

# SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting  
Wednesday, February 24, 2016 - 5:00 p.m.

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

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## AGENDA

*Item No.*

### 1. ROLL CALL

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

### 2. 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. PRESENTATION FROM NEIGHBORHOOD EMERGENCY RESPONSE TEAM (NERT) *[Discussion]*

Report from Lt. Erica Arteseros, Coordinator of the NERT Program and NERT Board Members.

### 4. OVERVIEW AND SUMMARY OF SUPER BOWL 50 *[Discussion]*

Assistant Deputy Chief of Homeland Security, Shane Francisco to provide after action report of Super Bowl 50.

### 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 February 10, 2016, including Fiscal Year 2015-2016 budget, staffing changes, academies, strategic planning, 150<sup>th</sup> Anniversary update, special events, communications and outreach to other government agencies and the public.

#### REPORT FROM ADMINISTRATION

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

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

Discussion regarding agenda for the March 9, 2016 regular meeting.

- EMS-6 update?
- Academy of Arts Recognition?
- 911 Task Force/Collaboration with Private Ambulance Companies?

7. **COMMUNICATIONS RECEIVED SINCE LAST COMMISSION MEETING**

- Letter from Leonard Peoples received 2/16/16

8. **ADJOURNMENT**

GENERAL ORDERS

**Conefrey, Maureen (FIR)**

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**From:** FireChief, Secretary  
**Sent:** Thursday, February 11, 2016 3:47 PM  
**Subject:** General Order 16 A-09, Year 2016 Vacation Selections, Airport Division  
**Attachments:** 16 A-09 - Attach B 2016 Watch Calendar (002).pdf; 16 A-09 Enclosure A - Vacation Policy Balance Limits Accrual Rates Grantin Rules Bidding Instructions.pdf

SAN FRANCISCO FIRE DEPARTMENT  
GENERAL ORDER

File Code 16 A-09  
February 11, 2016

**From:** Chief of Department  
**To:** Distribution List "A"  
**Subject:** Year 2016 Vacation Selections, Airport Division  
**Reference:** Rules & Regulations, Section 2519  
**Enclosure:** (A) Vacation Policy, Balance Limits, Accrual Rates, Granting Rules, Bidding Instructions  
(B) 2016 Watch Calendar

Officer Endorsement:  
Section 1108 – R & R \_\_\_\_\_

1. Year 2016 vacation selections for the Airport Division will be requested via HRMS. Members working non-24-hour shifts shall have their vacations approved by their supervisors.
2. Bidding opens at 1200 hours on Friday, February 12, 2016. Close of bidding is 1200 hours on Wednesday, February 17, 2016.
3. Second Request Vacation bidding will open at 1200 hours, Thursday, February 18, 2016. The deadline to submit Second Request Vacations is 1200 hours on Tuesday, February 23, 2016.
4. The Annual IDV and TC bidding will begin 1200 hours, Wednesday, February 24, 2016, with a deadline of 1200 hours, Monday, February 29, 2016. Under no circumstances will the sum of vacation, IDV and TC days granted exceed the number of days listed under the Vacation Granting Rules section of Enclosure (A).
5. Any member who is at or near their vacation balance limit is strongly encouraged to take their vacation and IDVs early in the year. It is recommended that members check their time balances against the stated limits set forth in Enclosure "A". Any member who reaches their respective accumulated vacation maximum will cease to accrue vacation time.
6. Officers are responsible for notifying company members who are on leave from their regular assignment of the vacation bidding process.

**Conefrey, Maureen (FIR)**

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**From:** FireChief, Secretary  
**Sent:** Friday, February 19, 2016 2:25 PM  
**Subject:** General Order 16 A-10, H-33 Emergency Medical Services Captain Training Instructor Positions

SAN FRANCISCO FIRE DEPARTMENT  
GENERAL ORDER

File Code 16 A-10  
February 19, 2016

**From:** Chief of Department  
**To:** Distribution List "A"  
**Subject:** H-33 Emergency Medical Services Captain Training Instructor Positions  
**Reference:** Rules and Regulations, Sec. 23  
**Enclosures:** None

