

SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting Wednesday, June 28, 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 June 14, 2017, 2017.

4 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 June 14, 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.

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

Discussion regarding agenda for the July 12, 2017 regular meeting.

6. ADJOURNMENT

MINUTES FOR ADOPTION

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION REGULAR MEETING
MINUTES

Wednesday, June 14, 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=28095

President Cleaveland called the meeting to order at 9:02 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 Zanolff	EMS	
Shane Francisco	Homeland Security	
Rudy Castellanos	Airport Division	
Jeff Columbini	Division of Training	
Staff		
Mark Corso	CFO	
Olivia Scanlon	Communication and Outreach Coordinator	

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 May 24, 2017.
- Minutes from Special Meeting on May 25, 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. PRESENTATION FROM DEPARTMENT OF PUBLIC WORKS ON THE STATUS OF STATION 35 [Discussion]

Gabriella Judd Cirelli to provide an update on Station 35.

President Cleaveland welcomed Ms. Cabriella Judd Cirelli. Ms. Cirelli stated that the last time she presented on this item was in September of 2016 and a lot of progress has been made since then. She continued providing information on the following PowerPoint Presentation. <http://sf-fire.org/sites/default/files/COMMISSION/Fire%20Commission%20Support%20Documents%202015/Station%2035%20Presentation%20from%20PUC.pdf>

Ms. Cirelli stated that the Fire Station 35 project at Pier 22/12, where the fireboats are also located, is estimated at a cost of 39.9 million dollars, which is the largest in the bond portfolios of all their current projects. She went on to describe in detail the individual slides including the future construction of the floating barge that will adapt to the sea level rise. She mentioned that since she last presented, they have gone through a very thorough design-build procurement process which included SFFD representation and input from members of Station 35. She announced that Swinterton Power, Joint Venture was awarded the proposal. She stated that they anticipate CEQA clearance in place by November of 2018 and a completion date for SFFD occupancy the fourth quarter of 2020. She added that because the facility will be built on a barge, it cannot be certified as a "lead certifiable building" but it will be built to lead gold standards.

Commissioner Hardeman thought it was a wonderful presentation and so easy to understand. He was happy to hear that the Bay Conservation and Development Commission (BCDC) was on board with the project. Ms. Cirelli stated that they had meetings with them to establish the operational requirements for the project and one thing that must go away of necessity is the parking lot, as there is no longer any parking grandfathered in over the bay. She added that arrangements are being made for parking for fire personnel in designated spots nearby the Embarcadero.

Commissioner Veronese greeted Ms. Cirelli and stated it was good to see a familiar face. He asked if the original fire house will stay as is. Ms. Cirelli answered that it would stay as it is on the National Historic Register Eligible and will continue to house engine 35 and one of the key points and key challenges for the design team is going to be designing a building appropriate for the current time and respectful to the historic structure. Commissioner Veronese confirmed that the fuel storage would not be near the living space. They discussed the placement of the fireboats and other water craft utilized by the Department.

Vice President Nakajo thanked Ms. Cirelli for her updated report. He asked about the sea level rise and if the design has addressed that issue. Ms. Cirelli stated that the Port has adopted a sea level rise plan that projects in the City of San Francisco in vicinity to the water need to adopt or comply with in order to be resilient long term for sea level rise, but many of the facilities that are already built, it's a conundrum about what's going to happen when the water continues to rise. She added that the Port has authored a really complete study regarding sea level rise that she would like to share with the Commission. Vice President Nakajo confirmed that the living space will be communal dorm style, as expressed by members of Station 35.

Commissioner Covington thanked Ms. Cirelli for her presentation and asked for clarification on the part of the project that is not floating. Ms. Cirelli responded that the historic building, Station 35 is not in the current project. Commissioner Covington expressed her concern about sea level rise and the Fire Stations that would be affected and asked Chief Hayes-White if there were ESER monies available for looking at and addressing those stations that will be subjected to impact from sea level rise. Chief Hayes-White answered that she believes that those issues are being looked at but she does not know if studies have been done or not. Commissioner Covington suggested addressing it sooner rather than later as the challenges are slightly steeper than other entities in the City in that you can't move a firehouse, personnel, truck, and engines, but companies come and go. She added that she was delighted to see the ESER Bond funding for SFFD projects total \$172,000,000 and was happy the money was spent wisely. She mentioned that the concept for the day room, dining and kitchen look very similar to Station 4 and thinks it is a wonderful rendering as well as the echo of the tile roof on the original structure going through to the new structure. She highlighted some of the prime lead gold categories that they are incorporated into the project. Commissioner Covington confirmed that the project will be built at

Pier 1 on Treasure Island using 30 percent local hire and 50 percent for applicable apprentices disciplines. There was discussion on the breakdown of percentages of locally owned business participation. Commissioner Covington asked about parking for members that are on duty at Station 35. Ms. Cirelli stated that there have been a number of proposals presented and they include nearby facilities where cars could be housed inside nearby piers or across the street in commercial parking opportunities and they are in conversation with both Port and MTA.

President Cleaveland thanked Ms. Cirelli and her excellent presentation and acknowledged Deputy Director of Public Works, Charles Figueroa and thanked him for working on the project as well. He suggested scheduling another update in a year's time.

There was no public comment.

5. OVERVIEW OF THE SAN FRANCISCO FIRE DEPARTMENT'S STRESS UNIT

[Discussion]

Captain John Christy to provide overview of the San Francisco Fire Department's Stress Unit.

President Cleaveland welcomed Firefighter/Paramedic Christy. Mr. Christy introduced his partner Lt. Dan Griffin and announced that because there was an active shooter in progress, Lt. Griffin would need to leave the meeting. Firefighter/Paramedic Christy explained that the Stress Unit has been around since the late 1980's and they work very closely with the San Francisco Police Department. He stated that the Fire Department primarily started the unit to support those that were in need of help with drinking in a 12-step program and the cornerstone is confidentiality. He gave a brief work history of his employment as a paramedic/firefighter and his story of how he got the support he needed by reaching out to Ken Jones when he went through tough times and how his journey began and his success story with the Stress Unit. He added that the reason he is part of the Stress Unit is the love for the members and the work. He explained the horrific events that first responders come across and different types of stress they experience during their shifts and why it's important to have the Stress Unit to help those members in need of help. He stated that their current workload is 50 to 70 active cases, they work 24 hours a day, seven days a week and their goal is to expand the unit including a 40 member Critical Incident Response Team.

Commissioner Veronese thanked him for his presentation and mentioned that when he came on the Fire Commission he spoke to the Chief about this being one of his major priorities to assist firefighters that are going through difficult mental health issues, which he referred to as the silent sufferers. They discussed the percentage of firefighters that suffer from some sort of PTSD and PTSD. He stated that the Commission's role is to support the firefighters so that they can do their job to be the best responders in the city and he thinks they need to step up that role and advocate for funding to enhance the Stress Unit. He announced the fundraiser that he is working on with FF/P Christy to raise awareness and funds for the Unit. FF/P Christy added that the Command Staff has supported the work they do and is one of the reasons the Unit works well because of that solid relationship. Chief Hayes-White thanked John Christy for his presentation and asked the Commission after an appropriate question and answer period to release FF/P Christy so that he may respond to the critical incident to assist members in need. She added that she is a true believer in the Stress Unit and has been actively involved. She stated that the real beauty of the Stress Unit is the ability for Dan and John and others who will step in, have gained trust and credibility to be confidential and supportive and recognize that if they can't solve the problem, they have resources that they can refer the member to.

Commissioner Hardeman thanked FF/P Christy for his presentation and gave a sample of what he dealt with as head of a union. He encouraged FF/P Christy to think about himself when he

makes his decision to retire and appreciated him sharing his story as well as running the Stress Unit.

Vice President Nakajo thanked John Christy for his presentation and asked how the members of the Department regard him. FF/P Christy stated the members regard him and Dan Griffin as members of the Department and the Stress Unit, that the whole idea behind peer support in emergency services is that it is an active member of the working field and both he and Dan are active field members, it's just that they have been reassigned out of the positions onto the Stress Unit so they see them as one of them. Vice President Nakajo asked what it takes for an individual to be a member of the Stress Unit. FF/P Christy stated that training is involved which includes peer support, one-on-one and group support, suicide prevention and line of duty death and life experience training. They talked about the grant they received and how those funds will be used which will provide a third mental health benefit to the members with culturally competent mental health workers, 10 to 12 visits a year for the members and their dependents in a calendar year as well as funding and training a Critical Incident Response Team.

Commissioner Covington thanked FF/P Christy and appreciated his passion and commitment. She asked if there was a difference between the stresses that one side of the house has that perhaps the other side of the house doesn't have. FF/P answered that emergency medicine has its own particular stresses and especially as a paramedic, in that they are making decisions in such a quick time frame, such as what the persons weight is, what are the drug doses, what's the EKG showing, where is the nearest hospital, can I get the airway cleared and things of that sort. He added that without the support of a good EMT, paramedics are useless, so emergency medicine as a whole is a pretty stressful situation. He added that a couple of his significant critical incidents were fire related, including the one in which he was injured. He confirmed that going forward, he would like to have representation from both suppression and EMS. Commissioner Covington mentioned that she was happy to hear that there is support for the Stress Unit throughout the administration and throughout the chain of command. She was also glad to hear him talk about the stigmatism of showing feelings because it's important for everyone to be able to express their hurt, frustration, or the panic they're feeling or have felt, without it being a gender-related issue.

President Cleaveland thanked Mr. Christy and stated he agrees with Commissioner Veronese that a plan is needed and he hopes that all the enhancements in the Stress Unit that are needed will be part of the plan. He added that he will look for guidance from the Stress Unit in creating a plan for the Department.

There was no public comment.

6. OVERVIEW OF FIRE DEPARTMENT BUDGET *[Discussion]*

Update and overview from Deputy Director Mark Corso on the current budget.

Deputy Director Mark Corso gave a brief update on the mayor's introduced budget for the Fire Department. He stated that the Mayor introduced his balanced budget on June 1st to the Board of Supervisors. He presented the following PowerPoint: <http://sf-fire.org/sites/default/files/COMMISSION/Fire%20Commission%20Support%20Documents%202015/budget%20presentation.pdf>

Mr. Corso explained the Fire Department's proposed portion of the Mayor's budget which included the general fund projects, Airport, Port and a number of other funding sources which in total for the FY 2017-2018 proposed budget is approximately \$385,000,000. He added that one of the Department's main goals during the budget process was to at the very least maintain the

funding initiatives that had been approved. He added that they were successful in accomplishing that goal. He highlighted some of the approved initiatives which included the hiring plan, fleet and equipment plan, and outreach education positions. He added that in addition to maintaining those initiatives, the Department was also funded for a few other allocations that they advocated for including approximately \$750,000 to operations as part of the mayor's Harm Reduction Task Force. He concluded by thanking the budget office for their support over the past few months and he introduced Elaine Walters, the new finance director.

Commissioner Veronese asked if the \$750,000 allocated to the Fire Department operations as part of the Mayor's Harm Reduction Task Force is related to homelessness. Mr. Corso confirmed that it was. Chief Hayes-White added that the Department is participating in the Task Force in collaboration with other agencies to address some of the homelessness issues on the streets and all agencies participate in a team approach to make sure the area is clean, safe, sanitary and that needs are being addressed by all the agencies and that it is a pilot program under development. Commissioner Veronese suggested that the department come up with some sort of pilot program to track or measure certain areas that the department is impacted with homeless issue calls. Chief Hayes-White added that the training the department provides to members is universal precautions and they treat everyone as they would treat a family member; whether it's in a high-rise, in a single-family home or on the street. Mark Corso added that for every incident they respond to, there is a system called NFIRS, which is National Fire Incident Reporting System where reports are generated and they are working with the vendor to have a field or some other type of designation that will enable them to internally track what type of call and whether it is related to homeless or some other type of common call that's not currently one of the standards on the NFIRS.

