

SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting
Thursday, December 17, 2015 - 4:00 p.m.
698 Second Street, Room 102 ■ San Francisco ■ California ■ 94107

AGENDA

Item No.

1. ROLL CALL

President	Andrea Evans
Vice President	Francee Covington
Commissioner	Stephen A. Nakajo
Commissioner	Michael Hardeman
Commissioner	Ken Cleaveland
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. APPROVAL OF THE MINUTES *[Discussion and possible action]*

Discussion and possible action to approve meeting minutes.

- a. Minutes from the Special Meeting on December 3, 2015.
- b. Minutes from the Regular Meeting on November 19, 2015

4. ANNOUNCEMENTS

Starting in January of 2016, Fire Commission Meetings will be held at City Hall, 1 Dr Carlton B Goodlett Pl, San Francisco, CA 94102, on the 2nd Wednesday of the Month starting at 9:00 a.m. in Hearing Room 416, and the 4th Wednesday of the Month starting at 5:00 p.m. in Hearing Room 400.

5. RESOLUTION 2015-11 REQUESTING DISBURSEMENT OF \$146,500.00 FOR REPAIRS TO APPARATUS FOR THE SESQUICENTENNIAL CELEBRATION FROM THE WILLMANN TRUST *[Discussion and possible action]*

Discussion and possible action regarding a request for the expenditure of funds from the Willmann Trust related to the SFFD's 150th Anniversary.

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

REPORT FROM CHIEF OF DEPARTMENT

Report on current issues, activities and events within the Department, including Fiscal Year 2015-2016 budgets.

REPORT FROM ADMINISTRATION

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

**7. UPDATE ON DEVELOPMENTS OF THE 150TH ANNIVERSARY COMMITTEE
[Discussion]**

**8. UPDATE ON DEVELOPMENTS OF THE STRATEGIC PLANNING COMMITTEE
[Discussion]**

9. AGENDA FOR NEXT FIRE COMMISSION MEETING *[Discussion]*
Discussion regarding agenda for the December 3, 2015 regular meeting.

10. ADJOURNMENT

MINUTES FOR ADOPTION

SAN FRANCISCO FIRE COMMISSION
**FIRE COMMISSION REGULAR MEETING
MINUTES**

Thursday, November 19, 2015 – 4:00 p.m.
698 Second Street, Room 102

The audio recording has been uploaded to the FC Website at:
http://sanfrancisco.granicus.com/MediaPlayer.php?view_id=133&clip_id=24183

President Evans called the meeting to order at 4:09 PM.

1. ROLL CALL

Commission President	Andrea Evans	Present
Commission Vice President	Francee Covington	Present
Commissioner	Stephen Nakajo	Present
Commissioner	Michael Hardeman	Present
Commissioner	Ken Cleaveland	Present
Chief of Department	Joanne Hayes-White	Present
Ray Guzman	Deputy Chief – Administration	
Dan DeCossio	Bureau of Fire Prevention	
Richard Brown	Bureau of Fire Prevention	
Raemona Williams	Division of Training	
Tony Molloy	EMS	
Assistant Chiefs		
Bryan Rubenstein	Division 2	
Tom Siragusa	Division 3	
Staff		
Mark Corso	CFO	
Jesusa Bushong	Personnel Officer	

2. PUBLIC COMMENT

Firefighter Kevin Salas spoke regarding funding for the Jaws of Life and if the Commissioners have ever seen a request for such. He described an incident involving a bus accident where the Jaws of Life wouldn't cut through the bus. He went on to express his frustration and anger and suggested that if there's a request for funding, they should buy some new jaws for the rigs and at least three or four backup pair.

3. APPROVAL OF THE MINUTES [Discussion and possible action]
Discussion and possible action to approve meeting minutes.

- a. Minutes from the Special Meeting on November 5, 2015.

Commissioner Hardeman Moved to approve the 11/5/15 Special meeting Minutes.
Commissioner Cleaveland Seconded. Motion to approve above Minutes was unanimous.

a. Minutes from the Regular Meeting on November 5, 2015

Commissioner Cleaveland Moved to approve the 11/5/15 Regular Meeting Minutes.
Commission Vice President Covington Seconded. Motion to approve November 5, 2015
Regular Meeting Minutes was unanimous.

There was no public comment.

4. ANNOUNCEMENTS

Please be advised that the December meetings will be held on the 1st and 3rd Thursdays of the month at 4:00 p.m., here at Headquarters. (December 3, 2015 and December 17, 2015)

Starting in January of 2016, Fire Commission Meetings will be held at City Hall, 1 Dr Carlton B Goodlett Pl, San Francisco, CA 94102, on the 2nd Wednesday of the Month starting at 9:00 a.m. in Hearing Room 416, and the 4th Wednesday of the Month starting at 5:00 p.m. in Hearing Room 400.

There was no public comment.

5. PRESENTATION FROM THE SURF RESCUE COMMITTEE [Discussion]

Presentation from the Surf Rescue Committee

Taken out of order due to technical difficulties

Captain Styles and Battalion Chief Castellanos's presentation is attached: <http://sf-fire.org/node/791>

Commissioner Cleaveland stated he appreciated the presentation and thought it was very good. He stated that the Surf Rescue program is a vital component of Fire Department Operations that we provide to the citizens of San Francisco. He asked if there is a certain time of the year where they have more marine rescues and need to beef up personnel. Chief Castellanos confirmed that it is constant year around. Commissioner Cleaveland also inquired as to what they are predicting for El Nino. Chief Castellanos stated that they are anticipating that El Nino would most likely affect boating vessels and fishing vessels. He added that they work alongside the Coast Guard, although the Coast Guard does not have rescue swimmers. Commissioner Cleaveland asked why SF Ocean Beach didn't have lifeguards year round. Chief Castellanos indicated it was because of funding and that lifeguarding is a seasonal position. Chief Castellanos expressed his desire to create a Marine Unit, in addition to the Surf Rescue Program, where he envisions a firehouse close to the water. Commissioner Cleaveland concluded by stating it would be a good idea to sit down with the Port Authority and their real estate people to discuss a location for a Marine Unit.

Commissioner Nakajo thanked them for their presentation and commented that they always enjoy the special Unit presentations. He added that he thinks it is the best way that the Commissioners get educated and grasp the enormity of water rescue, are by the members who are performing the tasks. He continued that these kinds of projections on future planning are part of a strategic plan and it takes money and funding, but he would rather have a budget that pays for Jaws of Life or an extra truck. He thinks that it is also discussion that everyone is interested in, particularly because of the growth of San Francisco.

Vice President Covington thanked Chief Castellanos and Captain Styles for their presentation. She asked for clarification in the distinction between a Marine Unit and their recommendation for a firehouse on the water. Chief Castellanos explained that what would

make a Marine Unit effective is that response is everything to them so a Marine Unit close to the water but not on the water where personnel and resources can be dispatched immediately. Their sole responsibility would be all activities that take place on the bay or in the ocean and that's all they would respond to. Because of the popularity and the number of activities that are taking place on the bay, that quick response would enhance our ability to assist citizens whenever getting in any type of aquatic emergencies. Our first priority, number one, is not a recovery mission, it is to save lives. This would make us more effective in saving lives.

Vice President Covington asked about helicopter rescues and who owns the helicopter. Chief Castellanos replied that they call the CHP when a helicopter is needed. He added that CHP are always ready to train with SFFD and they are very good. There is skill and technique involved in helicopter rescues and it is a quick way to get rescue swimmers to the site of the emergency. Vice President Covington stated she thought it would be good to highlight these services to members of the public. Vice President Covington also asked how Ocean beach was determined to be the most dangerous beach in America. Captain Styles responded that the United States Lifeguard Association deemed it the most dangerous after 15 people drowned in 1998.

Commissioner Hardeman thanked them for their presentation. He went on to describe an incident he was involved in when he was a teenager and was swimming in Ocean Beach and got swept out from the pier ladder and got injured trying to get back to land.

President Evans thanked them for their presentation. She added that the work they do is amazing and incredibly dangerous. President Evans asked what the Units average staffing consists of. Chief Castellanos commented that if there's a surf rescue incident that they have at least 10 swimmers to respond. President Evans stated that she thinks the Department should be working toward dedicated staffing for the unit, particularly during those heavy, spring, summer, and early fall months as well as hazard pay. She stated that while they are looking at the strategic planning process right now, a lot of these various issues, should be addressed and given some careful consideration. Lastly, she stated that with regard to the dedicated Marine Unit, she thinks it is a very interesting idea and is something to consider as the city grows, particularly with TI and all the developments going on, there's going to be more activity on the bay.

There was no public comment.

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

Report on current issues, activities and events within the Department, including Fiscal Year 2015-2016 budgets.

Chief Hayes-White Chief Hayes-White's report covered the period since the last meeting on November 5, 2015.

In regards to the Budget, Chief Hayes-White mentioned she was awaiting instructions from the Mayor's Budget Office for this year. She announced that they would be reconvening the Budget Committee and everyone that served the previous cycles has expressed an interest in serving on the upcoming Budget Committee. She also announced that James Reidy was selected as the Water Supply Officer and she thinks it will enhance our ability to fully monitor AWSS. She touched on other changes in personnel, setting up interviews for allotted positions that were budgeted for the Department and putting together a hiring/staffing plan. She addressed the upcoming retirements that they are anticipating and gaining some ground in the years that they weren't able to hire for those that had retired.

Chief Hayes-White talked about the 118th Academy class and stated they will be graduating on December 18, 2015. She stated that they are projecting the 119th Academy will start on January 25, 2016 and be comprised of 54 recruits, 42 off the eligible list and 12 from Station 49.

Chief Hayes-White touched briefly on the status of the H-8's, and acknowledged all the good work that everyone has done to get them on board, but particularly Tony Molloy, who has really stepped up to get us to where we are in the H-8 process.

Chief Hayes-White discussed members' concerns at the Airport regarding the rebuild of Station 3. They are addressing the issues and have hired an independent third party to do air quality and noise studies.

She talked about the Veteran's Day Parade, American Legion Post 456 dinner, and the Salvation Army luncheon that she and other members attended. She added that Firefighter Adam Wood and Firefighter Greg Collaco were honored at the American Legion Post 456 dinner for their incredible act of courage during a fire at 24th and Treat.

Chief Hayes-White confirmed that they are still actively looking at whether the training facility can remain at the current location or identify another area on Treasure Island or in the City.

Commissioner Nakajo asked for clarification on the class makeup for the 119 Academy class that will start on January 25, 2016. Chief Hayes-White explained it will be a class for 54, 12 from Station 49 and 42 off the eligible list. Sixteen are currently going through medicals and backgrounds.

Commissioner Cleaveland asked if the H-8's are going to be deployed for the Super Bowl event. Chief Gonzales stated that they are relying on voluntary overtime and will offer it to current members first and if there are still some shifts available they will tap into the H-8's. He added that the Department is prepared and committed to have abundant staffing for the event.

Commissioner Cleaveland inquired about the Health Bond Committee and he would be very interested in participating, and getting the monies needed to build a new EMS headquarters. He also suggested keeping the Treasure Inland Training Facility on the front burner.

Vice President Covington asked the Chief to touch on the challenges with the Jaw of Life. Chief Hayes-White stated Chief Guzman would be addressing that in his report. Vice President Covington also asked if the Director of Capital Planning has been invited to present at a future Commission meeting. Chief Hayes-White suggested it would be more practical to ask him to present when we move to City Hall for our meetings.

Vice President Covington also asked how the search for a Nurse Practitioner is going. Jesusa Bushong answered that there have been challenges in terms of getting qualified applicants for the nurse practitioner, but in the last month they posted in some professional journals; California Association of Nursing Health Practitioners, because they are looking for the occupational health certificate. Since then, they have received about seven new resumes, which Dr. Terrazas has for review.

President Evans asked for a copy of the report from industrial hygienist at the Airport. Chief Hayes-White said she would share it once she received it.

REPORT FROM ADMINISTRATION

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

Chief Guzman presented his administrative report for the month of November, 2015.

