

# SAN FRANCISCO FIRE COMMISSION

## Fire Commission Regular Meeting Wednesday, February 28, 2018 – 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	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 February 14, 2018

#### 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 on February 14, 2018, including budget, academies, special events, communications and outreach to other government agencies and the public.

REPORT FROM ADMINISTRATION, DEPUTY CHIEF JEANINE NICHOLSON

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

#### 5. COMMISSION REPORT *[Discussion]*

Report on Commission activities since last meeting on February 14, 2018

#### 6. AGENDA FOR NEXT AND FUTURE FIRE COMMISSION MEETINGS *[Discussion]*

Discussion regarding agenda for the March 14, 2018 and future regular meetings.

#### 7. CORRESPONDENCE RECEIVED SINCE LAST MEETING

- Email dated 2/22/18 from Sara Watson

**8. PUBLIC COMMENT ON ITEM 8**

Public comment on all matters pertaining to Item 9 (b) below, including public comment on whether to hold Items 9 (b) in closed session.

**9. POSSIBLE CLOSED SESSION REGARDING PERSONNEL MATTERS**

**a. VOTE ON WHETHER TO CONDUCT ITEMS 9(b) IN CLOSED SESSION**

*[Action]*

The Commission may hear Item 9(b) in closed session pursuant to Government Code Section 54957(b) and Administrative Code Section 67.10(b).

**b. DEPARTMENT PHYSICIAN PERFORMANCE EVALUATION (Con't)**

Pursuant to Admin. Code section 67.10(b); Govt. Code section 54957(b), Govt. Code section 54957.1(a)(5), the Commission may hold a closed session to discuss the performance evaluation of Department Physician, Ramon Terrazas *[Discussion and possible action]*.

**10. REPORT ON ANY ACTION TAKEN IN CLOSED SESSION *[Discussion and possible action]*** as specified in California Government Code Section 54957.1(a) and San Francisco Administrative Code section 67.12(b).

**11. VOTE TO ELECT WHETHER TO DISCLOSE ANY OR ALL DISCUSSIONS HELD IN CLOSED SESSION**, as specified in San Francisco Administrative Code Section 67.12(a). *[Action]*

**12. ADJOURNMENT**

MINUTES FOR ADOPTION

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION REGULAR MEETING  
MINUTES

Wednesday, February 14, 2018 – 9:00 a.m. – 12:00 p.m.

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

The Video can be viewed by clicking this link:

[http://sanfrancisco.granicus.com/MediaPlayer.php?view\\_id=180&clip\\_id=29793](http://sanfrancisco.granicus.com/MediaPlayer.php?view_id=180&clip_id=29793)

President Cleaveland called the meeting to order at 9:00 a.m.

**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	Present
Mark Gonzales	Deputy Chief – Operations	
Jeanine Nicholson	Deputy Chief --Administration	
Dan De Cossio	Bureau of Fire Prevention	
Andy Zanoft	EMS	
Tony Rivera	Support Services	
Khai Ali	Airport Division	
Jeff Columbini	Division of Training	
Assistant Chiefs		
Kevin Burke	Division 2	
Bill Storti	Division 3	
Staff		
Mark Corso	Deputy Director of Finance	
Olivia Scanlon	Communications and Outreach	

**3. PUBLIC COMMENT**

There was no public comment.

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

Discussion and possible action to approve meeting minutes.

- Minutes from Regular Meeting on January 24, 2018.

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

There was no public comment.

#### **4. UPDATE ON PROGRESS OF STATION 49 – AMBULANCE DEPLOYMENT FACILITY [Discussion]**

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

Chief Rivera stated that he and Chief Zanoloff from the EMS side, have been working very diligently, to ensure that the new facility is going to meet the current needs and growing needs of the Department. He introduced the DPW team, Samuel Chui and Kathleen O'Day who have also been working diligently to make the project come to fruition. They provided an overview of the attached PowerPoint presentation: <http://sf-fire.org/sites/default/files/COMMISSION/Fire%20Commission%20Support%20Documents%202015/ADF%20Project%20Update%2020180214.pdf>

Mr. Chui described the project in detail which will be located at Jerrold Avenue and McKinnon Avenue and is budgeted to cost 48.6 million dollars and is on schedule to be completed in August of 2020. He touched on several challenges and risks on the project including hazardous soil conditions and planning, designing and constructing a building with a very narrow street frontage.

Vice President Nakajo thanked them for their presentation and stated that this project is very exciting and he would like to see more pictures of what the facility will look like as the design phase develops. He mentioned that for the time he's been on the commission, he has seen the growth of Station 49 which is a big old building within the neighborhood converted to an ambulance service facility, to a clothing department to the arson squad, and he's glad the men and women that serve in that capacity are finally getting a state-of-the-art-facility.

Commissioner Covington asked what the top three differences are from the current Station 49 to the new facility. Chief Rivera answered that the current facility is a warehouse which was never designed as an ambulance deployment facility and the new building will be designed as a medical facility, with the ability for four ambulances to get fuel at one time as opposed to currently they can only fuel two at a time. The new building will be more efficient. He also mentioned that the new facility will have multi-purpose rooms where they can do in-service training and more convenient parking for vehicles so the paramedics will be able to reload the ambulances. He added that they got a lot of input from the EMS side, as well as Local 798 and everyone seems very pleased with the outcome. Chief Zanoloff added that it is designed for rapid turnaround of the vehicles. He added that the supervisor's office is going to have views of the yard and the ambulances and while they're restocking they can figure out who is next due to go out, how they can move the units along much faster and the repair facilities for the gurneys and biomed to repair the defibrillators, which are very important pieces of equipment on the ambulances, the area is being designed for repair of those devices. It's going to be fantastic for the membership and it has room to grow. Mr. Chiu added that the facility will be designed and constructed to meet current seismic codes for an essential services building in California, which is a very high standard if you look across the nation and it's designed to achieve LEED Gold in terms of sustainability. He stated that the project is currently 5 million dollars over budget and Commissioner Covington asked where that money will come from. Chief Rivera explained that the extra money will come from the current neighborhood fire station fund.

