

**FIRE COMMISSION REGULAR MEETING  
MINUTES**

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**October 23, 2024, 5:00 p.m.**

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

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The meeting video can be reviewed by clicking the link below:  
[https://sanfrancisco.granicus.com/MediaPlayer.php?view\\_id=180&clip\\_id=47393](https://sanfrancisco.granicus.com/MediaPlayer.php?view_id=180&clip_id=47393)

President Morgan called the meeting to order at 5:00 p.m.

**1. ROLL CALL**

Commission President	Armie Morgan	Present
Vice President	Marcy Fraser	Present
Commissioner	Stephen Nakajo	Present
Commissioner	Katherine Feinstein	Excused
Commissioner	Paula Collins	Present
Chief of Department	Sandra Tong	Excused
Darius Luttrupp	Deputy Chief – Operations	
Shayne Kaialoa	Deputy Chief – Administration	
Simon Pang	Deputy Chief – EMS and Community Paramedicine	
Mike Mullin	Support Services	
Erica Arteseros-Brown	Homeland Security	
Pat D’Arcy	Airport Division	
Ken Cofflin	Bureau of Fire Prevention	
Julie Mau	Training	
Garreth Miller	ESER Project Manager	
Shon Buford	Equity, Diversity & Inclusion	
Tony Molloy	ADC EMS	
April Sloan	Community Paramedicine	

**RAMAYTUSH OHLONE LAND ACKNOWLEDGEMENT**

President Morgan read the land acknowledgment.

**2. GENERAL PUBLIC COMMENT**

There was no public comment.

Secretary Aguas-Aclan announced that the correct Webex access number was 2664 826 3247.

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

Discussion and possible action to approve meeting minutes.

- Minutes from Regular Meeting on October 9, 2024

Vice President Fraser moved to approve the minutes from October 9, 2024, and Commissioner Collins Seconded. President Morgan and Commissioner Nakajo voted in favor of the Motion. The Motion passed.

There was no public comment.

**4. CHIEF OF DEPARTMENT'S REPORT *[Discussion]***  
REPORT FROM ADMINISTRATION, DEPUTY CHIEF SHAYNE KAIALOA  
Report on the Administrative Divisions, Fleet and Facility status and updates, Finance, Support Services, and Homeland Security.

Deputy Chief of Operations Darius Luttrupp reported on behalf of Chief Tong. Since the last Fire Commission meeting, Chief April Sloan was promoted to the position of ADC of Community Paramedicine. Chief Luttrupp welcomed her to Command Staff and congratulated ADC Brown for her work on Fleet Week. Command Staff enjoyed attending the Parade of Ships. Chief Tong participated in interviews for the new medical director of EMS, and attended an event with the Mayor, Chief Kaialoa, and Chief Pang celebrating the AAPI community. Command Staff marched in the Italian Heritage Day Parade on October 13, and a Labor Management meeting with Local 798. He mentioned that Chief Tong addressed the new 9910 interns at Station 49. 9910 interns are a bridge to employment for EMTs at Station 49. Command Staff attended retired Lieutenant Brian Kyono's funeral on October 16. On October 17, the Great Shake Out drill was conducted. Chief Tong assisted Mayor Breed, Chief William Scott of SFPD, and Congressman Kevin Mullin to introduce the Earthquake Resilience Act which will help prepare for future earthquakes. Chief Luttrupp attended the Cal Chiefs Conference to accept the California Chiefs Hall of Fame award on behalf of retired Chief Jeanine Nicholson. Chiefs Luttrupp and Kaialoa attended the India Basin Park ribbon cutting ceremony, and the NERT city wide drill. Chief Luttrupp thanked ADC Brown and Lieutenant Jonathan Honda for organizing the drill. He added that the Meritorious Award Ceremony was held on October 22 at the Koret Auditorium, San Francisco Public Library. Chief Luttrupp thanked SFPD for attending. One of the award recipients rescued a member of SFPD. Lastly, Lieutenant Jonathan Honda gave a disaster planning presentation to the Consul General of Japan.

Commissioner Nakajo thanked Chief Luttrupp for his report, and congratulated Chief April Sloan on her promotion.

President Morgan was pleased that phase one of the India Basin Park has been completed. Chief Luttrupp commented that the boathouse and docks have been completed.

Vice President Fraser mentioned that President Morgan and she attended a screening of a documentary about the Fillmore community.

Commissioner Collins inquired if the documentary will be shown elsewhere. President Morgan will research if the documentary will be shown in the future, and let Commissioner Collins know.

There was no public comment.

REPORT FROM ADMINISTRATION, DEPUTY CHIEF SHAYNE KAIALOA  
Report on the Administrative Divisions, Fleet and Facility status and updates, Finance, Support Services, and Homeland Security.