- Support Services Division continues to manage all of our ESER 2010 projects. All roof, window, mechanical, and exterior envelope projects are complete
 1. Pump Station 1 project at headquarters continues and hopefully will be done in March of 2016. We're replacing four generators that power our four pumps in the basement along with the emergency generator. Station 16, permits are currently under review with an anticipated start date of the fall of 2016.
 2. Station 5, structure documents continue to be developed with an anticipated start of late fall, 2016. We've received four bids for our two new rescue squads. That should be awarded by the end of this month. And we've been working with Central Shops on our new engine specs to reduce the profile anywhere we can with regards to Vision Zero.
 3. The Health and Safety Bond, 2016, meetings have been ongoing for about a year and a half now, we are requesting 44 million. We are still shooting for June of 2016.
- Division of Training, Chief Williams and her staff are very busy with the 118th academy class. They're in the 13th of a 17-week academy. We're down 12 recruits, Nine from Station 49 and three from the list. They are scheduled to graduate December 18th. With regard to the high failure rate of Station 49, the Administration, Chief of Department, and Local 798 have come together to put in an assessment program prior to entering the academy, to see if it will benefit members from station 49. Division of Training is also conducting one-year testing for 117th recruit academy.
- Division of Homeland Security. Chief Francisco has been very busy with planning for Super Bowl 50.
 - To Vice President Covington's question about hydraulic rescue tools, we have requested rescue tools in the past as part of our annual equipment request. However, these requests are lumped together with apparatus, PPE, defibrillators, PWSS, and SCBA. We continue to ask for more support with financing and we always try to get grants. In 2014, the AFG grant we put in for 25 hydraulic units to the tune of \$754,000. We received notice three weeks ago that we were denied for that request. We will continue to apply for these AFG grants. Since 2014 we've been trying to do everything we can to get the new hydraulic tools that are on the market. Starting December 14th we've advocated with Hearst and Homach. They've agreed to do a six-month pilot program where we will stick one set of jaws on Rescue One, another set on Rescue Two. After three months we'll swap those units and at the end of six month trial, we will do a poll and see which unit is best for our needs. But we will have more rescue tools in the system very shortly.
- Fireboat update: There have been challenges with Vigor's electrical contract and it went out of business. We hope to receive TIA, Time and Impact Analysis report by the end of this week, from Jensen Marine who is the construction manager for that

project. Once we get that TIA, we'll be able to sit down and determine what the impacts of that delay will be, but right now we just don't know.

- A milestone happened with that project where the pilot house is now made into the main body of the vessel. So that project continues to move forward as best as it can.
- Investigative Services -- Acting Captain Sheila Hunter conducted 31 random alcohol and drug tests this recording period, five of which were conducted on nights or weekends. She has also been busy conducting background investigations for the 119th recruit academy. The assignment office has been busy with assignment changes.

Commissioner Cleveland asked why there was such a high failure rate from the 118th Academy. Chief Guzman responded that it was a variety of issues, including injury, family reasons, resignations and for not meeting the standards of the training.

There was no public comment.

7. UPDATE ON DEVELOPMENTS OF THE 150TH ANNIVERSARY COMMITTEE
[Discussion]

Vice President Covington gave the following update:

To be brief, there have been a number of ongoing meetings with city leaders and members of the Steering Committee. Yesterday, the Chief of the Department, the Mayor's Chief of Staff, the City's Protocol Chief, a couple of members of the San Francisco Fire Department staff, and Dave Ebarle who is serving as co-chair of the Steering Committee and myself all met, to go over the nine-month-long celebration and we had a very good discussion. Fund raising has begun, and I would personally like to thank Commissioner Cleveland for spearheading the gift of \$5,000 from BOMA to sponsor the Lilly Coit and volunteer day. So thank you again, Commissioner Cleveland, for your leadership on that. And I also want to thank Commissioner Nakajo for working very closely with me on the firefighter and paramedic film festival. We're making good progress. And we will be reaching out to members of the Department to ask them to join the various committees.

There was no public comment.

8. UPDATE ON DEVELOPMENTS OF THE STRATEGIC PLANNING COMMITTEE
[Discussion]

President Evans gave the following update:

I will try to be as brief as Vice President Covington. The Strategic Planning Committee met recently and spent quite a lot of time talking through facilities and began conversations regarding partnerships that the department has had. One thing I'll mention, just because it has come up a couple times this evening regarding outreach to the community, is an idea to create boards, like the way the police department has, but it would be called Battalion Advisory Boards where we would go and meet in the community on a more regular basis so we can share what's going on in the Department,

what our needs are, and really be more active and use our neighbors as advocates for the department. We have two meetings coming up soon; one on November 30th, the other on December 3rd, which is the one the Chief mentioned earlier with representatives from the Mayor's Office, the Budget Office, the Controller, and Capital Planning. I have some concerns about that meeting, which I have shared in that I don't think our committee is quite ready to share with the outside world where we're at and what the priorities and needs of the Department are. So I do have some concerns that it's premature. I've asked the Mayor's Chief of Staff to push it back. He's not willing to do that so the meeting is going forward December 3rd. To be honest, I'm not sure that I'm going to participate in that meeting because I don't think it's the time. I have a concern that outside voices will try to shape our strategic plan rather than having the department shape it and then I'm not expecting that they're going to fund everything that we need but I would rather see it come out of the department and then be told what is and isn't going to happen rather than in the middle of our process getting kind of sidetracked by what constraints they might want to put on our thinking and our planning. I'm still thinking that through but that's what's on the agenda. And then after that I think we'll kind of break off into subcommittees and really dive a little bit deeper into some more of the work.

There was no public comment.

9. **DISCUSSION ON THE H50 ASSISTANT CHIEF'S EXAM** [*Discussion and possible action*]

Taken out of order at 5:45

Dave Johnson, manager of the Public Safety Team from the Department of Human Resources introduced himself.

President Evans explained that she had asked that it be put on the agenda because some issues had been brought to her attention and she thought maybe the commission was going to need to reach out to the Civil Service Commission regarding this exam but it's been resolved. She added that it brought to mind something the Strategic Planning Committee has been talking about, which is the training and promotional opportunities for people in the department and how we go about making sure there's transparency regarding the criteria and the consistency. In this instance there was a situation where the criteria was posted that would have required the applicants to be permanent Battalion Chiefs off of probation and that impacted several individuals who have permanent employment but are still on probation. She continued that it is incumbent upon everyone to make sure that everyone knows what the process is, and that it's important to have a conversation about the promotional process and the H-50 in particular since those are the current and future leaders of the department.

Mr. Johnson gave the following explanation and update on the promotional process.

“in most of Civil Service exam processes, the completion of probation is a requisite for competing in the next rank or position or level in the class because it's at that point where you're assumed to work at the journey level. That implies that there is a lot of meaning to that probation, and that varies from department to department. So for this particular instance for the H-50 Assistant Chief, we looked at what we did for the last Assistant Chief process in 2010 where it required permanent employment and completion of probation. Hence, the announcement went out that way, went to the union that way, went to the Department that way, and that's the way we published it. Then we have appeals

and protests, and we look back at the last two announcements for Battalion Chief to discover that they required only permanent employment. And then the condition that people who had not completed probation would be placed under waiver until such time as they completed probation. In discussion with the department and Civil Service Commission executive officer, we relied on Civil Service Rule 310.4 which gives the director of human resources the authority to repost an announcement in the presence of appeals and protests. And we took advantage of that rule and reposted the announcement. And such reposting is not subject to protest or appeal. Hence, the reposting and reopening of the announcement which closed yesterday morning at 0800. So it was open for a 24-hour period reflecting permanent appointment but not having necessarily completed probation. Going forward, we're going to enter into a series of discussions with the Department and the employee groups regarding their operational needs and the best way to move ahead. We want to be consistent with the rules. We want to be consistent with the class specifications. And I think it's most important that we recognize the Department as operational concerns and align with that. So I would say no later than probably January, we'll begin those discussions and come up with a plan so that everyone in the department knows what's required to qualify to take a promotional exam."

Commissioner Cleaveland asked Mr. Johnson what the probation period is. Mr. Johnson answered that for an entry level firefighter it is one year and every other promotional rank is six months.

Vice President Covington asked for clarification on the reposting. Mr. Johnson explained that Civil Service rule, 310.4 as it stands now, will always grant the director with the Department of Human Resources the authority to repost in the presence of appeals and protests of the announcement or qualifications. He added that they are hoping that the discussion with the Department will eliminate any future appeals and protests because everyone will know going in what the requirements are. Vice President Covington asked Mr. Johnson to express to the director that she is appreciative of the reposting.

President Evans asked when the H-50 exam will be administered. Mr. Johnson replied it is tentatively scheduled for February, and they anticipate sending notices to the candidates tomorrow, but no later than Monday, wherein they will identify specific dates and issues of concern to the candidates.

President Evans suggested considering ways that benefit members to complete their probation when there is such a lag from when they apply to actually taking the exam. Mr. Johnson agreed, but stated that it would be difficult to do because promotions from the Fire Department's stand point are based on separations, and those are very difficult to predict. Mr. Johnson explained how the exam process worked. He stated that they are working with Fields Consulting as well as subject matter experts. The content of the exam is driven by job analysis and has a lot to do with the subject matter experts from within the Fire Department. He added that they cannot have an end product that does not reflect the policies and procedures of the Department. He added that the outside experts are very good at a broader perspective, but they need the inside perspective to make sure that the list will be able to reproduce and predict success in the Department. Chief Hayes-White explained how the subject matter experts are chosen.

There was no public comment.

10. COMMUNICATIONS

Communications to Commission received since last meeting of 11/5/15.

- Letter from Leonard Peoples dated 10/29/15

There was no public comment.

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

Discussion regarding agenda for the December 3, 2015 regular meeting.

- Super Bowl 50 update
- Willman Resolution

There was no public comment.

12. ADJOURNMENT

President Evans adjourned the meeting at 7:09 PM.

SAN FRANCISCO FIRE COMMISSION

MINUTES OF FIRE COMMISSION SPECIAL MEETING
December 3, 2015 – 3:00 PM
698 Second Street, Room 221, San Francisco, CA 94107

President Evans called the meeting to order at 3:07 PM.

Item No.

1. ROLL CALL

Commission Vice President Francee Covington, Hearing Officer
President Andrea Evans
Commissioner Stephen Nakajo
Commissioner Michael Hardeman
Commissioner Ken Cleaveland

Also Present:

Brad Russi, Deputy City Attorney, Government Team – Counsel to the Commission
Maureen Conefrey, Commission Secretary

2. CASE NO. 2015-02: COMMISSION DELIBERATIONS ON PROPOSED FINDINGS OF FACT, AND POSSIBLE APPROVAL OF FINDINGS OF FACT REGARDING COMMISSION'S DECISION ON EMPLOYEE SUSPENSION APPEAL [*Action item*]

In accordance with Article 40, Section 4005 of the Rules and Regulations the employee has appealed a ten-day suspension for violation of the Rules and Regulations as follows:

- Section 3905 – Familiarity with the Rules
- Section 3907 – Safety Rules
- Section 3919 – Proper Behavior
- Section 3923 – Acts Detrimental to the Welfare of the Department
- Section 3940 – Unauthorized Use or Disposition of Property
- Section 3941 – Use of Department Vehicles
- Section 4002 – Off Duty Conduct

At a Special Meeting of the Fire Commission on November 5, 2015, regarding the above-noted matter, following the evidentiary hearing, the Commission deliberated and decided the member's appeal of a ten-day suspension previously imposed by the Chief of Department.

Member pled guilty to the charges of violating San Francisco Fire Department Rules and Regulations Section 3905 – Familiarity with the Rules; Section 3907 – Safety Rules; Section 3919 – Proper Behavior; Section 3923 – Acts Detrimental to the Welfare of the Department; Section 3940 – Unauthorized Use or Disposition of Property; Section 3941 – Use of Department Vehicles; and Section 4002 – Off Duty Conduct.

By unanimous vote of members present, the Commission voted to impose discipline on the violations of Sections 3923, 3940, 3941, and 4002 only. (Ayes: Evans, Covington, Nakajo, Hardeman). Accordingly, the Commission voted to reduce the Chief's recommended penalty to

a 2-day suspension, by a unanimous vote of members present. (Ayes: Evans, Covington, Nakajo, Hardeman).

The Commission is now considering proposed Findings of Fact in relation to that decision.

This case may be heard in Closed Session pursuant to Government Code Section 54957(b) and San Francisco Administrative Code Section 67.10(b).

