

**FIRE COMMISSION REGULAR MEETING  
MINUTES**

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**December 14, 2022, 9:00 a.m. – 12:00 p.m.**

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

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The meeting video can be reviewed by clicking the below link:

[https://sanfrancisco.granicus.com/MediaPlayer.php?view\\_id=180&clip\\_id=42447](https://sanfrancisco.granicus.com/MediaPlayer.php?view_id=180&clip_id=42447)

Vice President Nakajo called the meeting to order at 9:00 a.m.

**1. ROLL CALL**

Commission President	Katherine Feinstein	Present
Vice President	Stephen Nakajo	Present
Commissioner	Armie Morgan	Present
Commissioner	Marcy Fraser	Present
Commissioner	Paula Collins	Present
Chief of Department	Jeanine Nicholson	Present.
Robert Postel	Deputy Chief – Operations	
Thomas O’Connor	Deputy Chief –Administration	
Sandy Tong	Deputy Chief – EMS and Community Paramedicine	
Ramon Serrano	Support Services	
Ken Cofflin	Bureau of Fire Prevention	
Shayne Kaialoa	Division of Training	
Niels Tangherlini	EMS	
Erica Arteseros Brown	Homeland Security	
Simon Pang	Community Paramedicine	
Patrick D’Arcy	Airport Division	
Shon Bufford	Diversity, Equity & Inclusion	
Darius Luttrupp	ESER Project Manager	
Assistant Chiefs		
Dave Thompson	Division II	
Brook Baker	Division III	
Staff		
Mark Corso	Deputy Director of Finance	

**2. RAMAYTUSH OHLONE LAND ACKNOWLEDGEMENT**

Vice President Nakajo read the Ramaytush Ohlone Land Acknowledgement.

**3. RESOLUTION 2022-16 [Discussion and possible action]**

Adoption of resolution setting forth findings to allow teleconferenced meetings under California Government Code Section 54953(e).

President Feinstein Moved to adopt the Resolution. Commissioner Morgan Seconded. The motion was unanimous.

There was no public comment.

#### **4. PUBLIC COMMENT**

There was no public comment.

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

Discussion and possible action to approve meeting minutes.

- Minutes from Special Meeting on September 29, 2022.

Commissioner Morgan and Commissioner Collins requested to be recused from the vote. The motion was unanimous.

President Feinstein Moved to approve the minutes and Commissioner Fraser Seconded. The motion passed 3-0 (Ayes: Feinstein, Nakajo, Fraser)

- Minutes from Special Meeting on October 19, 2022.

Commissioner Collins requested to be recused from the vote. The motion was unanimous.

Vice President Nakajo Moved to approve the minutes and President Feinstein Seconded. The motion passed 4-0 (Ayes: Feinstein, Nakajo, Morgan, Fraser)

- Minutes from Regular Meeting on November 9, 2022.

Commissioner Fraser requested to be recused from the vote. The motion was unanimous.

Vice President Moved to approve the minutes and President Feinstein Seconded. The motion was approved 4-0 (Ayes: Feinstein, Nakajo, Morgan Collins).

There was no public comment.

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

REPORT FROM CHIEF OF DEPARTMENT, JEANINE NICHOLSON

Report on current issues, activities, and events within the Department since the Fire Commission meeting on November 9, 2022, including budget, academies, special events, communications, and outreach to other government agencies and the public.

Chief Nicholson reported on activities since the last meeting. She announced the passing of former Commissioner Michael Hardeman and asked to close the meeting in his honor. She introduced Assistant Deputy Chief, Shon Bufford as the Chief of Diversity, Equity, and Inclusion and Assistant Deputy Chief Darius Luttrupp as the new ESER Bond Project Manager. She mentioned that 45 recruits graduated from the academy on November 18, 2022, as well as 18 young people who graduated from the City EMT program and will

begin a paid internship on the ambulances to get the required hours to become a permanent EMT employee. She touched on events she attended during the reporting period including tree lightings and volunteering at St. Anthony's, Glide Memorial, and the Salvation Army. She mentioned that the mayor will be distributing the budget instructions tomorrow and they will be asking for cuts as there is quite a deficit over the next two years.

Vice President Nakajo thanked Chief Nicholson for her report and welcomed ADC's Bufford and Luttrupp as well as Battalion Chief Julie Mau. He confirmed that Chief Luttrupp will be interfacing with Public Works and overseeing the training facility buildout

Commissioner Morgan thanked Chief Nicholson for his report and congratulated Chief Bufford, Chief Luttrupp, and Chief Mau

There was no public comment.

REPORT FROM ADMINISTRATION, DEPUTY CHIEF TOM O'CONNOR  
Report on the Administrative Divisions, Fleet and Facility status and updates, Finance, Support Services, and Homeland Security.