Officers Endorsement:  
Sec 1108 – R & R

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1. The Department is advertising for the position of H-33 Emergency Medical Services (EMS) Captain at the Division of Training. These positions report directly to the In-Service EMS Section Chief.
2. These positions are open for re-assignment or Acting Assignment. Acting Assignments shall not acquire, by virtue of the assignment, any right or preference to a permanent appointment.
3. As a member of the Division of Training's staff, the H-33 EMS Captain assists in the development, organization, coordination, and delivery of Department training, education and evaluation programs for probationary and in-service EMTs, Paramedics, Firefighters and Officers. This is a 40-hour per week position. The member may be assigned to either the 19<sup>th</sup> and Folsom or Treasure Island Training location, as needed.
4. Duties and responsibilities include, but are not limited to, the following:
  - Training and testing of new SFFD recruits
  - Training of Department members
  - Designs and develops performance evaluations systems, forms and procedures; revises and maintains department training manuals, lesson plans, training bulletins, brochures, and forms
  - Prepares and presents lesson plans and classroom lectures
  - Prepares, develops and implements driver training and safety programs
  - Meets regularly with appropriate management staff to develop goals and objectives; reports performance and discusses assigned areas of responsibility
  - Participates in special projects as assigned: develops proposals, budgets, timelines, and action plans
5. Minimum Qualifications:
  - Current State of California Paramedic license

- Five years of work experience as a Paramedic
- Two years of work experience as a Paramedic in the City and County of San Francisco
- Candidate shall complete Fire Instructor 1 certification prior to the first year of service
- Candidate shall complete American Heart Association (AHA) Instructor course in CPR, ACLS, and PALS prior to the first year of service

6. Desired Qualifications and Skills:

- Comprehensive working knowledge of all aspects of field operations
- Commitment to and enthusiasm for training
- Familiarity with common software applications (i.e. Microsoft Excel, Word, and PowerPoint)
- Excellent organization, interpersonal, and written communication skills
- Verifiable teaching experience in fire suppression and/or EMS
- AHA Instructor status in at least one discipline (i.e. CPR, ACLS, PALS, PHTLS, etc.)
- Fire Officer 1 certification
- CFSTES Instructor 1A & 1B
- ICS 100, 200, and 300

7. Application Process:

- Provisions stated in G.O. 00 A-08 apply for this position. All interested H-33 EMS Captains and members on the H-33 Eligible List should submit a General Form Report should submit a General Form Report and updated Personal Qualification Form (PQF) to the Director of Training by Monday, February 29, 2016.

Joanne Hayes-White  
Chief of Department

COMMUNICATIONS

To:

MAUREEN CONEFREY  
FIRE COMMISSION SECRETARY

AT THIS TIME I WOULD LIKE TO HONOR  
AND COMMEND THE PERSONNEL OF STATION 21  
AND STATION 5.

ON JANUARY 25, 2016, I  
EXPERIENCED A MEDICAL EMERGENCY AND  
REQUESTED ASSISTANCE,

PERSONNEL FROM  
BOTH FIRE STATIONS ALONG WITH A KENY AND  
AMERICAN AMBULANCE RESPONDED

ALL  
PERSONNEL TREATED ME WITH CARE, CONCERN,  
PROFESSIONALISM. I BELIEVED THE  
PERSONNEL SHOULD BE COMMENDED AND HONORED  
FOR THEIR PERFORMANCE WHICH I BELIEVE WAS  
ABOVE THE CALL OF DUTY AND SHOULD BE  
ACKNOWLEDGED FOR THAT. THANK YOU



CC'S TO THE COMMISSION



MAYOR EDWIN M. LEE

February 9, 2016

Chief Joanne Hayes-White  
San Francisco Fire Department  
698 2<sup>nd</sup> Street  
San Francisco, CA 94107

Dear Chief Hayes-White, *Chief,*

With Super Bowl 50 now behind us, allow me to express my gratitude to you and your staff for your efforts that made this event a tremendous success. Our City stepped into the International spotlight, and because of your work, we shone brightly.

As a former Public Works director, I appreciate how much time and energy goes into the little details that the public never sees. From keeping streets clean and Muni buses moving, to ensuring public safety for all residents and visitors, I can't thank you enough.