Commissioner Hardeman thanked them for their presentation and stated the facility is a great morale booster for all the folks that work at Station 49.

President Cleaveland thanked them for the report and stated it's a long time coming. He also went on to remember and thank former Mayor Ed Lee who put this project on the Health Department's bond a few years ago, and that's why they have the money to build the new facility.

There was no public comment.

**5. OVERVIEW OF THE CITY'S EARLY WARNING SYSTEM *[Discussion]***

Presentation from Deputy Director Michael Dayton of the Department of Emergency Management on the current Early Warning System and future warning systems.

Mr. Dayton introduced himself and his co-worker Anna Sop who oversees the Duty Officer Program at DEM and is also responsible for implementing the policies and procedures of the Early Warning System. He gave an overview of the alert and warning procedures and policies in San Francisco as well as described some of the recent incidents where warnings have gone out, such as the tsunami watch warning and the warning about the East Bay earthquake. He presented the attached PowerPoint: <http://sf-fire.org/sites/default/files/COMMISSION/Fire%20Commission%20Support%20Documents%202015/2018%2002%2014%20Fire%20Commission%20Presentation%20Alerts%20and%20Warnings.pptx>

He explained that the current systems they have in place are the primary ALERTSF and it relies upon DEM to reaching out to the public to sign up by texting ALERTSF to 888777. Currently they have about 90,000 users. They are in a supporting role and take the lead from incident commanders in the field. He added that the City has about 120 sirens located across the city with multiple languages programmed into the sirens. He explained how they are used. He went on to explain the slides in detail

Commissioner Veronese asked Mr. Dayton if he thought the early warning system that San Francisco has is a state-of-the-art system. Mr. Dayton responded that he thinks it is. He explained that for an earthquake early warning system, the farther away the epicenter is, the more warning you get, and unfortunately, in San Francisco the epicenter usually occurs close by, limiting the warning to mere seconds. With regards to the recent tsunami warning, they discussed in detail, if there had been an imminent threat, they would have pulled out all the stops, including using the outdoor public sirens to notify all of the public. It was recommended that folks have a personal preparedness plan in place for when a disaster hits. Chief Gonzales added that there was a follow-up text message sent at 4:39 cancelling the tsunami watch, but if there was something that indicated that it was going to come to San Francisco, the Department would have started deploying assets, and they would go door to door with the Police and mobilized as many boats and put them in a safe area, and he confirmed they have a plan in place. Commissioner Veronese suggested figuring out how to force this information onto the public so that they have it and are not confused like he was when the tsunami warning happened.

Vice President Nakajo thanked Mr. Dayton and Ms. Sop for their presentation. He confirmed that the ALERTSF is a free service to members of the public. He confirmed that heat advisories are part of the alert system and are coordinated between involved city departments and the duty officer at EOC who works in close proximity to the dispatch center. Mr. Dayton confirmed that their employees get a lot of training and they have a lot of security measures in place that would prevent an incident like they had in Hawaii.

Commissioner Hardeman thanked them for their report and confirmed that in the event of a tsunami, less than 5 percent of the City would be affected and it should be easy to reach that small percentage of people that might be affected.

There was no public comment.

**6. DRAFT OPERATING BUDGET – FISCAL YEARS 2018-2019/ 2019-2020 *[Discussion and possible action]***

Discussion and possible action to adopt the Fire Department's Operating Budget for Fiscal Years 2018-2019/2019-2020.

Mark Corso, Director of Finance and Planning for the Department presented the attached slideshow outlining the budget submittals, timeline and enhancements. <http://sf-fire.org/sites/default/files/COMMISSION/Fire%20Commission%20Support%20Documents%202015/budget%202-14.pdf>

The supporting document to his presentation are attached hereto: [http://sf-fire.org/sites/default/files/COMMISSION/Fire%20Commission%20Support%20Documents%202015/SFFD%20FY19%20FY20%20Budget%20Draft%20Feb%202014%20Commission\\_0.pdf](http://sf-fire.org/sites/default/files/COMMISSION/Fire%20Commission%20Support%20Documents%202015/SFFD%20FY19%20FY20%20Budget%20Draft%20Feb%202014%20Commission_0.pdf)  
[http://sf-fire.org/sites/default/files/COMMISSION/Fire%20Commission%20Support%20Documents%202015/SFFD%20Enhancements%20180206\\_0.pdf](http://sf-fire.org/sites/default/files/COMMISSION/Fire%20Commission%20Support%20Documents%202015/SFFD%20Enhancements%20180206_0.pdf)

He mentioned that the City is projecting about a \$260,000,000 deficit over the next two fiscal years and all city departments have been requested to submit reductions to their general fund to the extent of two-and-a-half percent in each year, so five percent cumulative in the second year and for the Fire Department, that means one-and-a-half million dollars in the first year, and three-million dollars cumulative in the second year. He highlighted the time frame and instructions from the Mayor's office. He mentioned that they have adjusted the overtime to reflect current activity since what was seen last year and there's additional fire prevention staff allocated both to the Port of San Francisco as well as the airport. He added that operationally, to date, salary and benefit rates have been adjusted with known information. He stated that the budget highlights the continuation of the fleet and equipment plan in fiscal year 2019, so the Department was allocated over \$5,000,000 as part of last year's allocation for the first year and they will be working with the Mayor's office on that allocation in the second year, fiscal 2019-2020 and he anticipates that the hiring plan will continue through fiscal year 2020. He gave a brief update on the status of the Budget Committee which reconvened for the current year process and they have met multiple times and will continue to meet through the next few months as the budget process continues.