Vice President Nakajo thanked Mr. Corso for his budget update and was pleased in terms of the initiative category, particularly in terms of the Mayor's office supporting the hiring plan and equipment and fleet plan.

President Cleaveland asked for clarification on position authority for additional resources to assist with the development agencies as part of city workgroup. Mr. Corso responded that position authority allocates positions to the departmental budget, but the funding hasn't been allocated to the department per se, but they have the authority to put people in those roles, and the funding aspect of the particular project will be under the Mayor's Office of Economic Workforce Development and they will coordinate the revenues and the fees generated. They touched on the hiring plan, and the planning for the ESER 2020 bond. President Cleaveland thanked Mr. Corso for his presentation and for his leadership on the Department's finances.

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 May 24, 2017, including budget, academics, special events, communications and outreach to other government agencies and the public.

Chief Hayes-White reported on events since the last meeting on May 24, 2017. She welcomed Elaine Walters, the new finance director and asked her to come up and introduce herself. Ms. Walters described her background and stated she was very excited to be in the Fire Department and to learn a whole new world. President Cleaveland also welcomed Ms. Walters.

Chief Hayes-White announced that they have a work order funding for an industrial hygienist that was recently filled by Anthony Boon, who is a DPH employee but is working exclusively for the SFFD. He comes with great experience to help the department as it relates to keeping the members as safe as possible in the workplace and with compliance issues. Chief Hayes-White announced that the 122nd Academy Class is in its 8th week with 50 members remaining in the class. She added that the 123rd class is anticipated to start in September comprised of 54 members with the same complement, 42 coming off the list and 12 coming from Station 49. In regards to events, she mentioned the participating in the final day of EMS Week, where through the generosity of the Credit Union, they were able to sponsor a lunch for members of Station 49, along with the private partners AMR and King Ambulance. She also participated in a field test and demonstration on Turk Street where there is a desire to install parking protected bike lanes that would be directly under the Muni wires, which would create operational difficulties for the Department. She attended the Memorial Day Ceremony and Parade, met with Director Kronenberg and Robert Smuts of DEM to talk about mutual issues that they share related to making sure they have the most effective and efficient dispatches so the members can get on scene in the most expedient manner that they can. She mentioned other events attended over the reporting period. She asked President Cleaveland to consider adjourning the meeting in the memory of Firefighter James Mancuso and Lieutenant Raymond Toland.

Commissioner Hardeman was glad to hear there's ongoing discussion with Mr. Reskin at MTA regarding the problems with the bike lanes.

Commissioner Covington was glad to hear from both Mr. Corso and Chief Hayes-White that things are going well with the academies as well as the filled position of the industrial hygienist.

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 May 2017. His report is attached: <http://sf-fire.org/sites/default/files/COMMISSION/Fire%20Commission%20Support%20Documents%202015/ops.pdf> Chief Gonzales announced that there were no greater alarms. He touched on notable incidents which included a cliff rescue on May 9, 2017, a working fire on May 17, 2017, at 1206 Fell Street, and May 23, 2017, at 34 Brighton, a high rise fire at 501 Beale on May 27, 2017. He mentioned the two-day Battalion Chief Academy, the social media mentions; happenings at EMS and fleet and apparatus updates as it relates to ambulances. He stated that they are conducting interviews for the new H-8 per diem positions and his goal is to have at least 100 H-8's. He concluded his report by thanking John Christy and mentioned that as firefighters and emergency personnel, they tend to compartmentalize things and the Stress Unit is there if you need to talk to somebody every now and then for your own mental health and sanity. He added that they do an excellent job and he will miss John Christy when he retires.

Commissioner Hardeman thanked Chief Gonzales for his terrific report.

President Cleaveland asked the Fire Marshal about the 182 code violations for high-rise buildings. Chief DeCossio stated that the violations can be broken down by category, by type of violations and things of that sort. He added that there are about 609 high-rises in San Francisco and they inspect each one annually and the main focus of the inspection would be the common

areas, fire protection systems and egress systems. They discussed the open fire investigation cases.

Vice President Nakajo thanked Chief Gonzales for his comprehensive report and announced that there is still going to be a sign-up coming up for the dispatchers from June 12th to July 7th and if individuals are interested in being a 911 dispatcher, they can sign up at WWW.SFDHR.

There was no Public Comment.

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

Discussion regarding agenda for the June 28, 2017 regular meeting.

- Update on Drone Policy
- Follow-up on Stress Unit/State of the Art Practices
- Presentation on the preservation of antique apparatus/Guardian of the City

7. ADJOURNMENT Meeting adjourned in the memory of Firefighter James Mancuso and Lieutenant Raymond Toland at 11:37 a.m.

GENERAL ORDERS

Conefrey, Maureen (FIR)

From: FireChief, Secretary
Sent: Friday, June 09, 2017 4:54 PM
Subject: General Order 17 A-33, Acting Assignment Selection Process for H-22 Lieutenant

SAN FRANCISCO FIRE DEPARTMENT
GENERAL ORDER

File Code 17 A-33
June 9, 2017

From: Chief of Department
To: Distribution List "A"
Subject: Acting Assignment Selection Process for H-22 Lieutenant
Reference: Rules & Regulations, Section 402
Enclosure: None

Officer Endorsement:
Sec 1108 – R. & R. _____

1. The Department is currently seeking interested members to apply for the acting assignment selection process for the rank of H-22 Lieutenant in the Bureau of Fire Prevention (BFP).
2. All Permanent Civil Service H-4 Inspectors and H-6 Investigators who have successfully completed their probationary period are eligible to apply. This includes members who may be on leave for exempt, provisional, non-civil service, and / or limited tenure appointments to other positions.
3. Desired qualifications include but are not limited to:
 - Four years of fire suppression experience
 - Completion of State Fire Marshal courses directly related to Fire Prevention, Inspection and Fire Plan Review
 - Other relevant coursework and/or training in Fire Prevention
 - Computer skills to enter, query, update and maintain database information
4. Members must submit a General Form declaring their interest in the position and enclose an updated Promotional Qualification Form (PQF) to the Office of the Deputy Chief of Operations. Copies of certifications listed in the PQF and all other supporting documentation must also be enclosed. The application packet must be received no later than the close of business on Monday, June 26, 2017.

Joanne Hayes-White
Chief of Department

Conefrey, Maureen (FIR)

From: FireChief, Secretary
Sent: Friday, June 09, 2017 4:55 PM
Subject: General Order 17 A-35, Annual EMS Captain Training

SAN FRANCISCO FIRE DEPARTMENT
GENERAL ORDER

File Code 17 A-35
June 9, 2017

From: Chief of Department
To: Distribution List "A"
Subject: Annual EMS Captain Training
Reference: Rules & Regulations, Section 402
Enclosure: None

Officer Endorsement:
Section 1108 – R & R

1. Annual EMS Captain training will be conducted from Monday, June 19th, 2017 to Thursday, June 29th, 2017 from 09:00 to 12:00 at the Treasure Island Training Facility. This module is mandatory for all permanent and LWLP EMS Captains.
2. EMS Captains in RC1, RC2, RC3 and RC4 positions will be trained to evaluate H3L1 EMT and H3L2 Paramedic probationary members that will be assigned to them. Training on MCI management and MEP will be included as well.
3. H-33 EMS Captains and LWLP EMS Captains will sign up for EMS Captain Training in HRMS. For operational needs, sign up priority will be given to permanent H-33 EMS Captains. Only one on-duty field EMS Captain, that is RC1, RC2, RC3 or RC4 can be detailed to the training per day. H-33 EMS Captains and LWLP EMS Captains who are not scheduled to work during EMS Captain training will be granted overtime for off-duty attendance.
5. Division Chiefs are responsible to ensure that all EMS Captains in their division are detailed to the training consistent with the announcements issued from the Division of Training.
6. Questions about this training shall be directed to the EMS In-Service Training Section at 415-318-4507.

Joanne Hayes-White
Chief of Department

Conefrey, Maureen (FIR)

From: FireChief, Secretary
Sent: Friday, June 09, 2017 4:55 PM
Subject: General Order 17 A-36, 2017 Immediate Need Orientation

SAN FRANCISCO FIRE DEPARTMENT
GENERAL ORDER

File Code 17 A-36
June 9, 2017

From: Chief of Department
To: Distribution List "A"
Subject: 2017 Immediate Need Orientation
Reference: Rules & Regulations, Section 402
Enclosure: None

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

1. In preparation for the 2017 Fire Season, the Fire Department Companies that respond to Mutual Aid Box 5499 for Immediate Need requests are required to attend an Immediate Need Orientation.
2. The training sessions will be held at McClaren Park June 26-28, 2017. Two sessions will be provided each day commencing at 0900 and 1300 hours.
3. The training schedule is as follows:

Training Dates	Companies Due
June 26, 27, and 28 0900-1200 hours	E09, E11, E15, E37, E44, E51, T11, and T17
June 26, 27, and 28 1300-1600 hours	E07, E17, E25, E32, E42, T07, T09, T15, and E43

4. Divisions 2 and 3 shall work together to coordinate coverage issues during drill dates and times.
5. This half-day orientation does not fulfill the requirements for Annual Wildland Training. Members qualified for the 2017 Fire Season Mutual Aid Responders list must have completed the one-day Annual Wildland/Urban Interface Fire Behavior and Safety Class (S-131), and have completed the National Wildfire Coordinating Group Classes S-130 and S-190.
6. Rigs shall meet in the parking lot above the reservoir on John Shelley Drive.
7. 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: Friday, June 09, 2017 4:55 PM
Subject: General Order 17 A-34, Acting Assignment Selection Process for H-32 Captain

SAN FRANCISCO FIRE DEPARTMENT
GENERAL ORDER

File Code 17 A-34
June 9, 2017

From: Chief of Department
To: Distribution List "A"
Subject: Acting Assignment Selection Process for H-32 Captain
Reference: Rules & Regulations, Section 402
Enclosure: None

Officer Endorsement:
Sec 1108 – R. & R. _____

1. The Department is currently seeking interested members to apply for the acting assignment selection process for the rank of H-32 Captain in the Bureau of Fire Prevention (BFP).
2. All Permanent Civil Service H-22 Lieutenants who have successfully completed their probationary period are eligible to apply. This includes members who may be on leave for exempt, provisional, non-civil service, and / or limited tenure appointments to other positions.
3. Desired qualifications include but are not limited to:
 - Four years of fire suppression experience
 - Completion of State Fire Marshal courses directly related to Fire Prevention, Inspection and Fire Plan Review
 - Other relevant coursework and/or training in Fire Prevention
 - Computer skills to enter, query, update and maintain database information
4. Members must submit a General Form declaring their interest in the position and enclose an updated Promotional Qualification Form (PQF) to the Office of the Deputy Chief of Operations. Copies of certifications listed in the PQF and all other supporting documentation must also be enclosed. The application packet must be received no later than the close of business on Monday, June 26, 2017.

Joanne Hayes-White
Chief of Department

CC'S TO THE COMMISSION

THOMAS P. O'CONNOR JR.
PRESIDENT
 DANIEL A. GRACIA
VICE PRESIDENT
 FLECK D. K. ROLLINS
SECRETARY
 SIMON M. BUFORD
TREASURER



SAN FRANCISCO FIRE FIGHTERS
 - Local 798 -
 1139 MISSION STREET, SAN FRANCISCO, CA 94103-1514
 TELEPHONE (415) 621-7103 • FAX (415) 621-1578
 WWW.SFFDLOCAL798.ORG

DIRECTORS
 STEPHEN V. GIACALONE
 THOMAS A. FOGLE
 ADAM H. WOOD
 ADRIENNE R. SIMS
 DANIEL V. CASEY

June 13, 2017

Dear Fire Commission,

Local 798 wishes to reiterate its longstanding support of our Stress Unit, a critical component to the well-being of first responders and the special challenges they face on a daily basis. For decades our Stress Unit has responded to the call for help from front line employees and their services are needed now more than ever.