A. Public Comment on Special Meeting Agenda Item; Possible Closed Session

Members of the public may comment on Agenda items No. 2, including the proposed Findings of Fact and whether to consider the matter in Closed Session. [Government Code §54954.3(a), Administrative Code §67.15(b)]

President Evans called for public comment. No member of the public came forward and President Evans closed public comment.

B. Vote on Closed Session:

1. Vote on whether to conduct deliberations on proposed Findings of Fact in Closed Session. **[Action]**

Vice President Covington made a motion to hold deliberations in Closed Session. Commissioner Cleaveland seconded, and the motion was unanimously approved. (5-0; Evans, Covington, Nakajo, Hardeman, Cleaveland)

The Commission held deliberations in Closed Session at 3:10 p.m.

C. Deliberations and Possible Action

1. Deliberations and possible action on proposed Findings of Fact (in Open or Closed Session, per the Commission's vote). **[Action]**

The Commission reconvened in Open Session to report action taken at 3:23 p.m.

Action Taken:

By unanimous vote of 5-0, the Commission adopted the proposed Findings of Fact as presented by Counsel for the Department. The Findings will be finalized by Counsel for the Commission, working with the Commission Secretary, and issued to the parties. There was no public comment.

D. If Closed Session is held, reconvene in Open Session

1. Report on any action taken in Closed Session as specified in California Government Code Section 54957.1(a)(5) and San Francisco Administrative Code section 67.12(b)(4).
2. 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]**

Commissioner Hardeman made a motion to not disclose discussions held in Closed Session. Commissioner Cleaveland seconded, and the motion was unanimously approved. (5-0; Evans, Covington, Nakajo, Hardeman, Cleaveland)

There was no public comment

3. ADJOURNMENT

President Evans adjourned the meeting at 3:24 p.m.

COMMUNICATIONS

December 9, 2015

President Andrea Evans
San Francisco Fire Commission
698 Second Street
San Francisco, CA 94107

Dear President Evans & Fire Commissioners,

Let me first thank you for the opportunity to give a presentation to the San Francisco Board of Fire Commissioners to highlight the critical work of the SFFD Surf and Bay Rescue Programs.

As you are aware, the SFFD Surf Rescue Program is responsible for mitigating any aquatic and coastal emergency that involves water or where water lies in its inherent path within the boundaries of the City and County of San Francisco and providing emergency aquatic rescue operations in and around the Ocean, Bay, and other bodies of water that fall within our jurisdiction. With 22 miles of San Francisco coastline and an average water temperature of 51-degrees Farenheit, the SFFD Surf and Bay Rescue Program is an essential component of our Department's mission to save lives and property.

In 2014 alone, the SFFD performed 93 Bay Rescues and 31 Surf Rescues and those numbers are steadily increasing as San Francisco's population continues to rise.

The SFFD Surf Rescue Program is committed to meeting the demands and challenges of an ever-changing marine environment. In order to meet these challenges and continue to serve the people of San Francisco to the best of our ability, our team is requesting the following items:

- 1) A dedicated 'Marine Unit' staffed with divers, rescue swimmers, and boat operators.
- 2) Dedicated daily staffing of a minimum of 10 rescue swimmers in surf rescue battalions.
- 3) The replacement of Coastal Rescue One and Coastal Rescue Two apparatus.
- 4) Increased training and regional exercises through UASI grants.
- 5) Hazard compensation for surf rescue swimmers stationed at surf rescue fire houses to attract and retain Surf Rescue members.

I am happy to provide any additional information you should require and am requesting a follow up meeting with the Fire Commission so that we can discuss next steps regarding this critical component of the San Francisco Fire Department.

Thank you once again for your interest in our work.

Sincerely,

Captain Robert Styles

CC: Francee Covington, Commission Vice President
Michael Hardeman, Commissioner
Ken Cleaveland, Commissioner
Stephen Nakajo, Commissioner
San Francisco Firefighters Local 798

Conefrey, Maureen (FIR)

From: Latinzoneprod <latinzoneprod@aol.com>
Sent: Sunday, December 13, 2015 4:46 PM
To: latinzoneprod@aol.com; Commission, Fire (FIR)
Cc: savethemission@googlegroups.com; Campos, David (BOS); Kawa, Steve (MYR); Buckley, Jeff (MYR); Lee, Mayor (MYR); Avalos, John (BOS); Cohen, Malia (BOS); Kim, Jane (BOS); noram.yee@sfgov.org; Oliva-Aroche, Diana (MYR); Torres, Joaquin (ECN); Ponce De Leon, Diana (ECN); Garcia, Barbara (DPH); Suhr, Greg (POL); Buckley, Jeff (MYR); olson.lee@sfgov.org; melgarsf@gmail.com; estela.garcia@ifrsf.org; lariza@carecensf.org; av@avarchcm.com; josh@brightlinedefense.org; j.salinassr@att.net; mariopaz@goodsamfrc.org; newstips@ktvu.com; newsduron@aol.com; newsmx@reply.newsmx.com; mgriffin@sfexaminer.com; maldax@sfexaminer.com; TLMD48@ypunto.com; newsdesk@kpix.com; noticias14@univision.net; noticias14@univision.com; a.emsile.sf@gmail.com; foxnewstips@foxnews.com; listings@sfbg.com; kgotv.desk@abc.com; sorozco@radiobilingue.org; castrocourier@gmail.com; sftimes@mac.com; stories@nbcbayarea.com; public.information@turner.com; MarcosG106@aol.com; maria.mejia@elmentsajero.com; jdiaz@sfchronical.com; eshore@newamericamedia.org; rnagle@sfexaminer.com; joe@kalw.org; raytaliaferro@kgoradio.com; cheryl.jennngs@abc.com; annette@kalw.org; editor@potreroview.net; editor@sfbayview.com; fitzthereporter@gmail.com; lreportero@aol.com; davidlweis@sfchronicle.com; newsroom@kgoradio.com; ksantos@bayareanewsgroup.com; quintana@kron.com; harrison@kpoo.com; baycitynews@pacbell.net; rose@yourcallradio.org; rramirez@kqed.org; jaxvoice@aol.com; kkennedy@bhnc.org; jamiebgoldberg@gmail.com; editor@sfrichmondreview.com; rigobeh@gmail.com; lcha@berkeley.edu; dinsmore@kpix.cbs.com; kcbsnewsdesk@cbs.com; pmatier@sfchronicle.com; Rosy.Chu@ktvu.com; mreynolds@bayareanewsgroup.com; community.affairs@ktvu.com; jkwong@sfexaminer.com; news@ktvu.com; erik.karff@gmail.com; cduran@univision.net; sara.m.bloomberg@gmail.com; producers@kgoradio.com; kcbscomments@kcbs.com; Claudia.Cowan@foxnews.com; jmmuniz@telemundo.com; michael.howard@elmentsajero.com; ricardo.ibarra@elmentsajero.com; pilar.nino@nbcuni.com; tim@48hills.org; breakingnews@kron4.com; gall6@aol.com; apachesol@sbcglobal.net; unideca@sbcglobal.net; chrisreyes77@gmail.com; ruth@chalk.org; tvsylvia@pacbell.net; rodrigoehduran@gmail.com; biancaestella11@gmail.com; sklorena@hotmail.com; amie.valle@2582mediadesign.com; spowers@brava.org; pedrojmar@gmail.com; newjazzflute@comcast.net; Queenlatina7@aol.com; pepelily@sbcglobal.net; dancemissiontheater@yahoo.com; surojas93@gmail.com; gsiataga@yahoo.com; silviaurrutia1@hotmail.com; srluvddy59@hotmail.com; yoselinmartinezxonthe@gmail.com; vazquez7@sbcglobal.net; ES3310E@yahoo.com; arturo@arturoriera.com; acarrillo@healthright360.org; irisbiblowitz@hotmail.com; erinmcel@gmail.com; damaddhouze415@gmail.com; harvey@studio369.com; allinsanfrancisco@gmail.com; eddiestiel@yahoo.com; leroy415@gmail.com; lorena@carecensf.org; metziquez@aol.com; tere@podersf.org; jennie@missionculturalcenter.org; brooke@oliversabec.com; georgiana@accionlatina.org; ani.galeria@gmail.com; p_gallegos@hotmail.com; rene@somarts.org; tutoriald@aol.com; miranomas@yahoo.com; jesus.yanez@ifrsf.org; Mara@rosaleslawpartners.com; melenaanaya@gmail.com; benbacsiera@yahoo.com; elba@oliversabec.com; lindasoldhouse@gmail.com; mauricioreneaviles@gmail.com; amgamez@yahoo.com; chilelindosf@yahoo.com; dgatiss@gmail.com; ajnapolis@gmail.com; wendy@dscs.org; Bojorquez, Alfredo (PDR);

Cc: miguelbustos@gmail.com; alfredopedroza@sbcglobal.net; mrlyndrn@gmail.com; drbgmalo@aol.com; Eddyamartinez@earthlink.net; balberanray@gmail.com; smoss@missionhousing.org; sara@hrccsf.org; vmajano@yahoo.com; actionbetty@protonmail.com; betty.pazmino@gmail.com; Goossen, Carolyn (BOS); marianataz6@hotmail.com

Subject: Re: Fires in the Mission

Fire Commissioners

Last week we had another fire here in the Mission leaving another 10 people displaced and homeless!

It's been a month since we send the email below requesting that you have an emergency meeting in the Mission to address the fire and death crisis in the Mission!

Clearly you have failed to respond to our request just like you have failed to investigate the fires in the Mission.

In October this year you allowed for the removal of the head of its arson task force after he voiced repeated public complains that the unit was understaffed and overwhelmed by backlog of uncompleted investigations. Captain Darmanin refusal to stay silent and spoke before your commission and was penalized for speaking out and removed from his job. He was the long ranger in the department that could of made a difference in the departments.

As Commissioners by you all not speaking out on the fires in the Mission or coming to our community to address these fires shows a lack of RESPECT and LOVE for the Mission!

How many more fires, death and people need to be displaced before you all wake up and smell the fire.

These fires are adding to the gentrification of Latinos in the Mission.

By not investigating these fires it sends the wrong message to those evils greedy minds that see the benefit of burning down buildings for profits.

Now we demand that you all have a meeting in the Mission and make a public statement that these fires will be investigate especially for arson and that the fire Department will work with the SF Police Department and District Attorney's to arrest and prosecute those who are out causing fires in the Mission!

WE await for a date and time for the meeting here in the Mission by the Fire Commission!

En La Lucha,
Roberto

-----Original Message-----

From: Latinzoneprod <latinzoneprod@aol.com>
To: fire.commission <fire.commission@sfgov.org>
Cc: savethemission <savethemission@googlegroups.com>; david.campos <david.campos@sfgov.org>; steve.kawa <steve.kawa@sfgov.org>; jeff.buckley <jeff.buckley@sfgov.org>; mayoredwinlee <mayoredwinlee@sfgov.org>
Sent: Fri, Nov 13, 2015 11:42 am
Subject: Fires in the Mission

Commissioners

WE request the Fire Commission to hold a emergency meeting to address the extreme number of fires and death CRiSiS in the Mission District.

WE request the meeting be held in the Mission and in the evening when people can attend!

Roberto

Roberto Y. Hernandez
Our Mission No Eviction
415.206.0577

Conefrey, Maureen (FIR)

From: Laura Wenus <laura.wenus@missionlocal.com>
Sent: Monday, December 14, 2015 2:20 PM
To: Commission, Fire (FIR)
Subject: Mission Local story on local fires and response

Hello Commissioners,

I'm a reporter with the news website Mission Local. We are planning to run a story about Roberto Hernandez' request to the Commission for a public meeting on the incidence of fires in the Mission (I have copied that email below). I was hoping to get your take on this request and to see if you have any thoughts on a few additional questions:

- Would you consider having a community meeting to address fires in the Mission district?
- Is there indeed a backlog on arson investigations, and/or a funding and staff shortage on the arson task force? If either of these are the case, what steps are being taken to address this?
- Is there any preliminary statement to address concerns about a perceived increase in displacement by fire in the Mission district?

Any insights would be appreciated.

Best,

Laura

Laura Wenus
Multimedia Reporter
laura.wenus@missionlocal.com
(650) 996-3112
missionlocal.com

----- Copy of email from Roberto Hernandez -----

From: Latinzoneprod <latinzoneprod@aol.com>
Date: December 13, 2015 at 7:46:01 PM EST
To: latinzoneprod@aol.com, fire.commission@sfgov.org

Fire Commissioners

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WE await for a date and time for the meeting here in the Mission by the Fire Commission!