Vice President Nakajo thanked Mr. Corso for his comprehensive presentation. He stated that he pretty much supports the budget proposal as its being presented. He agreed that in terms of reductions, the Department can not comply because of the growing demand of services that need to be provided to the citizens of the city. He also mentioned that reconvening the internal budget committee is very important and he feels very good about the process. He added that they need to deal with the hand that they are being dealt with and to be able to come into compliance and not to delay the process. He talked about the challenging political atmosphere of having the mayor in place only until June. He stated that he feels good about this budget and he thinks they should submit it as presented and he recommended that they move on it. President Cleaveland thanked Vice President Nakajo for his leadership on the budget discussions with the Department.

Commissioner Veronese thanked Mr. Corso for presenting the budget report. He inquired about the ambulance billings and asked for clarification. Mr. Corso explained that when crews respond, they generate an electronic patient care record for each encounter and that record is sent to a billing company where they run scans on the individual's insurance and if they are unable to find insurance, they work with Medicare, Medi Cal and private insurers to get reimbursement. If they don't receive payment, it's then turned over to the city's Tax Collectors Bureau of Delinquent Revenue for follow up. Mr. Corso described in detail how reimbursement is allocated from a federal standpoint and there is no flexibility and the remaining balance is written off. Commissioner Veronese asked why they even bother billing people if we are not going to go after people to actually pay for the services received and he thinks a huge population of homelessness is the cause for this billing write-off. He added that

they wouldn't have to be going to the mayor's office and begging for extra things if they actually collected the unpaid ambulance bills. Mr. Corso explained that given federal and state rules regarding reimbursement on a Medi-Care and Medi-Cal accounts, there is no recourse for that but there are certain programs they are tracking at the state level, the Ground Emergency Medical Transport program (GEMT) that allows them to leverage federal funds to supplement the reimbursement to the tune of \$2,000,000 per year for those calls. Commissioner Veronese went through line items of the presented budget package asking for clarification which Mr. Corso was able to provide. He added that they have adhered to the instructions from the Mayor's office on no new net FTEs in the budget. Commissioner Veronese wants to make sure when they spend money on upgrading fire stations that they are giving the members of the Department refrigerators, utensils and all the stuff that they're going to need so that it is not coming out of their own pockets. Chief Hayes-White intervened and announced that the funding is for the fixed equipment not utensils and cable television and things of that sort. Commissioner Veronese confirmed that there was only one vacant 1823 position and they would like to fill it with someone who would work on contracts and grants. Commissioner Veronese stated that he wasn't put on the commission to waste his time and he's not here to go along and get along if he sees something that he doesn't think is right and to just rubber stamp what the Department is handing them and he thinks the commissions' job is to deliver a state-of-the-art fire department for the people of the City. He went on to advocate for many items on the "enhancement list" as well as a state-of-the-art Stress Unit.

Commissioner Covington thanked Commissioner Veronese for amplifying what she has been saying for years concerning the grant writer. She added that she doesn't think it is sufficient for the grant writer to be "part" of someone's job, it should be 100 percent dedicated to grant writing. She's willing to have the position filled with someone at least doing 50 percent grant writing. She added that there is a lot of money to be had from organizations whose missions are aligned with the Fire Department, and not just federal funds. She asked for more information on the 960 positions. Mr. Corso explained that it is used by departments, and allows employees who have retired from the city and that have expertise in certain categories to come back and work no more than 960 hours a year, without benefits. She thought it would benefit the department to have someone with that expertise come back and be a part-time grant writer. She also suggested that since Commissioner Veronese highlighted the amount of money lost over a 10-year period that the department spent on homelessness, which amounts to a billion dollars, she thinks it's important for the mayor, the mayor's budget analyst and the citizens of San Francisco to understand that these dollars are not reimbursed to the department. She added that pointing out how much money is spent on homeless services, and not getting more money from the general fund, then maybe funds from the Department on Homelessness and the Health Department can be given to us as we are a big part of that picture and safety net and not getting recognition for it.

Commissioner Hardeman thanked Mr. Corso for his diligence and for giving them the updated memos and information detailing the budget. He was glad to see that Mr. Corso followed up with some of the queries from last meeting about grant writing and how he discovered that there is no job classification for grant writer in the City of San Francisco. He added that he thinks the department did pretty well getting federal funds without a dedicated grant writer and he appreciates that. He stated he is also looking forward to getting the drones up and running. He thanked everyone who worked so diligently on putting together a good budget and enhancement list.

Chief Hayes-White commented that in regards to the 960 program, she is a huge proponent of the program but there are some levels and layers of complexity that haven't been brought to the attention of the Commission and they have attempted in the past to endeavor that program, capitalizing on the great expertise of the members who have retired and it is subject to meet and confer with Local 798 and they have hit roadblocks. She also commented that in regards to



reimbursement of ambulance billing, it's not just a San Francisco issue, it is a nationwide issue and she thinks it warrants a much further discussion.

