

SAN FRANCISCO FIRE COMMISSION

**FIRE COMMISSION REGULAR MEETING  
MINUTES**

**December 3, 2015 – 4:00 p.m.**  
698 Second Street, Room 102

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The audio file has been uploaded onto the Fire Commission Website at:  
[http://sanfrancisco.granicus.com/MediaPlayer.php?view\\_id=133&clip\\_id=24262](http://sanfrancisco.granicus.com/MediaPlayer.php?view_id=133&clip_id=24262)

President Andrea Evans called the meeting to order at 4:06 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
Mark Gonzales	Deputy Chief – Operations	
Ray Guzman	Deputy Chief – Administration	
Ken Lombardi	Support Services	
Dan De Cossio	Bureau of Fire Prevention	
Assistant Chiefs		
Bob Postel	Division 2	
Dave Franklin	Division 3	
Staff		
Clement Yeh	EMS Medical Director	
Mark Corso	CFO	

**2. GENERAL PUBLIC COMMENT**

There was no public comment.

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

Discussion and possible action to approve meeting minutes.

- Minutes from Regular Meeting on November 5, 2015

President Evans suggested that the following be added to the minutes: On page four, towards the end of the paragraph where Chief Gonzalez was talking about the backlog at the Bureau of Fire Investigation, he produced some data showing how the backlog had grown over time, and she wanted to have that log included in the minutes. On page five, the last line there, talking about the discussion on response times, she wanted the Commission Secretary to make note of where that can be found in Chief Gonzalez's report.

Commissioner Hardeman moved to approve the Minutes as amended. Commissioner Cleaveland seconded. Motion to Adopt Minutes as amended was unanimous.

There was no public comment.

**4. PRESENTATION FROM GUARDIANS OF THE CITY AND REQUEST FOR WILLMANN TRUST EXPENDITURES [Discussion and possible action]**

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

James Lee, Chair of Guardians of the City, along with David Ebarle and Michael Braun gave the following overview and history of the Guardians of the City and the Willmann Trust and is paraphrased from the transcript.

Guardians of the City was incorporated in 2010 after the 2006 Centennial of the earthquake and fire. We noticed that during that Centennial celebration there was a need to actively collect, preserve, and maintain the history of the San Francisco Fire Department at its present state. So as we approached the 150th Anniversary of the founding of the San Francisco Fire Department as a paid department, our Apparatus Committee, which is standing behind me, put together a list of what we consider to be "as needed" types of repairs and maintenance to our current fleet of antique and memorabilia. I would remind the Commission that this is still regarded as city property but it has never been funded or maintained by the City. It's always been through volunteer work or through the auspices of charity, which the Guardians of the City is a 501(C)(3), so that helps us out. What we're asking for, is that funds be allocated to the immediate maintenance and as needed, but it's mainly to make sure that it is safe, the maintenance is safe and that the apparatus can be moved safely without any further deterioration or accidents.

Let me address what Otto Willmann and the Willmann Trust was. In 1984, the San Francisco Fire Department received a very generous gift from the estate of Otto Willmann. Otto Willmann was a San Francisco firefighter who thoroughly enjoyed and loved this Department. Upon his death, he created a trust that would maintain the health and welfare of his sister. Upon her demise, that money would be transferred into the San Francisco Fire Department to be used for historical memorabilia and apparatus restoration and repair. We are asking that the money be taken out of the Willmann Trust to be used for the specific purposes that I stated in my letter of November 30, 2015.

Questions and answers ensued and it was suggested that the Guardians of the City provide updates on the Willman Trust account on a yearly basis as well as updates on the fund raising efforts. At the call of the Chair, this matter was continued to the next Fire Commission meeting so that everyone has a chance to read and consider the draft resolution and implement necessary changes to the wording of the resolution.

There was no public comment.

**5. UPDATE ON THE PLANS SURROUNDING SUPER BOWL 50 [Discussion]**

Update from Assistant Deputy Chief Shane Francisco on the plans surround Super Bowl 50

Assistant Deputy Chief Shane Francisco's PowerPoint Presentation is attached: <http://sf-fire.org/sites/default/files/Images/SB50%20Brief%20for%20Fire%20Commission.pptx>

Chief Francisco explained the Fire Department's preparedness in regards to Super Bowl 50. He stated that there are a number of sanctioned and non-sanctioned events, which will take

place throughout San Francisco. Chief Francisco explained that the SFFD is responsible for providing services to the sanctioned events. The Fire Department has been working with multiple city agencies to organize and help put on this event and the surrounding events safely.

