

SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting Wednesday, May 24, 2017 – 5:00 p.m.

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

AGENDA

Item No.

1. ROLL CALL

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

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 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.

3. APPROVAL OF THE MINUTES *[Discussion and possible action]* Discussion and possible action to approve meeting minutes.

- Minutes from Regular Meeting on May 10, 2017.

4. CERTIFICATE AND ACKNOWLEDGEMENT OF APPRECIATION OF EMS DISPATCHER RYAN WON

Mr. Rob Smuts of Department of Emergency Management to recognize the outstanding work performed by Dispatcher Ryan Won.

5. OVERVIEW OF THE 9-1-1 DISPATCH CENTER

Mr. Rob Smuts of the Department of Emergency Management to provide an overview of the operations of the 9-1-1- dispatch Center.

6. OVERVIEW OF THE DEPARTMENT'S INVOLVEMENT IN THE TRANSPORTATION ADVISORY STAFF COMMITTEE (TASC)

Assistant Deputy Chief Dan DeCossio to provide an overview of TASC.

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 May 10, 2017, including budget, academies, special events, communications and outreach to other government agencies and the public.

REPORT FROM ADMINISTRATION, DEPUTY CHIEF RAEMONA WILLIAMS

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

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

Discussion regarding agenda for the June 14, 2017 regular meeting.

9. ADJOURNMENT

MINUTES FOR ADOPTION

SAN FRANCISCO FIRE COMMISSION
FIRE COMMISSION REGULAR MEETING
MINUTES

Wednesday, May 10, 2017 - 9:00 a.m. – 12:00 p.m.
City Hall, 1 Dr. Carlton B. Goodlett Place, Room 416, San Francisco, California, 94102

The Video can be viewed by clicking this link:
http://sanfrancisco.granicus.com/MediaPlayer.php?view_id=180&clip_id=27815

President Cleaveland called the meeting to order at 9:01 AM.

1. ROLL CALL

Commission President	Ken Cleaveland	Present
Commission Vice President	Stephen Nakajo	Present
Commissioner	Michael Hardeman	Present
Commissioner	Francee Covington	Present
Commissioner	Joe Alioto Veronese	Present
Chief of Department	Joanne Hayes-White	Jury Duty
Mark Gonzales	Deputy Chief – Operations	
Raemona Williams	Deputy Chief – Administration	
Dan DeCossio	Bureau of Fire Prevention	
Tony Rivera	Support Services	
Andy Zano	EMS	
Shane Francisco	Homeland Security	
Rudy Castellanos	Airport Division	
Jeff Columbini	Division of Training	
Assistant Chiefs		
Brook Baker	Division 2	
William Storti	Division 3	
Staff		
Mark Corso	CFO	
Olivia Scanlon	Communication and Outreach Coordinator	
Clement Yeh	Medical Director	

2. 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 April 26, 2017.

Commissioner Hardeman Moved to approve the above meeting Minutes. Commissioner Veronese Seconded. Motion to approve above Minutes was unanimous.

There was no public comment.

4. UPDATE ON PROGRESS OF STATION 49 – AMBULANCE DEPLOYMENT FACILITY

[Discussion]

Assistant Deputy Chief Anthony Rivera and Samuel Chui and Kathleen O'Day of DPW to present on the progress being made with the construction of the new ambulance deployment facility.

Deputy Chief Anthony Ribera introduced Kathleen O'Day and Samuel Chui from DPW. He stated that they have been working very closely together on the Ambulance Deployment Project and Mr. Chui provided the following PowerPoint presentation: <http://sf-fire.org/sites/default/files/COMMISSION/Fire%20Commission%20Support%20Documents%202015/ambulance%20deployment%20facility%20presentation.pdf>

Mr. Chui stated that the premise of the project is to relocate the current Station 49 from its existing location at 1415 Evans Avenue to the new location at 2245 Jerrold Avenue which is right behind Fire Station 9. He described the redesign of the building, which included a major change in the location and geometry of the building by pulling back away from the southwestern edge of the property line which provides a more effective work flow. He added that the ambulances will be able to pull up and restock simultaneously, and the four story structure will include administrative offices for EMS, a classroom, a conference room, and exercise room with close proximity to lockers and showers, a kitchen and a dining area, a day room area and functions that are most pertinent to ambulance deployment, including biomedical equipment, storage and repair shop and restocking and supply warehouse and space for logistics on the first floor. He continued describing the slides in the attached presentation. He concluded by stating they are anticipating to start construction in June or July of 2018 with a target substantial completion date in June of 2020 and a move in day later in the year.