En La Lucha,
Roberto

GENERAL ORDERS

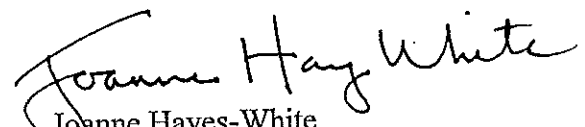
SAN FRANCISCO FIRE DEPARTMENT
GENERAL ORDER

File Code 15 A-64
November 20, 2015

From: Chief of Department
To: Distribution List "A"
Subject: Year 2016 Vacation Selections
Reference: Rules & Regulations, Section 2519
Enclosure: (A) Vacation Policy, Balance Limits, Accrual Rates, Granting Rules, Bidding
Instructions
(B) 2015 Watch Calendar

Officer Endorsement:
Section 1108 – R & R _____

1. Vacation selections for the Year 2016 shall be made via HRMS. All members working 24-hour shifts shall submit computer vacation bids. Members working non-24-hour shifts shall have their vacations approved by their supervisors. A General Order will be forthcoming to provide a separate vacation selection process (via HRMS) for members working at the Airport Division and Station 49.
2. All members are directed to enter a vacation bid. Probationary Firefighters must work one full year before using vacation leave.
3. Bidding opens at 1200 hours on Monday, November 23, 2015. Close of bidding is 1200 hours on Monday, November 30, 2015. No bids will be accepted after this deadline.
4. Second Request Vacation bidding will open at 1200 hours, Wednesday, December 2, 2015. Members shall make these requests via HRMS. The deadline to submit Second Request Vacations is 1200 hours on Wednesday, December 9, 2015.
5. The Annual IDV and TC bidding will begin 1200 hours, Friday, December 11, 2015, with a deadline of 1200 hours, Friday, December 18, 2015. Under no circumstances will the sum of vacation, IDV and TC days granted exceed the number of days listed under the Vacation Granting Rules section of Enclosure (A).
6. Any member who is at or near their vacation balance limit is strongly encouraged to take their vacation and IDVs early in the year. It is recommended that members check their time balances against the stated limits set forth in Enclosure "A". Any member who reaches their respective accumulated vacation maximum will cease to accrue vacation time.


Joanne Hayes-White
Chief of Department

Annual VACATION BIDDING INSTRUCTIONS

1. Log on to HRMS using your User Name and your personal password.
2. Select "Employee" → "VA/IDV Bid"
3. On this page, you will see your Employee ID, followed by Suppression VA bid. There are also VA Type (automatically defaults to VA), Start Dt, Days, and Priority fields.
4. To begin entering your VA requests, select a start date on your Employee Calendar (right side of the page) by clicking on the specific day. You should see this date populate into the Start Dt field. Note: You may only bid on "start" dates for the current calendar (e.g., February 1, 2016 through January 31, 2017).
5. Next you will choose the number of days you would like to use for this particular vacation. Use the "Days" drop-down field to select the number of days requested. This field indicates the minimum through the maximum number of days you are entitled to request during this VA bidding cycle. *Please be reminded that if you are also planning to bid for IDVs, you should save the number of days from your maximum to use in the upcoming IDV process. A maximum of 5 IDVs will be granted during the IDV/TC Bid process.
6. You may now choose your VA priority. The field "Priority" denotes the order you would like your vacation choices to be considered (e.g., priority 1, 2, 3, etc.). If you do not complete this field, priority will be determined by date order.
7. After you have completed all necessary fields for your VA Bid, click on the "Create" button at the top of the page. You will see your entire VA Bid listed under Requests. You may continue to add VA Bids or click on a previous bid to update a current request until the deadline.
8. If you would like to update a previous VA Bid entry, click on the "pending" status next to the specific bid date. Make necessary changes and click on "Apply Changes". Important: Be sure to check your Requests listed for your actual VA Bid entries and confirmation of any changes made.
9. NOTE: Once the VA bid process is complete, you will see your granted vacation on your home page listed under the "Granted Time Off" option.

Annual IDV/TC BIDDING INSTRUCTIONS

11. Log on to HRMS using your User Name and your personal password.
12. Select "Employee" → "VA/IDV Bid"
13. On this page, you will see your Employee ID, followed by Suppression IDV/TC bid. There are also VA Type (defaults to IDV or TC), Start Dt, Days, and Priority fields.
14. To begin entering your IDV/TC requests, select the date on your Employee Calendar (right side of the page) that you are requesting as an IDV/TC. Once you click on that day, you should see it populate into the Start Dt field. Note: Each IDV/TC request is for one watch (two days) only and must be in the current calendar year (e.g., February 1, 2016 through January 31, 2017).

15. You may now choose your IDV/TC priority. The field "Priority" denotes the order you would like your IDV/TC choices to be considered (e.g., priority 1, 2, 3, etc.). If you do not complete this field, priority will be determined by date order.

16. After you have completed all necessary fields for your IDV/TC, click on the "Create" button at the top of the page. You will see your entire IDV/TC bid listed under Requests.

17. If you would like to update your IDV/TC bid, click on the "pending" status next to the specific bid date. Make necessary changes and click on "Apply Changes". Important: Be sure to check your Requests listed for your actual IDV/TC bid entries and confirmation of any changes made.

18. NOTE: Once the IDV/TC bid process is complete, you will see your granted IDV/TC's on your home page listed under the "Granted Time Off" option.

IDV RULES

An IDV is 12 hours - IDVs must be taken in pairs, equal to one 24-hour watch. In no event may your granted vacation and IDV/TC total more than your vacation granting limit.

VACATION POLICY

ALL MEMBERS OF THE DEPARTMENT ARE RESPONSIBLE FOR MONITORING THEIR OWN TIME BALANCES, which are listed in HRMS under 'Employee-> Home ->Time Balances.' If you are on vacation and run your vacation balance to zero, you will NOT receive pay for the remaining vacation. The Department will NOT convert these non-pay status vacation days into TC or SP. Vacation is tabulated in hours, not days (12 hrs. = 1 day, and 2 days = 1 watch). Time balance records are kept by the City Controller.

VACATION BALANCE LIMITS

1 -5 Years - You may bid a maximum 10 days (120 hour) vacation. Your accrued vacation limit is 480 hours.
5-15 Years - You may bid a maximum 16 days (192 hour) vacation. Your accrued vacation limit is 540 hours.
> 15 Years - You may bid a maximum 20 days (240 hour) vacation. Your accrued vacation limit is 600 hours.

VACATION ACCRUAL RATES

1 - 5 years service = 10 VA hrs./mo. (earn 4.615 VA hrs. per pay period)
5 - 15 years service = 15 VA hrs./mo. (earn 6.923 VA hrs. per pay period)
> 15 years service = 20 VA hrs./mo. (earn 9.231 VA hrs. per pay period)

VACATION GRANTING RULES

Vacations for members of the Department working 24-hour shifts will be for a MINIMUM of 6 days (72 hours).

The total number of granted vacation, IDV, and TC for field-suppression members of the Department will not exceed the MAXIMUM number of days as listed above in Vacation Granting Limits.

Part of the regular vacation allotment may be taken as intermittent daily vacation (IDV or TC). The number of IDV/TCs granted, in addition to the member's minimum vacation, may not exceed 5 watches, nor may it exceed the maximum number of days listed above in Vacation Granting Limits:

San Francisco Fire Department Watch Calendar 2016

31 Day Tour Chart

Watch	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Watch
Tour 1	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Tour 1
Tour 2	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Tour 2	
Tour 3	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Tour 3		
Tour 4	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Tour 4			
Tour 5	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Tour 5				
Tour 6	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Tour 6					
Tour 7	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Tour 7						
Tour 8	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Tour 8							
Tour 9	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Tour 9								
Tour 10	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Tour 10									
Tour 11	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Tour 11										
Tour 12	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Tour 12											
Tour 13	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Tour 13												
Tour 14	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Tour 14													
Tour 15	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Tour 15														
Tour 16	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Tour 16															
Tour 17	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Tour 17																
Tour 18	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Tour 18																	
Tour 19	19	20	21	22	23	24	25	26	27	28	29	30	31	Tour 19																		
Tour 20	20	21	22	23	24	25	26	27	28	29	30	31	Tour 20																			
Tour 21	21	22	23	24	25	26	27	28	29	30	31	Tour 21																				
Tour 22	22	23	24	25	26	27	28	29	30	31	Tour 22																					
Tour 23	23	24	25	26	27	28	29	30	31	Tour 23																						
Tour 24	24	25	26	27	28	29	30	31	Tour 24																							
Tour 25	25	26	27	28	29	30	31	Tour 25																								
Tour 26	26	27	28	29	30	31	Tour 26																									
Tour 27	27	28	29	30	31	Tour 27																										
Tour 28	28	29	30	31	Tour 28																											
Tour 29	29	30	31	Tour 29																												
Tour 30	30	31	Tour 30																													
Tour 31	31	Tour 31																														
Watch	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Watch
January	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	1	2	3	4	5	6	7	8	9	10	11	January
February	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	1	2	3	4	5	6	7	8	9	10	11	February
March	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	1	2	3	4	5	6	7	8	9	10	11	12	13	March
April	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	1	2	3	4	5	6	7	8	9	10	11	12	13	April
May	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	1	2	3	4	5	6	7	8	9	10	11	12	13	14	May
June	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	1	2	3	4	5	6	7	8	9	10	11	12	13	14	June
July	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	July
August	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	August
September	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	September
October	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	October
November	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	November
December	18	19	20	21	22	23	24	25	26	27	28	29	30	31	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	December
Watch	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Watch

SAN FRANCISCO FIRE DEPARTMENT
GENERAL ORDER

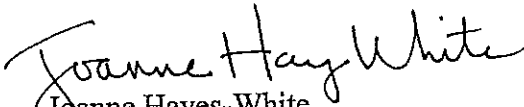
File Code 15 A-65
November 25, 2015

From: Chief of Department
To: Distribution List "A"
Subject: Decorative Tree Inspections and Information
Reference: Section 806.1 of the 2013 San Francisco Fire Code
Chapter 1, Section 3.08, Title 19, California Code of Regulations
Enclosures: (A) BFP Informational Bulletin Re: Decorative Trees in Regulated Occupancies
(B) NFPA Christmas Tree Safety Tips and Recommendations for Christmas Fire Safety (English, Spanish, Chinese and Versions)
(C) BFP Information Bulletin Re: Requirements for the Application of Flame Retardants to Decorative Trees (2012)

Officer Endorsement:
Section 1108 - R. & R. _____

1. Assistant Chiefs and Battalion Chiefs supervising fire suppression units are directed to inspect decorative trees in public assemblies, schools, hospitals, department stores, highrise office buildings; and public areas of hotels, motels, and apartment buildings within their respective Divisions and Battalions to assure compliance with the appropriate codes and regulations adopted by the State of California, as detailed in the enclosed information bulletin.
2. A weekly report of all inspected premises shall be forwarded to the Bureau of Fire Prevention; Attention: Fire Marshal. The inspection report shall include the name of the business, address, date inspected, type of tree (natural cut/artificial), pass/fail, and action taken. Inspection report forms may be printed out from AO Reports.
3. Natural cut trees are not permitted in hospitals and other facilities housing non-ambulatory persons (see informational bulletin). Further, natural cut trees are only permitted in public assemblies, schools, department stores, and public areas of hotels, motels, and residential buildings with more than two units when *they are protected by an approved automatic sprinkler system.*
4. Natural cut trees in schools, public assemblies, and public areas of residential buildings shall be treated with flame retardant and shall have an approved tag certifying the application of a California State Fire Marshal approved flame retardant. The tag shall include the following information: CSFM Seal of Registration, name of flame retardant used, name of registered applicator, registration number, and date of application.
5. Natural cut trees shall be removed from buildings whenever the needles fall off readily when a tree branch is shaken or if the needles are brittle and break when bent between the thumb and index finger. Chiefs shall remind responsible parties to check the tree daily for dryness.


6. Battalion Chiefs shall deliver a supply of *Enclosures (A), (B), and (C)* to each decorative tree lot in their Battalion for distribution to their customers. Additionally, each member shall be familiar with the provisions of *Enclosure (A)*, and shall report non-compliance to their respective Battalion Chief or to the Bureau of Fire Prevention.


