stations -- improving the transit first policy all around.

Best,
James

On Mon, Feb 1, 2016 at 9:56 AM, James Sloan <[REDACTED]> wrote:

Mr. Wiener,
(cc Fire Commission, Office of the Fire Chief, SFMTA Director of Transportation Ed Reiskin, SFMTA Board of Directors)

I previously mentioned to you my concern about bicycle safety, including specifically my concern over the scourge of double-parking and parking in bike lanes that endangers my safety on a daily basis.

For several weeks since then, I have witnessed none other than the San Francisco Fire Department creating such a hazard, during a non-emergency as depicted in the attached photos. I raised the issue several weeks ago to the department and was told that due to nearby construction, workers have nowhere to park their personal vehicles. As a result, they park in the station garage, and the fire vehicles are parked in the bike lane.

While I greatly respect and appreciate the work of the SF Fire Department, **I cannot overlook the poor example set by the department.**

Every day, on an average of every other block on my commute, my life is endangered as I must weave out of the bike lane to avoid a vehicle stopped within it. The problem seems most egregious in along Howard Street

near the Convention Center, and along 16th Street between South Van Ness and Dolores (which is also a bus route).

I do greatly appreciate the efforts of the city to promote safe cycling - particularly along my route on Folsom and 14th Streets. The "green wave" / timed lights and clearly marked lanes do make my commute easier, but unfortunately many motorists appear to view these lanes as double-parking lanes, and I cannot see how the city should tolerate such behavior that endangers cyclists and motorists, and delays transit vehicles as well.

Therefore, in addition to finding a safer solution for parking the Fire Department vehicles, I would like to propose that SFMTA begin a rush hour double-parking task force in the financial district and SOMA. SFMTA officers accompanied by tow trucks should drive along the most affected routes ticketing and towing offenders. The message sent to the public will be clear: It is not acceptable to double park on our streets or otherwise obstruct the flow of traffic and interfere with the safety of cyclists.

Respectfully awaiting action by the city,

James Sloan

On Mon, Oct 5, 2015 at 9:52 AM, Wiener, Scott <scott.wiener@sfgov.org> wrote:

Hi James. Thanks for this feedback. I'll pass along your light timing concern to the appropriate person at MTA. Regarding double parking, I agree it's a big issue, and I've been pushing, for a few years now, for MTA and SFPD to be much more proactive and consistent about enforcing this law.

Scott Wiener
Member, Board of Supervisors
(415) 554-6968

From: [REDACTED] [mailto:[REDACTED]]
Sent: Monday, October 05, 2015 8:03 AM
To: Wiener, Scott <scott.wiener@sfgov.org>
Subject: Transit

To:scott.wiener@sfgov.org
Email: [REDACTED]
NAME: James Sloan
PHONE: [REDACTED]
EMAIL VERIFY: [REDACTED]

COMMENTS: Mr. Wiener, I recently read an article you wrote about the city's short-sighted transit policy, and I whole-heartedly agree. Today I want to share with you a few frustrations I have as a cyclist, now that I commute to work via bicycle. However I think these issues also apply to other motorists and to transit alike.
1: Green Waves. I'm thrilled that the city has opted to configure "green waves" at speeds that cyclists can enjoy. One such green wave I regularly use is on 14th Street. Unfortunately this morning I found that this green wave was mis-timed, and I had to stop at every single light along 14th from Dolores to Folsom. It is

extremely irritating to stop on every block. It is probably part of the reason cyclists running lights is a nuisance we face (and which I do not condone). I would very much like to see these green waves expanded. For instance, along Folsom there is an increasingly nice bike lane (which needs to be paved), but I still have to stop at every light. Some might argue that "Green waves" encourage traffic to move at unsafe speeds, but I cannot see how a wave timed at ~15 mpg encourages or allows traffic to move faster than that speed. In fact when I drive, I personally am more likely to drive fast and continue through yellow lights when I am stopping every single block for a signal. That is the single biggest thing that I think could improve the ability to get around (and chiefly across) the city -- for bikes but also for transit and motorists. While I'm ranting, however, I have two other suggestions. I'd very much like to see the city crack down on: 2: Double-parking, in bike lanes but also in transit lanes. I can't see how this is acceptable behavior, and yet for some reason people think it's ok, as every day I encounter several drivers parked in the bike lane or in a travel lane, and I have to weave around them, exposing myself to other drivers and their unpredictable and irritated response to this barrier as well. I know Muni has cameras now but I think they can't actually cite motorists or package delivery companies for double-parking. I'd much rather they cite that behavior than someone who is safely stopped on the side of the road to answer a call. 3: Texting and driving. Now that I bike to work, I see a lot of what goes on inside cars, and EVERY SINGLE DAY I see several drivers endangering my life by texting while they are driving. To be fair, I even see cyclists doing it, and it is absurd. These people are a nuisance, because they are inattentive and drive erratically, and that affects drivers, transit, and cyclists. I would love to see a task force for both of those issues, as I think they affect the commute of almost every single person. I know you are a fan of using transit (and to be honest I might do so more if I could actually get on the train at Church station), but I think allowing people to get around the city in other vehicles still needs to be part of the city's policy. Thank you for your consideration and your service, James Sloan



