

Fire Code Technical Advisory Council (TAC) Inaugural Meeting

Draft Minutes

Friday, September 18, 2026, 10:00 a.m.

City Hall, 1 Dr. Carlton B. Goodlett Place, Room 408, San Francisco, California 94102

The video of the [Fire Code TAC Meeting, 9.18.26](#) is now available.

Fire Code Secretary Kathy Aguas-Aclan called the meeting to order at 10:02 a.m. She announced there was an overflow room located in the North Light Court, first floor, by the Rotunda.

1. Roll Call

Fire Code TAC Seat Number	Name	
1	Robert Eaton	Present
2	Gayle Geary	Present
3	Ann Miller	Present
4	Christopher Ingram	Present
5	Brandon Bracamonte	Present
6	Awaiting appointment from BOS	
7	Ben Becker	Present
8	Captain Tracy O’Keeffe	Present
9	Mark Walls	Present
10	Bill Teahan	Present
11	Supervisor Stephen Sherrill	Present

Ramaytush Ohlone Land Acknowledgement

Secretary Aguas-Aclan read the land acknowledgment.

2. Welcome and Introductions

Supervisor Stephen Sherrill introduced himself as the District 2 Supervisor. Supervisor Sherrill commented that the Council wishes to work collaboratively. He thanked San Francisco Fire Department (SFFD) Chief, Dean Crispen, for ensuring that all Fire Code TAC meetings will be recorded by SFGovTV, and acknowledged public attendance. Supervisor Sherrill explained that the Fire Code TAC is an advisory body, not a legislative one, with the goal of providing advice to the Mayor, Board of Supervisors (BOS), and SFFD Fire Marshal on criteria and types of evidence to consider when reviewing waiver requests. The Council will provide a report within 90 days of today’s meeting. Supervisor Sherrill acknowledged the Council’s work can be difficult, but expressed a desire to have open discussion with everyone. He announced that Council Seat #6 would be filled by the next Council meeting. Supervisor Sherrill explained that public comment would be adjusted from three to two minutes per speaker to facilitate public participation. He thanked the City Attorney’s office and the Secretary Aguas-Aclan for their work on the Council. Supervisor Sherrill pointed out that the public will have an opportunity to speak during agenda item #7, “General Public Comment,” and that the public also have the option to make public comment after each agenda item.

There was no public comment.

3. Elect Chair and Vice Chair [Discussion and Possible Action]

Council members may elect officers pursuant to Administrative Code Section XLII, Section 5.42-6(b).

Deputy City Attorney (DCA), Sarah Fabian, introduced herself as the attorney advising the Council. DCA Fabian advised that the Council could elect officers such as a Chair and Vice Chair at today's meeting or at a future meeting, but Ordinance No. 74-26 does not require officers. DCA Fabian also advised the Council to adopt Bylaws to govern its operations. The Chair runs meetings; works with Council Secretary on agendas; and fields questions from the public. The Vice Chair takes on duties in the Chair's absence, and works with the Chair on issues off line. DCA Fabian explained that the election process as: 1) taking public comment on this agenda item; 2) requesting nominations from Council members; and 3) recording votes on nominations in the order received. No second is needed for nominations. The first candidate to receive a majority vote wins the election. Majority vote is usually based on the total number of seats on the Council, not seats filled. DCA Fabian advised the Council to determine majority based on the 11 members authorized by the Council (six votes). The Council agreed to DCA Fabian's advice.

Secretary Aguas-Aclan called for nominations for Fire Code TAC Chair. Council Member Ann Miller (Seat 3) moved to nominate Supervisor Sherrill as Chair, and he accepted. There were no other nominees. Council Members Eaton, Geary, Miller, Ingram, Bracamonte, Becker, O'Keeffe, Walls, and Teahan voted in favor of the Motion. The Motion passed unanimously.

Chair and Supervisor Sherrill called for nominations for Fire Code TAC Vice Chair. Council Member Miller (Seat 3) moved to nominate Captain Tracy O'Keeffe as Vice Chair, and she accepted. There were no other nominees. Council Members Eaton, Geary, Miller, Ingram, Bracamonte, Becker, Walls, Teahan, and Sherrill voted in favor of the Motion. The Motion passed unanimously.