A robust, and adequately funded, team of mental health experts is necessary to provide vital assistance to those who risk their lives for others. This unit is of such priority to Local 798 that we are planning a "Stair Climb" fundraiser this fall to help raise funds to provide additional training for our Stress Unit. Currently our fundraiser is in its incipient stage, but we will provide more information to the Commission as it becomes available.

Local 798 is urging the Fire Commission to support this unit and ensure its adequate funding going forward.

Sincerely,

Thomas P. O'Connor Jr.
 President, San Francisco Firefighters Local 798

CC'S TO THE COMMISSION

THOMAS P. O'CONNOR JR.
PRESIDENT

DANIEL A. GRACIA
VICE PRESIDENT

FLOYD K. ROLLINS II
SECRETARY

SHON M. BUFORD
TREASURER



DIRECTORS
STEPHEN V. GIACALONE
THOMAS A. FOGLE
ADAM H. WOOD
ADRIENNE R. SIMS
DANIEL V. CASEY

SAN FRANCISCO FIRE FIGHTERS

- Local 798 -

1139 MISSION STREET, SAN FRANCISCO, CA 94103-1514
TELEPHONE (415) 621-7103 • FAX (415) 621-1578
WWW.SFFDLOCAL798.ORG

June 9, 2017

Joanne Hayes-White
Chief of Department
San Francisco Fire Department
CITY & COUNTY OF SAN FRANCISCO
698 Second St.
San Francisco, CA. 94107

RE: Step II Grievance

Dear Chief Hayes-White,

This letter is being submitted to you as a Step II grievance per the San Francisco Firefighters Local 798 MOU section 49.5. As of the date of this letter, no response has been received from a Step I grievance which was filed with Deputy Chief of Administration Raemona Williams on May 24, 2017 which is in direct violation of the time frame outlined in Local 798 MOU section 49.5, Step I of the grievance procedure.

Attached to this letter is a detailed explanation which contains names of members of the department in the rank of H2P, firefighter with a paramedic premium, whose H2P premiums are not being calculated correctly into their overtime wages. As well, these members are currently not having the appropriate employee payroll contributions from their paramedic license premium deposited into The San Francisco Employee Retirement System.

The fact that the members listed in the attached letter, as well as the possibility of others in the rank of H2P, are not being properly compensated because of incorrect premium calculations, is a direct violation of Local 798 MOU section 30.5, Paramedic License Pay and Paramedic Clinical Assignment Pay. As well, these issues being brought to the attention of the department and not being addressed in a timely manner is a violation of Local 798 MOU section 9.21, Under Payment and Nonpayment of Compensation.

We are formally requesting that this matter be addressed immediately and that these members be made whole. We are also requesting that a complete audit be done for all members who have worked in the rank of H2P to ensure that they have been and will be paid correctly going forward. It is outrageous that any member of this department is not being compensated properly and more over that this matter was brought to the attention of ranking officials in the department's administration and no action was taken to rectify this mistake. We trust that this will be handled in a timely manner and eagerly await your response.



THOMAS P. O'CONNOR JR.
PRESIDENT

DANIEL A. GRACIA
VICE PRESIDENT

FLOYD K. ROLLINS II
SECRETARY

SHON M. BUFORD
TREASURER



DIRECTORS
STEPHEN V. GIACALONE
THOMAS A. FOGLE
ADAM H. WOOD
ADRIENNE R. SIMS
DANIEL V. CASEY

SAN FRANCISCO FIRE FIGHTERS
- Local 798 -

1139 MISSION STREET, SAN FRANCISCO, CA 94103-1514
TELEPHONE (415) 621-7103 • FAX (415) 621-1578
WWW.SFFDLOCAL798.ORG

June 9, 2017

Joanne Hayes-White
Chief of Department
San Francisco Fire Department
CITY & COUNTY OF SAN FRANCISCO
698 Second St.
San Francisco, CA. 94107

RE: Step II Grievance

Dear Chief Hayes-White,

This letter is being submitted to you as a Step II grievance per the San Francisco Firefighters Local 798 MOU section 49.5. As of the date of this letter, no response has been received from a Step I grievance which was filed with Deputy Chief of Administration Raemona Williams on May 24, 2017 which is in direct violation of the time frame outlined in Local 798 MOU section 49.5, Step I of the grievance procedure.

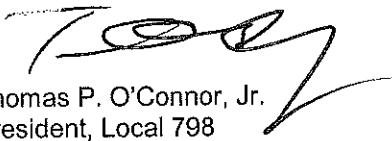
Attached to this letter is a detailed explanation which contains names of members of the department in the rank of H2P, firefighter with a paramedic premium, whose H2P premiums are not being calculated correctly into their overtime wages. As well, these members are currently not having the appropriate employee payroll contributions from their paramedic license premium deposited into The San Francisco Employee Retirement System.

The fact that the members listed in the attached letter, as well as the possibility of others in the rank of H2P, are not being properly compensated because of incorrect premium calculations, is a direct violation of Local 798 MOU section 30.5, Paramedic License Pay and Paramedic Clinical Assignment Pay. As well, these issues being brought to the attention of the department and not being addressed in a timely manner is a violation of Local 798 MOU section 9.21, Under Payment and Nonpayment of Compensation.

We are formally requesting that this matter be addressed immediately and that these members be made whole. We are also requesting that a complete audit be done for all members who have worked in the rank of H2P to ensure that they have been and will be paid correctly going forward. It is outrageous that any member of this department is not being compensated properly and more over that this matter was brought to the attention of ranking officials in the department's administration and no action was taken to rectify this mistake. We trust that this will be handled in a timely manner and eagerly await your response.



Sincerely,

A handwritten signature in black ink, appearing to read 'Tommy', with a long, sweeping underline that extends to the right.

Thomas P. O'Connor, Jr.
President, Local 798

cc: San Francisco Fire Commission

Enclosure: Letter from Members

June 8, 2017

Thomas O'Connor
Firefighters Local 798
1139 Mission Street
San Francisco, CA 94103-1514

Dear Mr. O'Connor:

This letter is being submitted to the Executive Board to request that a formal grievance be submitted to the Chief of Department Joanne Hayes-White, as per the Firefighters' Local 798 MOU "Step II Grievance Procedure" for violations of sections 9.21 and 30.5 regarding the compensation of the following members who serve in the rank of H-2 firefighter with a paramedic premium ("H2P").

- Rey Buzon
- Edwin Diaz
- Jody Jimenez
- Armando Limon
- James Mogannam
- Nathaniel Dillon Olivas
- Raymond Schnelker
- Steven Strong
- Zachary Tibbits
- Dennis Yu

On May 2, 2017, we met with Chief Williams and Human Resources representative Jesusa Bushong during which time you were present and we presented the complaint regarding our H2P premiums not being correctly calculated into our overtime wages. We also discussed the issue that we are currently not having the appropriate employee payroll contributions from our Paramedic License premium deposited into the San Francisco Employees Retirement System. We feel that we are being financially harmed by this payment practice and it is a direct violation of our wages and benefits negotiated under our MOU. These deficiencies support the filing of a grievance under our MOU.

Under the Firefighters Local 798 MOU, section 49.5 ". the member with the approval of the Union President, and/or other such officers as the Union designates that authority submit a grievance to the employee's supervisor within (30) days of the alleged violation."

Based upon our May 2, 2017 meeting with Chief Raemona Williams and Human Resources representative Jesusa Bushong, which shall be considered the date when the department was first made aware of the alleged violation(s), a formal grievance was submitted to Chief Raemona Williams on May 24, 2017 as per Firefighters' Local 798 MOU "Step I Grievance Procedure." Per the MOU, the employee's "supervisor" had until June 7, 2017 (15 days) to adjust the grievance and provide a written response. As a reminder, the Chief of the Department must provide a written response within (15) calendar days of receipt of this step II grievance, as per section 48.5 of the Firefighters Local 798 MOU.

We look forward to your continued support for a resolution to this matter. My signature below is a submission for a grievance on behalf of all affected H2P employees.

Sincerely,

Armando Limon

Enclosures: Step I grievance

Mr. Nuru,

On behalf of the citizens of San Francisco, this letter is a formal demand for the termination of **Gabriella Judd Cirelli Project Manager for San Francisco Public Works.**

Gabriella Judd Cirelli is in gross violation of Federal, State and County laws up to and including California Government Code Sec. 87100 et seq, California Government Code Sec. 1090, the San Francisco Charter, San Francisco Campaign and Government Conduct Code, City and County of San Francisco Civil Service Rules, the City and County of San Francisco's Department of Public Works Policies and Procedures up to and including the entire section entitled "Statement of Incompatible Activities."

Gabriella Judd Cirelli is a full time City employee who is openly and with the knowing consent, authorization, approval and support of her supervisor, who is believed to be a second Program Manager named **Charles A. Higuera**s, working TWO FULL TIME POSITIONS while she has been collecting a salary and benefits from the City of San Francisco including a pension.

While **Judd** is allegedly working for DPW, she is in fact, at this moment, running a demanding, full-time private business during the course of normal business hours and while she is at work at DPW. The business is called **PRIMEROS PASOS** that Judd owns, operates and manages while she is allegedly working for the Department of Public Works and the City and County of San Francisco.

Since at least **March 27, 2013**, the date that her business was first licensed with the State of California, **Gabriella Judd Cirelli** has been working two full time jobs during her work hours and while performing her duties with the Department of Public Works. Judd clearly did all her business planning, meetings and coordination of overseeing the remodel and creation of her business located in her home during business hours while working as a Program Manager for DPW. The preparation to open a new business in her home, a private for profit day care, took no less than one year to do. Judd did everything herself at her job at DPW while collecting a salary from the City.

Her failure to perform her duties in a satisfactory manner and to exploit and collect nearly one million dollars in tax payer and bond salary and benefits with the knowledge and protection of her immediate supervisor **who clearly knew or should have known that one of his direct reports was running an outside job from DPW**, has placed the entire San Francisco Fire Department in harms way due to her gross neglect of duties, responsibilities and complete and utter lack of disregard for her work, and her alleged commitment to the citizens of San Francisco or the firemen and women who are relying on Judd to actually be 100% present and working hard to ensure that each fire station and project under her purview is properly managed.

Gabriella Judd Cirelli has either acted with the complete cooperation and support of the Department of Public Works management including her believed to be supervisor **Higuera**s or she has been dishonest and deliberately and willfully misleading and defrauding her employer by operating a private business every single day she has been working at the Department of Public Works.

If her immediate supervisor claims ignorance then he should be fired for his ignorance and failure to perform his job. Either he is also operating his own side business during work hours, is excessively absent from his job or he is complicit in Judd's obvious effort to defraud and mislead her employer once again to the economic detriment and safety of the citizens of San Francisco.

Enclosed are copies of your Department's own "STATEMENT OF INCOMPATIBLE ACTIVITIES," which clearly state that Judd must be terminated immediately for her misuse of City resources (salary, benefits, computer, internet, and all the other electronic resources and materials that Judd uses in her daily work to "ADVANCE HER PRIVATE INTEREST").

Gabriella Judd Cirelli owns and operates a full-time nursery school from her home. She openly and publicly lists herself on her own business website as the OWNER, DIRECTOR AND TEACHER of the preschool. She advertises on dozens of websites soliciting business and new clients for her preschool. On the website Yelp, we see multiple reviews (which may have since been deleted or edited at Judd's urging), that state explicitly that Judd meets with all the parents, is in constant contact with the school and the parents and is ON SITE AT LEAST TWICE A DAY EVERYDAY.

How does someone do that while allegedly performing a full time job as a Project Manager responsible for every single Fire Department Project in the City of San Francisco?