Commissioner Covington thanked them for their presentation and was glad to hear that they are moving right along. She confirmed that they are still in the design phase and Chief Zanoft explained that they have been working with DPW to fit everything that they need into the footprint of the building walls, as well as parking for the employees and allowing room for growth in the future. Commissioner Covington also inquired as to solar panels in the new building. Mr. Chiu answered that because of budget constraints, they will add solar panels to the design development, and will be called out as the additive alternate and at bid time, if the project budget can pick up those alternates, the design will part of the construction. Commissioner Covington stated that she is particularly interested in the ability to have an alternate power source. She also suggested that it might be a good idea to get the word out about the June 6th community meeting by getting in touch with the Redevelopment Commission and get their robust list of people that can be notified, as it's important that the Department does as much outreach as possible.

Commissioner Hardeman thanked them for their presentation and stated it looks like they've designed a wonderful project. He confirmed that there will be a classroom on the administrative floor. He stated that he was happy for Chief Rivera and Chief Zanoft that they were part of the design and he hopes the community accepts this wonderful building.

Vice President Nakajo thanked Chief Rivera, Mr. Chui and Kathleen O'Day for their report and he confirmed that the start date for the project is expected to start construction in June or July of 2018. He announced that the new Ambulance Deployment Facility will be the first state of the art facility in the City and County of San Francisco for EMS and that he greatly appreciates it. He acknowledged the efforts of the commission, particularly President Cleaveland, and the administration for advocating in getting the badly needed facility. He confirmed that the old Station 49 will be used as the future Bureau of Equipment, which is presently on 25th and Vermont.

Commissioner Veronese thanked them for their presentation and touched on the tour of Station 49 he attended and asked if the location of the facility affects ambulance response times. Chief Zanoft explained that there are many moving parts that affect response times, including where the ambulances are posted, where the ambulances happen to be at the time the call comes in,

freeway access, street access and traffic. He mentioned that how quickly the crews get in and out of the building relative to the shift start time also effects response times. He added that the new building will certainly facilitate that. The ambulance will be able to pull right up to the building and they'll be able to restock four at a time and fuel the ambulances two or three at a time as well as the building design will work very well for the purposes of getting the crews out into the field. Commissioner Veronese noted that the new facility will reduce the toxin exposure as the ambulances will now be outside and he confirmed that the fuel pumps will not be near the building and that there is room for expansion inside the building.

President Cleaveland stated it's an exciting project and how pleased he is that it's moving along as quickly as it is, but he'd like to see the three years between now and inauguration of the facility reduced in some way if possible. He concluded by thanking the Mayor on his leadership on this project as well as the Health Department for adding this facility to the bond measure that was passed by the voters.

There was no public comment.

5. CHIEF OF DEPARTMENT'S REPORT [Discussion]

REPORT FROM CHIEF OF DEPARTMENT

Report on current issues, activities and events within the Department since the Fire Commission meeting of April 24, 2017, including budget, academies, special events, communications and outreach to other government agencies and the public.

Chief Gonzales reported in the absence of Chief Hayes-White, who was summoned to jury duty. Chief Gonzales reported on events since the last meeting on April 24 2017. He stated that they are on track for revenue and expenditures in this fiscal year and they presented before the Budget and Finance Committee on April 27, 2017. He thanked Vice President Nakajo for attending that hearing. He added that at a minimum, they are advocating to maintain the current funding but reconvening the Budget Committee on May 21, 2017 to discuss budget priorities and possible enhancements. He announced that the new CFO, Elaine Walters will be starting on May 15, 2017.

Chief Gonzales stated that the 122nd H-2 academy class started on April 24, 2017 with 42 members who were joined by 12 members from Station 49 on May 8, 2017. The selection process for the 123rd academy will begin in June. He touched on the Battalion Chief academy, put together by Chief Columbini that is scheduled to start on May 15, 2107. He mentioned that Chief Hayes-White attended the Board of Supervisors Committee meeting regarding the Department's response to the April 21, 2017 power outage, and that she participated in the Women in Leadership Conference. He added that on May 15, 2017 the Mayor issued an executive directive regarding 9-1-1- staffing and response times and the participants will be a representation from the Mayor's office, the Controller's Office, DHR, DEM, SFPD, and SFFD to discuss the answering of calls and basic challenges they face. He touched on other events Chief Hayes-White attended during the reporting period.

Commissioner Covington thanked him for the report and asked if there were any figures put together regarding how the power outage impacted the Department. Chief Gonzales responded that they don't they think they will send a bill but he thinks the run volume increased around 16 percent during the outage.