Chair and Supervisory Sherrill commented that he plans to be present at every Council meeting, and thanked Vice Chair Captain O'Keeffe for her willingness to step in. He requested to return to agenda item two so that each Council Member could briefly introduce themselves. Council Member Eaton is a retired fire division chief from Alameda County, currently working as a fire inspector in San Rafael. Council Member Geary represents renters, and has experience in strategic planning and marketing. Council Member Miller is a Homeowners' Association (HOA) president, representing HOA and condominium governance. Council Member Ingram is a contractor from Ingram Fire Protection. Council Member Bracamonte has been a sprinkler vendor for 27 years in San Francisco. Council Member Becker is a financial analyst with the Controller's office. Council Member O'Keeffe is an SFFD member, working in fire prevention. Council Member Walls is a chief building inspector with the Department of Building Inspection. Council Member Teahan is a manager at San Francisco Water Department, representing the San Francisco Public Utilities Commission (PUC). Chair and Supervisor Sherrill represents District 2.

There was no public comment.

4. Ordinance No. 74-26 TAC Powers, Duties, and Procedures [Discussion]

The City Attorney's Office will present information about the Fire Code TAC's powers and duties under [Ordinance No. 74-26](#), as well as rules regarding open government, ethics, and meeting procedures.

Since Chair, Supervisor Sherrill provided an overview of the Council's duties, DCA Fabian advised Council members to read the Ordinance and offered to answer any legal questions. The Council will meet every other week to develop recommendations to the Mayor, BOS, and SFFD regarding possible waivers, extensions, or modifications as permitted in Section 1103.5.4.4 of the Ordinance. Recommendations will be submitted within 90 days of today's meeting, by December 17, 2026. The Council does not oversee any City department and cannot interfere with City departments. DCA Fabian commented that Council must comply with open meeting rules in the Ralph M. Brown Act and Sunshine Ordinance. DCA Fabian will send the Council a Sunshine training video

regarding open meeting requirements. All Council meetings must be conducted in public with a majority/quorum of at least six members, and noticed at least 72 hours prior. Council must avoid quorum when discussing or receiving information outside of public meetings, including emails, text messages, and video calls. The Council is subject to the Public Records Act and Sunshine Ordinance and applies to emails, text messages and written materials related to Council business. DCA Fabian will submit draft Bylaws to Chair, Supervisor Sherrill's office. The Council can review them at the next meeting. She commented that she would not attend every meeting, but would always be available to answer legal questions.

There was public comment from a male speaker regarding possibly raising the TV monitor in the hearing room.

5. Review TAC Goals and Future Agenda Topics [Discussion]

Council members to discuss exemption process, and which buildings are subject to the Sprinkler Ordinance.

Chair, Supervisor Sherrill commented that the Council's goals are to recommend alternative methods of granting exceptions. He commented that the five terms in Ordinance No. 74-26, (reasonable degree of fire protection, alternative protection; not physically possible; disproportionate effort; undue hardship), require a clear definition. Chair, Supervisor Sherrill recommended the Council discuss the budget and legislative analyst report and any other data sets. Vice Chair, Captain O'Keeffe may have some insight. Chair, Supervisor Sherrill commented that the next meeting agenda should cover a shared set of data points.

Council Member Miller agreed with Chair, Supervisor Sherrill. She was interested in learning more about the buildings cited in the BLA report. Council Member Miller asked for clarification on the building types. Chair, Supervisor Sherrill responded that there are 120 buildings that require the retrofit.

Council Member Geary inquired how data would be collected and presented to the Council. Chair, Supervisor Sherrill deferred to Vice Chair, Captain O'Keeffe. Vice Chair, Captain O'Keeffe responded that SFFD has preliminary information and a database on the five points. She commented that some buildings will need to be reviewed case by case. Chair, Supervisor Sherrill suggested that his staff contact Vice Chair, Captain O'Keeffe, and that all data sets would be available to the Council and the public.

Council Member Miller commented that she is looking forward to reviewing fire statistics. Homeowners completed an analysis based on SFFD data. Chair, Supervisor Sherrill requested that this analysis be shared with the Council.