Commissioner Covington made a friendly amendment to include a new FTE Grant Writer and to fill the vacant 1823 classification with a person to work on Grants 50 percent of the time. Vice President Nakajo Moved to approve the budget as amended. Commissioner Covington seconded. The motion was approved 4-0. Yeas: (Cleaveland, Nakajo, Covington, Veronese); Nays: (Hardeman).

There was no public comment.

**5. 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 on January 24, 2018, including budget, academies, special events, communications and outreach to other government agencies and the public.

Chief Hayes-White reported on events since the last meeting on January 24, 2018. Chief Hayes-White stated what a valued member Mark Corso is to the team and she appreciates his expertise, his patience, and his professionalism 24/7. She announced the new Assistant Deputy Chief of Homeland Security, Michael Cochrane and asked him to say a few words. Chief Cochrane thanked the Chief and stated what an honor it is to be in the position. He mentioned that he was a third generation San Francisco firefighter. She announced that Chief Columbini will be retiring at the end of next week and wished him well. Chief Columbini talked about how he has enjoyed his time in the department and how proud he is of his staff and it's been a great ride and he's looking forward to retirement. Chief Hayes-White continued with updates on the 123<sup>rd</sup> academy graduation, the start of the 124<sup>th</sup> class at the end of March, and the H-3 Level 1 EMT entry level class that is currently in training. She mentioned that she met with department heads at the DEM to provide an EOC policy group briefing for Mayor Mark Farrell to let him know what goes on in the event of a large-scale emergency and what his role would be. She touched on other events she attended over the reporting period.

There was no public comment.

**REPORT FROM OPERATIONS, MARK GONZALES**

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

Chief Gonzales reported on activities for the month of January. He mentioned there were two greater alarms during this reporting period, the first was a second alarm on Nob Hill with Incident Commander Chief Postel. The second greater alarm was a 3<sup>rd</sup> alarm on January 23, 2018 at 36-40 West Portal under the command of Chief Juratovac. He touched on other notable incidents during the reporting period. He reminded the public to sign up for the ALERTSF texting the word ALERTSF to 888777. With regards to EMS, he announced that they are working on the quick response vehicles. He also mentioned that open fire investigations are down to 88.

There was no public comment.

**8. COMMISSION REPORT [Discussion]**

Report on Commission activities since last meeting on January 24, 2018.

President Cleaveland tabled this item as we were short on time.

**9. AGENDA FOR NEXT AND FUTURE FIRE COMMISSION MEETINGS [Discussion]**  
Discussion regarding agenda for next and future Fire Commission meetings.

President Cleaveland tabled this item as we were short on time.

**10. PUBLIC COMMENT ON ITEM 11**

Public comment on all matters pertaining to Item 11 (b) and (c) below, including public comment on whether to hold Items 11 (b) and (c) in closed session.

*President Cleaveland called for public comment. There was no public comment.*

**11. POSSIBLE CLOSED SESSION REGARDING PERSONNEL MATTERS**

**a. VOTE ON WHETHER TO CONDUCT ITEMS 11(b) and (c) IN CLOSED SESSION [Action]**

The Commission may hear Item 11(b) and (c) in closed session pursuant to Government Code Section 54957(b) and Administrative Code Section 67.10(b).

*Commissioner Hardeman made a motion to conduct items 11(b) and (c) in Closed Session. Vice President Nakajo seconded, and the motion was unanimously approved. (5-0; Cleaveland, Nakajo, Hardeman, Covington, Veronese)*

*The Commission went into closed session at 11:51 a.m.*

*Also present was Deputy City Attorney, Brad Russi and Department Physician Dr. Terrazas.*

**b. DEPARTMENT PHYSICIAN PERFORMANCE EVALUATION**

Pursuant to Admin. Code section 67.10(b); Govt. Code section 54957(b), Govt. Code section 54957.1(a)(5), the Commission may hold a closed session to discuss the performance evaluation of Department Physician, Ramon Terrazas *[Discussion and possible action]*.

**c. CASE NO. 2016-06: COMMISSION DELIBERATIONS AND POSSIBLE ACTION ON EMPLOYEE SUSPENSION APPEAL [Action item]**

The appeal is from a six-calendar day suspension for violation of the Rules and Regulations as follows:

Section 3919 – Proper Behavior

Section 3920 – Unacceptable Language

Section 3923 – Acts Detrimental to the Welfare of the Department

**12. REPORT ON ANY ACTION TAKEN IN CLOSED SESSION [Discussion and possible action]** as specified in California Government Code Section 54957.1(a) and San Francisco Administrative Code section 67.12(b).

*The Commission reconvened in Open Session at 1:14 p.m. Mr. Russi reported that on item 11(b) there is nothing to report and on item 11(c), the Commission voted unanimously to deny the appeal, but to only find a violation on one of the charges, and to reduce the suspension from six days to two days.*

**13. VOTE TO ELECT WHETHER TO DISCLOSE ANY OR ALL DISCUSSIONS HELD IN CLOSED SESSION**, as specified in San Francisco Administrative Code Section 67.12(a). *[Action]*

*Commissioner Veronese Moved to not disclose discussions held in closed session. Commissioner Covington Seconded. The motion was unanimously approved. (5-0; Cleaveland, Nakajo, Hardeman, Covington, Veronese)*

**14. ADJOURNMENT**

President Cleaveland adjourned the meeting at 1:16 p.m.