Commissioner Veronese asked if there was a way to figure out how much money the outage cost the Department. Deputy Director Corso answered that there was no additional staff brought in and because it was mainly just an increase to all volume using already existing equipment with

already on duty recourses, there was no additional cost to the Department for the responses. There was further discussion about the day of the power outage.

There was no public comment.

REPORT FROM OPERATIONS

Report on overall field operations, including greater alarm fires, Emergency Medical Services, Bureau of Fire Prevention & Investigation, and Airport Division and update on H-23 classification.

Chief Gonzales' report covered the month of April, 2017. His report is attached: <http://sf-fire.org/sites/default/files/COMMISSION/Fire%20Commission%20Support%20Documents%202015/ops%20report.pdf> He stated that they had three greater alarms during the reporting period, a second alarm on April 3, 2017 at 1810 Page Street, which Assistant Chief Burk was the Incident Commander. He described the incident and stated that the units on scene did a great job. The second was a third alarm on April 7, 2017 at 451A, -23rd Avenue, also under the command of Chief Burke. He stated that two adults and one cat were rescued, 30 people were displaced and one firefighter suffered laceration to the hand and was released in good condition. This fire was determined to be accidental. The third greater alarm was a second alarm on April 11, 2017 at 633 Clay Street, in the basement of Alfred's Steakhouse also under the command of Chief Burke.

With regards to community outreach, he stated that they continue to acknowledge the importance of surf safety, cliff safety, and fire prevention. He commended PIO Baxter, Fire Prevention, Suppression Units and the Recruitment Division. He read some of the feedback they received on social media. He also described other notable incidents that occurred during the reporting period.

Chief Gonzales touched on EMS Division and mentioned the three police officers that were transported Code 3 after two squad cars collided. He announced the hiring of CQI officer Ada Wong, who will be replacing Acting Caption Chris Bonn. He touched on the defibrillator program review, the new county protocol for EMS and the use of nasal Narcan and Epi pens, automatic CPR devices and the that the EMS Division and SFFD made donations of medical supplies and equipment to Los Bomberos for their South America projects. Chief Gonzales touched on response times and the outstanding job the members are doing in achieving the 90th percentile. He gave an overview of the Division of Fire Prevention Investigation, Accelerated Code Enforcement, Plan Section and TASC.

Commissioner Hardeman commented that in all the years he's been a commissioner, he has never seen such a detailed report like the one presented by Chief Gonzales and just about every single question that they could possibly ask is covered in his report. He mentioned that he thought it was a great idea that Muni was called to the second alarm at 663 Clay Street to shelter the 60 residents that were temporally displaced while they put out the fire. He was also glad that Local 798 along with the Chief and her staff took the stand against the transportation commission on their vote to put parking protected bike lanes on Market Street and although the department has no control how another commission votes, we made our safety concerns known.

Commissioner Veronese thanked Chief Gonzales for his report and mentioned that Chief Hayes-White was not at the meeting because she is at jury duty. He stated that last week, he and Vice President Nakajo were at the Surf Rescue Drill and he learned they were going to be getting two additional Surf and Rescue Vehicles. Chief Gonzales confirmed that they already have them. Chief Postel added that the two new cliff rescue units will be at Station 14 and 19 and the two

brand new surf rescue units have been ordered through OCA under a term contract and they are waiting for those to arrive and will be housed at Station 18 and Station 34. Commissioner Veronese stated that with the increase of surf and cliff rescues, he wants to make sure that we have the technology and are utilizing all the technology that is out there to save lives and reduce the amount of risk to the members of the Department and he thinks the department needs to expedite looking into what those technologies are, whether it's drone technology or something else. Chief Gonzales agreed that technologically, it would be a great enhancement at some of the incidents, as well as the necessity that the surf rescues have members up on the aerials, as more eyes are better. There was discussion concerning the testing of department ladders and overhead powerline testing and the parking protected bike lanes and the potential hazards the members may incur and that the commission should get those responsible on notice that it's a life-safety issue.

Vice President Nakajo thanked Chief Gonzales for both reports and also commented on his improved and enhanced report. Chief Gonzales acknowledged his new assistant Kathy Aquinas, Malinda Talmage, Sylvia Grace and Kelly Alves for assisting him in preparing his report. Vice President Nakajo also acknowledged Lt. Baxter for providing his portion to the report. He went through the report page by page and commented on points of interest. He also commented on the references of MTA and the troubling situation on upper Market Street where they approved the installation of parking protected bike lanes and how it concerns him. He also mentioned that in his packet he received a letter written by one of the members to the Civil Service Commission protesting the requirements for taking the H-20 Lieutenants test and the issue that they changed the policy from three to five years in terms of being able to take the exam. He added that he's for five years' experience but he also thinks that there should be some incentive for men and women in the department to be able to have the desire to serve this department as an officer. He concluded by acknowledging the paramedic retirement dinner he attended on April 28, 2017 and how he enjoyed seeing the camaraderie and socialization at the function and that he is excited about the new Station 49 and that he and Commissioner Veronese attended the Surf Rescue drill at Baker's Beach.