SFFD

1



BUREAU OF FIRE PREVENTION

SAN FRANCISCO



FIRE DEPARTMENT

**DIVISION OF FIRE PREVENTION &
INVESTIGATION**

MEMORANDUM

TO: Chief of Department, Joanne Hayes White

FROM: Fire Marshal Daniel de Cossio, DFPI

SUBJECT: Activity Report for the Division -- February 2016

DATE: March 1, 2016

REFERENCE: Rules and Regulations, Section 2209

This is the activity report for the Division of Fire Prevention and Investigation for the period from February 1 thru February 29, 2016.

A handwritten signature in cursive script, appearing to read "Daniel de Cossio", written over a horizontal line.

Daniel de Cossio

1. BUREAU OF FIRE PREVENTION

a.) Revenue Generating Programs - The Bureau of Fire Prevention collects fees for services based on California state laws and regulations. For most of the services we provide, we are permitted to charge fees to recover costs. Table 1 outlines budgeted fees and revenues for the Division of Fire Prevention and Investigation and provides a percentage of where we are in relation to where we should be at this time.

Table 1 – Revenues for the Division of Fire Prevention and Investigation (Source—FAMIS)

BFP - February 2016				
Fiscal Year 2015-2016		As of February 29, 2016		Projected Year-End
Revenue Program	Budgeted Amount 15-16	Actual Revenue	Percent of Budgeted Amount	
Plan Review Fees	6,099,000.00	6,053,084.00	148.87%	9,079,626.00
Fire Administrative Citation		7,480.00		11,220.00
Construction Inspection Fees	1,750,000.00	1,222,245.00	104.76%	1,833,367.50
Fire Dept. Permits	1,050,000.00	599,128.00	85.59%	898,692.00
False Alarm Fees	220,500.00	272,250.00	185.20%	408,375.00
Referral Inspections	185,175.00	132,218.00	107.10%	198,327.00
Waterflow Information	146,875.00	108,995.00	111.31%	163,492.50
Miscellaneous Fees	1,500.00	22.00	-2.20%	33.00
Pre-Application Fees	141,250.00	80,270.00	85.24%	120,405.00
Re-inspection Fees	30,000.00	19,224.00	96.12%	28,836.00
Revenue Programs Subtotal	9,624,300.00	8,494,916.00	132.40%	12,742,374.00
High-Rise Annual Inspection Fees*	1,820,000.00	1,053,180.00		1,820,000.00
Annual Permit Renewal Fees*	1,795,000.00			1,795,000.00
Fire Residential Inspection Fees	627,041.00	399,196.00		627,041.00
Revenue Programs Total	13,866,341.00	9,947,292.00		16,984,415.00
Projected Surplus/Deficit			122%	3,118,074.00
	Revenue**	Expenditure	Surplus/Deficit	
Overtime Revenue/Expenditure	1,201,203.00	1,105,259.00	95,944.00	

FAMIS—March 1, 2016

* Full recovery of revenues is expected for the categories of Annual High-Rise Inspection and Annual Permit Renewal Fees. Revenues for these programs fluctuate throughout the year based on the method of collection by the Tax Collector's Office.

** Revenue shown in this column does not reflect the overtime surcharge collected by the Tax Collector for Annual Permit Renewal Fees, which covers a portion of the overtime expenditures. The estimated amount of Annual Permit Renewal Fees that should be allocated to this category is \$204,160.

Description of Revenue Programs:

1. Plan Review—The BFP's Plan Review Section is located within the Department of Building Inspection at 1660 Mission St. The Section reviews plans to verify compliance with State Building and Fire Codes.
2. High-Rise Annual Inspection Fees All high rise buildings in the State are required to be inspected annually, as mandated by the California State Fire Marshal. This program is designed to recover 100% of its cost, but revenues fluctuate throughout the year.