GENERAL ORDERS

SAN FRANCISCO FIRE DEPARTMENT  
GENERAL ORDER

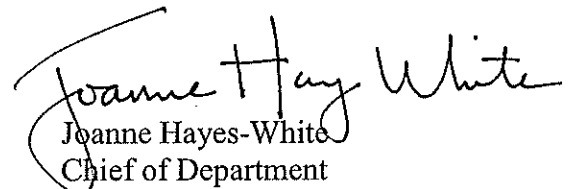
File Code 18 A-17  
February 5, 2018

From: Chief of Department  
To: Distribution List "A"  
Subject: Workgroup and Committee Assignments  
Reference: Rules & Regulations, Sec. 402  
Enclosure: Attachment "A" – Workgroup and Committee Assignments

Officer Endorsement:

Sec 1108 – R. & R. \_\_\_\_\_

1. The Department canvassed for interested members to volunteer for Department Workgroups and Committees. Members who have been selected and assigned to the Workgroups and Committees can be found listed on Attachment "A".
2. The Deputy Chief of Operations and the Deputy Chief of Administration will designate reporting requirements to Committee/Workgroup Chairs.
3. This General Order shall be rescinded on December 31, 2018.

  
Joanne Hayes-White  
Chief of Department

Workgroup Core Selections  
Attachment "A"

Accident Review	Aquatic Rescue	Communications	Emergency Water Supply
<b>Committee</b>	<b>Committee</b>	<b>Workgroup</b>	<b>Committee</b>
ADC Anthony Rivera - Chair	BC Robert Styles - Chair	BC Patrick D'Arcy - Chair	ADC Anthony Rivera - Chair
AC Nicol Juratovac	BC Patrick D'Arcy	AC Bill Storti - Co-Chair	AC Nicol Juratovac
BC Brook Baker	Capt Clyde Christobal	A/SC Antenor Molloy	AC Robert Postel
Capt. Ramon Serrano	Capt Ryan Kennedy	Capt. Matthew Cannon	BC Paul Crawford
FF Matthew Balzarini	Capt Floyd Rollins	Lt. Kyle Merkins	A/Capt. James Reidy
FF Dan Gracia	EMS Capt. Jeffrey Covitz	Lt. Janeen Prosko	
	Lt. Steve Giacalone	FF Matthew Balzarini	
	Lt. Frank Hsieh		
	Lt. Kyle Merkins		
	FF/PM Erik Brown		
	FF/PM Joseph Hanley		
	FF/PM Jay Weber		
	FF/PM Alexander Yeo		
	FF Katherine Alba-Swanson		
	FF David Hawkins		
	FF Linnea Jenkins		
	FF Steven Meitz		
	FF Daniel Murphy		
	FF Laurel Sticklin		
	FF Eric Tanimura		
	FF Ryan Towner		
	FF Jonathan Truppa		
	FF Adam Wood		
<b>Apparatus &amp; Equipment</b>	<b>Budget &amp; Finance</b>	<b>Disaster</b>	<b>H-3 Advisory</b>
<b>Committee</b>	<b>Committee</b>	<b>Committee</b>	<b>Committee</b>
ADC Anthony Rivera - Chair	Mark Corso, Dep. Director - Chair	ADC Michael Cochrane - Chair	ADC Andy Zarnoff, Chair
A/SC Antenor Molloy	DC Jeanine Nicholson	AC Jose Veleo - Co-Chair	A/SC Tony Molloy
EMS Capt. John Cavanaugh	ADC Daniel DeCossio	ADC Andy Zarnoff	FF/PM Megan Byrne
EMS Capt. Nils Tangherlini	ADC Anthony Rivera	AC Nicol Juratovac	FF/PM Daniel Casey
Capt. Ramon Serrano	ADC Andy Zarnoff	BC Patrick D'Arcy	FF/PM James Green
Lt. John Chung	AC Nicol Juratovac	BC Anita Paratley	FF/PM Kristopher Moore
Lt. Alexander Douglas, Jr.	AC William Storti	A/BC Peter Gross	PM Edward Bird
Lt. David Morris	AC Jose Veleo	EMS Capt. Nils Tangherlini	PM Timothy Finch
FF Dan Gracia	A/SC Antenor Molloy	A/EMS Capt. Joshua Smith	PM Daniel Nazzareta
FF Andrew Murtagh	BC Brook Baker	A/Capt. Darius Luttopp	PM Richard Platt
PM Timothy Finch	EMS Capt. Nils Tangherlini	Lt. Paul McDonagh	
	Capt. Dustin Wiln	Lt. Kyle Merkins	
	Lt. Shon Buford	Inv. Stephen Engler	
	Lt. Paul McDonagh	FF/PM Megan Byrne	
	FF Tom Fogle		
	Olivia Scanlon, Community Liaison		

Workgroup Committee Selections  
Attachment "A"