JUDD IS PAID BY THE VOTERS OF SAN FRANCISCO'S APPROVAL OF THE EARTHQUAKE SAFETY AND EMERGENCY RESPONSE (ESER) BOND OF \$412+ MILLION!! AND THIS IS THE SECOND ESER BOND YOU HAVE BURNED THROUGH.

Also enclosed is a REPORT DATED JULY 28, 2016, which states that **Gabriella Judd Cirelli** is the licensee of the **PRIMEROS PASOS** school. On that day during the workweek, at 12:10pm, her business received an unannounced inspection from the Health and Human Services Agency of the State of California. The report clearly states "LICENSEE ARRIVED DURING THE VISIT."

The inspection went from 12:10pm to 2:23pm. Per usual, Gabriella acted as the owner, supervisor and director of the school, left her work at DPW and immediately arrived on scene to manage her interests. Judd does this every day. Every day while she should be working at DPW, she is in contact with the school and managing it remotely with the promise of being on site at a moment's notice to conduct business.

You can lie to one another and the Mayor but do not lie to the people of San Francisco. We all work, we know what it takes to work at one job. The small amount of documentation enclosed is evidence of Judd advertising, promoting and operating a full time private business during the course of her work. She says she is a TEACHER. Yelp reviews state she creates the curriculum and is on site every day. Yelp states she meets with clients (aka parents) to tour them and sell them her school. How does Judd run her business during work hours at DPW, driving back and forth to her preschool business and her office at DPW, making phone calls, sending photos and talking to parents during the work day every day.

Judd is most certainly running a business while pretending to be a Program Manager at DPW. The fact bears repeating because it is unimaginable that this behavior has been going on right before your eyes for nearly 7 years.

YOU HAVE PAID JUDD OVER \$1 MILLION IN SALARY & BENEFITS ENRICH HERSELF PLACE THE FIREMEN AND WOMEN AND ENTIRE CITY WIDE FIRE DEPARTMENT IN HARMS WAY AND STEAL FROM THE TAX PAYERS OF THIS CITY WHILE SHE COLLECTS TWO SALARIES AND GETS RICH OFF OF THE HARD WORK AND TAXES OF THE PUBLIC?!

This is a crime. This is morally reprehensible and the fact that you would hire someone like this and year after year keep this person in her position and never bother to put an end to this theft of public funds is a disgraceful, gross violation of public trust and a completely fraudulent misuse of public funds to enrich and protect an employee.

We demand the immediate of **Gabriella Cirelli Judd** and **Charles Higuera**s for the failures to perform their duties and for willfully misleading, hiding and violating their wrongdoings and oath to their employer, the City of San Francisco, the San Francisco Fire Department and the State of California.

Judd openly states on multiple business licenses and websites including her own business website that she owns, operates, manages, and TEACHES (i.e. works) at this school not to mention what she legally represents to the State of California as a licensed preschool operator registered with the Department of Health and Human Services.

The evidence is enclosed. If you play any games with semantics or passing responsibility then it will be clear to the taxpayers of San Francisco that there is a tremendous amount of corruption and cover up with the City of San Francisco Department Directors.

You are only too happy to irresponsibly spend monies from public bonds despite the hardships that hundreds of thousands of San Franciscans face every day and squander this money on people like **Judd** who collects over \$179,000+ in salary and benefits every single year. It's a great joke you are pulling on the citizens of San Francisco.

We complained to the City of San Francisco's Human Resources Department year after year, nothing was done. We filed complaint after complaint to the **Whistleblower Division** but those legitimate requests for an investigation were repeatedly ignored.

GABRIELLA JUDD CIRELLI MUST BE TERMINATED IMMEDIATELY, INVESTIGATED AND REQUIRED TO PAY THE CITY BACK HER FULL SALARY AND PENSION SINCE AT 2013.

GABRIELLA JUDD CIRELLI MUST FORFEIT HER PENSION. JUDD SIGNED OATH, EMPLOYMENT CONTRACTS AND ASSUMES RESPONSIBILITIES OF A SUPERVISOR. SHE IS UNDER LEGAL AND ETHICAL OBLIGATIONS WHICH SHE HAS REPEATEDLY VIOLATED FOR 7 YEARS.

DPW does not deserve any more bond or public monies until you can demonstrate that you actually hire competent and ethical men and women who show up to work instead of making fools of all of us.

Be aware that there are tens of thousands of tax payers, clients, customers, retirees, contractors, vendors, journalists and watchdogs that are not going to let this kind of corruption run rampant.

We invite everyone to investigate, document and report all wrongdoings of senior and executive management City-wide to expose the hundreds of millions of dollars of tax payer money squandered on a small group of people handing off jobs and favors to one another no matter how corrupt, dishonest or reprehensible the beneficiary is.

CC:

<p>Joanne Hayes-White Chief of Fire Department Department Headquarters 698 Second Street San Francisco, CA 94107</p>	<p>Anthony Rivera Assistant Deputy Chief Fire Department Headquarters 698 Second Street San Francisco, CA 94107</p>	<p>Mark A. Gonzales Deputy Chief of Operations Fire Department Headquarters 698 Second Street San Francisco, CA 94107</p>	<p>Stephen Nakajo Commission Vice President San Francisco Fire Commission 698 Second Street San Francisco, CA 94107</p>
<p>Francee Covington Commissioner San Francisco Fire Commission 698 Second Street San Francisco, CA 94107</p>	<p>Ken Cleaveland Commission President San Francisco Fire Commission 698 Second Street San Francisco, CA 94107</p>	<p>Michael Hardeman Commissioner San Francisco Fire Commission 698 Second Street San Francisco, CA 94107</p>	<p>Edgar Lopez City Architect San Francisco Public Works 30 Van Ness, Suite 4100 San Francisco, CA 94102</p>
<p>Mohammad Nuru Director of Public Works San Francisco Public Works City Hall, Room 348 1 Dr. Carlton B. Goodlett Pl San Francisco, CA 94102</p>	<p>Naomi Kelly Office of the City Administrator City Hall, Room 362 1 Dr. Carlton B. Goodlett Pl San Francisco, CA 94102</p>	<p>Aaron Peskin San Francisco Board of Supervisors - District 3 City Hall, Room 244 1 Dr. Carlton B. Goodlett Pl San Francisco, CA 94102</p>	<p>Mark Farrell San Francisco Board of Supervisors - District 2 City Hall, Room 244 1 Dr. Carlton B. Goodlett Pl San Francisco, CA 94102</p>
<p>Peter Keane San Francisco Ethics Commission 25 Van Ness Ave, Ste 220 San Francisco, CA 94102</p>	<p>Quentin L. Kopp San Francisco Ethics Commission 25 Van Ness Ave, Ste 220 San Francisco, CA 94102</p>	<p>Paul A. Renne San Francisco Ethics Commission 25 Van Ness Ave, Ste 220 San Francisco, CA 94102</p>	<p>NBC Bay Area Investigates 360 3rd Street, Suite 103 San Francisco, CA 94107</p>
<p>NBC Bay Area Investigates 360 3rd Street, Suite 103 San Francisco, CA 94107</p>	<p>Howard Jarvis Taxpayers Association 921 11th Street, Ste 1201 Sacramento, CA 95814</p>	<p>Mayor Edwin M. Lee Office of the Mayor City Hall, Room 200 1 Dr. Carlton B. Goodlett Pl San Francisco, CA 94102</p>	<p>KPIX 5 855 Battery Street San Francisco, CA 94111</p>
<p>Sacramento Bee 2100 Q Street Sacramento, CA 95816</p>	<p>San Francisco Examiner 835 Market St., Ste 550 San Francisco, CA 94103</p>	<p>California Watch 1400 65th Street, Ste 200 Emeryville, CA 94608</p>	<p>ABC7 News I-Team 900 Front Street San Francisco, CA 94111</p>
<p>San Francisco Chronicle 901 Mission Street San Francisco, CA 94103</p>	<p>Fox News Network 1211 Avenue of the Americas, 15th Floor New York, NY 10036</p>	<p>CAL/Watchdog 505 Montgomery St., Ste 1100 San Francisco, CA 94111</p>	<p>Mercury News 4 N. Second St., Ste 800 San Jose, CA 95113</p>

DEPARTMENT OF PUBLIC WORKS
STATEMENT OF INCOMPATIBLE ACTIVITIES

I. INTRODUCTION

This Statement of Incompatible Activities is intended to guide officers and employees of the San Francisco Department of Public Works ("Department") about the kinds of activities that are incompatible with their public duties and therefore prohibited. For the purposes of this Statement, and except where otherwise provided, "officer" shall mean the executive director ("director"); and "employee" shall mean all employees of the Department.

This Statement is adopted under the provisions of San Francisco Campaign & Governmental Conduct Code ("C&GC Code") section 3.218. Engaging in the activities that are prohibited by this Statement may subject an officer or employee to discipline, up to and including possible termination of employment or removal from office, as well as to monetary fines and penalties. (C&GC Code § 3.242; Charter § 15.105.) Before an officer or employee is subjected to discipline or penalties for violation of this Statement, the officer or employee will have an opportunity to explain why the activity should not be deemed to be incompatible with his or her City duties. (C&GC Code § 3.218.) Nothing in this document shall modify or reduce any due process rights provided pursuant to the officer's or employee's collective bargaining agreement.

In addition to this Statement, officers and employees are subject to Department policies and State and local laws and rules governing the conduct of public officers and employees, including but not limited to:

- Political Reform Act, California Government Code § 87100 *et seq.*;
- California Government Code § 1090;
- San Francisco Charter;
- San Francisco Campaign and Governmental Conduct Code;
- San Francisco Sunshine Ordinance;
- Applicable Civil Service Rules; and
- ***Department Policy and Procedures.***

Nothing in this Statement shall exempt any officer or employee from applicable provisions of law, or limit his or her liability for violations of law. Examples provided in this Statement are for illustration purposes only, and are not intended to limit application of this Statement. Nothing in this Statement shall interfere with the rights of employees under a collective bargaining agreement or Memorandum of Understanding applicable to that employee.

Nothing in this Statement shall be construed to prohibit or discourage any City officer or employee from bringing to the City's and/or public's attention matters of actual or perceived malfeasance or misappropriation in the conduct of City business, or from filing a complaint alleging that a City officer or employee has engaged in improper governmental activity by violating local campaign finance, lobbying, conflicts of interest or governmental ethics laws, regulations or rules; violating the California Penal Code by misusing City resources; creating a specified and substantial danger to public health or safety by failing to perform duties required by the officer's or employee's City position; or abusing his or her City position to advance a private interest.

No amendment to any Statement of Incompatible Activities shall become operative until the City and County has satisfied the meet and confer requirements of State law and the collective bargaining agreement.

If an employee has questions about this Statement, the questions should be directed to the employee's supervisor or to the director. Similarly, questions about other applicable laws governing the conduct of public employees should be directed to the employee's supervisor or the director, although the supervisor or director may determine that the question must be addressed to the Ethics Commission or City Attorney. Employees may also contact their unions for advice or information about their rights and responsibilities under these and other laws.

If a City officer has questions about this Statement, the questions should be directed to the officer's appointing authority, the Ethics Commission or the City Attorney.

II. MISSION OF THE DEPARTMENT OF PUBLIC WORKS

The mission of the Department of Public Works is to provide for the safe and clean operation and maintenance of city streets; to design, construct and maintain City-owned facilities; and to enforce streets and sidewalk codes.

III. RESTRICTIONS ON INCOMPATIBLE ACTIVITIES

This section prohibits outside activities, including self-employment, that are incompatible with the mission of the Department. Under subsection C, an officer or employee may seek an advance written determination whether a proposed outside activity is incompatible and therefore prohibited by this Statement. Outside activities other than those expressly identified here may be determined to be incompatible and therefore prohibited. For an advance written determination request from an employee, if the director delegates the decision-making to a designee and if the designee determines that the proposed activity is incompatible under this Statement, the employee may appeal that determination to the director.