As 1.1 million people participated in the free, family-friendly events around our region, they were safe, moved around efficiently, and enjoyed a clean City. San Francisco has never looked better!

Thank you again, and Happy Lunar New Year!

Sincerely,

A handwritten signature in cursive script, appearing to read "Edwin Lee".

Edwin Lee  
Mayor

CC: President Andrea Evans, Fire Commission

**DEPARTMENT OF CALIFORNIA HIGHWAY PATROL**

P.O. Box 942898  
Sacramento, CA 94298-0001  
(916) 843-3001  
(800) 735-2929 (TT/TDD)  
(800) 735-2922 (Voice)



February 3, 2016

File No.: 1.9486.A16014.SFFD

Chief Joanne Hayes-White  
San Francisco Fire Department  
698 Second Street  
San Francisco, CA 94107

Dear Chief Hayes-White:

On Tuesday, February 2, 2016, members of the San Francisco Fire Department responded to a medical call involving a California Highway Patrol officer. Their swift response and the medical aid they provided were paramount in our officer arriving at the hospital quickly. We are happy to report that he will make a full recovery thanks to the efforts of Paramedic Destin Tianero, Emergency Medical Technician (EMT) Brandon Yukich, and Paramedic Intern Joshua Edelman.

I personally want to thank you and your staff for coming to our aid so quickly. Please convey my gratitude to Paramedic Tianero, EMT Yukich, and Paramedic Intern Edelman for their efforts. Knowing we can rely on the San Francisco Fire Department when the need arises offers a measure of reassurance and, as always, we stand ready to reciprocate should you ever have a need.

Sincerely,

A handwritten signature in black ink, appearing to read "J. A. Farrow".

J. A. FARROW  
Commissioner



A handwritten signature in black ink, appearing to read "J. A. Farrow", with the date "02/10/16" written below it.

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

Via Facsimile and U.S. Mail  
February 10, 2016

Joanne Hayes-White  
Chief of Department  
San Francisco Fire Department  
CITY AND COUNTY OF SAN FRANCISCO  
698 Second Street  
San Francisco CA 94107

Dear Chief Hayes-White,

As discussed at our last Labor Management meeting, Local 798 has great concerns regarding an "abbreviated" academy for H-8's becoming H3L1's (EMT's). On January 26<sup>th</sup> we articulated our concerns regarding the possibility of a one or two day academy. At that same meeting we asked for this new policy to be submitted to us in writing. As of this date, Local 798 has not received any such policy.

Local 798 understands the need to get more personnel into the field more quickly, however there must be the implementation of equal standards for all members of this rank. Here are the differences between H-8 to H3L1 training and H3L1 Academy Training:

**H-8 to H3L1**

119 hours & 2 day Academy  
No physical fitness training  
No ePCR lab  
No baseline exam  
No weekly exams  
No ACLS/Cardiac Arrest Management  
No combative patient live demo  
No PHTLS training

**H3L1 Academy**

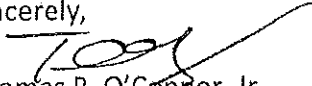
280 Academy  
Physical Fitness training  
ePCR lab  
Baseline exam  
Weekly exams  
ACLS/Cardiac Arrest  
Combative Patient live demo  
PHTLS training

No medical examiner lecture	Medical Examiner Lecture
No Code 3 driving at Pier 96	Code 3 Driving training
No Fireground OP's	Fireground OP's
No MCI exercise	MCI exercise
No HAZMAT	HAZMAT
No customer service lecture/homeless lecture	Customer Service/Homeless
No Employee Group lectures	Employee Group Lectures
No SFFD indoctrination/discussions	Full SFFD Indoctrination

Not only are we concerned with the abbreviated training, but we are also concerned with the lack of instruction regarding the cultural norms and mores within the SFFD. For example, will these new members have a graduation ceremony? Will they join employee groups like the Asian Firefighter Association, San Francisco Black Firefighter Association, etc.? Local 798 does not want to create a "second class citizen" within the SFFD, nor the creation of a private ambulance company within the Department. Differential training, lack of acculturation and the absence of any physical fitness training may do just that.