Haz-Mat	High Rise	Mutual Aid	Recruitment & Outreach
<b>Committee</b>	<b>Committee</b>	<b>Committee</b>	<b>Committee</b>
AC Robert Postel - Chair	AC Robert Postel, Chair	AC Thomas Sragusa - Chair	Lt. Jonathan Baxter - Chair
BC Victor Wyrsh - Co-Chair	AC Nicol Juratovac	AC Jose Velo - Co-Chair	AC Nicol Juratovac
BC John Hickey	AC Jose Velo	ADC Andy Zanol	EMS Capt. Nicholas Payne
BC Bryan Rubenstein	BC Patrick D'Arcy	A/SC Antenor Molloy	Lt. Tami Turner
Capt. Clyde Christobal	BC Patrick Rabbit	BC Brook Baker	ISS Adrienne Sims
Inv. Edward Labrado	Capt. Clyde Christobal	BC Patrick D'Arcy	FF/PM Megan Byrne
FF Stephen Martinpinto	EMS Capt. Jeffrey Covitz	BC Bryan Rubenstein	FF Hashim Anderson
	Capt. Marc Kasper	EMS Capt. Kevin Chocker	FF Keith Baraka
	Capt. Richard Untalan	Capt. Pablo Siguenza	FF John Choy
	Inv. Edward Labrado	Lt. Steve Giacalone	FF Andrew Murtagh
	FF/PM Erik Brown	ISS Kathryn Cardinale	PM Dan McAttee
		FF/PM Gerald Mansur	PM Daniel Nazzareia
		FF Steven Abbey	
		FF John Ayers	
		FF Brandon Bowers	
		FF Raleigh Coppin	
		FF Gaylord Gabriel	
		FF Linnea Jenkins	
		FF Luke Michaelis	
		FF Dustin Rice	
		FF Laurel Stricklin	
		FF Anthony Voight	
<b>Health &amp; Safety</b>	<b>Meritorious Awards</b>	<b>Policies &amp; Procedures</b>	<b>Stress</b>
<b>Committee</b>	<b>Committee</b>	<b>Workgroup</b>	<b>Committee</b>
ADC Division of Training - Chair	AC Kevin Burke, Chair	ADC Division of Training - Chair	Capt. Daniel Griffin - Chair
Tony Boone, Ind. Hygenist - Co-Chair	BC Anita Paratley, Co-Chair	AC Robert Postel - Co-Chair	FF/PM John Christy - Co-Chair
ADC Tony Rivera	AC Nicol Juratovac	ADC Andy Zanol	EMS Capt. Carl Biscovic
AC Nicol Juratovac	A/SC Antenor Molloy	AC Nicol Juratovac	Lt. Shon Burford
AC Jose Velo	Capt. Matthew Alba	BC Dawn DeWitt	Lt. Christina Gibbs
BC Brook Baker	Admin. Off. Melinda Talmadge	EMS Capt. Craig Gordon	Admin. Off. Melinda Talmadge
EMS Capt. Judy Klofstad	Inv. Stephen Engler	EMS Capt. Judy Klofstad	Inv. Stephen Engler
Capt. Floyd Rollins	Inv. Laura Kelly	Capt. Michael Mullin	FF/PM Daniel Casey
ISS Adrienne Sims	FF Adam Wood	A/Capt. Darius Luttrupp	FF Danielle Sorrenti
FF Adam Wood		Lt. Jorge Plata	FF Natalie Spaelti
		FF Matthew Balzarini	PM Daniel Nazzareia
		FF Andrew Murtagh	





SAN FRANCISCO FIRE DEPARTMENT  
GENERAL ORDER

File Code 18 A-18  
February 8, 2018

From: Chief of Department  
To: Distribution List "A"  
Subject: H-4 Inspector Application Filing  
Reference: Rules and Regulations, Section 402  
Enclosure: H-4 Inspector Job Announcement

Officer Endorsement:  
Sec.1108-R&R \_\_\_\_\_

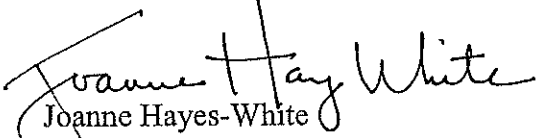
1. Applications for the H-4 Inspector, Fire Prevention, position will be accepted through an online process only beginning today, February 8, 2018. Visit [www.jobaps.com/sf](http://www.jobaps.com/sf) to begin the application process by creating an account as follows:
  - Click and select the H-4 Inspector, Fire Prevention, job announcement
  - Click on "Apply" and read and acknowledge the information
  - Click on "I am a New User" (members who previously applied for an exam through JobAps should click on "I have Registered Previously")
  - Follow the instructions provided on the screen
  - When you get to the Experience section of the application, you only need to list your work history as a uniformed member of the San Francisco Fire Department.

Computer kiosks are located in the lobby of the Department of Human Resources (DHR), 1 South Van Ness Avenue, 4<sup>th</sup> Floor, San Francisco, for use by the public to apply for City jobs. The hours of operation are from 8:00 AM to 5:00 PM, Monday through Friday. You may also access the on-line application from any computer with an Internet connection.

A completed application must be submitted online by 5:00 PM on Thursday, February 22, 2018. **Failure to submit the completed application online by 5:00 PM on February 22, 2018 will result in exclusion from the examination process.**

2. The attached job announcement contains details regarding minimum qualifications and relevant information.
3. The H-4 Inspector exam components are tentatively scheduled to be administered in June and/or July 2018. Specific dates will be announced via the Department of Human Resources' Public Safety Team.

4. Officers are responsible and shall be held accountable for ensuring that all eligible members under their supervision, including those who are off duty (e.g., trades, sick leave, vacation), are made aware of the information contained in this General Order.
5. This General Order shall be rescinded on December 31, 2018.

  
Joanne Hayes-White  
Chief of Department

## Inspector, Fire Department

Recruitment #CBT-H004-902615

**Department** Public Safety

**Analyst** Erin Zadlo

**Date Opened** 2/8/2018 12:00:00 PM

**Filing Deadline** 2/22/2018 5:00:00 PM

**Salary** \$141,310.00 - \$141,310.00/year

**Job Type** CBT Discrete

[Go Back](#) [Click HERE to apply](#) [Click HERE to view benefits](#)

### INTRODUCTION

**Please be sure to read this entire job announcement before completing an application.**

**Description of Position**

An H-4 Inspector may be assigned to any of a number of positions in the Bureau of Fire Prevention and Public Safety, such as District inspections, Plan Check, or specialist (high-rise/permits/institutions). Under direction from an H-22 Lieutenant, the H-4 Inspector inspects existing structures, new construction, alterations and construction plans, to ensure Fire Code and applicable Building Code compliance; enforces fire prevention and public safety codes; handles complaints, including identifying and investigating possible violations; determines the severity of these violations and acts accordingly; develops action plans to correct violations; issues citations; conducts research to identify and document violations; provides information to the public on fire safety issues; maintains a working knowledge of current fire codes, applicable building codes, and fire suppression techniques; interacts with the Fire Marshal and other Department Officers and personnel, private contractors, design professionals, and the general public; documents and provides follow-up for all relevant activities; and performs other related duties as required.

