

**FIRE COMMISSION REGULAR MEETING
MINUTES**

January 10, 2024, 9:00 a.m. – 12:00 p.m.

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

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

https://sanfrancisco.granicus.com/MediaPlayer.php?view_id=180&clip_id=45158

President Nakajo called the meeting to order at 9:02 a.m.

1. ROLL CALL

Commission President	Stephen Nakajo	Present
Vice President	Armie Morgan	Present
Commissioner	Katherine Feinstein	Excused
Commissioner	Marcy Fraser	Present
Commissioner	Paula Collins	Excused
Chief of Department	Jeanine Nicholson	Present Remotely
Darius Luttrupp	Deputy Chief -- Operations	
Shayne Kaialoa	Deputy Chief - Administration	
Sandy Tong	Deputy Chief – EMS and Community Paramedicine	
Mike Mullins	Support Services	
Shon Bufford	Equity, Diversity & Inclusion	
Erica Arteseros Brown	Homeland Security	
Ken Cofflin	Prevention	
Julie Mau	Training	
Niels Tangherlini	EMS	
Simon Pang	Community Paramedicine	
Assistant Chiefs		
Bill Storti	Division II	
Nicol Juratovac	Division III	

RAMAYTUSH OHLONE LAND ACKNOWLEDGEMENT

President Nakajo read the Ramaytush Ohlone Land Acknowledgement.

2. PUBLIC COMMENT

There was no public comment.

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

Discussion and possible action to approve meeting minutes.

- Minutes from Regular Meeting on March 8, 2023 (revised with added public comment)

Vice President Morgan Moved to approve the minutes. Commissioner Fraser Seconded.
The motion was unanimous.

There was no public comment.

- Minutes from Regular Meeting on December 13, 2023.

Vice President Morgan Moved to approve the minutes. Commissioner Fraser Seconded.
The motion was unanimous.

There was no public comment.

4. PRESENTATION OF CERTIFICATE OF APPRECIATION [Discussion]

The San Francisco Fire Commission to present a certificate of appreciation to Sally Casazza, Chairperson of the San Francisco Fire Toy Program for her many years of service and dedication to the Toy Program.

President Nakajo called for public comment:

Stan Lee thanked the Commission for recognizing Sally Casazza as she has been a great partner to the Asian Firefighters Association. He is sad to see her go and congratulates her.

Chief Buford stated he had the honor of working with Sally for many years, even beyond her days with the Toy Program and he stated that her dedication to the citizens of San Francisco went way beyond just providing toys and he thanked her for all she did.

Chief Arteseros Brown thanked Sally for her generous spirit and everything that she brought to the program.

Chief Mau thanked Sally for her many years of giving and her dedication.

Chief Kaialoa thanked Sally for all her work and dedication over the years. He added that Sally became manager at the toy program and then moved to the chairperson in 2014 where her duties were enormous and through her tenure, she not only developed community relationships, but relationships within the Department and delivered over 200,000 toys to more than 40,000 families and he added they are both sad and happy for her retirement.

Vice President Morgan thanked Sally for her angelic work and for helping the kids all over San Francisco and in the Bayview.

Commissioner Fraser stated that it is always important to recognize contributions from people like Sally and that she deserves the accolades and congratulated her.

President Nakajo stated that it is an honor and privilege to have Sally here. He provided a brief history of his memory of the Toy Program. He added that as Sally retires, how much appreciation the Commission and Department members have in terms of her contributions, and he thanked her for all her contributions and hard work through the SFFD Toy Program.

Sally provided a detailed work history, and she thanked her husband, Roger Wilhelm. She thanked the command staff and stated she appreciated the acknowledgment.

5. 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 8, 2023, including budget, academies, special events, communications, and outreach to other government agencies and the public.

This item was taken out of order (before item 4) so the Chief could leave for her Department Head meeting with the mayor. Chief Nicholson reported on activities since the last meeting. She stated that Mark Corso will be speaking about the budget, but she added that the pandemic impacts are here, and they have been asked to eliminate any wasteful spending. She touched on events she attended, including the City EMT graduation, a labor-management meeting, and the headquarters holiday lunch. She mentioned that they have seen a positive impact on city streets with the Drug Market Accountability Center which they have been meeting with for the past six months. She stated that Fire Marshal Cofflin is working with President Peskin on the lithium-ion battery legislation. She also met with the Consul General of Singapore to see if they could learn anything about our disaster planning and response. She also had a high-level staff meeting to dig into the culture of ownership and culture of responsibility in the department. She announced that the H-2 academy with 58 recruits will start on January 16th. She thanked Sally Casazza for her selfless leadership and service to the toy program.

There was no public comment.

REPORT FROM OPERATIONS, DEPUTY CHIEF DARIUS LUTTROP

Report on overall field operations, including greater alarm fires, Bureau of Fire Prevention & Investigation, Training within the Department., and Airport Division.