Chief O'Connor presented his October and November 2022 Administration reports. He announced that October was Breast Cancer Awareness Month and money raised from the sale of pink shirts went to the San Francisco Firefighter Cancer Prevention Foundation. He touched on Homeland Security under the leadership of ADC Erica Arteseros Brown who was very busy during October with Fleet Week, an urban search and rescue exercise on Treasure Island, and an active shooter drill at City Hall. He welcomed ADC Shon Bufford and BC Julie Mau of the Diversity, Equity, and Inclusion Division and mentioned that Lt. Hashim Anderson continues his strong work in outreach, recruitment and development and described some of the outreach efforts such as at the Castro Street Fair, the CAL-Jac Career Expo in Livermore, the Phillip and Sala Burton Academic School Career Fair, the City College of San Francisco Health care Technology Fair and the Sierra College Veterans Job Fair. He touched on NERT, the Health, Safety, and Wellness Division under the leadership of BC Matt Alba where they partnered with the Cancer Prevention Foundation and sponsored the Galleri multi-cancer screening early detection test for active and retired members of the SFFD. He also touched on the Office of Employee Health, Investigative Services Bureau, and Support Services Division, and he described the photos in his report in detail which is attached here; <https://sf-fire.org/media/2683/download?inline>

Commissioner Fraser thanked Chief O'Connor for his report. She asked Chief O'Connor if the participation of the members in the Galleri cancer screening is part of a clinical trial that the company is doing and how it fits in with the corporation Galleri. Chief O'Connor responded that he's not sure if it is part of their clinical trial, but he knows they reached out to the SFFD and provided a presentation at the Cancer Foundation and they found that the rate of false positives was to be less than one to two percent and they felt it was okay to go forward. Commissioner Fraser expressed her concerns as to what Galleri's plans are concerning the data they are collecting and the private health data of the members.

Vice President Nakajo thanked Chief O'Connor for his comprehensive report and acknowledged the title change of the Physician's Office to Office of Employee Health and in terms of the new oversight position of the ESER Projects he is appreciative.

President Feinstein commended Chief O'Connor and Chief Serrano for obtaining independent plumbing services to meet some of the needs of the SFFD facilities. She confirmed that the SFFD has acquired probably the healthiest turnouts in the nation, and they are hoping the next generation of turnout equipment will be completely PFA-free.

There was no public comment

**7. FIRE DEPARTMENT ADMINISTRATIVE BULLETINS 2022 [Discussion and possible action]**

Discussion and possible action to adopt the Fire Department Administrative Bulletins 2022 as presented.

The draft bulletins were posted on the Department's website <https://sf-fire.org/proposed-fire-department-administrative-bulletins-2022> for over 30 days in accordance with San Francisco Fire Code requirements, and the Department scheduled a public hearing on December 8, 2022, to allow the public to provide input on the proposed bulletins. The bulletins under consideration at this meeting have been posted on the Department's website since November 3, 2022.

Public Comment: Jeanine Cotter of Luminalt spoke out against Bulletin 5.12 and asked the commission not to adopt this particular bulletin.

Tessa Sanchez of Tesla also spoke out against Bulletin 5.12. She asked that the Commission table the proposal and direct the Fire Department to work with stakeholders to clarify the specifics of the code language and assess the impact of the proposal.

Eric Schoonbaert co-owner of Luminalt spoke against adopting Bulletin 5.12.

Fire Marshall Cofflin explained that the administrative bulletins if the last piece of the code cycle change and yesterday, the fire code was passed by the Board of Supervisors. He provided a brief overview of the changes in the administrative bulletins After

listening to public comment, Fire Marshal Cofflin suggested withdrawing Bulletin 5.12 and he would set up meetings with the stakeholders and present that bulletin separately at a later date.

Vice President Moved to adopt the Bulletins with the withdrawal of Bulletin 5.12. President Feinstein Seconded. The motion was unanimous.

**8. FIRE COMMISSION MEETING CALENDAR 2023 [Discussion and possible action]**

Discussion and possible action to adopt the 2023 Fire Commission Regular Meeting calendar.

Vice President Nakajo moved to adopt the 2023 calendar. President Feinstein Seconded. The motion was unanimous.

There was no public comment.

**9. PUBLIC COMMENT ON ITEM 10**

Public comment on all matters pertaining to Items 10(b) below, including public comment on whether to hold Items 10(b) in closed session.

There was no public comment.

**10. POSSIBLE CLOSED SESSION REGARDING EXISTING LITIGATION**

**a. VOTE ON WHETHER TO CONDUCT ITEMS 10(b) IN CLOSED SESSION**

**[Action]**

The Commission may hear Item 10(b) in closed session pursuant to Government Code Section 54957(b) and Administrative Code Section 67.10(b).

*Vice President Nakajo Moved to proceed in closed session. President Feinstein Seconded. The motion was unanimous.*

*Proceeded in closed session at 10:10 a.m.*

*Also in closed session were Fire Commission Secretary Conefrey, Chief Jeanine Nicholson, Deputy City Attorney Zach Porianda, and Deputy City Attorney Jennifer Donnellan.*

**b. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION.**

Conference with legal counsel to discuss existing litigation pursuant to Government Code Section 54956.9(a), (c), (d), and Administrative Code Section 67.10(d)(1) and possible recommendation to the Board of Supervisors for settlement approval or to take other action. **[Action item]**

Existing Litigation:

*Nichole Spencer v. City and County of San Francisco*  
San Francisco Superior Court Case No. CGC-21-589457

**11. REPORT ON ANY ACTION TAKEN IN CLOSED SESSION** [*Discussion and possible action*] as specified in California Government Code Section 54957.1(a) and San Francisco Administrative Code section 67.12(b).

*Reconvened in Open Session at 10:26 a.m.*

**12. VOTE TO ELECT WHETHER TO DISCLOSE ANY OR ALL DISCUSSIONS HELD IN CLOSED SESSION**, as specified in San Francisco Administrative Code Section 67.12(a). [*Action*]

*Vice President Nakajo Moved to not disclose discussions held in closed session. Commissioner Morgan Seconded. The motion was unanimous.*

**13. ADJOURNMENT** President Feinstein adjourned the meeting in honor of Former Fire Commissioner Michael Hardeman at 10:28 a.m.