Joanne Hayes-White
Chief of Department

Tree Tag

DO NOT REMOVE
BY ORDER OF THE STATE FIRE MARSHAL

**FOLIAGE HAS BEEN
FLAME RETARDANT TREATED**



I CERTIFY this foliage has been treated with a chemical registered with the California State Fire Marshal and the treatment was made in accordance with manufacturers instructions by
 dipping spraying

Signature: _____ Applicator No. _____

Chemical Used _____ Reg. No. _____

Date of Treatment _____

(NAME AND ADDRESS OF CONCERN)

Summary Chart – NATURAL CUT CHRISTMAS TREES

OCCUPANCY TYPE	NOT PERMITTED	REQUIRES FIRE RETARDANT	REQUIRES SPRINKLERS IN BUILDING
Hospitals, prisons, nursing homes, and residential care facilities	✓		
Schools, public assemblies, and common areas of residential buildings		✓	✓
Retail stores and high-rise buildings			✓



SAN FRANCISCO **FIRE DEPARTMENT**

TO: Fire Marshal, Bureau of Fire Prevention

FROM: _____

SUBJECT: Christmas Tree Weekly Inspection Report, Week Ending _____

Name of Business	Address	Date Inspected	Type of Tree (Natural-cut or artificial)	Pass/Fail	Action Taken



DIVISION OF FIRE PREVENTION & INVESTIGATION

INFORMATION BULLETIN

November 3, 2014

SUBJECT: USE OF DECORATIVE TREES IN REGULATED OCCUPANCIES

In accordance with the 2013 San Francisco Fire Code and Title 19 of the California Code of Regulations, the San Francisco Fire Department requires that the following regulations be observed regarding the use of decorative trees in public assemblies, schools, institutions, retail stores, high-rise buildings, and public areas of hotels, motels, apartment, and condo buildings:

1. Natural cut trees are prohibited in I-1, I-2, I-3, I-4, and R-4 occupancies. These are primarily hospitals, nursing homes, prisons, residential care facilities, and other occupancies where persons may require the assistance of others to exit.
2. Natural cut trees are permitted in the following occupancies only when they are protected by an approved automatic sprinkler system: public assemblies, schools, retail stores, high-rise buildings, and common areas of hotels, motels, apartment, and condo buildings with more than two units.
3. Natural cut trees in public assemblies, schools, and common areas of residential buildings shall be fire retardant treated with a chemical approved by the California State Fire Marshal in accordance with the manufacturer's instructions. Application of the flame retardant shall be done by a certified applicator, registered with the California State Fire Marshal. Treated trees shall have a tag with the following information affixed to the base of a low branch on the tree: CSFM Seal of Registration, name of flame retardant used, name of registered applicator, registration number, and date of application.
4. Natural cut trees, where allowed, shall have the trunk bottoms cut off at least 0.5 inch above the original cut and placed in a support device in compliance with the next section.
5. Support devices for natural cut trees shall be stable and shall meet the following criteria:
 - a. The device shall hold the tree securely and be of adequate size to avoid tipping over of the tree.
 - b. The device shall be capable of containing a minimum two-day supply of water.

- c. The water level, when full, shall cover the tree stem at least 2 inches (51 mm). The water level shall be maintained above the fresh cut and checked at least once daily.
6. Dryness: Natural cut trees shall be removed from buildings when the needles fall off readily when a tree branch is shaken or if the needles are brittle and break when bent between the thumb and index finger. The tree shall be checked daily for dryness.
 7. Obstruction of means of egress: The required width of any portion of a means of egress shall not be obstructed by decorative vegetation.
 8. Open flame: Candles and open flames shall not be used on or near decorative vegetation. Natural cut trees shall be kept a distance from heat vents or open flames or heat-producing devices at least equal to the height of the tree.
 9. Electrical fixtures and wiring: The use of unlisted electrical wiring and lighting on natural cut trees and artificial decorative vegetation shall be prohibited. The use of electrical wiring and lighting on artificial trees constructed entirely of metal shall be prohibited.
 10. Artificial trees and vegetation: Artificial trees and vegetation shall meet the flame propagation performance criteria of NFPA 701. This information should be verified prior to purchase of the tree by reading the information on the packaging.

Any questions regarding decorative tree regulations may be directed to the Bureau of Fire Prevention of the San Francisco Fire Department at (415) 558-3300.

Michie Wong
Fire Marshal

Summary Chart – NATURAL CUT DECORATIVE TREES

OCCUPANCY TYPE	NOT PERMITTED	REQUIRES FIRE RETARDANT	REQUIRES SPRINKLERS IN BUILDING
Hospitals, prisons, nursing homes, and residential care facilities	✓		
Schools, public assemblies, and common areas of residential buildings		✓	✓
Retail stores and high-rise buildings			✓



SAN FRANCISCO FIRE DEPARTMENT
DIVISION OF FIRE PREVENTION & INVESTIGATION

INFORMATION BULLETIN


November 13, 2012

**SUBJECT: REQUIREMENTS FOR THE APPLICATION OF FLAME
RETARDANTS TO CHRISTMAS TREES**

The following requirements and information are applicable to parties and/or individuals engaged in the application of flame-retardant treatments to Christmas trees. These requirements are pursuant to Title 19 of the California Code of Regulations.

1. Any person or firm that engages in the business of, or performs for a fee the act of, applying a flame-retardant chemical to any fabric or material must be registered as a "Flame-Retardant Application Concern" by the California State Fire Marshal.
2. Only California State Fire Marshal approved products, applied by the California State Fire Marshal applicators, may be used on trees that are required to be flame retardant treated.
3. A tag must be attached to treated trees indicating the date of treatment, name of applicator, and name and registration number of the chemical used (see Figure 1 below).
4. Trees placed in the following occupancies are required to be flame retardant:
 - a) All schools and churches
 - b) Places of public assembly
5. Natural cut trees are prohibited in hospitals, nursing homes, prisons, residential care facilities, and other occupancies where persons may require the assistance of others to exit.

Figure 1

<p>DO NOT REMOVE BY ORDER OF THE STATE FIRE MARSHAL</p>	
<p>FOLIAGE HAS BEEN FLAME RETARDANT TREATED</p>	
	
<p>I CERTIFY this foliage has been treated with a chemical registered with the California State Fire Marshal and the treatment was made in accordance with manufacturers instructions by</p> <p style="text-align: center;"> <input type="checkbox"/> dipping <input type="checkbox"/> spraying </p>	
<p>Signature _____</p>	<p>Applicator No. _____</p>
<p>Chemical Used _____</p>	<p>Reg. No. _____</p>
<p>Date of treatment _____</p>	
<p>(NAME AND ADDRESS OF CONCERN)</p>	

NOTE: Starting in November, the State Fire Marshal and the San Francisco Fire Department will be conducting inspections of Christmas tree sales lots to determine that applicators are licensed and that they are using approved chemicals in the proper manner. Persons or firms found to be non-compliant with these regulations will be subject to legal action.

Christmas Tree Safety



As you deck the halls this holiday season, be fire smart. A small fire that spreads to a Christmas tree can grow large very quickly.



PICKING THE TREE

- »»» Choose a tree with fresh, green needles that do not fall off when touched.



PLACING THE TREE

- »»» Before placing the tree in the stand, cut 2" from the base of the trunk.
- »»» Make sure the tree is at least three feet away from any heat source, like fireplaces, radiators, candles, heat vents or lights.
- »»» Make sure the tree is not blocking an exit.
- »»» Add water to the tree stand. Be sure to add water daily.



LIGHTING THE TREE

- »»» Use lights that have the label of a recognized testing laboratory. Some lights are only for indoor or outdoor use.
- »»» Replace any string of lights with worn or broken cords or loose bulb connections. Connect no more than three strands of mini string sets and a maximum of 50 bulbs for screw-in bulbs. Read manufacturer's instructions for number of LED strands to connect.
- »»» Never use lit candles to decorate the tree.
- »»» Always turn off Christmas tree lights before leaving home or going to bed.

After Christmas

Get rid of the tree after Christmas or when it is dry. Dried-out trees are a fire danger and should not be left in the home or garage, or placed outside against the home. Check with your local community to find a recycling program. Bring outdoor electrical lights inside after the holidays to prevent hazards and make them last longer.



FACTS

- ❗ One of every three home Christmas tree fires are caused by electrical failures.
- ❗ Although Christmas tree fires are not common, when they do occur, they are more likely to be serious.
- ❗ A heat source too close to the tree causes roughly one in every six of the fires.



Your Source for SAFETY Information

NFPA Public Education Division • 1 Batterymarch Park, Quincy, MA 02169

www.nfpa.org/education



SAN FRANCISCO FIRE DEPARTMENT
RECOMMENDATIONS FOR CHRISTMAS FIRE SAFETY

The San Francisco Fire Department suggests the following recommendations to insure that your family has a safe holiday:

Unless your building is protected by an approved automatic sprinkler system, natural-cut trees are prohibited in public assemblies, schools, institutions, retail stores, and public areas of residential buildings. For more detailed descriptions of these group occupancies, please call the Bureau of Fire Prevention at (415) 558-3300. Natural-cut trees are allowed within dwelling units in apartment buildings and condos that do not have sprinkler systems.

Natural-cut trees in schools, public assemblies, and common areas of residential buildings shall be fire-retardant treated by a California State Fire Marshal registered applicator. Such trees shall be provided with appropriate tags.

When using natural cut trees, saw off at least 1/2 inch of the trunk above the original cut and mount the tree in a support device that holds water. The device shall be stable, hold the tree securely, and be of adequate size to avoid tipping over of the tree. The device shall be capable of containing a minimum two-day supply of water.

The water level, when full, shall cover the tree stem at least two (2) inches. The water level shall be maintained above the fresh cut and checked at least once daily.

Select the location for your tree carefully. Keep the tree away from fireplaces, heating vents, wall furnaces, and other heat producing appliances which may dry out the tree.

The tree shall be removed from the dwelling or building whenever the needles or leaves fall off readily when a tree branch is shaken or if the needles are brittle and break when bent between the thumb and index finger. The tree shall be checked daily for dryness.

Please do not use candles or other flaming devices on your tree or near other holiday decorations.

Examine the tree lights for the Underwriters Laboratories label and check the cord for signs of wear and tear. Discard if old or frayed.

Extension cords must be used with care. It is recommended that no more than 3 sets of lights be used per extension cord. Do not place the cords under rugs or in paths of travel.

When the holiday is over, and the tree is taken down, do not attempt to burn the tree in your fireplace, backyard, or front yard. Dry trees throw off tremendous amounts of heat and fire. Leave the tree in front of your house for your scavenger company on the day of your regular garbage pick-up.

(Updated 11/13/2012)





DEPARTAMENTO DE BOMBEROS DE SAN FRANCISCO
RECOMENDACIONES PARA LA SEGURIDAD
CONTRA INCENDIOS EN ÉSTA NAVIDAD

El Departamento de Bomberos de San Francisco recomienda lo siguiente para asegurar que su familia disfrute de días festivos seguros:

A menos que su edificio esté protegido por un sistema de aspersores automático aprobado, está prohibido utilizar árboles naturales ornamentales en las zonas públicas, escuelas, instituciones, tiendas departamentales y áreas públicas de los edificios residenciales. Para conocer descripciones más detalladas de estos sitios grupales, por favor llame a la Oficina de Prevención de Incendios al (415) 558- 3300. Sin embargo, está permitido utilizar árboles naturales ornamentales dentro de las unidades de vivienda en los edificios de departamentos o condominios.

Los árboles naturales en las escuelas, zonas públicas y áreas comunes de los edificios residenciales deberán ser tratados con retardantes contra fuego por parte de un técnico certificado. Dichos árboles deben portar las etiquetas adecuadas.

Cuando se utilizan árboles naturales ornamentales, se debe serrar al menos 1/2 pulgada del tronco por encima del corte original y montar el árbol en un dispositivo de soporte que contenga agua. El dispositivo debe ser estable, sostener el árbol con seguridad y ser del tamaño adecuado para evitar que el árbol se caiga de lado. El dispositivo debe ser capaz de contener agua para dos días como mínimo.

El nivel del agua, cuando esté lleno, debe cubrir al menos (2) pulgadas del tronco del árbol. El nivel del agua debe ser mantenido por encima del corte fresco y revisado al menos una vez al día.