## MINIMUM QUALIFICATIONS

This examination is open to all members with current Permanent Civil Service appointments in classes H-2 Firefighter or H-3 Firefighter/Paramedic (Level 3 only) and at least three years of experience in classes H-2 Firefighter or H-3 Firefighter/Paramedic (Level 3 only) in the San Francisco Fire Department as of the close of the application filing period (including those on leave for exempt appointments or in acting assignments to other positions; e.g., H-10, H-16, etc.)

License: Possession and maintenance of a valid California Driver License.

## HOW TO APPLY

Applications for City and County of San Francisco jobs are only accepted through an online process. Visit [www.jobaps.com/sf](http://www.jobaps.com/sf) to register an account (if you have not already done so) and begin the application process.

- Select the H-4 Inspector, Fire Prevention job announcement
- Select "Apply" and read and acknowledge the information
- Select either "I am a New User" if you have not previously registered, or "I have Registered Previously"
- Follow instructions on the screen

Computers are available for the public (from 8:00 a.m. to 5:00 p.m. Monday through Friday) to file online applications in the lobby of the Dept. of Human Resources at 1 South Van Ness Avenue, 4th Floor, San Francisco.

Applicants may be contacted by email about this announcement and, therefore, it is their responsibility to ensure that their registered email address is accurate and kept up-to-date. Also, applicants must ensure that email from CCSF is not blocked on their computer by a spam filter. To prevent blocking, applicants should set up their email to accept CCSF mail from the following addresses: (@sfgov.org, @sfdpw.org, @sfport.com, @flysfo.com, @sfwater.org, @sfdph.org, @asianart.org, @sfmta.com, @sfpl.org, @dcyf.org, @first5sf.org).

Applicants will receive a confirmation email that their online application has been received in response to every announcement for which they file. Applicants should retain this confirmation email for their records. Failure to receive this email means that the online application was not submitted or received. All work experience, education, training and other information substantiating how you meet the minimum qualifications must be included on your application by the filing deadline. Information submitted after the filing deadline will not be considered in determining whether you meet the minimum qualifications.

Applications completed improperly may be cause for ineligibility or disqualification.

If you have any questions regarding this recruitment or application process, please contact the exam analyst, Erin Zadlo, by telephone at 415-551-8947 or by email at [erin.zadlo@sfgov.org](mailto:erin.zadlo@sfgov.org).

## **SELECTION PROCEDURES**

The selection process will consist of two components: an inspection/plan check exercise and a roleplay exercise. A pass-point will be established after administration of the inspection/plan check exercise, and only candidates scoring at or above the minimum passing score will advance to the roleplay exercise. Candidates must meet a minimum standard on both components to be placed on the eligible list and considered for appointment. Examination scores will be standardized. The final score will be a composite of the weighted scores obtained on the two exercises.

The exam will be designed to measure candidates' relative knowledge and ability in job-related areas.

### **Testing Information**

Qualified applicants will be notified by email of the exact dates, times, and locations of the exercises, which are scheduled to be administered in June/July 2018.

### **Examination Preparation Guides**

Descriptions of the examination components, including component weights, will be included in the Preparation Guides. The Preparation Guides will also list the job-related task clusters from which examination tasks will be simulated, and identify knowledge and abilities that may be evaluated by each test component. It is anticipated that Preparation Guides will be available approximately 30 days prior to the administration of the test component. Qualified applicants will be notified via email when the Preparation Guides become available.

### **Eligible List**

The duration of the eligible list resulting from this selection process will be 3 years, and may be extended up to 12 months upon approval of the Human Resources Director.

### **Certification Rule**

In accordance with Civil Service Rule 313.3.4, the certification rule to be used for the eligible list will be Statistically Valid Grouping (Sliding Band).

### **Secondary Criteria**

The Chief of Department will consider the secondary criteria listed below in making selections from the eligible list:

- Fire Department experience (i.e., length and variety)
- Education and training
- Completion of State Fire Marshal courses or equivalent
- Disciplinary record

Secondary criteria items will be reviewed in totality and will not be weighted. Candidates will be asked to complete a Secondary Criteria form at a later date. Candidates will be notified via Fire Department General Order when to submit the Secondary Criteria form.

### **Suggested Reference List**

Candidates should be familiar with all Fire Department General Orders, Fire Department manuals and other references listed below. This is a suggested reference list only. Test material may be drawn from the materials listed below. The examination will cover materials selected from this list as well as experience expected to have been gained as an H-2 Firefighter or H-3 Firefighter Paramedic. Refer to the most recent editions of any materials listed (e.g., Department Policies, Department Rules and Regulations, Department Manuals, etc.) published/issued prior to March 1, 2018. It may also be based on the collective Fire Service experience of subject matter experts.