3. Construction Inspection Fees-The plans reviewed by the plan check division generate construction inspections which are carried out by the district fire inspectors.
4. Annual Permit Renewal Fees-Fire Department Permits are required by the California Fire Code for special uses, such as hazardous materials, public assemblies, etc. The fees for these permits are charged annually, and are collected by the Tax Collector's office after the initial filing fee is collected.
5. Overtime Fees-Many inspections and plan reviews are conducted on an overtime basis at the request of the applicant, who also pays for the service. Overtime for Place of Assembly Nighttime Inspection Surcharge is included in Annual Permit Renewal Fees:
6. Fire Dept. Permits-As stated above, certain uses require Fire Dept. Permits. This category is for the initial fees that are collected by the BFP when the permit is issued.
7. False Alarm Fees- The SF Fire Code requires that when the SFFD responds to excessive false alarm calls at buildings, the owners be charged a penalty fee. The BFP processes bills and payments, including the maintenance of records for such fees.
8. Referral Inspections-The BFP is responsible for inspecting occupancies requiring a fire department clearance as part of a federal, state, or local license.
9. Waterflow Request Fees- The BFP flows hydrants and performs analysis that provides fire protection contractors with the water supply information necessary to design fire protection systems. A fee is charged for this service.
10. Miscellaneous- This is a catch-all category for BFI subpoena revenue, photocopy revenues, and various consultation fees.
11. Pre-Application Fees-The plan review section meets with architects and engineers prior to the detailed design of buildings to discuss code issues specific to projects.
12. Re-Inspection Fees- During the course of the BFP's inspections, a Notice of Violation may be issued for fire hazards found. This fee is charged for each re-inspection until the condition is corrected.

b.) Non-Revenue Generating Services – Some of the services provided by the BFP are not fee generating in the same way our other programs are. These services are supposed to be paid for by local taxes, according to California law. Examples include: complaint inspections (fire hazard), public education presentations, telephone consultation, etc.

c.) San Francisco International Airport – SFFD BFP personnel provide fire prevention services to the airport, entirely under the SFO budget.

d.) Port of San Francisco – The Port Fire Marshal is the Fire Department's liaison to the Port and conducts construction and referral inspections, plan review, pier surveys, and issues permits along the Port's 7 ½ miles of waterfront jurisdiction. The Port Fire Marshal sits on the Joint Fire Operations Committee and is responsible for coordinating special events and activities of the Port with the Fire Department and other City Agencies.

2. Bureau of Fire Investigation – The monthly and year-to-date report for the BFI is included as an attachment.

CC: Fire Commission Secretary

San Francisco Fire Department Bureau of Fire Investigations

Summary Report From 02/01/2016 To 02/29/2016

		YTD 07/01/2015 To 02/29/2016			02/01/2016 To 02/29/2016		
		Count	Property Loss	Contents Loss	Count	Property Loss	Contents Loss
STRUCTURE FIRES	ACCIDENTAL	34	\$13,703,000	\$3,873,000	2	\$975,000	\$325,000
	INCENDIARY	17	\$204,200	\$69,850	3	\$15,000	\$3,000
	UNDETERMINED	8	\$504,190	\$141,000	1	\$1,190	
STRUCTURE FIRES TOTAL		59	\$14,411,390	\$4,083,850	6	\$991,190	\$328,000
VEHICLE FIRES	ACCIDENTAL	6	\$15,600		0		
	INCENDIARY	46	\$292,638		8	\$62,520	
	UNDER INVESTIGATION	2	\$600		2	\$600	
	UNDETERMINED	4	\$33,700	\$500	0		
VEHICLE FIRES TOTAL		58	\$342,538	\$500	10	\$63,120	
ATTEMPTS TO BURN		3			0		
OTHER INCIDENTS		79	\$554,680	\$4,581	8	\$1,969	\$20
STRUCTURE FIRES	COMMERCIAL	19	\$3,813,000	\$1,994,500	4	\$40,000	\$8,000
	RESIDENTIAL	40	\$10,598,390	\$2,089,350	2	\$951,190	\$320,000
STRUCTURE FIRES TOTAL		59	\$14,411,390	\$4,083,850	6	\$991,190	\$328,000
GREATER ALARMS	2ND ALARMS	11			0		
	3RD ALARMS	3			1		
	4TH ALARMS	0			0		
	5TH ALARMS	0			0		
GREATER ALARMS TOTAL		14			1		
OTHER	ARRESTS	18			1		
	DEATHS	4			0		
	INJURIES	17			1		
	JUVENILE FIRE SETTERS	0			0		
	SUBPOENAS REQUESTED	167			16		