Vice President Covington thanked Chief Francisco for his thorough presentation. Vice President Covington asked about the Fire Department's Multi-Casualty Transport, (MCT). She suggested a naming opportunity for the MCT, and asked if the busses would be deployed or if they would be on standby until needed. Chief Francisco answered that they would look into their options about having it on standby as normal, or having and paying a driver to be ready and on standby during the entire time. Chief Francisco explained that all options are being considered at this time, but are not finalized. Vice President Covington encouraged that the funds be expended on having the MCT deployed.

Vice President Covington asked if there was additional allocation of funding received. Chief Francisco explained that \$250,000 was received to cover overtime so 9-1-1 does not have to be impacted during the events. Chief Hayes-White added that they are planning to spend within the allotted budget.

Commissioner Nakajo thanked Chief Francisco for his presentation and asked how many representatives are involved in the command center. Chief Francisco explained that there are members in the department who handle other sections and together they will develop the event action plan.

President Evans thanked Chief Francisco and asked about the mutual aid plans. Chief Francisco stated that they will be developing new mutual aid plans for the Super Bowl as well as tailoring existing aid. President Evans asked if there was a new academy class starting on January 25, 2016. Chief Hayes-White responded that the 119th class would be starting right after the Super Bowl.

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 budget.

Chief Hayes-White stated that since the last meeting, they received budget instructions from the Mayor's Budget Office. She explained that the Mayor is asking for reductions of about 1.5%, which equates to approximately \$800,000. She talked about the recent Budget and Strategic Planning meetings. Chief Hayes-White personally acknowledged Firefighter Stephen McGuire who stepped up and represented the recent Strategic Plan Committee at the meeting. She added that she would like to try to get one more meeting in by the end of the year.

Chief Hayes-White mentioned that the 118th class, a class of 45, will be graduating on December 18th. She explained the process on filling the upcoming academy classes as well as interviews and openings within the Department. Chief Hayes- White introduced Dr.

Yeh, who is shepherding the process to find the right person for an open EMS 6 position. Dr. Yeh stated that the process is moving forward and he is excited about the candidates who have shown interest in the position.

Chief Hayes- White stated that supervision of Station 49 has still not reached agreement, but it is a work in progress. She also stated that Chief Lombardi is working on the Health Bond. Chief Hayes-White reported about the legitimate safety concerns regarding the relocation of Station 3 at the Airport. Chief Hayes-White stated that the BOS Budget and Finance Committee approved the SAFER Grant.

Chief Hayes White acknowledged Vice President Covington for attending the meeting at City Hall regarding the 150<sup>th</sup> Anniversary. She also acknowledged Dave Ebarle and Mindy Talmadge who have periodically been going to the Academy of Art University classes where phenomenal work has been done for the Department's official logo. Chief Hayes-White acknowledged Assistant Chief Burke because he heads the meritorious committee.

Commissioner Cleaveland thanked Chief Hayes-White for her report. Commissioner Cleaveland stated that he looks forward to the final product of the strategic plan. He suggested that a long-term maintenance plan and program be put in place. He stated that if there is an ongoing fiscal need, they should take it to the voters. Chief Hayes- White agreed with this.

Commissioner Cleaveland asked who is raising concerns about the safety of Station 3. Chief Hayes-White answered that the concerns are coming from the members and that the Department is working with Adam Wood of Local 798, to make sure everyone is comfortable in their workspace.

Regarding the EMS-6 Program, Commissioner Cleaveland acknowledged that Dr. Yeh is the right person for the hiring process. Chief Hayes- White stated that a date to pick the finalist has not been set yet.

Commissioner Nakajo thanked President Evans and Chief Hayes- White. Commissioner Nakajo acknowledged and was appreciative of the scheduling of the H-2 and H-3 classes. Commissioner Nakajo confirmed with Chief Hayes -White that there was going to be three classes during the 2016 calendar year.