A. RESTRICTIONS THAT APPLY TO ALL OFFICERS AND EMPLOYEES

1. ACTIVITIES THAT CONFLICT WITH OFFICIAL DUTIES

No officer or employee may engage in an outside activity (regardless of whether the activity is compensated) that conflicts with his or her City duties. An outside activity conflicts with City duties when the ability of the officer or employee to perform the duties of his or her City position is materially impaired. Outside activities that materially impair the ability of an officer or employee to perform his or her City duties include, but are not limited to, activities that disqualify the officer or employee from City assignments or responsibilities on a regular basis. Unless (a) otherwise noted in this section or (b) an advance written determination under subsection C concludes that such activities are not incompatible, the following activities are expressly prohibited by this section.

[RESERVED.]

2. ACTIVITIES WITH EXCESSIVE TIME DEMANDS

Neither the director nor any employee may engage in outside activity (regardless of whether the activity is compensated) that would cause the director or employee to be absent from his or her assignments on a regular basis, or otherwise require a time commitment that is demonstrated to interfere with the director's or employee's performance of his or her City duties.

Example. An employee who works at the Department's front desk answering questions from the public wants to take time off every Tuesday and Thursday from 2:00 to 5:00 to coach soccer. Because the employee's duties require the employee to be at the Department's front desk during regular business hours, and because this outside activity would require the employee to be absent from the office during regular business hours on a regular basis, the director or his/her designee may, pursuant to subsection C, determine that the employee may not engage in this activity.

3. ACTIVITIES THAT ARE SUBJECT TO REVIEW BY THE DEPARTMENT

Unless (a) otherwise noted in this section or (b) an advance written determination under subsection C concludes that such activities are not incompatible, no officer or employee may engage in an outside activity (regardless of whether the activity is compensated) that is subject to the control, inspection, review, audit or enforcement of the Department. In addition to any activity permitted pursuant to subsection C, nothing in this subsection prohibits the following activities: appearing before one's own department on behalf of oneself; filing or otherwise pursuing claims against the City on one's own behalf; running for City elective office; or making a public records disclosure request pursuant to the Sunshine Ordinance or Public Records Act. Unless (a) otherwise noted in this section or (b) an advance written determination under subsection C concludes that such activities are not incompatible, the following activities are expressly prohibited by this section.

a. Assistance in Responding to City Bids, RFQs and RFPs. No officer or employee may knowingly provide selective assistance (i.e., assistance that is not generally available to all competitors) to individuals or entities in a manner that confers a competitive advantage on a bidder or proposer who is competing for a City contract. Nothing in this Statement prohibits an officer or employee from providing general information about a bid for a City contract, a Department Request for Qualifications or Request for Proposals or corresponding application process that is available to any member of the public. Nothing in this Statement prohibits an officer or employee from speaking to or meeting with individual applicants regarding the individual's application, provided that such assistance is provided on an impartial basis to all applicants who request it.

b. No officer or employee may be employed by, or receive compensation from, an individual or entity that has a contract with the Department or that has had a contract with the Department during the past twelve months. This prohibition does not apply to employment of or compensation received by an officer's or employee's spouse or registered domestic partner.

c. No officer or employee may serve as a member of the Board of Directors of an organization that applies for contracts, loans or grants administered by the Department.

B. RESTRICTIONS THAT APPLY TO EMPLOYEES IN SPECIFIED POSITIONS

In addition to the restrictions that apply to all officers and employees of the Department, unless (a) otherwise noted in this section or (b) an advance written determination under subsection C concludes that such activities are not incompatible, the following activities are expressly prohibited by this section for individual employees holding specific positions.



[HOME \(/\)](#)

[ADMISSIONS \(/ADMISSIONS.HTML\)](#)

[ABOUT US \(/ABOUT-US.HTML\)](#)

[PROGRAM & CURRICULUM \(/PROGRAM--CURRICULUM.HTML\)](#)

[CONTACT US \(/CONTACT-US.HTML\)](#)

[LOG IN](#)

MEET OUR EDUCATORS

We invite you to meet our passionate teachers, our curriculum, and see children excited about learning through a full Spanish immersion experience. Our staff members hold up-to-date certifications in infant and toddler CPR; Health and Safety; and First Aid. We also have cleared background checks by the State of California.

Our staff take periodic training classes as part of our pursuit of continuing improvement in subjects such as nutrition and child development. We are all fully bilingual in Spanish and English, and can communicate clearly in either language with our families. We are experienced Moms who love coming to work everyday.

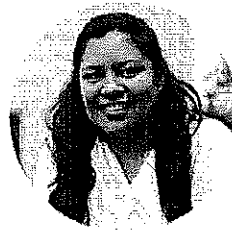
EARLY CHILDHOOD EDUCATORS



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Teacher Gabriella



[\(/teacher-maria.html\)](/teacher-maria.html)
Teacher Maria

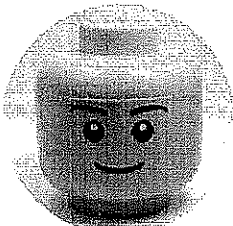


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Teacher Claudia

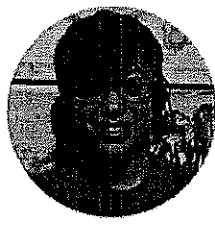


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Teacher Xóchitl

ENRICHMENT EDUCATORS



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Coach Art



[\(/teacher-sofia.html\)](/teacher-sofia.html)
Teacher Sofia



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Teacher Kate



[HOME \(/\)](#) [ADMISSIONS \(/ADMISSIONS.HTML\)](#) [ABOUT US \(/ABOUT-US.HTML\)](#)
[PROGRAM & CURRICULUM \(/PROGRAM--CURRICULUM.HTML\)](#) [CONTACT US \(/CONTACT-US.HTML\)](#) [LOG IN](#)

TEACHER GABRIELLA



I am so happy to have achieved my dream of opening a licensed small family daycare in our home. I love being around children, and feel sincerely fulfilled seeing the service we provide to a community where quality child care is sorely needed. I believe in our program, and my three year old daughter is one of our enrolled students. When I was a child, I dreamed of having multiple siblings (my favorite show was The Brady Bunch!) My husband likes to joke that it is ideal for me to be around children at our home daycare because we cannot have six children of our own. I have been around many children of my extended family all of my life, as part of an extended community of caring for one another.

My mother's side of the family is from El Salvador, and I am a native Spanish speaker as are my family members. My sister is a certified interpreter.

I have been around education all my life, as my mother was in bilingual early childhood education for many years. I have used many of her projects and resources!

I have an undergraduate degree in Art History from Smith College. I have taken classes on the following topics: early childhood education, children's literature, art, Spanish, language acquisition, spatial environments and their impact on people.

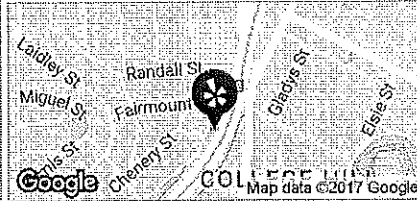
I am a trained singer and love to share the gift of song with the children. One of my favorite moments is when one of the toddlers breaks into a song that we sang together.



Primeros Pasos

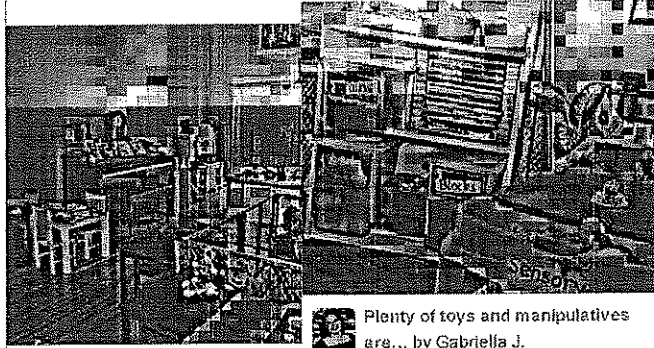
★★★★★ 11 reviews [Details](#)

Preschools, Language Schools, Child Care & Day Care [Edit](#)



18 Fairmount St [Edit](#)
 San Francisco, CA 94131
 b/t Arlington St & Chenery St
 Glen Park

[Get Directions](#)
 (415) 655-9491
primerospasossf.com
[Send to your Phone](#)



[See all 11 photos](#)

Plenty of toys and manipulatives are... by Gabriella J.



"Mirna has been taking care of her since she was four months old, and somehow manages to get my picky toddler to eat more than I ever can." in 1 reviews



"Gabriella and the teachers do a great job creating a warm, loving environment for little ones to grow into little people." in 7 reviews



"Claudia, Xochitl and Maria are warm, loving, knowledgeable about childcare and great with kids & parents." in 4 reviews

Ask the Community

Yelp users haven't asked any questions yet about Primeros Pasos.

Recommended Reviews for Primeros Pasos

Your trust is our top concern, so businesses can't pay to alter or remove their reviews. [Learn more.](#)

Search within the reviews

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Start your review of Primeros Pasos.



Anne Marie C.
San Francisco, CA
0 friends
1 review

★★★★★ 3/4/2017

We love Primeros Pasos! We sent both our daughters there, so have been part of the PP family for 3 1/2 years (each girl started at 4 mo). And it truly is a family. Gabriella and the teachers do a great job creating a

🕒 Today 8:00 am - 6:00 pm Open now

Hours

Mon	8:00 am - 6:00 pm
Tue	8:00 am - 6:00 pm Open now
Wed	8:00 am - 6:00 pm
Thu	8:00 am - 6:00 pm
Fri	8:00 am - 6:00 pm
Sat	Closed
Sun	Closed

[Edit business info](#)

More business info

Accepts Apple Pay **No**
Accepts Android Pay **No**

Gloria F.
First to review

From the business

Primeros Pasos offers our high quality, child centered, Spanish language immersion program to 6 infants and toddlers aged 12 weeks to 3.9 years. We are fully licensed by the state ...

[Learn more about Primeros Pasos](#)

You might also consider

People also viewed



Glen Park Montessori
★★★★★ 33 reviews

warm, loving environment for little ones to grow into little people. The teachers have been so helpful with everything from starting solids to potty training to sharing. Seriously, multiple times the teachers have discovered new teeth before we do. And most importantly, the girls are happy to be there. :)

Things we love:

- Freshly prepared meals: Breakfast, lunch, snack. Such a help for working parents. And the kids learn to eat all sorts of foods.
- Fresh air!: Frequent trips to nearby parks and a big backyard for soccer, tag, and tending to the chickens.
- Spanish-immersion: Both girls understand Spanish as well as they do English.
- "Classes": Outside teachers come in to teach yoga, basketball and art. A great way to expose the kids to other activities and teachers.
- Multi-age classroom: The littles learn from the bigs and the bigs learn to be gentle with the littles.
- The talented, kind teachers: Maria, Xochitl and Claudia are loved by both the girls (and the parents).



ange f.
San Francisco, CA

14 friends

4 reviews

3 photos

10/25/2016

My son started at Primeros Pasos when he was 2 and a half years old. Prior to that he was in a share care with one other child where the nanny would take them on daily outings to the park and bring them to weekly enrichment classes. When he transitioned to Primeros Pasos, it was as if nothing changed!

Gabriella, the director, and her staff have a great and well thought out program that keep the children engaged! Not only are there always daily outings to the park, weather permitting of course, but they bring enrichment classes to the children. Every week they bring outside programs such as art, music and basketball to the children to enjoy. Gabriella is there every single morning to greet the children and visits at least once a day and always at end of day!

They also provide weekly materials and updates about what the children will be learning for that particular week. These are great as it gives you something new to talk

about with your child during the week. And did I mention the meal program? Primeros Pasos cooks and prepares wholesome and healthy breakfast, lunch and snacks for the children. Our son loves being in the kitchen, so it was added bonus that he would occasionally assist with this task and feel like a big part of the community.