Council Member Ingram commented that in his experience, buildings have the same general structure of concrete and steel, but may have different water supply, so each building is case dependent. Chair, Supervisor Sherrill asked Council Member Ingram to provide the Council a summary of the buildings he has encountered. Council Member Ingram agreed, and commented that would be helpful in terms of cost information.

Council Member Miller commented that affordability is very important, and wanted to discuss it after reading the BLA report. Chair, Supervisor Sherrill agreed.

Council Member Geary asked to examine how other cities have handled this issue. She asked if rental apartments have been involved in the discussion. Chair, Supervisor Sherrill responded that each Council member could network with their contacts, and offered to refer Council members to organizations such as the Apartment Association. This need not be an agenda item. He commented that the next meeting would focus on data.

Council Member Ingram commented that the Department of Building Inspection (DBI) is the only City department that issues fire life safety permits, so it can be an additional resource. Chair, Supervisor Sherrill agreed and asked Council Member Ingram to provide those records.

Council Member Miller asked if the records included details such cost estimates. Council Member Ingram responded yes. Chair, Supervisor Sherrill commented that these records are also available publicly.

There was public comment from a female speaker regarding fire statistics.

There was public comment from a male speaker regarding undue hardship.

There was public comment from a female speaker regarding building displacement.

There was public comment from a female speaker regarding exploring other fire safety techniques.

There was public comment from a male speaker regarding looking at buildings on a case-by-case basis. The speaker also submitted letters to the Council.

Secretary Aguas-Aclan announced that assisted hearing devices were available to the public

There was public comment from a male speaker regarding retrofit expenses.

There was public comment from a female speaker regarding how international locations have implemented retrofits.

There was public comment from a male speaker regarding fire related injuries and fatalities.

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There was public comment from a male speaker regarding retrofits in relation to historic buildings.

There was public comment from a male speaker regarding retrofit costs,

There was public comment from a male speaker regarding the retrofit.

There was public comment from a female speaker regarding retrofit costs.

There was public comment from a female speaker asking that each Council member be identified by role and area of expertise.

There was public comment from a female speaker regarding conflicts of interests among Council members, and retrofit costs.

There was public comment from a female speaker regarding repealing the Ordinance.

There was public comment from a female speaker regarding fire safety.

There was public comment from a female speaker regarding repealing the Ordinance.

There was public comment from a male speaker asking if supporters of the Ordinance would receive any financial benefit.

There was public comment from a female speaker regarding repealing the Ordinance.

There was public comment from a female speaker asking the Council to provide the public with straightforward information during meetings.

There was public comment from a female speaker regarding retrofit costs.

Chair, Supervisor Sherrill commented that future agendas will include Council members' roles, and invited Council Members to make comments.

Council Member Ingram commented that the Council should examine how past retrofits have been funded.

6. Future Meeting Schedule [Discussion and Possible Action]

Council members will determine when meetings will be regularly scheduled and future agenda topics.

TAC Chair, Supervisor Sherrill proposed meeting every two weeks on Fridays at 10:00 a.m., pending the adoption of formal Bylaws.

There was no public comment.

7. General Public Comment

Members of the public may address the Council for up to three minutes on any matter within the Council's jurisdiction that does not appear on the agenda. Speakers shall address their remarks to the Council as a whole and not to individual Council members. Council members are not to enter into debate or discussion with a speaker. The lack of a response by the Council does not necessarily constitute agreement with or support of statements made during public comment. The Council may reasonably limit public comment on an item to less than three minutes per speaker based on such factors as the nature of the item, the number of anticipated speakers for the item, and the anticipated duration of other agenda items.

There was public comment from a female speaker asking to hold future meetings in a larger room.

There was public comment from a male speaker regarding retrofit costs.

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There was public comment from a male speaker regarding the retrofit.

There was public comment from a male speaker regarding repealing the Ordinance.

There was public comment from a female speaker regarding retrofit costs.

There was public comment from a female speaker regarding data sharing and submitting written public comment.

There was public comment from a male speaker regarding repealing the Ordinance.

There was public comment from Supervisor Danny Sauter, District 3, regarding retrofit costs.

8. Adjournment

Meeting adjourned at 11:55 a.m.