Commissioner Covington echoed the sentiments of her fellow commissioners on the new format of the operations reports. She stated that she thought it was good to do recruiting at events such as the Hire a Hero event. She asked if there was a breakdown on the percentage of members of the Department who are veterans. Firefighter Andrew Murtagh, Treasurer of the SFFD Veterans Association, stated that currently they have 60 members in the association, but that does not necessarily include all of the veterans in the Department. There was brief discussion about the inter-facility process which is moving a patient by ambulance from one care facility to another and working on a policy to make the system work as efficiently as possible. There was also discussion on the defibrillator program review and the technical issues that go on that could make the units easier to use at calls. Commissioner Covington asked if the Department has a member on the TASC and recommended that there be two members representing the department on TASC because it's very important, first of all because Captain Balmy has a tremendous amount of knowledge and tenure on that committee, but she also thinks another person would be beneficial to reinforce each other and fill in any gaps. Commissioner Covington acknowledged the Department on the very good response times. She mentioned that response times have been a continuing concern and with regards to TASC issues, there are so many things that can be suggested by one group that are very good on the surface, but they serve as an impediment for members of the Department to do the necessary work. She added that we need to be very clear and very persistent in getting the message out as to what those things are so that people will understand that life safety is the number one priority. She also was concerned with the pediatric

fatalities in the report and suggested more outreach would be helpful to have information available to everyone so that people will understand if a baby is turning a little blue, that is not its natural coloring and you need to do something right away particularly for first time parents. Dr. Yeh agreed that one of the big missions that they have is about enforcing and improving the health of the community and education about recognizing significant issues.

President Cleaveland thanked Chief Gonzales for his great report and will continue to look forward to receiving it in the future. He also praised the people involved in doing the outreach, specifically Fire Marshal DeCossio, PIO Baxter and Chief Zanoft. He also mentioned that he agrees with Commissioner Veronese and his fellow commissioners on the Surf Rescue Program needing to be enhanced. There was a brief update on the status of the H-23 classification. He also stated his concern with the MTA approving the parking protected bike lanes in upper Market Street and that some sort of compromise should be made. He added that the commission is united in supporting the Departments' position that the Fire Department must prevail when it comes to an issue of life safety and protecting people and property, as well as having bike lanes up and down Market Street that are protected.

There was no Public Comment.

6. AGENDA FOR NEXT FIRE COMMISSION MEETING [Discussion]

Discussion regarding agenda for the May 24, 2017 regular meeting.

- TASC update
- Update on Drone Policy
- Stress Unit presentation
- H-23 update

7. ADJOURNMENT meeting adjourned at 11:04 a.m.

GENERAL ORDERS

Conefrey, Maureen (FIR)

From: FireChief, Secretary
Sent: Monday, May 08, 2017 6:02 PM
Subject: General Order 17 A-21, Company Based Modular Training Module 9-Strike Team Leader Refresher Course

SAN FRANCISCO FIRE DEPARTMENT
GENERAL ORDER

File Code 17 A-21
May 8, 2017

From: Chief of Department
To: Distribution List "A"
Subject: Company Based Modular Training Module 9-Strike Team Leader Refresher Course
Reference: Rules & Regulations, Section 402
Enclosure: None

Officer Endorsement:
Section 1108 - R. & R. _____

1. The Department is offering a one-day Strike Team Leader Refresher course on Thursday, May 25, 2017. This refresher course is for certified Strike Team Leaders or Strike Team Leader Trainees who have successfully completed the National Wildfire Coordinating Group (NWCG) classes S-130, S-131, S-190, S-290, S-234, S-330 or S-334, **AND** the 2017 Annual Wildland Training Refresher Course. Engine Officers who wish to be deployed this fire season are strongly encouraged to attend this course as well. New documentation procedures will be covered in detail.
2. This course will be held from 1000-1500 hours at the Division of Training 19th and Folsom. Members are reminded to make lunch arrangements prior to attending class.
3. Members who are interested in attending this course are to call the Division of Training between 0800 and 1200 hours at 415-970-2000 to reserve a spot. Compensation will not be granted to members attending class in an off-duty status. The deadline to sign up is Friday, May 19, 2017.
4. Any questions relating to this General Order should be directed to the Division of Training at 415-970-2000.