Chief Luttrupp provided an Operations update for December 2023. He reported that there was one greater alarm fire in the reporting period at 720 Masonic Avenue, which was a third alarm fire. He described it in detail adding that Chief Ken Yee was the incident commander and he added that the fire had a huge head start that had potential to expand well beyond the footprint that it was contained to. He commended the bravery, ingenuity, and strong work that the chiefs of operations are doing with all the membership down to the line of firefighters, EMTs, and paramedics, and he acknowledged them for their strong work at this fire. He reported that in 2023 there were 17 total greater alarm fires, 13, were held to a second alarm and three to a third alarm and the only fourth alarm fire was the incident on Octavia. He touched on the Bureau of Fire Prevention and Investigation, the Airport Division, and the Division of Training. His report is attached: <https://sf-fire.org/media/2923/download?inline>

Mary, a displaced resident at 720 Masonic Avenue, provided a brief description of her experience during the fire. She stated that the Fire Department did its job and they worked diligently to get the fire out so the whole block didn't go up and she thanked all the firefighters.

Harold Dunn (remotely), one of the owners of 720 Masonic thanked everyone involved. He provided a brief description of his experience during the fire including jumping from the third-floor balcony and that he was in the hospital with his wife who was badly injured because of the jump. He added that there is no question their lives were saved by the work and professionalism of everyone involved and he added he couldn't say enough to express their gratitude and he wanted to make sure he said that.

Natalie Bauer (wife of Mr. Dunn) thanked the Department and added that they saved them, and she is so grateful to all that were involved and who risked their life for everyone.

Vice President Morgan thanked Chief Luttrupp for his report and thanked Mary for her public comment and was sorry for her loss. He commended all the members for doing such a great job at this fire.

Commission Fraser thanked Chief Luttrupp for his vivid report. She thanked the public speakers for sharing their stories and added what a relief, a gift, and inspiration the San Francisco Fire Department took that night.

President Nakajo thanked Mary, Mr. Dunn, and Ms. Bauer for their all-ins as well as the command staff and members who responded that day for taking care of business and he added that he appreciates their keen oversight. He confirmed that the displaced members were taken care of thanks to the great city partnerships, including the San Francisco Police Department who assisted in transport and making contact with the community college where they were able to gain entry after hours as well as the partnership with the Red Cross which is the primary point of contact for those who are displaced by fire for temporary assistance.

REPORT FROM EMS AND COMMUNITY PARAMEDICINE, DEPUTY CHIEF SANDRA TONG

Report on the EMS and Community Paramedicine Divisions.

Chief Tong provided her December report. She mentioned that they averaged about 366 calls a day with 77 percent of the market share. She stated that their members are doing tremendous work in terms of trying to address the medical and traumatic injuries that happen in San Francisco. She explained the pictures in her report including one of the RC

trainings. She mentioned that on December 12th, Mayor Breed visited Station 49 to express her thanks to the members who worked during APEC. She touched on changes happening with the SCRT and the work being done to identify some of the criteria and other processes that they need to address the new SB 3 Senate bill which expands the definition of gravely disabled to include those that have been disabled due to substance use disorder. She explained the data they have from EMS-6 SCRT and overdose response teams and that CP and EMS crews continue to offer Suboxone to those who are suffering from overdose. Her report is attached: <https://sf-fire.org/media/2924/download?inline> She concluded by congratulating Sally Casazza on her retirement.

Vice President Morgan confirmed that Narcan use was down for November and December.

Commissioner Fraser thanked Chief Tong for her report. She also thanked everyone for their terrific work. She added that she looks forward to hearing about some of the research that Chief Tong has in mind as she thinks it is going to be important for the Department and the whole city.

President Nakajo commended her and her staff for the time they took to volunteer to do holiday Christmas parties for the members who work on the holiday.

There was no public comment.

6. OVERVIEW OF THE CITY'S BUDGET INSTRUCTIONS AND PROCESS FOR FISCAL YEARS 2024-2025 and 2025-2026 [Discussion]

Presentation from Mark Corso, Deputy Director of Finance and Planning, on the Fire Department's upcoming budget process. Overview of City's budget process and timelines, Mayor's Office Budget Instructions, and Fire Department budget updates and priorities for the upcoming budget process

Mark Corso presented the Fire Department's upcoming two-year budget process for the two fiscal years starting July 1st, 2024. He touched on the process, timelines, guidelines, budget instructions from the Mayor's office, and specifically discussions of the San Francisco Fire Department Budget. He announced that the city's projected two-year deficit is 800,000 million dollars. He added that Departments were requested to propose a 10 percent reduction in general fund support each year with a five percent contingency and for the Fire Department, that 10 percent equated to 12.24 million dollars. He mentioned that they are currently working with the Controller and the Mayor's office on the budget. His report is attached: <https://sf-fire.org/media/2925/download?inline>

7. FIRE COMMISSION ANNUAL STATEMENT OF PURPOSE 2024 [Discussion and possible action]

Discussion and possible action to adopt the 2024 Annual Statement of Purpose.

Vice President Morgan Moved to adopt the 2024 Annual Statement of Purpose. Commissioner Fraser Seconded. The motion was unanimous.

The three commissioners took turns to read the SOP into the record.

There was no public comment.

8 **ADJOURNMENT** President Nakajo adjourned the meeting at 10:37 a.m.