Local 798 would like to have further discussions on these issues before the SFFD engages in this "abbreviated" Academy.

Sincerely,

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

cc: Fire Commission, SFFD

Chief Joanne Hayes-White  
San Francisco Fire Department  
698 Second Street  
San Francisco, CA 94107

February 12, 2016

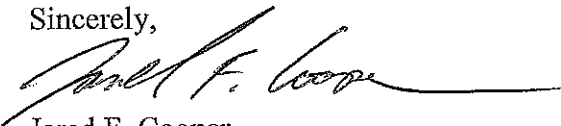
Dear Chief Hayes-White:

I would like to thank you for taking the time away from your busy schedule to meet with the Firefighter Paramedic Association on Monday, February 8, 2016.


I greatly appreciated your updates regarding the department budget discussions, the 2016 Health Bond funding for station 49, the anticipated firefighter and EMS academies, in addition to other department activities. I will provide these important updates to our membership, in addition to station 49 leadership in order to keep everyone abreast of these changes.

I welcome the continued improvements in our department and look forward to the continued rebuilding of our infrastructure. I was very excited to hear about the plans to expand our first response ALS engine platform to provide all neighborhoods in San Francisco with firefighter/paramedic service from their local firehouse. As per our discussions, I would be happy to assist your team with advocacy and lobbying the policymakers to expand the provision of ALS engines.

Sincerely,



Jared F. Cooper  
Firefighter Paramedic Association  
President

  
02/18/16

Chief Joanne Hayes-White  
San Francisco Fire Department  
698 Second Street  
San Francisco, CA 94107

February 15, 2016

Dear Chief Hayes-White:

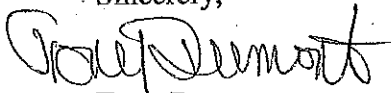
We would like to thank you for supporting the staffing of the San Francisco Fire Department Tactical EMS (TEMS) teams during the recent Super Bowl 50 event. The success of this event would not have been possible without your support and advocacy on our behalf.

The TEMS teams were able to provide San Francisco Police Department officers and Tactical Team members with "around the clock" medical support during this event, which would not have otherwise been possible without your assistance. Further, the TEMS members were able to establish a continuing rapport with the officers which is important when working closely with a tactical law enforcement team.

During the event, some of the TEMS members were able to participate in a training evolution with the Alcohol, Tobacco, and Firearms (ATF) bomb squad and SFPD Bomb Squad Units during which time we donned and doffed the bomb suit while discussing the field medical treatment for an injured bomb squad member. This lesson was a valuable skill for us to learn and will definitely be important for our TEMS members who might be dispatched to an explosive ordinance device incident.

Once again, we thank you for your support and look forward to assisting the Fire Department, Police Department, and other regional law enforcement agencies in the future should they require a tactical law enforcement medical presence.