Conefrey, Maureen (FIR)

From: FireChief, Secretary
Sent: Monday, May 08, 2017 6:02 PM
Subject: General Order 17 A-22, Company Based Modular Training Module 10-OES Single Resource Engine Boss Training Class

SAN FRANCISCO FIRE DEPARTMENT
GENERAL ORDER

File Code 17 A-22
May 8, 2017

From: Chief of Department
To: Distribution List "A"
Subject: Company Based Modular Training Module 10-OES Single Resource Engine Boss Training Class
Reference: Rules & Regulations, Section 402
Enclosure: None

Officer Endorsement:
Section 1108 – R & R _____

1. Members interested in being the Officer of an OES Engine or the Officer of a San Francisco Fire Department (SFFD) Engine Strike Team/Task Force must meet the California Incident Command Certification System (CICCS) training standards by taking a mandatory course to qualify for possible assignment. Members who already have an S-231 or Command 1C certification do not need to take this course.
2. Course topics include preparation, mobilization, tactics, safety, off-line duties, demobilization, and post-incident responsibilities of an Engine Boss.
3. In addition to this course, members wishing to be certified as an Engine Boss must also have completed the 2017 Annual Wildland/Urban Interface Fire Behavior and Safety Class and have a current red card (valid July 1, 2017 through June 30, 2018).
4. This is a two-day CJAC (California Joint Apprenticeship Committee) funded course being offered May 31-June 1, 2017. Class will be held at the Division of Training's 19th and Folsom Training Facility from 0900-1600 hours each day. Members are reminded to make lunch arrangements prior to attending class.
5. Forty members will be allowed to attend. Time-Coming will not be granted to members attending off-duty. Priority in selecting members for the Surf Rescue certification class will be as follows:
 - a) Company Officers with a current red card by Department seniority.
 - b) H-2 Firefighters, H-3 Level III Firefighter/Paramedics, and H-10 Incident Support Specialists with a current red card by Department seniority.
 - c) Company Officers without a red card by Department seniority.
 - d) Any other uniformed members by Department seniority.

6. The deadline to sign up is Tuesday, May 23, 2017. Members must call the Division of Training at 415-970-2000 between 0800-1200 hours to put their name on the list. A class roster will be distributed via Outlook.
7. Any questions relating to this General Order should be directed to the Division of Training at 415-970-2000.

Joanne Hayes-White
Chief of Department

Conefrey, Maureen (FIR)

From: FireChief, Secretary
Sent: Thursday, May 18, 2017 5:40 PM
Subject: General Order 17 A-23, H-3 Level 3 Firefighter Paramedic Opportunity, EMS Advancement Academy

SAN FRANCISCO FIRE DEPARTMENT
GENERAL ORDER

File Code 17 A-23
May 18, 2017

From: Chief of Department
To: Distribution List "A"
Subject: H-3 Level 3 Firefighter Paramedic Opportunity, EMS Advancement Academy
Reference: Rules and Regulations, Section 402
Enclosure: None

Officer Endorsement:
Sec.1108-R&R _____

1. In accordance with an agreement with Local 798, vacancies in the rank of H-3 Level 3 Firefighter Paramedic will be offered to members in the rank of H-2 Firefighter or members in the rank and designation of H-2P.
2. This General Order is being issued to implement the agreement above and determine who has interest in and is qualified for an H-3 Level 3 Firefighter Paramedic appointment among H-2s and H-2Ps.
3. The minimum requirements for this advancement selection process are:
 - Possession of a current, valid State of California Paramedic License, and
 - Local SF EMS Agency Paramedic Accreditation, and
 - Possession of current, valid certifications as follows:
 - Basic Life Support Card at the Healthcare Provider Level (must be AHA, ASHI, or American Red Cross).
 - Advanced Cardiac Life Support (ACLS).
 - Pediatric Advanced Life Support (PALS) or Pediatric Education for Pre-hospital Professionals (PEPP).
 - Pre-hospital Trauma Life Support (PHTLS) or Basic Trauma Life Support (BTLS).
 - Incident Command System Training (ICS) 100, 200 and IS 700a, Introduction to National Incident Management System.
 - Hazmat First Responder Awareness course (FRA) per 29 CFR 1910-120.

4. All interested and qualified H-2s who have completed their probationary period must submit a General Form, with copies of their items listed in Bullet 3. In addition, qualified candidates must successfully complete the local SF EMS Agency Paramedic Accreditation process in accordance with LEMSA Policy 2050 prior to appointment to H-3 Level 3.

