

SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting Wednesday, April 12, 2017 - 9:00 a.m. – 12:00 p.m.

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

AGENDA

Item No.

1. ROLL CALL

President	Ken Cleaveland
Vice President	Stephen A. Nakajo
Commissioner	Michael Hardeman
Commissioner	Francee Covington
Chief of Department	Joanne Hayes-White

2. COMMISSION ANNOUNCEMENTS

Please be advised that the regular Fire Commission meeting scheduled for April 26, 2017 has been canceled due to lack of a quorum. The next regular Fire Commission meeting will resume on May 10, 2017 at 9:00 a.m. in room 416.

3. GENERAL 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.

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

Discussion and possible action to approve meeting minutes.

- Minutes from Special Meeting on March 16, 2017.
- Minutes from Regular Meeting on March 22, 2017.
- Minutes from Special Meeting on March 22, 2017.

5. CERTIFICATE OF RECOGNITION FOR THE OUTSTANDING SERVICE OF LONG-TIME FIRE DEPARTMENT EMPLOYEE VIRGINIA (GINNY) FRANKLIN

Chief of Department, Joanne Hayes-White will present Ms. Ginny Franklin with a certificate of appreciation and recognition for her outstanding and dedicated service as an SFFD employee over the past 37 years.

6. OVERVIEW OF THE SAN FRANCISCO FIRE RESERVES

Fire Reserve Commander Phil Buckley to provide an update and overview of the SFFD Fire Reserve Program.

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

REPORT FROM CHIEF OF DEPARTMENT, JOANNE HAYES-WHITE

Report on current issues, activities and events within the Department since the Fire Commission meeting of March 22, 2017, including budget, academies, special events, communications and outreach to other government agencies and the public.

REPORT FROM OPERATIONS, DEPUTY CHIEF MARK GONZALES

Report on overall field operations, including greater alarm fires, Emergency Medical Services, Bureau of Fire Prevention & Investigation, and Airport Division.

8. COMMISSION REPORT [Discussion]

Report on Commission activities since last meeting of March 22, 2017, including Vice President Nakajo's recent ride-a-long with Station 49 Ambulance Crew.

9. COMMUNICATIONS

- Email from James Corrigan dated March 29, 2017.
- Letter from Janelle Caywood, Esq., dated April 5, 2017.
- Letter from United Fire Service Women dated March 22, 2017.

10. AGENDA FOR NEXT FIRE COMMISSION MEETING [Discussion]

Discussion regarding agenda for the April 26, 2017 regular meeting.

11. CASE NO. 2016-03: COMMISSION DELIBERATIONS ON PROPOSED FINDINGS OF FACT, AND POSSIBLE APPROVAL OF FINDINGS OF FACT REGARDING COMMISSION'S DECISION ON EMPLOYEE DISCIPLINE CONCERNING VERIFIED COMPLAINT FILED BY CHIEF OF DEPARTMENT AGAINST MEMBER, DATED SEPTEMBER 20, 2016, FOR VIOLATIONS AS FOLLOWS:

- Section 2004 – Restricted Passengers
- Section 3905 – Familiarity with the Rules
- Section 3907 – Safety Rules
- Section 3909 – False Reports
- Section 3919 – Proper Behavior
- Section 3921 – Inattention to Duty
- Section 3923 – Acts Detrimental to Welfare of Department
- Section 3941 – Use of Vehicles

At a Special Meeting of the Fire Commission on March 22, 2017, regarding the above-noted matter, following the evidentiary hearing, the Commission deliberated on employee discipline concerning verified complaint filed by Chief of Department against member, dated September 20, 2016.

Member pled guilty to the charges of violating San Francisco Fire Department Rules and Regulations Section 2004- Restricted Passengers; Section 3905 – Familiarity with the Rules; Section 3919 – Proper Behavior; Section 3921 – Inattention to Duty; Section 3923 – Acts Detrimental to Welfare of Department; and Section 3941 – Use of Vehicles. Member pled not guilty to Section 3909 – False Reports, Section 3907 – Safety Rules and the component in Section 3923 that references False Reports.

By a unanimous vote of 4-0, the Commission found member guilty of all charges listed above. (Ayes: Cleaveland, Nakajo, Hardeman, Covington)

By a vote of 3-1, the Commission voted to uphold the Chief's recommendation of termination. (Ayes: Cleaveland, Nakajo, Covington; No: 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 Agenda Item 11; Possible Closed Session

Members of the public may comment on Agenda Item No. 11, including whether to consider the matter in Closed Session. [Government Code §54954.3(a), Administrative Code §67.15(b)]

B. Vote on Closed Session:

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

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*]

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*]

12. 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 fax number is (415) 558-3413. The web address is <http://sf-fire.org/fire-commission-home>. Office hours are from 8:30 a.m. to 5:00 p.m., Monday through Friday.

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 requests. 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

The hearing rooms in City Hall are wheelchair accessible. 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/>.