Sincerely,



Tony Dumont



Jared Cooper



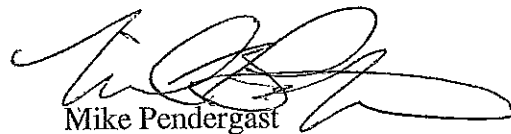
Marc Santos



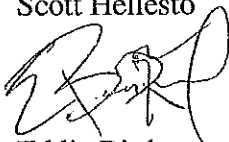
Scott Hellesto



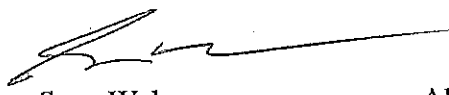
Jen Treff



Mike Pendergast



Eddie Bird



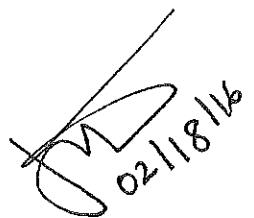
Sean Wehrman



Alex Lamond



Richard Platt



02/18/16

ITEM 3. SPECIAL PRESENTATION FROM NERT

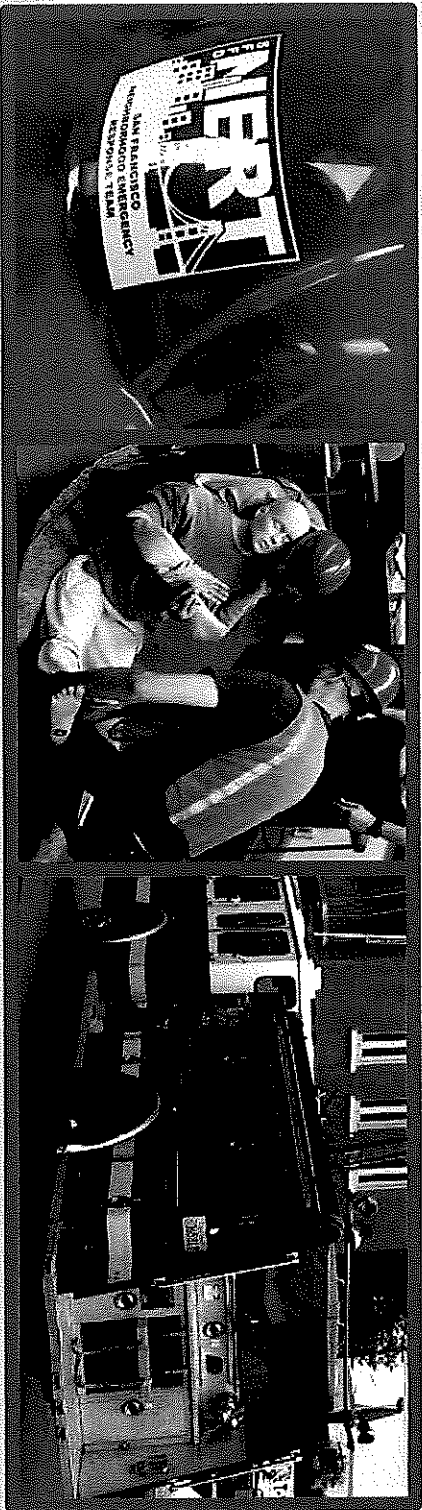


*Citizen Corps*



FEMA

# SFFD NERT



# Neighborhood Emergency Response Team



# What is NERT

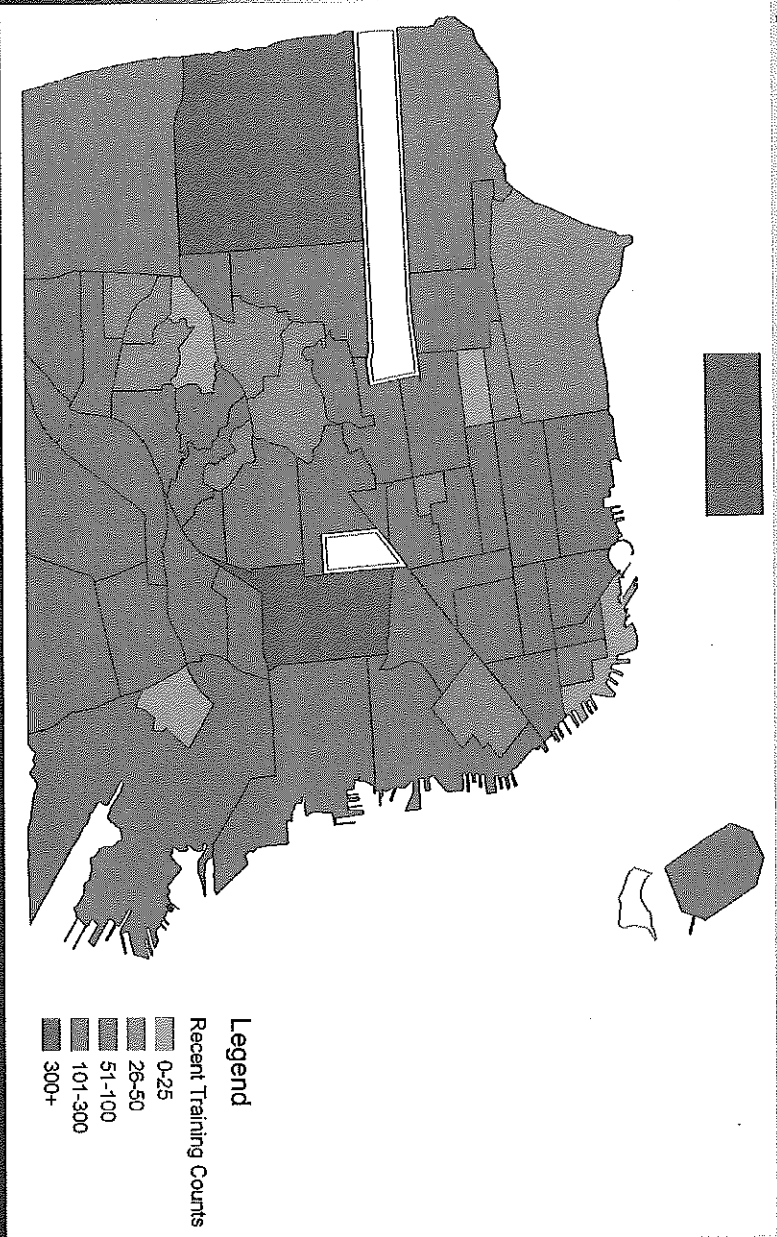
- Program Background
- 4 Pillars
- Basic Training Goals
- Retention





