

SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting January 22, 2025, 5:00 p.m.

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

AGENDA

This meeting will be held in person at the location listed above. Members of the public attending the meeting in-person will have an opportunity to provide public comment. Members of the public participating remotely may access the meeting and participate remotely by following the instructions below. Members of the public may address the Commission for up to three minutes per item.

**PUBLIC COMMENT CALL-IN:
1 (415) 655-0001
MEETING ID: 2663 845 5692**

Ensure you are in a quiet location.

Speak clearly and turn off background sounds (television, phones, radios)
Wait for the item you would like to address to be called. When prompted, press *3 to be added to the queue. The system will notify you when you are in line. Callers will hear silence when waiting for your turn to speak. Operator will unmute.

You may also watch live at www.sfgovtv.org

Item No.

1. ROLL CALL

President	Armie Morgan
Vice President	Marcy Fraser
Commissioner	Stephen A. Nakajo
Commissioner	Katherine Feinstein
Commissioner	Paula Collins
Chief of Department	Dean Crispen

Ramaytush Ohlone Land Acknowledgement

The San Francisco Fire Commission acknowledges that we are on the unceded ancestral homeland of the Ramaytush Ohlone who are the original inhabitants of the San Francisco Peninsula. As the indigenous stewards of this land, and in accordance with their traditions, the Ramaytush Ohlone have never ceded, lost, nor forgotten their responsibilities as the caretakers of this place, as well as for all peoples who reside in their traditional territory. As guests, we recognize that we benefit from living and working on their traditional homeland. We wish to pay our respects by acknowledging the Ancestors, Elders, and Relatives of the Ramaytush Ohlone community and by affirming their sovereign rights as First Peoples.

2. GENERAL PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction that 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. COMMISSIONER COMMENTS & QUESTIONS

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

Discussion and possible action to approve meeting minutes.

- Minutes from Regular Meeting on January 8, 2025
- Amended minutes from Regular Meeting on June 12, 2024

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

REPORT FROM CHIEF OF DEPARTMENT, DEAN CRISPEN

Report on current issues, activities, and events within the Department since the Fire Commission meeting January 8, 2025, including budget, academies, special events, communications, and outreach to other government agencies and the public.

REPORT FROM ADMINISTRATION, DEPUTY CHIEF SHAYNE KAIALOA

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

6. FIRE DEPARTMENT OPERATING BUDGET – FISCAL YEARS 2025-2026/2026-2027 *[Discussion]*

Presentation from Mark Corso, Deputy Director of Finance and Planning on the Fire Department's operating budget for commission review and discussion. Discussion of SFFD base budget and budget structure, as well as issues and priorities.

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

Presentation by Fire Marshal Ken Cofflin on Administrative Bulletins and discussion and possible action to adopt the Fire Department Administrative Bulletins as presented.

- Administrative Bulletin 2.01: Providing clarification on new changes regarding the use of a traditional landline telephone service with fire alarm systems.
- Administrative Bulletin 4.05: Providing information on the use of Knox branded locking caps on fire department inlet connections.
- Administrative Bulletin 4.29: Clarified acceptable means for fire protection in enclosed garages where Electric Vehicle charging stations are being installed.
- Administrative Bulletin 5.09: Providing information on the change of vendor for key lockboxes from Traccess to Knox brand.
- Administrative Bulletin 5.12: Providing update of mid-year (7/1/24) Fire Code changes and the Fire Marshal's interpretation of them.

8. FIRE COMMISSION ELECTION OF OFFICERS *[Discussion and possible action]*

- a. Nomination and election of Commission President.
- b. Nomination and election of Commission Vice-President.

9. ADJOURNMENT

SAN FRANCISCO FIRE COMMISSION NOTICE OF COMMISSION PROCEDURES

Commission Meeting Schedule and Location

The Fire Commission will meet regularly on the 2nd and 4th Wednesday of each month at San Francisco City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102. The second Wednesday in Room 416 at 9:00 a.m. and the fourth Wednesday in Room 400 at 5:00 p.m.

Commission Office

The Fire Commission Office is located at 698 Second Street, Room 220, San Francisco, CA 94107. The Fire Commission telephone number is (415) 558-3451. The web address is <https://sf-fire.org/>. Office hours are from 7:30 a.m. to 4:00 p.m., Monday through Friday.

Remote Public Participation and Comment

It is possible that the Fire Commission may experience technical challenges that interfere with the ability of members of the public to participate in the meeting remotely. If that happens, the Fire Commission will attempt to correct the problem but may continue with the meeting as long as people attending in-person, and anyone who has received a disability accommodation to offer remote public comment, are able observe and offer public comment. Remote public comment is available upon request for individuals who cannot attend in person due to disability under the disability-related modification or accommodation procedure outlined below.

Language Access

Per the Language Access Ordinance (Chapter 91 of the San Francisco Administrative Code), Chinese, Spanish and or Filipino (Tagalog) interpreters will be available upon request. Meeting Minutes may be translated, if requested, after they have been adopted by the Commission. Assistance in additional languages may be honored whenever possible. To request assistance with these services please contact the Commission Secretary at (415) 558-3451, or fire.commission@sfgov.org at least 48 hours in advance of the hearing. Late requests will be honored if possible.

Information on Disability Access

Wheelchair-accessible entrances are located on Van Ness Avenue and Grove Street. Please note the wheelchair lift at the Goodlett Place/Polk Street is temporarily not available. After multiple repairs that were followed by additional breakdowns, the wheelchair lift at the Goodlett/Polk entrance is being replaced for improved operation and reliability. We anticipate having a functioning lift after the completion of construction in May 2025. There are elevators and accessible restrooms located on every floor. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex. For more information about MUNI accessible services, call (415) 701-4485.

To obtain a disability-related modification or accommodation, including auxiliary aids or services, to participate in the meeting, please contact the Commission Secretary at least two business days before the meeting at (415) 558-3451 to make arrangements. Late requests will be honored, if possible.

To assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the city to accommodate these individuals.

Policy on use of Cell Phones, Pagers, and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at Fire Commission meetings. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic device.

Documents for Public Inspection

Documents referred to in this agenda, if not otherwise exempt from disclosure, are available for public inspection and copying at the Fire Commission Office. If any materials related to an item on this agenda are distributed to the Fire Commission after distribution of the agenda packet, those materials, if not otherwise exempt from disclosure, are also available for public inspection at the Fire Commission Office, 698 Second Street, room 220, San Francisco, during normal office hours.

Know Your Rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the sunshine ordinance or to report a violation of the ordinance, contact the sunshine ordinance task force. You may contact the Sunshine Ordinance Task Force Administrator, as follows: Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689, Phone: (415) 554-7724, Fax: (415) 554-5784, E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's Web site at <http://www.sfgov.org>.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94102, telephone (415) 581-2300, fax (415) 581-2317 and Web site: <http://www.sfgov.org/ethics/>.