When you consider all they offer, including learning Spanish, Primeros Pasos is such a great value! Our only regret is that didn't enroll him sooner!



Maria A.
San Francisco, CA

76 friends

3 reviews

1 photo

The parent community in the neighborhood is also really strong.



Theresa S Mahler Nursery
Children's Center

1 review



Centro Las Olas

7 reviews

Browse nearby

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People found Primeros Pasos by searching for...

Spanish Immersion Preschool San Francisco

Infant Home Day Care San Francisco

Spanish Preschool San Francisco

☆☆☆☆ 2/9/2017

Our son has been at Primeros Pasos since he was 3 months old (he is now almost two). We absolutely love the center and the team behind. Claudia, Xochitl and Maria are warm, loving, knowledgeable about childcare and great with kids & parents. Our son jumps happily at their arms every morning. The center is well run: clean, well equipped, and great parent communication through emails and daily diaries the educators keep every day with meal and nap times. It's easy to park to do drop-off and pick up. The center is open for 10 hours which is super convenient for working parents and they prepare the meal for all kids with organic ingredients. They have a beautiful backyard where the kids enjoy several days of outside play and also go to the park several times a week. I know that for the older kids they do yoga and music classes and other great stuff we'll be able to participate in as our son grows up. Thank you Gabriella and team for creating such an amazing place for our family. We'll soon be sending our second one! Gabriella is there all the time. She gave us her cell phone number and reassured us that if she is not there, she is only a phone call away and has a very flexible schedule allowing her to be at the school everyday.



Devin S.
San Francisco, CA
5 friends
5 reviews

☆☆☆☆ 12/13/2016

Our son has attended Primeros Pasos for the past 2 years. Nothing but positive feedback:

- Our son is always excited to go, which is perhaps the best gauge of a program.
- The teachers* prepare healthy meals and encourage the kids to eat different foods
- The teachers are always upbeat, friendly, and obviously enjoy the kids
- There are lots of "classes" like yoga, basketball, painting, and music
- The hours (8am - 6pm) are ideal for working parents
- The space is warm, inviting, and centrally located for neighborhood explorations
- The school director, Gabriella, organizes occasional socials so parents can catch up.

*Teachers at the time of this review are Maria, Claudia and Xochitl



Barbara F.
Minneapolis, MN
0 friends
21 reviews

★★★★★ 7/28/2016

We are moving soon, and if I could bring PP with us, I would. In the year my son has been enrolled, he has flourished under their care. He comes home excited about the things he learned and experienced. I am amazed by the things he is learning. He knows all the sounds the letters make, and can sight recognize some words now.

He loves all of the teachers, and I have no doubt that they genuinely love him as well. For example, they downloaded his favorite song onto their phones so they can all sing with it while they take their daily walk to the park. I love this level of attention and it shows me that the teachers take the time to learn about each child as an individual.

The director, Gabriella, is organized and efficient. The communication between us has been consistently clear. She is prompt with answering emails and was instrumental to my feeling comfortable leaving my son in their care. As a mother herself, she knew what I was feeling and took the time to talk with me to help me feel confident. I love that she sends photos, as well.

Overall, PP has been great for our family, and I hope we can find another child care center as wonderful as this in our new city.



brandy R.
San Francisco, CA
4 friends
1 review

★★★★★ 8/3/2016

This is a very sweet little Spanish Immersion Child care/pre-school center. Gabriella and the teachers are great. Gabriella often has extra curricular activities planned for the children such as Art class and Music class in Spanish and Basketball and Yoga. I arrived early one day and saw the tail end of a Yoga Class - cutest thing ever! They also have chickens and a plum tree in the spacious back yard.

We decided to switch to a different school because our needs changed and I only need half days. All in all a wonderful center and we highly recommend them.



Christina B.
San Francisco, CA
0 friends
7 reviews

★★★★★ 1/6/2017

I found Primeros through internet searching and feel like we really struck gold. Our son has been at Primeros for a year now (he started when he was 17 months) and he has developed so beautifully there. He is learning spanish, he tries new foods there, he learned how to nap in a crib thanks to his experience at Primeros. I also love the meal program - breakfast, lunch and snacks throughout the day, plus the outings and activities - art and crafts, basketball, playing in the backyard with the chickens and all the toys. The mixed ages of the kids at Primeros is also extremely beneficial. Our son looks up to a couple of the older kids and has learned how to be gentle with the little ones.

The "Mother Goose Time" curriculum is just fine for kids this age. Researching it, I realized there are a multitude of programs like Mother Goose out there for daycare providers to subscribe to. Here's one comparison website in case you're interested:
childcarelounge.com/curr...

Eventually we came to the conclusion that pretty much any of these would be perfectly fine. They help daycare providers bring some structure to the days without being overwhelming. And I like that Mother Goose has a method for tracking kids' progression through developmental milestones, which not all of the other formats have. For our extremely active and curious boy I think it has been great and I am glad Primeros has chosen to use this programming.

I'd also note the partnership that Primeros engages in with families, they are very focused on our child's personal development and needs as he grows. A great example comes from our potty training experience: we tried at home, and our son did great. But then when he went to school he refused to use the toilet, and was crying and upset about it. Maria and the team at Primeros suggested we put it on a hold for a couple months and come back to it. Gabriella called me a couple times to discuss our approach to make sure we would be in sync. Then, as he saw the older boys at school using the potty, he was eventually ready again. One day Maria let me know that they were trying all day not using the diaper and that our son was doing great. She encouraged us to skip the diapers at home too and lo and behold, we are potty trained! Our son is so proud of himself and we feel like we had great support, guidance and reinforcement in this.

I love the ladies here - Maria, Claudia, Xochi, and Bettina are wonderful, loving, sweet professionals. Our son loves them and all his Primeros friends. I can't believe I was worried about putting my son in a daycare environment. He loves it, we love it, we should have done it from 4 months is what I think now, looking back!



Jamie N.
Manhattan, NY
0 friends
3 reviews

★★★★★ 5/4/2016

My wife and I were looking for a Spanish immersion preschool program near Noe Valley. We toured Primeros Pasos, met with Gabriella and her wonderful teachers, and came away very impressed.

Gabriella has clearly put a great deal of thought into her program. The teachers follow a professionally-created academic program, which additionally comes with daily recommendations for the parents (like a book you can read at night that ties in with the day's learnings). The kids go out to one of several nearby parks every day, and also get to play in her backyard, and even feed the resident chickens. And she provides healthy food every day, which is a *huge* benefit for parents.

Although we ended up at another center (for unrelated reasons), I just wanted to leave this review because we liked Primeros Pasos very much!





Lucy O.
San Francisco, CA
0 friends
2 reviews


 6/12/2016

Primeros Pasos is wonderful. We started taking our youngest son there when he was two. All the caregivers who work there are gentle and loving and patient. They always manage to be bright and cheerful and it's obvious that all the children are very happy with them. Our youngest loves pressing the buzzer and pushing the door open in the mornings; seeing how excited he is to go there is all we need to be 100% confident that he's getting the right care. Thank you Primeros Pasos!

G



Gloria F.
San Francisco, CA
 0 friends
 1 review

 4/25/2013

 First to Review

Mirna, the main caregiver at Primeros Pasos, is dependable, loving and a consummate professional. Most importantly, she is a loving, honorable person who treats her responsibilities and her charges with great respect. She is also dependable, kind and scrupulously honest -- I have never once worried about my daughter's safety or well-being while in her care. When I drop my daughter off, she is all smiles and runs right in. Mirna has been taking care of her since she was four months old, and somehow manages to get my picky toddler to eat more than I ever can. My daughter learned how to say "please" and "thank you" with her, and is learning Spanish as well, another bonus!



Stephanie Z.
San Francisco, CA
 0 friends
 1 review

 5/4/2013

Mirna, the main caregiver, is a warm, loving, nurturing and responsible person. She was our nanny for four years, and I always felt completely confident when our children were with her. Our two highly energetic and very different children were always well attended to, learned great eating habits and Mirna could always help settle a dispute between them with kindness and calmness. She gave them a great foundation.

Facility Detail

CIRELLI, GABRIELLA

Stay Updated

Status: Licensed

Lic. Date: 3/27/2013

Address:

Unavailable

SAN FRANCISCO, CA 94131

Licensee Name: CIRELLI, GABRIELLA

Phone: (650) 369-7867

Facility Number: 384002331

Facility Capacity: 14

Facility Type: FAMILY DAY CARE HOME

State Licensing Office Contact Information ?

Address: 851 TRAEGER AVE., SUITE 360

SAN BRUNO, CA 94066

Phone: (650) 266-8800

[Back] (javascript:void(0);) [New Search (/CareFacilitySearch/home/index)] [Email Facility Info (/CareFacilitySearch/home/FacilityInquiry/384002331/FAMILY%20DAY%20CARE%20HOME)]

All Visits (#tabs-1)

Citations (#tabs-2)

Inspections (#tabs-3)

Complaints (#tabs-4)

Other Visits (#tabs-5)

Reports (#tabs-9)

of Visits:

3

All Visit Dates:

07/28/2016,

(/CareFacilitySearch/Search/DisplayWebReport/384002331?iRptNum=0&reporttype=INSPECTION) 10/29/2014, 03/14/2013

All visits include Inspection Visits, other visits and may include complaint visits.

[Back] (javascript:void(0);) [New Search (/CareFacilitySearch/home/index)] [Email Facility Info (/CareFacilitySearch/home/FacilityInquiry/384002331/FAMILY%20DAY%20CARE%20HOME)]

Facility Detail FAQ

- ❶ I have questions about this facility. Where can I get the answers?
- ❷ Where can I find out more about how facilities are regulated in California?

Department of
SOCIAL SERVICES

Community Care Licensing

FACILITY EVALUATION REPORT

Facility Number: 384002331
 Report Date: 07/28/2016
 Date Signed 07/28/2016 02:23:44 PM

STATE OF CALIFORNIA - HEALTH AND HUMAN SERVICES AGENCY	CALIFORNIA DEPARTMENT OF SOCIAL SERVICES COMMUNITY CARE LICENSING DIVISION CCLD Regional Office, 851 TRAEGER AVE., SUITE 360 SAN BRUNO, CA 94066
FACILITY EVALUATION REPORT	

FACILITY NAME: CIRELLI, GABRIELLA	FACILITY NUMBER: 384002331
ADMINISTRATOR: CIRELLI, GABRIELLA	FACILITY TYPE: 810
ADDRESS:	TELEPHONE: (650) 369-7867
CITY: SAN FRANCISCO	ZIP CODE: 94131
CAPACITY: 14	DATE: 07/28/2016
TYPE OF VISIT: Annual/Random	UNANNOUNCED TIME BEGAN: 12:10 PM
MET WITH: Licensee, Gabriella Cirelli	TIME COMPLETED: 02:30 PM

NARRATIVE

1 Licensing Program Analyst (LPA), Ofelia Avila, met with Maria Huezo/helper #1, for
 2 an Annual/Random visit (#3). Purpose of the visit was explained to Helper #1.
 3 Licensee arrived during the visit. Licensee owns duplex (#16 - tenant occupied, and
 4 #18) and lives with her husband and a minor child in unit #18 (3rd floor, FCCH is
 5 street level). The hours of operation are 8:00 AM to 6:00 PM (M-F). Present were 4
 6 helpers caring for 12 children (2 infants, 10 preschoolers). Facility was toured and
 7 the Daycare areas are: all of unit #18 - kitchen, Living Room (play area), bedroom
 8 (napping area) and bathroom. Off Limit areas are: all of Unit #18 on the 3rd floor.
 9 LPA observed the following: home is clean, orderly and equipped with age
 10 appropriate toys and equipment for the children indoors and outdoors. Home has a
 11 working telephone, a working smoke and carbon monoxide detector, and a fully
 12 charged fire extinguisher. There are no bodies of water and no fireplace in daycare
 13 area. Poisons, detergents, and cleaning products are maintained inaccessible to
 14 daycare children. At least one of the helpers has a current CPR expiring 06/26/17.
 15 Stairway leading to the (ceiling) is properly barricaded. Children's roster is complete.
 16 Children's files were reviewed . Last fire drill was conducted on 06/2016 and is done
 17 at least once every 6 months. Licensee provides snacks and lunch for the children.
 18 Discipline policy is redirection. Incidental Medical Services (IMS) was discussed.
 19
 20
 21
 22
 23
 24 >See page 2 for deficiencies cited today under Title 22 Division 12 of the Ca.
 25 Code of Regulations.