Seleccione la ubicación de su árbol cuidadosamente. Mantenga el árbol lejos de chimeneas, calentadores, hornos de pared y otros generadores de calor que podrían secar el árbol.

El árbol debe retirarse de la vivienda o del edificio cuando las hojas se caigan al mover las ramas o si las hojas son frágiles y se quiebran cuando se les dobla entre los dedos pulgar e índice. Debe revisarse diariamente que el árbol no esté seco.

Por favor no utilice velas u otras cosas con llama de fuego en su árbol o cerca de otras cosas decorativas de navidad.

Examine las luces navideñas en busca de la etiqueta de Underwriters Laboratories y revise que el cable no esté desgastado o roto. No lo utilice si es viejo o está desgastado.

Las extensiones deben utilizarse con cuidado. Se recomienda que no se conecten más de 3 juegos de luces en cada extensión. No coloque los cables bajo alfombras ni en las trayectorias de paso.

Cuando terminen las fiestas, y quite su árbol, no intente quemarlo en su chimenea, patio trasero, o en el frente de su casa. Los árboles secos expiden enormes cantidades de calor y de fuego. Deje el árbol al frente de su casa para que la compañía de recolección de basura se lo lleve durante la recolección regular de basura.

(Actualizado 11/13/2012)





三藩市消防局
聖誕節防火安全建議

為了確保你的家庭可以度過一個安全的節日,三藩市消防局提出以下建議:

除非你的建築物已有了核准的自動灑水滅火系統的保護,否則禁止在公共集會場所、學校、機構、百貨公司以及住宅樓宇的公用範圍內擺放自然砍伐的樹木。請致電(415) 558-3300 聯絡防火局,查詢更多有關人群聚集點內容的詳情;但是,允許在公寓建築物以及共管式房屋的住宅單位內擺放自然砍伐的樹木。

在學校、公共集會場所以及住宅樓宇的公用範圍內擺放的自然砍伐的樹木,應該要經由有執照的處理人員實施過防火措施。此類樹木必須要附有合適的標籤。

當使用自然砍伐的樹木時,要在樹幹原本切割處上方至少 1/2 英寸的地方平衡鋸斷,並固定在可裝水的支撐裝置上。此裝置必須要穩固,可固定樹木並且要尺寸適宜,防止樹木翻側傾斜。該裝置必須可容納至少兩天用量的水。

滿的水位應淹蓋樹幹至少兩(2)英寸的位置。水位應保持在新切割處的上方,並且每天至少查看水位一次。

謹慎選擇擺放樹木的地點。樹木要遠離壁爐、暖氣通風口、暖氣爐以及其他製熱設備,因為這些設備可能會讓樹木變得乾燥。

當搖動樹幹,發現樹木的尖突部位或樹葉頻繁的凋落時,或者如果當用拇指和食指折彎樹木的尖突部位時,發現此部位容易折斷時,就要將樹木移離住宅或建築物。必須每天查看樹木的乾度。

請勿使用蠟燭或在你樹木的其他節日裝飾品附近擺放任何其他易燃裝置。

檢查樹木燈飾的保險商實驗所標籤,並查看電線是否有磨損和劃破的跡象。如果發現此物品有破舊或磨損的跡象,請將它丟棄。

必須小心使用加長式電線。建議每個加長式電線僅供不超過 3 組燈飾使用。請勿將電線擺放在小地毯下面或通道上。

節日過後,就要將樹木移除,請勿嘗試在你的壁爐、後院或前院等各處燒毀樹木。乾燥的樹木可排放大量的熱能和引起火災。將樹木放在你房屋的前面地方,你的垃圾清潔公司就會在定期的垃圾清理日負責取走你的樹。

(Updated 11/13/2012) (Chinese)



Conefrey, Maureen (FIR)

From: FireChief, Secretary
Sent: Thursday, December 10, 2015 10:43 AM
Subject: General Order 15 A-66, Assistant Deputy Chief – Director of Training

SAN FRANCISCO FIRE DEPARTMENT GENERAL ORDER

File Code 15 A-66
December 10, 2015

From: Chief of Department
To: Distribution List "A"
Subject: Assistant Deputy Chief – Director of Training
Reference: Rules and Regulations, Section 402
Enclosures: None

Officer Endorsement:
Sec. 1108 – R&R _____

1. The San Francisco Fire Department is advertising for the position of Assistant Deputy Chief, Director of Training. The Director of Training reports directly to the Deputy Chief of Administration.
2. The rank of H-51 Assistant Deputy Chief is an exempt, at will position that serves at the discretion of the Chief of Department.
3. The Director of Training position is a 40-hour per week administrative position that works Monday through Friday with recall responsibilities.
4. The Director of Training is responsible for the development, organization, coordination, and delivery of Department training, education and evaluation programs for recruit, probationary, and in-service uniformed members.
5. Duties and responsibilities include, but are not limited to, the following:
 - Develop and oversee the continuous education of Department members in both Firefighting Operations and EMS related subjects
 - Supervise the Recruit Training, In-Service Suppression Training, In-Service EMS Training, Neighborhood Emergency Response Team (NERT), Fire Reserve, and Special Projects staff(s)
 - Responsible for oversight of H-2 Firefighter, H-3 Level I EMT, H-3 Level II Paramedic, and H-3 Level III Firefighter/Paramedic Recruit training and Probationary evaluations
 - Oversee Officer Academies
 - Serve as the Department Safety Officer
 - Prepare and manage the Training budget
 - Identify and assess training needs in the Operations Division by evaluating post incident reports and discussing operations with Company and Chief Officers

- Work in conjunction with the EMS Chief and the Medical Director regarding oversight of the EMS training programs
- Collaborate with the San Francisco Emergency Medical Services Agency in order to ensure compliance with EMS System policies and protocols
- Ensure that EMS-related training programs comply with Federal, State, and Local laws, regulations, policies, procedures, and protocol
- Verify and certify Department members in the following qualifications: Hazardous Materials, Surf Rescue, and Wildland
- Verify requirements for Educational Incentive Pay
- Serve as the SFFD Administrator of the Employer Testing Program of the CA Department of Motor Vehicles
- Verify requirements and authorize State Fire Marshal certifications
- Prepare General Orders, memorandums, Training Bulletins, and Lotus Notes messages
- Design and develop performance evaluation systems, forms and procedures; revision and maintenance of Department training manuals, lesson plans, brochures and forms
- Meet regularly with appropriate management staff to develop goals and objectives; report performance and discuss assigned areas of responsibility
- Participate in special projects as assigned; develop proposals, budgets, timelines and action plans
- Manage the 19th and Folsom and Treasure Island Training Facilities
- Apply Departmental policies in consistent and uniform manner
- Participate in the development of performance standards
- Manage the return-to-duty program
- Attend Fire Commission meetings and represent the Department at other meetings
- Act as a liaison with outside departments for training related issues
- Ensure professional development of training staff
- Recruit and recommend selection of all training staff
- Perform other duties as required in the rules, regulations, orders, policies and procedures of the Department

6. Minimum Qualifications:

- Fire and EMS background and experience
- CFSTES Instructor 1A and 1B
- ICS 100, 200, 300

7. Desired Qualifications:

- Commitment to and enthusiasm for training
- Familiarity with common software applications
- Excellent organizational, interpersonal and written communication skills
- Teaching experience
- Chief Officer certification
- Incident Command level experience
- ICS 400
- S401 Safety Officer
- Comprehensive working knowledge of all aspects of field operations, including but not limited to fire suppression, emergency medical services, hazardous materials, rescue operations, and other emergencies
- BA, BS, or higher degree in a related field

- Familiarity with simulator software
- Participation in the Fire Department Operations Center (FDOC) Incident Management Team
- Participation in CQI, Fire Suppression, and EMS related research
- Management skills for large scale innovative training programs

8. All interested Permanent H-20 Lieutenants and above are to submit a General Form Report and updated Personal Qualification Form (PQF) to the Chief of Department by the close of business on Monday, December 21, 2015.

Joanne Hayes-White
Chief of Department

CC'S TO THE COMMISSION

San Francisco Fire Department
698 Second Street
San Francisco, CA 94107
Phone: (415)558-3401 / Fax: (415)558-3407 / www.sf-fire.org

From: mpetrelis@aol.com [mailto:mpetrelis@aol.com]

Sent: Wednesday, December 02, 2015 12:55 PM

To: Conefrey, Maureen (FIR); Hayes-White, Joanne (FIR); Talmadge, Mindy (FIR); FireChief, Secretary; Boughn, Rhab (FIR)

Subject: Vid & complaint against errant SFFD deputy at Muni stop.

Dear Chief Joanne Hayes-White,

I wish to lodge a complaint against one of your deputies for needless creating a traffic hazard for Muni passengers, in an incident caught on tape which I've posted here: <https://vimeo.com/147538634>.

Yesterday, December 1, at around 12:40 pm at the hectic SF MTA bus stop located at Van Ness and Market Streets, your deputy in an SFFD vehicle pulled up behind an idling Muni bus and then prevented a second bus from pulling over to the curb.

The name of your deputy is not known but the licence plate number of 1437933, clearly visible in the tape, must be used to check SFFD records to see who was driving that City vehicle on Tuesday.

As you can see in my video, there is no fire or public safety emergency in the immediate vicinity and none of us waiting Muni riders understood what the heck your deputy was doing with his disruption.

Questions in need of addressing are who was the deputy creating an unnecessary problem for Muni drivers and passengers, why did he idle between two buses, why were his emergency lights flashing when there was no obvious emergency and is this proper behavior of a member of your staff?

I will attend the December 3 fire commission meeting to raise my concerns about the incident and to ask the commissioners to also request an investigation into this matter. This complaint letter is being shared with commission secretary Maureen Conefrey and I request that she share this with all of the commissioners.

Please confirm receipt of this complaint and let me know who you will assign to process it, by the close of business today.

Best regards,
Michael Petrelis
Phone: 415-621-6267

Conefrey, Maureen (FIR)

From: Conefrey, Maureen (FIR)
Sent: Monday, December 07, 2015 8:06 AM
Subject: FW: Vid & complaint against errant SFFD deputy at Muni stop.

FYI

Maureen Conefrey
Fire Commission Secretary
(415) 558-3451

From: mpetrelis@aol.com [mailto:mpetrelis@aol.com]
Sent: Sunday, December 06, 2015 8:11 PM
To: Hayes-White, Joanne (FIR) <joanne.hayes-white@sfgov.org>; Conefrey, Maureen (FIR) <Maureen.Conefrey@sfgov.org>; Talmadge, Mindy (FIR) <mindy.talmadge@sfgov.org>; FireChief, Secretary <secretary.firechief@sfgov.org>; Boughn, Rhab (FIR) <rhab.boughn@sfgov.org>
Subject: Re: Vid & complaint against errant SFFD deputy at Muni stop.

Hi Chief,

Thanks for assigning someone to check into this. Please send me Gonzales' first name and addy so I can be in direct touch with him. What is your process for handling such complaints and the expected timeline for investigations of this nature? Lemme know if your complaint process is posted on the SFFD site and the URL, if it is.

Best,
Michael Petrelis

-----Original Message-----

From: Hayes-White, Joanne (FIR) (FIR) <joanne.hayes-white@sfgov.org>
To: mpetrelis <mpetrelis@aol.com>; Conefrey, Maureen (FIR) (FIR) <Maureen.Conefrey@sfgov.org>; Talmadge, Mindy (FIR) (FIR) <mindy.talmadge@sfgov.org>; FireChief, Secretary <secretary.firechief@sfgov.org>; Boughn, Rhab (FIR) (FIR) <rhab.boughn@sfgov.org>
Sent: Wed, Dec 2, 2015 5:19 pm
Subject: RE: Vid & complaint against errant SFFD deputy at Muni stop.

Mr. Petrelis.

I received your email complaint regarding a Department vehicle and have assigned Deputy Chief Gonzales to investigate the matter.