All interested and qualified H-2Ps who have completed their probationary period must submit a General Form, with copies of items listed in Bullet 3.

5. All General Forms and required documentation described above must be submitted to the Deputy Chief of Operations by Friday, June 2, 2017. Any applications submitted after this date will be considered for future Advancement Academies.
6. This solicitation of interest from H-2s and H-2Ps includes employees in permanent exempt positions (i.e., H-10, H-16, H-18, or H-19) who are on leave from their permanent H-2 or H-2P positions and those in promotive Acting Assignments (i.e., H-4, H-6, H-10 and H-20).
7. Officers are responsible for notifying members under their supervision who are on leave for any reason and ensure that those members are aware of the deadline for submitting a General Form interest.

Joanne Hayes-White
Chief of Department

Conefrey, Maureen (FIR)

From: FireChief, Secretary
Sent: Thursday, May 18, 2017 5:43 PM
Subject: General Order 17 A-24, Airport Relief List, H-2 Firefighter, H-3 Level III Firefighter/Paramedic, H-20 Lieutenant, H-30 Captain

SAN FRANCISCO FIRE DEPARTMENT GENERAL ORDER

File Code 17 A-24
May 18, 2017

From: Chief of Department
To: Distribution List "A"
Subject: Airport Relief List, H-2 Firefighter, H-3 Level III Firefighter/Paramedic, H-20 Lieutenant, H-30 Captain
Reference: Rules & Regulations, Section 402
Enclosure: None

Officer Endorsement:
Section 1108 - R. & R. _____

- 1) The Airport Division is seeking members in the ranks of H-2 Firefighter, H-3-Level III Firefighter/Paramedic, H-20 Lieutenant and H-30 Captain who are interested in being added to the current Airport Relief List.
- 2) Members must submit a General Form request, addressed to the Deputy Chief of Operations, to be placed on the Airport Relief List. This General Form request should address meeting the Airport Division's desired qualifications listed below, and shall include requesting member's PQF. Future *permanent* Airport Division assignments will come from this Relief List.
- 3) Required H-2 Firefighter, H-20 Lieutenant, and H-30 Captain qualifications for placement on the Airport Relief List:
 - Current and valid EMT certification
 - Three years firefighting experience in SFFD
- 4) Required H-3 Level III Firefighter/Paramedic or H-2 Firefighter with Paramedic License (H2P) qualifications for placement on the Airport Relief List:
 - Current and valid State Paramedic License and San Francisco Accreditation
 - Three years firefighting experience in SFFD
- 5) Members placed on the Airport Relief List will be contacted by the administration, and arrangements will be made for reassignment. Members on the list will be allowed two Rights of Refusal for reassignment. If a member is offered a position at the Airport, and exercises a third refusal, that member will be removed from the Airport Relief List.
- 6) Training requirements before being assigned to SFO:

H-2 Firefighter, H-20 Lieutenant, and H-30 Captain

- Participate in, and obtain a passing score on, the 40-hour Basic Aircraft Rescue Firefighting (ARFF) course, including a Live Burn

H-3-Level III Firefighter/Paramedic and H-2P Firefighter with Paramedic License

- Participate in, and obtain a passing score on, the 40-hour Basic Aircraft Rescue Firefighting (ARFF) course, including a Live Burn
- Participate in, and obtain a passing score on, the San Mateo County EMSA Paramedic accreditation course (Paramedics assigned to the Airport Division will be required to maintain dual-county – San Francisco and San Mateo- Paramedic accreditation at all times)

- 7) In recognition of the time and effort spent to provide appropriate training to members assigned to SFO and consistent with Federal Aviation Administration recommendations, once a member has completed said training, those members who are assigned to SFO as a result of voluntarily signing up shall remain assigned to SFO for a minimum of five years, absent extenuating circumstances.
- 8) Notwithstanding the above, any member assigned to SFO may change assignments before completing five years: (a) in the event the member receives a promotive opportunity; or (b) the member was assigned to SFO involuntarily.
- 9) All new members assigned to the Airport Division are required to attend and participate in Bay Rescue training.
- 10) Firefighters, Firefighter/Paramedics, Lieutenants, and Captains must work a minimum of 54 twenty-four (24) hour watches at the Airport Division to be eligible to bid on a **permanent** spot during the Division's Annual Vacancy selection.
- 11) This General Order replaces G.O. 15 A-08. Questions regarding this General Order be directed to the Airport Division administration at (650)821-4602.