Report was reviewed and provided to Licensee. This report must be available in the facility for public review. Notice of site visit was observed being posted.
 Licensee was advised if she has any additional questions to call Office, 650-266-8800 from 8am-5pm. Website: www.cclد.ca.gov.

SUPERVISOR'S NAME: Suzanne Roman-Clark **TELEPHONE:** (650) 266-8800
LICENSING EVALUATOR NAME: Ofelia Avila **TELEPHONE:** (650) 266-8800
LICENSING EVALUATOR SIGNATURE: **DATE:** 07/28/2016

I acknowledge receipt of this form and understand my licensing appeal rights as explained and received.

FACILITY REPRESENTATIVE SIGNATURE: **DATE:** 07/28/2016

This report must be available at Child Care and Group Home facilities for public review for 3 years.
 LIC809 (FAS) - (06/04) Page: 1 of 2

STATE OF CALIFORNIA - HEALTH AND HUMAN SERVICES AGENCY FACILITY EVALUATION REPORT (Cont)	CALIFORNIA DEPARTMENT OF SOCIAL SERVICES COMMUNITY CARE LICENSING DIVISION CCLD Regional Office, 851 TRAEGER AVE., SUITE 360 SAN BRUNO, CA 94066
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FACILITY NAME: CIRELLI, GABRIELLA **FACILITY NUMBER:** 384002331
DEFICIENCY INFORMATION FOR THIS PAGE: **VISIT DATE:** 07/28/2016

Deficiency Type POC Due Date / Section Number	DEFICIENCIES	PLAN OF CORRECTIONS(POCs)
Type A 07/28/2016 Section Cited 102370(d)(1)	1 102370(d)(1) Criminal Record Clearance. 2 All individuals subject to a criminal record 3 review as specified in Section 1596.871 4 prior to working, residing or volunteering in 5 a licensed home, shall obtain a California 6 clearance or a criminal record exemption 7 as required by the Department.	1 an on call helper present during the LPA 2 visit did not have Fingerprint clearance. 3 4 Licensee will request fingerprints before 5 helper can return to work 6 7
Type A 07/28/2016 Section Cited 102423(a)(2)	1 102423(a)(2) Personal Rights. Each child 2 shall be accorded safe, healthful and 3 comfortable accommodations, furnishing 4 and equipment. 5 6 LPA observed an infant asleep in a car 7 seat.	1 Helper removed the child from the car 2 seat. Car seats will only be used for 3 transportation purposes. 4 5 Deficiency Cleared today. 6 7
1 2 3 4 5 6 7	1 2 3 4 5 6 7	1 2 3 4 5 6 7
1 2 3 4 5 6 7	1 2 3 4 5 6 7	1 2 3 4 5 6 7

Failure to correct the cited deficiency(ies), on or before the Plan of Correction (POC) due date, may result in a civil penalty assessment.

SUPERVISOR'S NAME: Suzanne Roman-Clark **TELEPHONE:** (650) 266-8800
LICENSING EVALUATOR NAME: Ofelia Avila **TELEPHONE:** (650) 266-8800
LICENSING EVALUATOR SIGNATURE: **DATE:** 07/28/2016

I acknowledge receipt of this form and understand my licensing appeal rights as explained and



Gabriella Judd Cirelli

Gabriella Judd Cirelli

Primeros Pasos

www.primerospasossf.com

Primeros Pasos offers our high quality, child centered, Spanish language immersion program to 6 infants and toddlers aged 12 weeks to 3.9 years. We are fully licensed by the state of California, and present a year-round, full day program in a warm and nurturing home-like setting. We know that infants and toddlers are sensory motor learners, and we carefully create learning opportunities through a variety of discovery and play opportunities.

We are conveniently located in northeastern Glen Park, at the crossroads of the Noe Valley, Mission and Bernal Heights neighborhoods. We are conveniently located near various Muni lines, various tech company shuttle bus routes, and Highway 280. We are around the corner from SFUSD's Fairmount Elementary School, a noted Spanish immersion program. Children in our care enjoy daily outings to nearby parks such as the Upper Noe Recreation Center and Holly Park, both completely renovated.



Vivian Song Maritz

Vivian Song Maritz

Little Spark

www.littlespark.com

Little Spark is a subscription service that takes the guesswork out of picking the right developmental toys and books for your baby. Designed by early childhood experts, our monthly kits are filled with 2-4 developmental toys and books (for keeps) and a guide, with simple, step-by-step activities.



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PRIMEROS PASOS LLC

California Secretary Of State Business Registration - Updated 1/18/2017

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Breaking News

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Primeros Pasos LLC is a California Domestic Limited-Liability Company filed on April 1, 2014 . The company's filing status is listed as Active and its File Number is 201409710358.

The Registered Agent on file for this company is Gabrella Judd Cirelli and is located at 18 Fairmount St, San Francisco, CA 94131. The company's principal address is 18 Fairmount St, San Francisco, CA 94131 and its mailing address is 18 Fairmount St, San Francisco, CA 94131.

The company has 2 principals on record. The principals are Franco Cirelli from San Francisco CA and Gabrella Judd Cirelli from San Francisco CA.

Company Information

Company Name: **PRIMEROS PASOS LLC**
File Number: **201409710358**
Filing State: **California (CA)**
Filing Status: **Active**
Filing Date: **April 1, 2014**
Company Age: **2 Years, 11 Months**
Registered Agent:  **Gabrella Judd Cirelli**
18 Fairmount St
San Francisco, CA 94131
Principal Address:  **18 Fairmount St**
San Francisco, CA 94131
Mailing Address:  **18 Fairmount St**
San Francisco, CA 94131

Company Contacts

FRANCO CIRELLI

Officer

 **18 Fairmount St**
San Francisco, CA 94131

[View Phone Book Listings For Franco Cirelli In California](#)

GABRELLA JUDD CIRELLI

Officer

 **18 Fairmount St**
San Francisco, CA 94131



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Gabriella Judd Cirelli

Project Manager, SF Public Works
San Francisco Bay Area | Architecture & Planning

500+
connections

- Current San Francisco Department of Public Works
- Previous Stanford University, City and County of San Francisco
- Education Smith College
- Websites Company Website
Past employer

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First Name Last Name

Example: Jeff Weiner

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Experience

Project Manager

San Francisco Department of Public Works
January 2011 – Present (6 years 3 months)

DPWs Bureau of Project Management manages major civic projects including the new Cruise Ship Terminal for America's Cup; San Francisco General Hospital Renovation; Laguna Honda Hospital Renovation; the Branch Library Improvement Program; the Veterans Memorial Building renovation; and new PUC headquarters at 525 Golden Gate Ave.

I am managing the Neighborhood Fire Stations component of the Earthquake Safety and Emergency Response (ESER) bonds: the ESER 2010 bond includes \$73M of the \$412.3M and the ESER 2014 bond includes \$85M of the \$400M total bond for Fire Stations. The ESER 2010 bond contained 76 projects of varying sizes at Fire Stations in every district of San Francisco, and the work of the ESER 2014 bond promises to execute much the same.

Manager, Capital Improvement Program, Student Housing

Stanford University
2004 – December 2010 (6 years)



Stanford University has a large physical plant for Student Housing serving nearly 100% of all undergraduates as well as a significant number of graduate students. The buildings are wonderfully varied in type, ranging from large concrete dorms to historic "Row" Houses. The Capital Improvement Program is currently in its 16th year of scheduled major renovations to these buildings. As the Program Manager, I managed a team of Project Managers and Construction Inspectors completing improvements to these important buildings.

Project Manager

City and County of San Francisco
1992 – 2004 (12 years)
Project Manager, San Francisco International Airport Master Plan

People Also Viewed



Patrick Rivera
Infrastructure Design & Construction,
Division Manager at City & County of
San Francisco, DPW



Julia Laue, AIA, LEED AP
Principal Architect & Manager at
Building, Design & Construction;
Department of Public Works, San
Francisco, CA



Scott Mulholland
Principal & Owner at Creo
Landscape Architecture



Iris Lim
Junior Engineer at San Francisco
Public Works - Infrastructure Design
& Construction



Gabrielle Judd
Administration and Sales



Ken Bertram



Charles Higuera, FAIA
Member, Board of Directors at S.H.
Cowell Foundation



John Thomas
Program Manager at CCSF



Teddy Celeste
Engineer at Turner Construction
Company

Volunteer Experience & Causes

Endowment Fund Board Member

Junior League of Palo Alto-Mid Peninsula
May 2014 – Present (2 years 11 months)



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'gabriella cirelli' search results

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Year

Name (?q=gabriella+cirelli&s=name)	Job title (?q=gabriella+cirelli&s=title)	Total pay & benefits (?q=gabriella+cirelli&s=-total)
Gabriella J Cirelli (/salaries/2015/san-francisco/gabriella-j-cirelli/)	Project Manager 3 (/salaries/search/?q=Project%20Manager%203) San Francisco, 2015 (/salaries/2015/san-francisco/)	\$130,142.64
Gabriella J Cirelli (/salaries/2014/san-francisco/gabriella-j-cirelli/)	Project Manager 2 (/salaries/search/?q=Project%20Manager%202) San Francisco, 2014 (/salaries/2014/san-francisco/)	\$185,746.26
Gabriella J Cirelli (/salaries/2013/san-francisco/gabriella-j-cirelli/)	Project Manager 2 (/salaries/search/?q=Project%20Manager%202) San Francisco, 2013 (/salaries/2013/san-francisco/)	\$184,514.22
Gabriella Cirelli (/salaries/2012/san-francisco/gabriella-cirelli/)	Project Manager 2 (/salaries/search/?q=Project%20Manager%202) San Francisco, 2012 (/salaries/2012/san-francisco/)	\$179,167.99
GABRIELLA CIRELLI (/salaries/2011/san-francisco/gabriella-cirelli/)	PROJECT MANAGER II (/salaries/search/?q=PROJECT%20MANAGER%20II) San Francisco, 2011 (/salaries/2011/san-francisco/)	\$114,686.93

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[Gabriella J Cirelli \(/salaries/search/?q=Gabriella%20J%](/salaries/search/?q=Gabriella%20J%20Cirelli)

[20Cirelli\)](/salaries/search/?q=Project%20Manager%203) [Project Manager 3 \(/salaries/search/?q=Project%20Manager%203\)](/salaries/search/?q=Project%20Manager%203)

Regular pay: \$94,260.65

Overtime pay: \$0.00

Other pay: \$0.00

Total pay: \$94,260.65

Total benefits: \$35,881.99

Total pay & benefits: \$130,142.64

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[Gabriella J Cirelli \(/salaries/search/?q=Gabriella%20J%](/salaries/search/?q=Gabriella%20J%20Cirelli)

[20Cirelli\)](/salaries/search/?q=Project%20Manager%20) [Project Manager 2 \(/salaries/search/?q=Project%20Manager%20\)](/salaries/search/?q=Project%20Manager%20)

Regular pay: \$140,474.07

Overtime pay: \$0.00

Other pay: \$0.00

Total pay: \$140,474.07

Total benefits: \$45,272.19

Total pay & benefits: \$185,746.26

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[Gabriella J Cirelli \(/salaries/search/?q=Gabriella%20J%20Cirelli\)](#) [Project Manager 2 \(/salaries/search/?q=Project%20Manager%20\)](#)