Commissioner Nakajo stated that CPMC was interested in scheduling a meeting regarding the EMS-6 program. Dr. Yeh stated that he welcomed and appreciated the opportunity for the meeting.

Vice President Covington suggested that a staff member attend the meeting regarding Station 3. Chief Hayes-White agreed.

Commissioner Hardeman acknowledged Chief Francisco on his preparedness for the Super Bowl.

President Evans said that, as with other hires, the Chief should consider having a panel sit in on interviews for the H-2 applicants. President Evans stated that it can be beneficial to have people with different perspectives who are able to take the measure of a person who wants to be a member of the Department.

President Evans stated that the strategic plan is going to be important in helping people better understand the needs of the Department. President Evans also stated that it is important to propose some type of revenue stream instead of relying on the general fund.

President Evans expressed that she would not support another budget that has cuts in it.

#### REPORT FROM OPERATIONS

Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division.

Deputy Chief Mark Gonzalez reported his Operations Report for the month of November. He talked about incidents that happened including two greater alarms; one at 1136 Hampshire and the other at 2860 16th Street. He described how the Department responded. He added that there were no injuries. In regards to the EMS, Deputy Chief Gonzalez stated that there have been 37 candidates recommended for the H-8 positions.

Deputy Chief Gonzalez acknowledged Acting Assistant Deputy Chief De Cassio for doing a great job. There has been improvements in the areas of BFP and BFI. One of them being the R-2s and follow-ups to complaints.

Deputy Chief Gonzalez reported on construction updates, and how the Department is working with other city agencies to ensure safety. He talked about the reduction of open fire investigations.

Both Vice President Covington and Commissioner Cleaveland asked if Chief Gonzales could provide his report to them prior to the meeting.

Commissioner Nakajo thanked Deputy Chief Gonzalez.

Commissioner Hardeman congratulated him and his staff for the improvement on inspections and investigations.

President Evans recommended an update on the public safety campaign to assist residents, particularly in the Mission where there have been numerous fires that have displaced residents. She inquired about the correspondence that was sent from a resident of the Mission wanting to get a meeting held in the Mission District with the Fire Commission and Supervisor Campos. Olivia Scanlon answered that the Chief met with Supervisor Campos last week in person and they had a meeting at length to discuss the fires in the Mission. Olivia added that they provided statistics and went over data. She stated that the Chief went on the Spanish news channel that he requested and they are in constant dialogue with him and his office. President Evans thanked Olivia for that information. She added that some issues have come up over the last year because the fires in the Mission have been large and many of the residents have been displaced and there had been discussions when Chief Wong was here about getting more public safety messaging out in the Mission and talking to some of the building owners. She requested that maybe for a future meeting there can be an update on how our public safety campaign is going and if there are other efforts that we can make to assist residents, particularly in the Mission, but also elsewhere in the city can benefit from.

President Evans asked for an updated timeline in regards to the After Action Report from Asiana crash. Deputy Chief Mark Gonzalez informed the Commission that he would have it by the end of the month.

President Evans pointed out that there has been no progress to the Station 49 issue and recommended that the Commission come up with something to get it resolved.

Deputy Chief Gonzales pointed out that the paramedic officers wanted their rotations changed. He stated that they would rather work a 24-hour shift, but from a managerial standpoint, it does not seem possible.

There was no public comment.

**7. COMMUNICATIONS**

Communications to Commission received since last meeting of November 19, 2015.

- Letter from Diana Arsham
- Letter from Thomas E. Harvey
- Letter from UEG
- Email from Joe Treinen

There was no public comment.

**8. FIRE COMMISSION MEETING CALENDAR 2016 *[Discussion and possible action]***

Discussion and possible action to adopt the 2016 Fire Commission Regular Meeting calendar.

Commission Vice President Covington Moved to adopt the 2016 Fire Commission Regular Meeting calendar. Commissioner Cleaveland Seconded. Motion to Adopt 2016 Fire Commission Meeting calendar was unanimous.

There was no public comment

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

Discussion regarding agenda for the December 17, 2015 regular meeting.

- Resolution 2015-11 (Willman Funds)

There was no public comment.

**10. ADJOURNMENT**

President Evans adjourned the meeting at 6:07 PM.