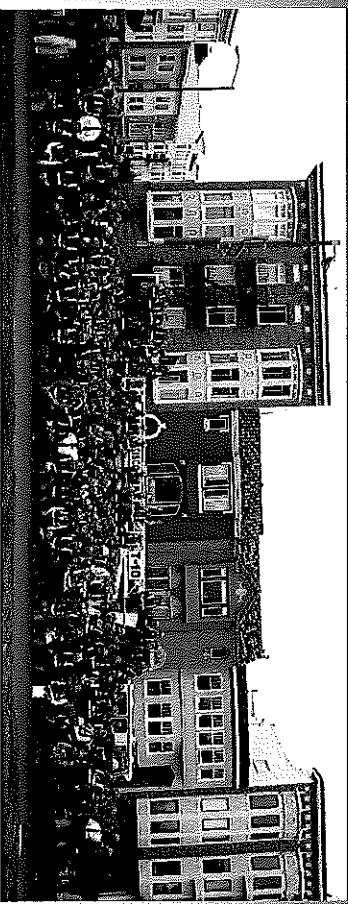
# NERT Coverage

- Trained to date: 26,800
- Regroup communications 9,421



# NERT Activities

- SF Ready
- Basic Training
- Advanced Training
  - Classes
  - Drills
  - Initiatives
- Neighborhood Team building