Chief Joanne Hayes-White

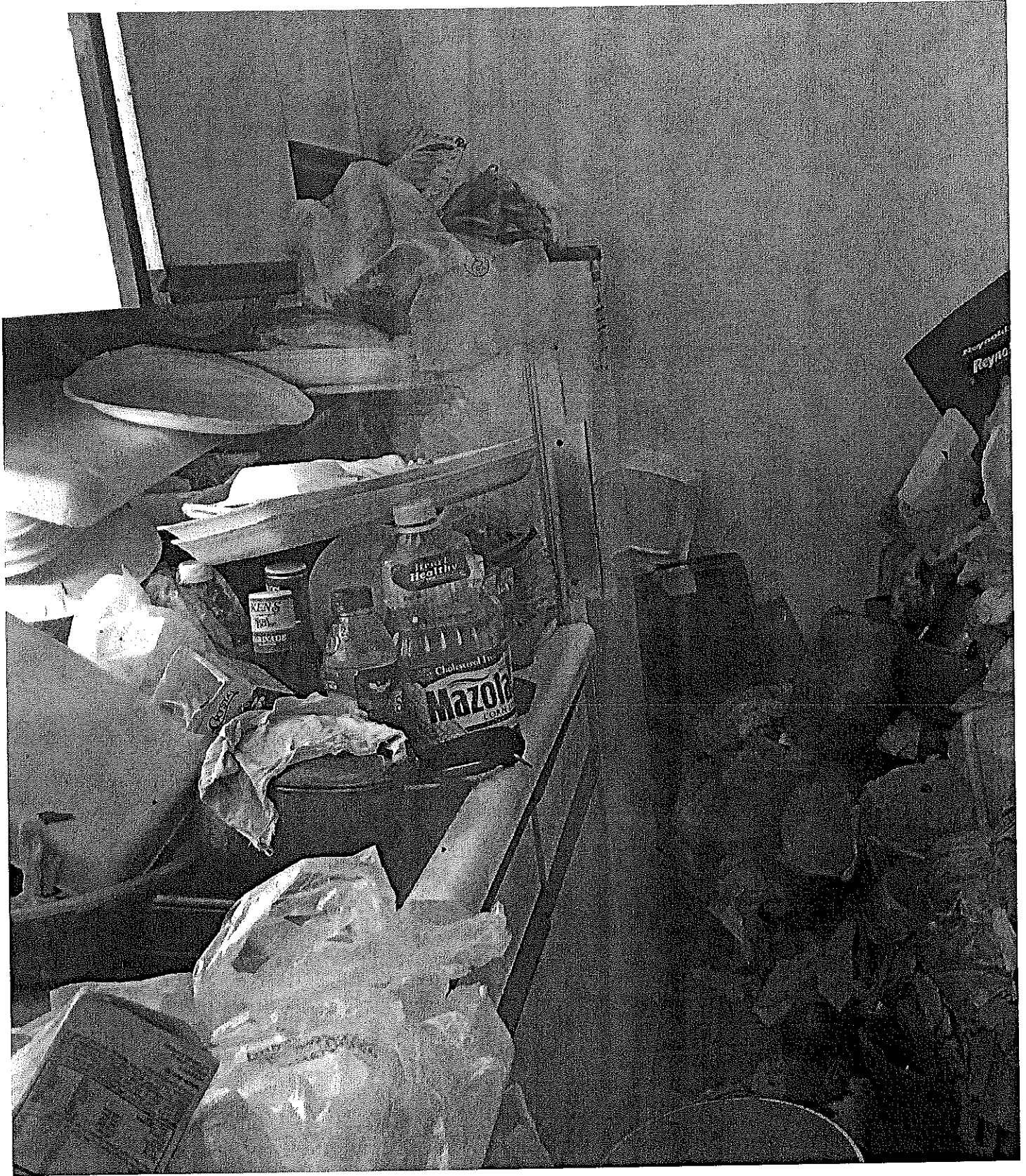
Conefrey, Maureen (FIR)

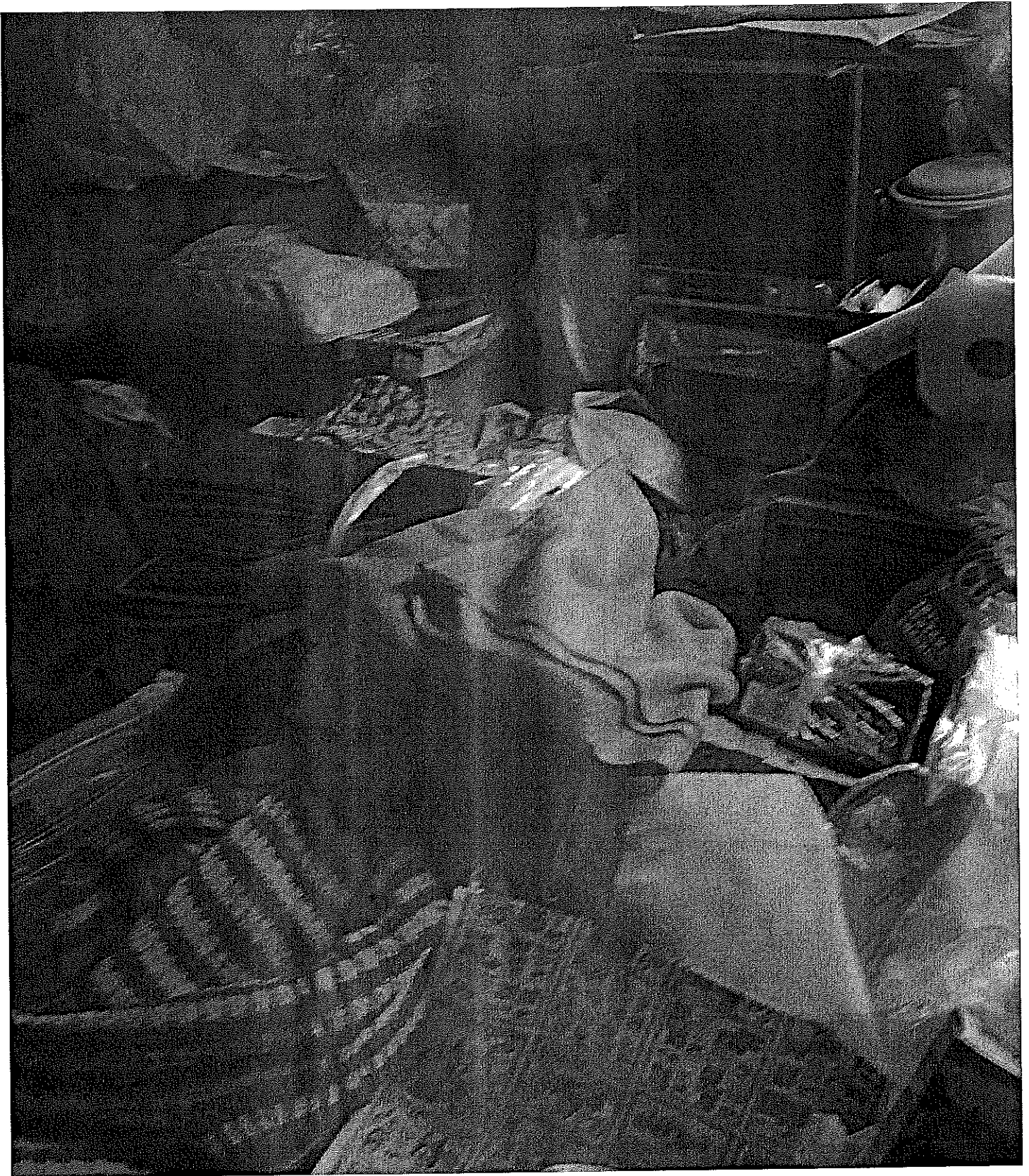
From: Fernando <fms2008@sbcglobal.net>
Sent: Friday, December 11, 2015 11:22 AM
To: SFPDCommunityRelations, (POL)
Cc: Yee, Norman (BOS); Tang, Katy (BOS); Commission, Fire (FIR)
Subject: Fire and health hazard

I'm the owner of 1290 Jackson street a small apartment building. One of my tenants Yuk Ngo Wong, now with protective services because she is sick is a hoarder. I have tried all agencies i can think of for help. The apartment is filled with garbage. In the past i have asked for help from the Health Department, Fire Department and City Inspector. All departments sent bi-lingual inspectors and asked her to clean the apartment. She always agreed to do so but never did. Any suggestions of what i can do?

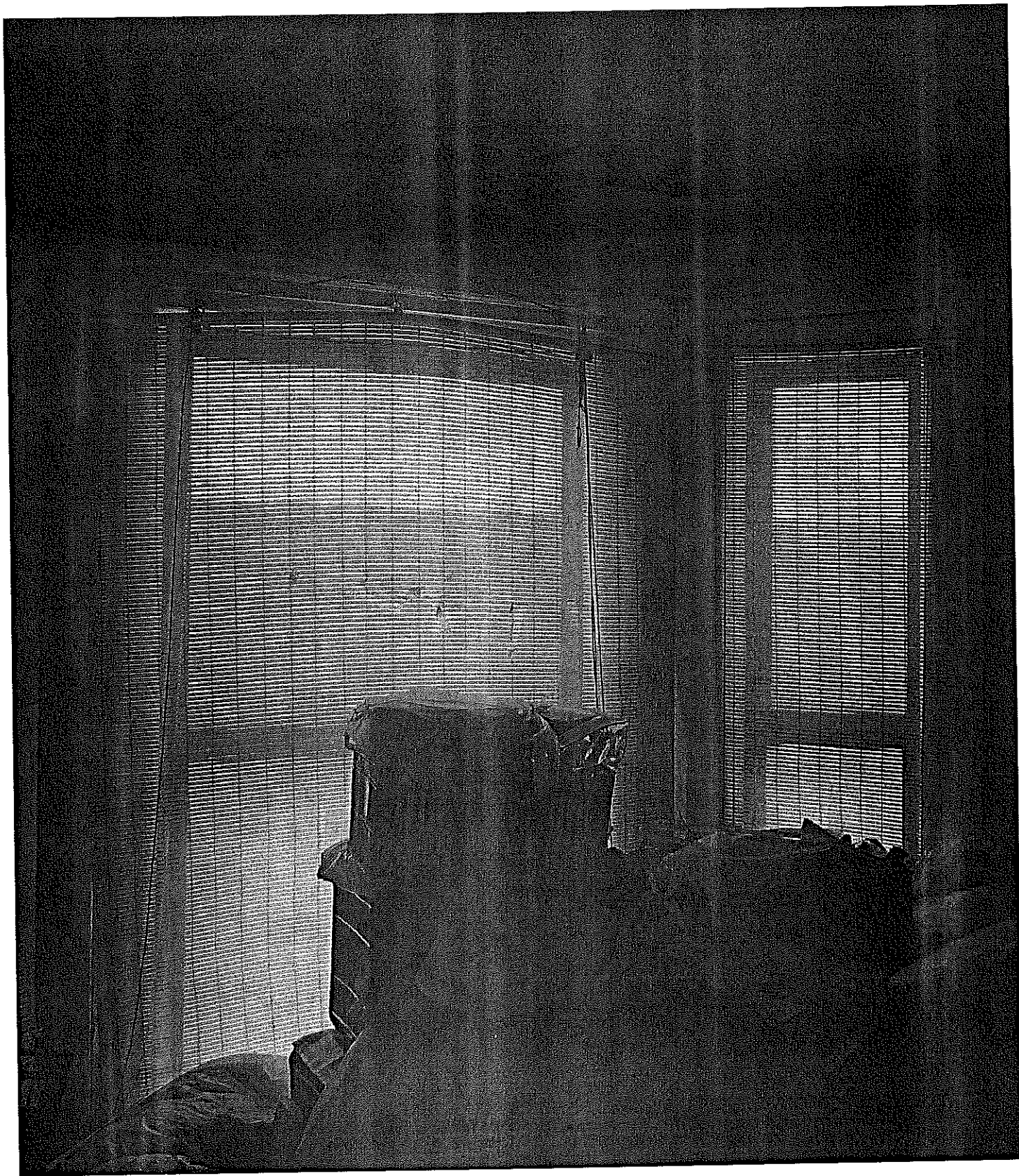
Thanks in advance for your help. Fernando Oliveira