Joanne Hayes-White
Chief of Department

CC'S TO THE COMMISSION

**WYLIE, MCBRIDE,
PLATTEN & RENNEN**

A Law Corporation

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DIANE SIDD-CHAMPION, *of Counsel*

605 MARKET STREET, SUITE 1200
SAN FRANCISCO, CALIFORNIA 94105

TELEPHONE: 415.977.0904
FACSIMILE: 415.536.0906

May 9, 2017

VIA E-MAIL AND U.S. MAIL

Mark A. Gonzales
Deputy Chief of Operations
San Francisco Fire Department
698 Second Street
San Francisco, CA 94107-2015

Re: H-23 Lieutenant

Dear Chief Gonzales:

I am responding to your letter of May 8, 2017 to Tom O'Connor, President of San Francisco Fire Fighters Local 798, in which you state that the San Francisco Fire Department is planning to implement the H-23 Lieutenant position. In the future, please copy me on all correspondence concerning this matter.

Local 798 vehemently objects to the premature and unilateral implementation of the H-23 classification. Over the last several months, Local 798 has proposed a number of amendments to the Memorandum of Understanding between Local 798 and the City and County of San Francisco (Unit One) regarding this classification. The City has not responded to any of those proposed amendments.

On April 12, 2017, the Union sent you, Chief Hayes-White and the City's Employee Relations Director its most recent proposal. That proposal is enclosed. To date, Local 798 has received no response.

The City has an obligation to meet and confer on the subject of adding a classification to the Local 798 bargaining unit. Upon agreement, it is essential that Section 2.1 of the MOU be amended to add the new classification. Moreover, the hours and other terms and conditions of employment of the H-23 Lieutenants must be set forth in the MOU.

Section 1 of the MOU states that its purpose is to “contractually establish . . . *hours*, and other conditions of employment for members of the bargaining unit,” meaning that the hours *should* be set forth in the MOU. In accordance with that Section, the hours and schedules of bargaining unit members have *always* been included in the MOU. A chart showing the sections of the MOU which set forth the hours and schedules of all members of the unit is enclosed.

Moreover, as you know, Local 798 has protested the Fire Department’s potential use of H-23’s to substitute for H-33’s. An MOU amendment that addresses this matter is necessary to provide enforceable protection for Local 798’s members.

Furthermore, under the Meyers-Milias-Brown Act (“MMBA”), Government Code Sections 3500, et seq., and under the San Francisco Charter, Section A8.590-4 and A8.590-5, the City and the Department have an obligation to meet and confer and negotiate in good faith on all matters relating to wages, hours, benefits and terms and conditions of employment. As explained above, the City and the Department have not satisfied their obligation to negotiate in good faith. Rather, as admitted in your letter, the Department intends to take the unilateral action of setting the schedule, hours, meal breaks and other breaks for the H-23’s.

We appreciate the Fire Department’s cooperation on the issues listed at the end of your May 8, 2017 letter. However, with all due respect, the resolution of those issues is legally irrelevant to the H-23 classification. Regardless of what occurred with respect to the other classifications, the position of the City and the Department concerning the H-23’s is legally unsupportable.

The Union is prepared to pursue its rights under the MMBA and the Charter by taking appropriate legal action, but would prefer not to do so. Local 798 remains open to further discussion with the City and the Department with respect to the H-23 classification. Please cease and desist from the plan to go forward with unilateral action and contact Tom O’Connor to schedule a meeting.

Sincerely,


DIANE SIDD-CHAMPION

Encl.

cc: Thomas P. O’Connor, Jr., President, San Francisco Fire Fighters Local 798
Joanne Hayes-White, Chief, SFFD
✓ Fire Commission
Ken Cleaveland, President, Fire Commission
Micki Callahan, Director, DHR
Suzanne Mason, Employee Relations Director
Katharine Porter, Deputy City Attorney

**PROPOSED AMENDMENT TO
2007-2018 MEMORANDUM OF UNDERSTANDING
BETWEEN SAN FRANCISCO FIRE FIGHTERS LOCAL 798
AND THE CITY AND COUNTY OF SAN FRANCISCO**

The parties hereby amend the Memorandum of Understanding by adding the following to Section 2.1:

H-23 Emergency Medical Services Lieutenant

The parties hereby amend the Memorandum of Understanding by adding the following provisions:

SECTION 13. HOURS

13.6 The regular schedule for H-23 Emergency Medical Services Lieutenants and H-33 Emergency Medical Services Captains at Station 49 shall be a twelve (12) hour shift and a forty (40) hour average workweek with two hours of mandatory overtime weekly. Shifts shall be based on a six-week rotating A, B, C, D schedule of either "three days on and three days off" or a "4/3 flop" of four days on and three days off, alternating weekly. The day shift shall be from 0800 to 2000, and the night shift shall be from 2000 to 0800.