Chief Kaialoa provided an Administrative update for September 2024, including Homeland Security; Diversity, Equity and Inclusion (DEIO); Health, Safety and Wellness (HSW); Behavioral Health (BHU); the Office of Employee Health (OEH); Investigative Services Bureau (ISB); Support Services (SS); and Earthquake Safety and Emergency Response (ESER).

ADC Brown from Homeland Security coordinated Task Force 3, working with Federal, State, and local partners. She attended the Disaster Council meeting with Chiefs Tong and Kaialoa to discuss hazard climate resiliency, recent operations center activations, and national election security. Chief Brown also attended the National Weather Service briefing. Chief Kaialoa thanked Chief Brown for her work on Fleet Week, the Emergency Action Plans, the Oil Spill Boom Refresher Training with the CA Department of Wildlife, and a joint operations training with SFPD. At the DEIO office, Lieutenant Anderson and FF Wilson have been working on recruitment and development. Lieutenant Anderson assisted with the boot camp at Treasure Island and coordinated a Fire Candidate Testing Center. FF Wilson attended the Nor Cal Women's Conference to help with recruitment efforts. BC Alba in HSW has been planning cancer screenings, working with United Diagnostics Services, IFF Firefighter Cancer Network, EsoGuard, and Penuvo. To date about 750 members have signed up for screenings. The IFF PFAS Free Study is in phase 3, the durability test, and will undergo further analysis. Captain Buren from BHU made 50 contacts in September. The top 5 stressors were general stress, bereavement, alcohol abuse, career concerns, and substance abuse. Captain Buren presented at EMS and CP to explain BHU's purpose. Captain Buren also attended the Women in Fire International Conference 2024, which covered mental health. OEH completed 40 return to work requests and 19 promotional/probationary screenings. OEH is preparing for Know Your Numbers, a cardiovascular health screening, and a flu vaccine clinic. Captain Weddle from ISB is succession planning as he plans to leave his position in January 2025. He will be training his replacement. Working with HR and OEH, Captain Weddle has streamlined the drug and alcohol testing program. ADC Mullin from Support Services continues working on HVAC heating and boiler issues, and supervising the Bureau of Equipment which has 148 service requests. A new plumber began in September, resolving 15 plumbing issues. The estimate for Station 9's replacement is \$200,000 over budget, so the Department is seeking additional funds. Due to apparatus repair, there is only one reserve engine, and one reserve truck left in the fleet. Director Corso is discussing a fleet replacement plan with the Controller's Office. ADC Miller from ESER worked on Station 35 fence improvements, and generators for Stations 37 and 44. The DOT schematic design documents are complete and within budget. DOT upgraded its fire escape railing and will have a final inspection. Chief Kaialoa's report is attached: <https://sf-fire.org/media/3514/download?inline>

Commissioner Collins inquired if the roofing program for Station 9 can be redesigned since it is over budget. ADC Mullin responded that it is not a possibility so additional funding will be needed, or the project might be delayed. He is working with the Office of

Resiliency and Capital Planning which is funding this project. Per a professional cost estimator, the construction cost of full roof replacement is estimated at \$528,000. The Department of Public Works suggested the Department seek an estimate from an actual contractor.

Vice President Fraser thanked Chief Kaialoa for his report, and was pleased with the number of members signed up for cancer screenings. She inquired about the types of cancer screenings. Chief Kaialoa responded that screenings are for different types of cancer. Currently, the Department is doing esophageal screenings. Vice President Fraser also inquired about lithium-ion suppression. Chief Kaialoa responded that it is a chemical additive that can be added to existing water extinguishers. Lastly, Vice President Fraser inquired if the turnouts from the hurricane in will be analyzed. Chief Kaialoa responded he hoped so, but that there might be a delay.

Commissioner Nakajo thanked Chief Kaialoa for his report, and congratulated ADC Mullin on hiring a plumber. Commissioner Nakajo commented on the importance of cancer screenings for current and retired members considering retired Lieutenant Kyono's passing. Commissioner Nakajo is concerned about the replacement engine plan. Chief Kaialoa responded that he continues to advocate for engine replacement by emphasizing its importance and urgency to the Board of Supervisors, the Mayor's Budget Office, and the Controller's Office. It will be an ongoing process. Director Corso estimates that full fleet replacement will cost between \$50 to \$55 million.

President Morgan thanked Chief Kaialoa for his report. President Morgan also thanked Lieutenant Anderson for his work on recruitment, and congratulated Chief Sloan on her promotion. President asked the for definition of "FCTC." Chief Kaialoa responded that it stands for "Firefighter Candidate Testing Center" and that FCTCs take place in Livermore and Sacramento. President Morgan thanked Support Services' for handling the many repairs that need attention.

There was no public comment.

**5. ADJOURNMENT**

President Morgan adjourned the meeting at 5:40 p.m.