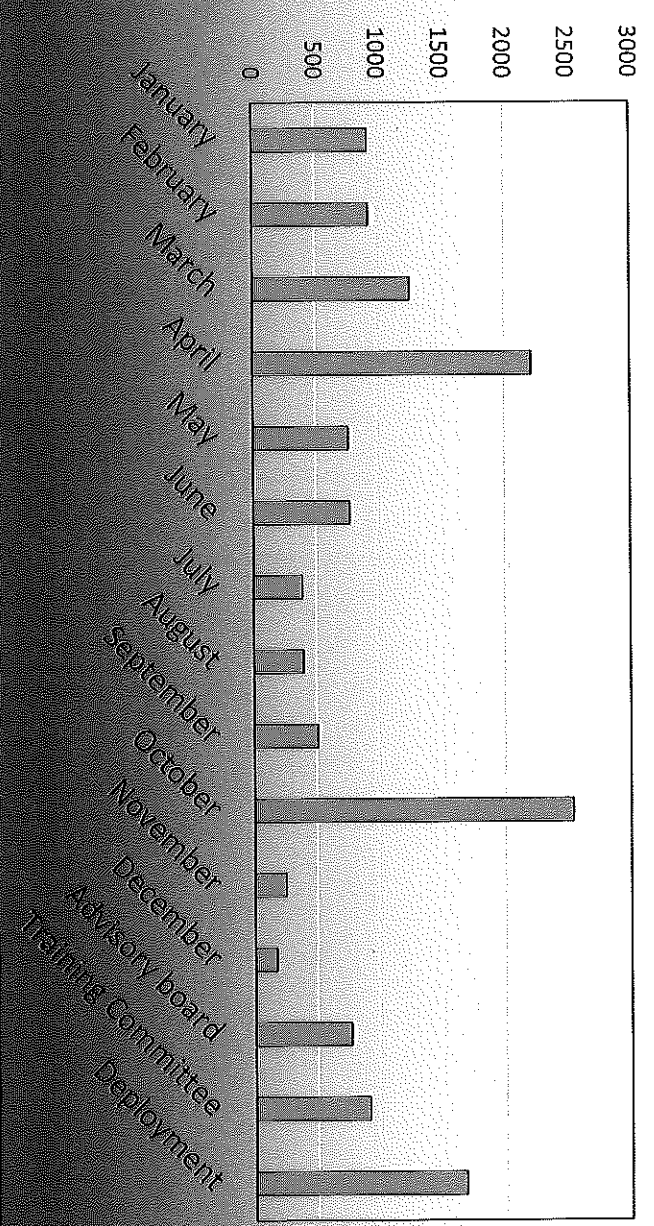




# Volunteer Participation

- Total NERT graduate hours 14,465
- Hours equate to reimbursement

NERT volunteer hours



# NERT Activity Summary

## Accomplishments

- Added Listos training – a 4 week Spanish language preparedness curriculum developed in Santa Barbara County. Delivered May, 2015
- Disaster Mental Health pilot delivered and 25 NERTs completed. Train the trainer in this partnership with Department of Public Health and SF CARD.
- Coordination with Patrick Otellini, SF Resilience Officer for 100 Resilient Cities
- 3 training sessions completed by SFPUC staff for NERTs in water treatment and distribution after disaster.

## Next Steps

- Plan TeenNERT training session
- Complete partnership for a 501c3 with San Francisco Health Foundation
- April and October drill coordination with SFFD
- Increase instructor pool within SFFD

## Asks/Issues

- Coordination with City and County to increase awareness and marketing of and participation in NERT.
- Increase staff support in NERT







**MERT**  
NEIGHBORHOOD EMERGENCY  
RESPONSE TEAM

**CERT**  
COMMUNITY EMERGENCY  
RESPONSE TEAM



**Legend**

- Recent Training Counts
- 0-25
  - 26-50
  - 51-100
  - 101-300
  - 300+



CHIEF OF DEPARTMENT

JOANNE HAYES-WHITE  
CHIEF OF DEPARTMENT



EDWIN M. LEE  
MAYOR

**SAN FRANCISCO FIRE DEPARTMENT**  
CITY AND COUNTY OF SAN FRANCISCO

February 12, 2016

Honorable President  
and Members of the Fire Commission  
San Francisco Fire Commission  
698 Second Street  
San Francisco, CA 94107

Dear Commissioners,

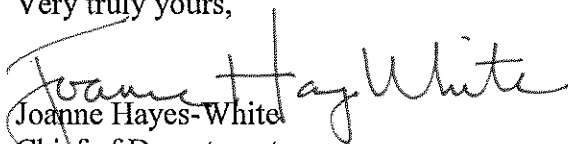
I have approved a leave of absence for Carol Wyley Wong, H-4 Inspector, Division of Fire Prevention, to attend a Fire Inspector 2B: Fire and Life Safety Requirements class for the period of March 3-9, 2016, detailed as follows:

Subject: Fire Inspector 2B: Fire and Life Safety Requirements  
Given by: Industrial Emergency Council  
Location of Class: 1376 Willow Road  
Menlo Park, CA 94025

My approval was based on the member's duties and responsibilities and the training description submitted.

Inspector Wyley Wong will be requesting reimbursement of \$325.00 registration fees through BFP Training Fund. If reimbursement is not available, she will cover the cost.

Very truly yours,

  
Joanne Hayes-White  
Chief of Department

cc: ADC Daniel de Cossio, Fire Marshal  
Captain Lourdes Russell, Bureau of Fire Prevention  
Captain Andy Zanoff, Bureau of Fire Prevention  
Lieutenant Kathy Harold, Bureau of Fire Prevention  
Inspector Carol Wyley Wong, Bureau of Fire Prevention  
Bureau of Assignments  
Personnel File