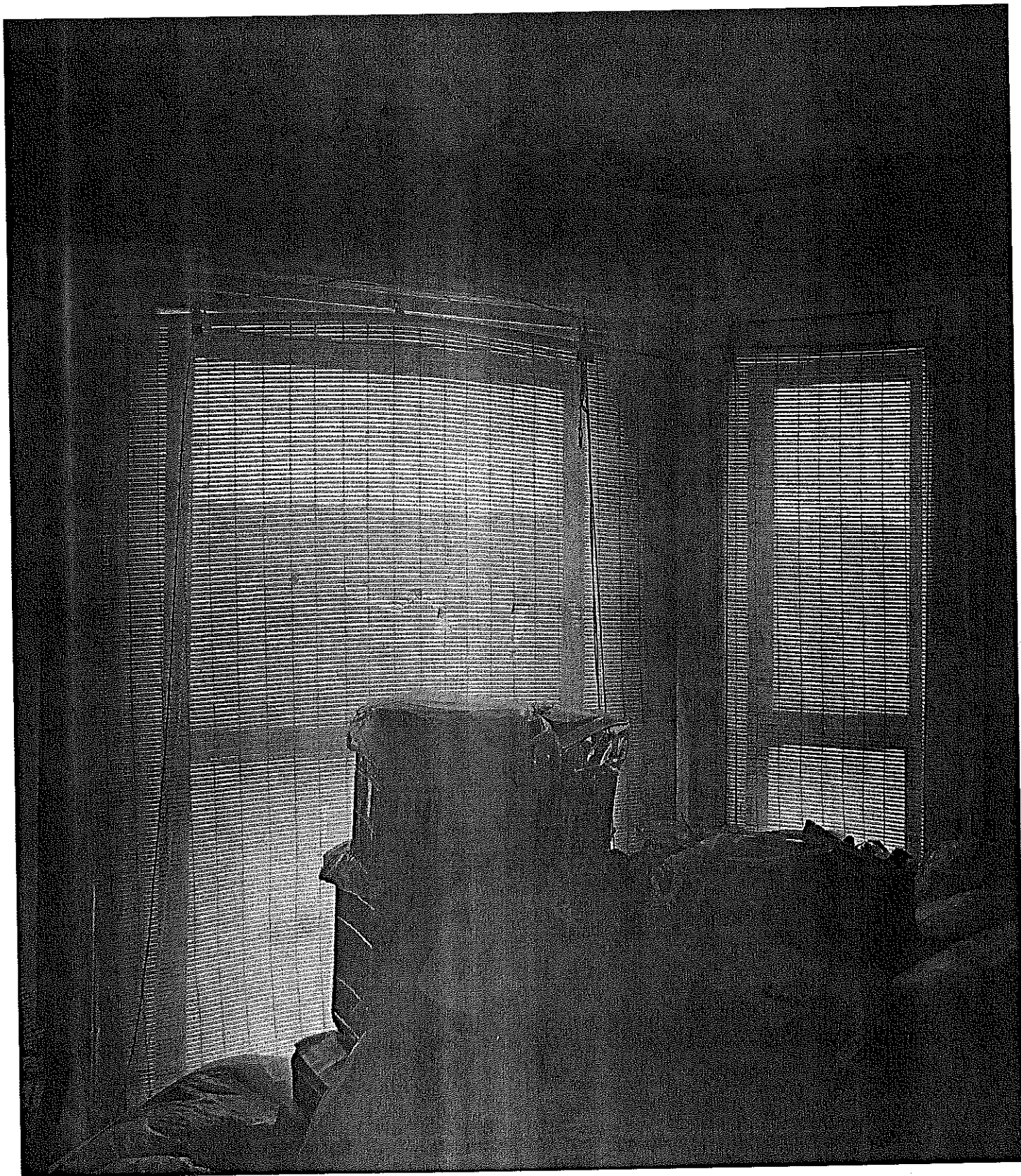
My phone numbers are: Home 707-876-1920, Cell 415-572-2142



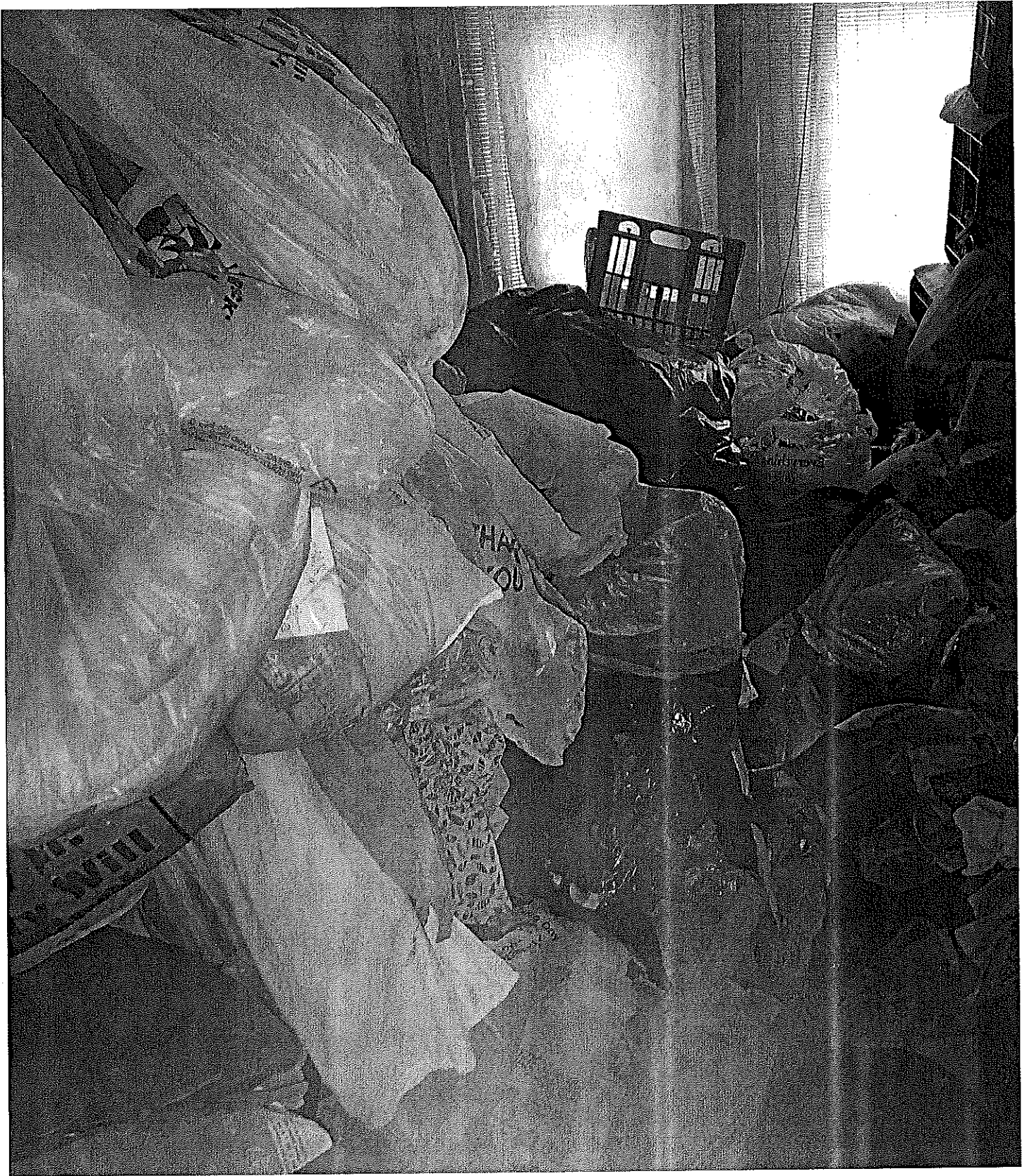














RESOLUTIONS

FIRE COMMISSION
City and County of San Francisco
Edwin M. Lee, Mayor

Andrea Evans, *President*
Francee Covington, *Vice President*
Stephen A. Nakajo, *Commissioner*
Michael Hardeman, *Commissioner*
Ken Cleaveland, *Commissioner*



698 Second Street
San Francisco, CA 94107
Telephone 415.558.3451
Fax 415.558.3413
Maureen Conefrey, *Secretary*

**DRAFT
RESOLUTION 2015-11**

Granting Authority to the Guardians of the City to Expend Willmann Trust Funds in the Amount of \$146,500.00 for the repair and maintenance of vehicles to be used during the SFFD Sesquicentennial Celebration

WHEREAS, the 150 year Anniversary of the San Francisco Fire as a single, paid fire department is December 3, 2016; and

WHEREAS, the San Francisco Fire Commission and the San Francisco Fire Department plan to honor and acknowledge this anniversary through a series of commemorative celebrations; and

WHEREAS, the Guardians of the City is a non-profit organization existing under the laws of the State of California; and

WHEREAS, the Guardians of the City actively works to preserve the artifacts and history of the San Francisco Fire Department; and

WHEREAS, the San Francisco Fire Department possesses artifacts and apparatus that are of historical significance, and in some cases irreplaceable; and

WHEREAS the San Francisco Fire Commission has, through resolution 05-9, authorized the Guardians of the City to act as stewards, but not owners, of some of the San Francisco Fire Department's apparatus and artifacts; and

WHEREAS, the San Francisco Fire Department's Bureau of Equipment ("BOE") is responsible for managing, coordinating usage and maintaining the entirety of the historical apparatus in the San Francisco Fire Department Museum's collection; and

WHEREAS, The Guardians of the City recognize and acknowledge that the San Francisco Fire Department's BOE must have access to all mobile apparatus in the collection 24/7, 365 days per year; and

WHEREAS, the Apparatus Committee of the Guardians of the City has reviewed the state of the SFFD's collection and identified apparatus that need immediate attention for safety

reasons as well as mechanical maintenance; and

WHEREAS, on December 3, 2015, the Guardians of the City presented to the Fire Commission plans to preserve and restore these apparatus under their stewardship; and

WHEREAS, these plans, which are incorporated by reference herein, call exclusively for the restoration of existing apparatus, not the purchase of any apparatus; and

WHEREAS the Willmann Trust was first established in 1938 and has been amended several times since; and

WHEREAS the purpose of the Willmann Trust is to provide financial support for the preservation of the history of the San Francisco Fire Department through the creation of a museum and the maintenance of artifacts and documents significant to the history of the Department; and

WHEREAS, the Fire Commission is responsible for ensuring that the Trust is used only for its stated purposes, and has the authority to approve disbursements from the Trust; and

WHEREAS, to exercise sufficient and meaningful oversight of the Trust, it is necessary for the Fire Commission to be given access to the books and records of the Guardians of the City; and

WHEREAS in 2006, the Fire Commission approved the release of funds from the Willmann Trust to be used for the 1906 Great Earthquake and Fire Centennial; and

WHEREAS, no funds have been released from the Willmann Trust since 2006; and

WHEREAS, the Willmann Trust currently has a balance of \$347,319; and

WHEREAS, if the Fire Commission approves the disbursement of \$146,500.00 for repairs to apparatus for the Sesquicentennial Celebration, the Willmann Trust Fund will have a balance of \$200,819.00;

BE IT RESOLVED, that the Guardians of the City agrees to allow the San Francisco Fire Commission and the Chief of the San Francisco Fire Department, or her designee, to examine and make excerpts all of its books and records relating to the disbursement of funds pursuant to this Resolution;

FURTHER RESOLVED, that on a semi-annual basis, specifically each April 1 and October 1, the Guardians of the City shall provide to the Fire Commission an inventory and accounting of (a) the items belonging to the Department that are in the Guardians of the City custody and control, including but not limited to information on the physical location of any and all Department property; (b) its expenditures and income over the prior three-month period; (c) the expenditures and income of the Fire Museum over the prior six-month period; and (d) a list of any gifts or donations the GOTC received over the prior six-month period, including any expenditures made from monetary gifts;

FURTHER RESOLVED, that the San Francisco Fire Commission grants the authority to the Guardians of the City to expend Willman Trust Funds in the Amount of \$145,500.00

to preserve and restore specific SFFD apparatus and facilities under their stewardship in anticipation of the events surrounding the SFFD Sesquicentennial Celebration;

FURTHER RESOLVED, that the Guardians of the City, in completing the restoration work, shall prioritize Rescue Company No. 2 1956 Seagrave Rescue, reg #J-2295, aka Nelle Belle and Engine Company No. 14, 1960 American La France Series 900 "Turbo Chief" triple combination engine, reg #N1001.

Adopted at the Regular Meeting of the San Francisco Fire Commission on December 17, 2015.

Ayes:

Nays:

Maureen Conefrey, Commission Secretary

DRAFT