13.7 The H-23 EMS Lieutenants and H-33 EMS Captains, respectively, at Station 49 shall receive EMS Lieutenant Premium Pay or EMS Captain Premium Pay of seven and one-half percent (7.5%) of the base rate of pay for all hours worked during the forty (40) hour workweek. Premium payments provided in this section shall be considered as part of an employee's regular rate of pay for the purpose of computing overtime pay due under this Agreement only to the extent required by the Fair Labor Standards Act, but shall not be included in the calculation of retirement benefits due from the San Francisco City and County Employees' Retirement System or any other benefit which is a function or percentage of salary.

13.8 Break schedules established by the Fire Department for H-23 EMS Lieutenants and H-33 EMS Captains at Station 49 shall include a total of one and one-half (1.5) hours for meal breaks plus three (3) fifteen (15) minute breaks during each 12-hour shift. The H-23 EMS Lieutenants and/or H-33 EMS Captains, respectively, and the Union shall receive advance notice of any changes in the break schedules, but meeting and conferring will not be required so long as the total amount of break time set forth above remains the same.

FOR THE CITY

Date: _____

Suzanne Mason
Employee Relations Director

FOR THE UNION

Date: _____

Thomas P. O'Connor, Jr.
President

APPROVED AS TO FORM:

DENNIS J. HERRERA
City Attorney

Katharine Porter
Chief Labor Attorney

DIANE SIDD-CHAMPION
General Counsel

Diane Sidd-Champion
WYLIE, MCBRIDE, PLATTEN &
RENNER

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Hours and Schedules of Classifications Represented by San Francisco Fire Fighters Local 798

<u>Classification</u>	<u>Provisions Concerning Hours/Schedules</u>
Field Personnel (H-2, H-10, H-20, H-30, H-33, H-39)	Section 13.1
Fire Prevention (H-4, H-22, H-32)	Section 13.2
Fire Investigation (H-6, H-24)	Section 13.3
Uniformed Administrative Personnel (H-16, H-18, H-19, H-28, H-29, H-39)	Section 13.4
H-3, Level I and II	Section 13.5
H-3, Level III	Section 13.5
Dept. of Emergency Management (Radio)	Section 19.14, 19.23
H-8	Amendment No. 8, Appendix A, Section 9.1

MISC.



Menlo Park Fire Protection District

170 Middlefield Road • Menlo Park, CA 94025 • Tel: 650.688.8400 • Fax: 650.323.9129
Website: www.menlofire.org • Email: mpfd@menlofire.org

Fire Chief
Harold
Schapelhouman
Board of Directors
Peter Carpenter
Rex Ianson
Virginia Chang Kiraly
Chuck Bernstein
Robert J. Silano

April 10, 2017

FREE - One-Day UAS/Drone Fire Services Symposium

Fire Chief or Executive Officer

The Menlo Park Fire Protection District is located in the heart of the Silicon Valley, well known for its technology sector. Over the last several years we have jointly developed our FAA-approved UAS/Drone Program with the help of many public and private sector partners.

We are hosting a free, one-day UAS/Drone Symposium that is specifically intended to assist municipal fire agencies and fire districts in successfully and responsibly starting their own, "Unmanned Aerial Systems (UAS) Drone program," and/or advancing the use of this incredible technology in the fire service.

The symposium will be held on Friday, June 2, 2017, from 9:00 a.m to 6:00 p.m. in the Panofsky Auditorium located at the Stanford Linear Accelerator (SLAC), 2575 Sandhill Road in Menlo Park.

The symposium will bring together a broad range of subject matter experts and vendors that will help advance the ability of California's fire services to properly establish and make use of this "game changing" technology for the good of the public and emergency services.

This statewide offer is also open to all FEMA National Urban Search and Rescue Task Forces. Any interested fire agency or task force is asked to send one official representative that must be sponsored and endorsed by their Fire Chief or Executive Officer.

Requests for attendance must be on official agency letterhead and sent to the Assistant to the Fire Chief Michelle Radcliffe by e-mail at mradcliffe@menlofire.org or by regular mail to: Menlo Park Fire District Drone Symposium, 170 Middlefield Road, Menlo Park, CA 94025.

Our program was recently featured in the [AOPA Drone Newsletter](#).

Please RSVP no later than May 12, 2017—This is a first come, first served opportunity.

"Excellence In Service"