Regular pay: \$141,860.05

Overtime pay: \$0.00

Other pay: \$0.00

Total pay: \$141,860.05

Total benefits: \$42,654.17

Total pay & benefits: \$184,514.22

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[20Cirelli](#) [Project Manager 2 \(/salaries/search/?q=Project%20Manager%202\)](#)

Regular pay: \$132,587.10

Overtime pay: \$0.00

Other pay: \$27.53

Total pay: \$132,614.63

Total benefits: \$46,553.36

Total pay & benefits: \$179,167.99

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GABRIELLA CIRELLI

(/salaries/search/?q=GABRIELLA%20CIRELLI) PROJECT MANAGER II (/salaries/search/?q=PROJECT%20MANAGER%20II)

Regular pay: \$114,686.93

Overtime pay: \$0.00

Other pay: \$0.00

Total pay: \$114,686.93

Total benefits: Not provided

Total pay & benefits: \$114,686.93

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'charles higueras' search results

5 employee records found

Search within these records:

<u>Name (?q=charles+higueras&s=name)</u>	<u>Job title (?q=charles+higueras&s=title)</u>	<u>Total pay & benefits (?q=charles+higueras&s=-total)</u>
<u>Charles A Higueras 2015</u>	Project Manager 4 (/salaries/search/?q=Project%20Manager%204) San Francisco, 2015 (/salaries/2015/san-francisco/)	\$261,001.75
<u>Charles A Higueras 2014</u>	Project Manager 4 (/salaries/search/?q=Project%20Manager%204) San Francisco, 2014 (/salaries/2014/san-francisco/)	\$256,347.41
<u>Charles A Higueras 2013</u>	Project Manager 4 (/salaries/search/?q=Project%20Manager%204) San Francisco, 2013 (/salaries/2013/san-francisco/)	\$243,335.37
<u>Charles Higueras 2012</u>	Project Manager 4 (/salaries/search/?q=Project%20Manager%204) San Francisco, 2012 (/salaries/2012/san-francisco/)	\$235,583.71
<u>CHARLES HIGUERAS 2011</u>	PROJECT MANAGER IV (/salaries/search/?q=PROJECT%20MANAGER%20IV) San Francisco, 2011 (/salaries/2011/san-francisco/)	\$175,285.82

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[Project Manager 4 \(/salaries/search/?q=Project%20Manager%204\)](/salaries/search/?q=Project%20Manager%204)

Regular pay: \$206,529.02

Overtime pay: \$0.00

Other pay: \$0.00

Total pay: \$206,529.02

Total benefits: \$54,472.73 Total pay & benefits: \$261,001.75

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[Project Manager 4](#)

Regular pay: \$199,807.01

Overtime pay: \$0.00

Other pay: \$0.00

Total pay: \$199,807.01

Total benefits: \$56,540.40

Total pay & benefits: \$256,347.41

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[Project Manager 4](#)

Regular pay: \$192,409.54

Overtime pay: \$0.00

Other pay: \$0.00

Total pay: \$192,409.54

Total benefits: \$50,925.83 Total pay & benefits: \$243,335.37

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[Project Manager 4](#)

Regular pay: \$179,478.01

Overtime pay: \$0.00

Other pay: \$69.25

Total pay: \$179,547.26

Total benefits: \$56,036.45 Total pay & benefits: \$235,583.71

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[PROJECT MANAGER IV](#)

Regular pay: \$175,285.82

Overtime pay: \$0.00

Other pay: \$0.00

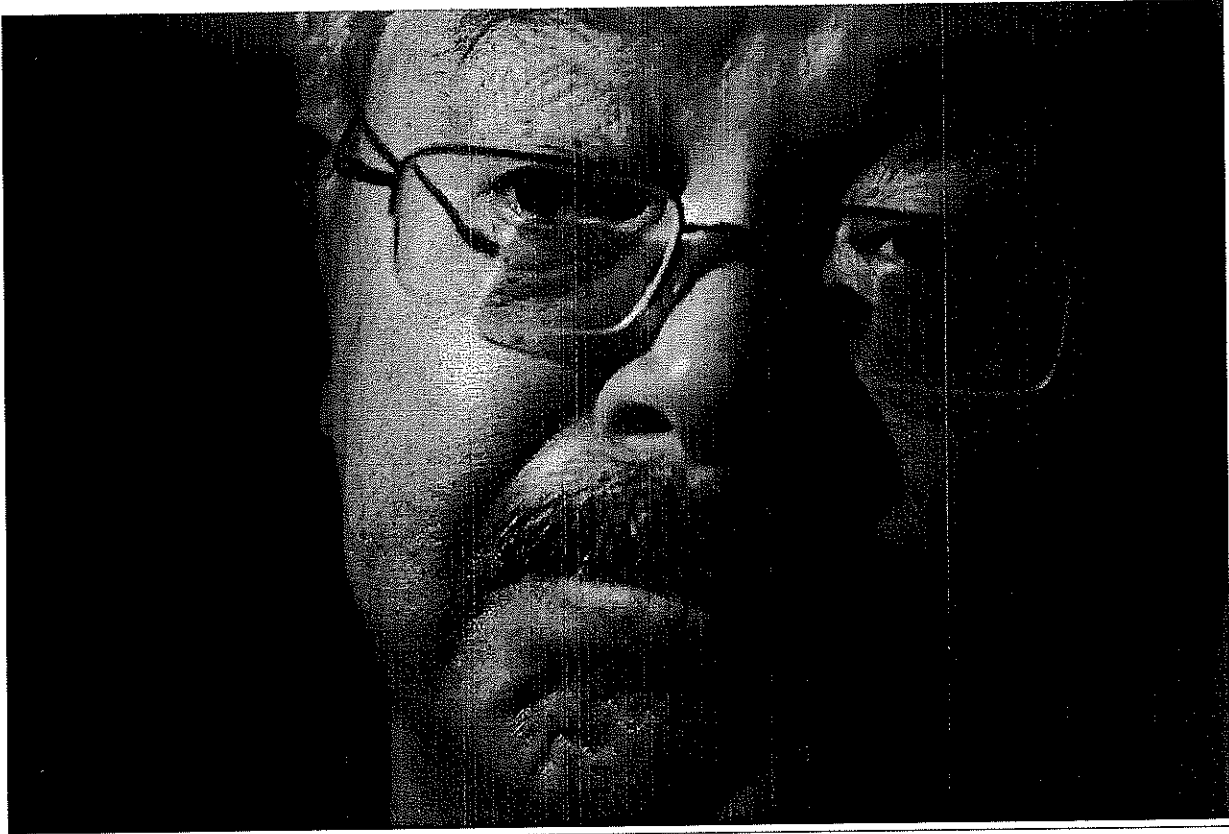
Total pay: \$175,285.82

Total pay & benefits: \$175,285.82

Lee orders belt-tightening amid S.F. budget shortfall

By Emily Green and Heather Knight Updated 7:45 pm, Thursday, December 8, 2016

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Mayor Ed Lee answers questions from news reporters about its sanctuary city policy, as he exits a Board of Supervisors meeting at City Hall, on Tuesday, Nov. 15, 2016 in San Francisco, Calif.

Mayor Ed Lee responded to financial shortfalls that seemed to arise overnight by telling department heads on Thursday they must trim their budgets and not hire new staff. He also said some big plans to tackle homelessness would be curtailed.

There was some good news for tree lovers, however. The mayor will not block voters' approval of a \$19 million set-aside for the city to take back care of its street trees from property owners. And he will fund some free City College tuition and legal defense for immigrants in the country illegally who are facing deportation, though not at the levels sought by proponents of either program.

Lee's rebalancing plan addresses the shortfall left by the failure of a proposed sales tax hike on the November ballot that would have generated around \$100 million for transportation and \$50 million for homeless services annually. The two-year budget adopted by the mayor and supervisors in July assumed it would pass.

"I took into account all the needs and put forward a plan to deal with all of them in what I feel is a fair and reasonable way," Lee said in a statement Thursday. "There are always tough decisions that need to be made in a rebalancing budget, but this takes into account what voters and residents have advocated for."

Lee's budget fix would partially backfill the \$50 million hole for homeless services with \$20 million devoted to those services instead. That money would come from new federal funding and anticipated revenues from a higher real-estate transfer tax, a measure passed by voters in November.

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Among the services that will take a hit are expanded mental health services, more housing subsidies for seniors and people with disabilities, and an expansion of the Homeless Outreach Team, which connects people living on the street with services and temporary beds.

Supervisor Mark Farrell, chairman of the Budget and Finance Committee, criticized that proposal as insufficient and said the mayor should have made more of an effort to find more money for homeless services, even if that meant withholding additional money for City College.

"I agree with the vast majority of this rebalancing plan, but I think it's a massive mistake to deplete our effort to get our homeless off our streets and instead fund free City College," Farrell said. "Our public tax dollars should be going toward some of the most pressing issues in our city, and I simply believe public safety and our homelessness are much more important to the residents of San Francisco than free City College."

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Lee's proposal calls for allocating an extra \$3 million annually to City College to further the goal of making it free — the specifics of who and what that money will go toward will be worked out over the next few months — but the number is far less than the \$14 million annually sought by supporters of the idea.

While the Board of Supervisors passed a nonbinding resolution in July agreeing to pay for free City College with the increased transfer tax revenue, the tax measure was written so the money would go into the city's general fund, which only requires a simple majority — not a two-thirds majority — to pass.

Supervisor Jane Kim, who championed the free City College idea, criticized the mayor for "raiding" transfer tax revenues to make up for the sales tax loss.

"We can and must remain committed to our promise to make City College free for all San Francisco residents," Kim said. "This promise wasn't contingent on both the real estate transfer tax and the sales tax passing. ... Instead of raiding our fund, let's work on a progressive revenue measure together this year which can pass."

Lee also is proposing an extra \$3 million annually to fund private immigration attorneys to represent the anticipated swell of immigrants facing deportation under President-elect Donald Trump's gauzy immigration policy — but refused to allocate money to fund the public defender to represent detained immigrants facing deportation. The \$3 million will come from the city's reserves.

Supervisor David Campos has criticized Lee's refusal to fund the public defender, whose participation Campos says is necessary to ensuring universal representation. Campos has proposed legislation that would give community legal groups \$2 million and the public defender's office \$2.6 million.

Backers of a new voter-approved soda tax can also rest easy, at least for now. They pledged the money would be used for health and nutrition programs. But like the transfer tax, the soda tax was written so it only required a simple majority to pass, meaning the

money would go into the city's general fund. For now, Lee has not proposed diverting the revenues for non-health related purposes, as some had feared.

Arguably the biggest loser in Lee's plan is transportation — there is no immediate effort to backfill the \$100 million hole left by the failure of the sales tax.

Lee can execute much of his proposal unilaterally. He doesn't need board approval for budget cuts. However, he does need the board to vote on his proposal to increase spending for immigration services. The board will also vote Tuesday on Kim's proposal to allocate \$9 million for City College. Lee has indicated he won't veto that measure — but will simply draw it out over three years.

Even with the changes, the city, which operates a \$9.6 billion annual budget, is still projected to face a \$119 million deficit for the 2017-18 fiscal year and \$283 million for the year after that. That is not unusual because budgets for future years are based on projected revenues. When expenses outpace revenues, deficits arise.

Long term, city officials will have to contend with a slowing economy and revenues. In five years the city is projected to face a \$848 million deficit, much of it stemming from pension costs and infrastructure projects.

Lee's rough plan for addressing that deficit is to reduce salary and pension costs — negotiations with labor unions will begin next year — and to require city departments to decrease their budgets and to hold back on fully funding capital projects. Lee is also hoping for good news — a large part of his plan relies on the city bringing in higher-than-projected tax revenues.

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