SFFD Rules and Regulations

San Francisco Fire Code [<http://www.archive.org/details/gov.ca.sf.fire>]

SFFD Administrative Bulletins [<http://sf-fire.org/index.aspx?page=46>]; under "Administrative Bulletins"

Title 19, Division 1, State Fire Marshal, California Code of Regulations

SFFD Rules and Regulations are available for purchase at DOT. It is an applicant's responsibility to update the publications listed as suggested reading materials by acquiring any Department-authorized revisions, supplements, and/or replacements issued prior to March 1, 2018.

### **CONVICTION HISTORY**

As part of the selection process an image of your fingerprints will be captured and sent to the California Department of Justice (DOJ) and the Federal Bureau of Investigation (FBI). The resulting report of your conviction history (if any) will be used to determine whether the nature of your conviction (or arrest, in limited circumstances) history will disqualify you as a candidate based on the specific requirements of the position to which you are applying. If selected for fingerprinting, the hiring department will contact you to schedule an appointment.

### **DISASTER SERVICES WORKER**

All City and County of San Francisco employees are designated Disaster Service Workers through state and local law (California Government Code Section 3100-3109). Employment with the City requires the affirmation of a loyalty oath to this effect. Employees are required to complete all Disaster Service Worker related training as assigned, and to return to work as ordered in the event of an emergency.

### **CONCLUSION**

This announcement is issued in accordance with Civil Service Commission Rules, Volume III, Uniformed Ranks of the San Francisco Fire Department and the policies and procedures of the Department of Human Resources. These rules can be obtained at

<http://sfgov.org/civilservice/rules> . Copies of this information can also be obtained at 1 South Van Ness, 4th Floor, and San Francisco, CA 94103.

An applicant/eligible that changes his or her contact information (name, mailing address, phone, etc.) after having filed an application must promptly go to CCSF's employment website: [www.jobaps.com/sf](http://www.jobaps.com/sf). Click on the "Update My Contact Info" button located on the top of the page. Log in to your JobAps account by entering both your UserID & Password. Enter your new address/contact information. Click on the "Update Contact Information" button again [located at the very bottom of the page]. Failure to maintain current contact information may result in loss of eligibility.

Applicants must be guided solely by the provisions of this announcement, including requirements, time periods and other particulars, except when superseded by federal, state or local laws, rules or regulations. Clerical errors may be corrected by posting the correction on the Department of Human Resources website at [www.jobaps.com/sf](http://www.jobaps.com/sf).

Requests for an alternate test date may be considered in limited circumstances and must be submitted to the analyst listed in this announcement within five (5) calendar days of the announcement of the test date.

Applicants with disabilities who meet the minimum eligibility requirements for this job announcement can find information on requesting a reasonable ADA Accommodation at: <http://www.sfdhr.org/index.aspx?page=20#applicantswithdisabilities>  
Examination scores may be standardized.

Important employment information for the City and County of San Francisco can be obtained at <http://www.sfdhr.org/index.aspx?page=20> or at 1 South Van Ness Avenue, 4th Floor.

Prior to appointment, eligible must complete and submit a "Conviction History Form."  
In addition, candidates must meet the following requirements:

- Successful completion of Department of Justice Fingerprint Search

Before appointment, selected eligible candidates must pass a thorough physical examination conducted by the Department Physician. This exam includes a urine test to screen for the presence of drugs or alcohol. Appointees must also pass an additional physical exam prior to the completion of their probationary periods.

The City and County of San Francisco's Substance Abuse Policy, in compliance with the Department of Transportation Omnibus Transportation Employee Testing Act of 1991 employing the Federal Motor Carrier Safety Administration (FMCSA) and Federal Transit Administration (FTA) regulations, requires drug and alcohol testing for employees in "safety-sensitive" positions. Some H-22 Lieutenant positions qualify as "safety-sensitive" as defined by the FMCSA and FTA regulations. The selected applicants for safety-sensitive positions will be required to pass a drug test prior to appointment and shall be subject to Random, Post-Accident, Reasonable Suspicion, Return-To-Duty, and Follow-Up Testing during employment. Prior to appointment to an FMCSA position, each applicant who has participated in a DOT drug and alcohol testing program within the immediately preceding two years will be required to

sign a consent form authorizing the City to contact his/her prior employers concerning his/her drug and alcohol test history.

After appointment to a permanent position, the employee must serve a probationary period during which the employee must demonstrate the ability to perform the work assigned to the position.

**Exam Type: Promotive**  
**Issued: February 8, 2018**  
**Micki Callahan**  
**Human Resources Director**  
**Department of Human Resources**  
**Recruitment ID Number: CBT-H004-902615**  
**EZ 415-551-8947**

**BENEFITS**

All employees hired on or after January 10, 2009 will be required (pursuant to San Francisco Charter Section A8.432) to contribute 2% of pre-tax compensation to fund retiree healthcare. In addition, most employees are required to make a member contribution towards retirement, ranging from 7.5%-13.25% of compensation. For more information on these provisions, please contact the personnel office of the hiring agency.

[For more information about benefits, please click here.](#)

**Click on the link below to apply:**

<b><u><a href="#">Fill out the Application NOW using the Internet.</a></u></b>	<b><a href="#">Apply Online</a></b>
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SAN FRANCISCO FIRE DEPARTMENT  
GENERAL ORDER

File Code 18 A-19  
February 12, 2018

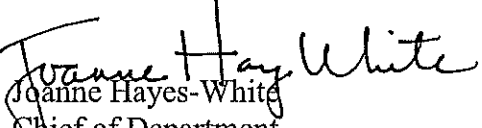
From: Chief of Department  
To: Distribution List "A"  
Subject: Pre-Retirement Planning Seminar  
Reference: Rules and Regulations, Section 402  
Enclosure: None

Officer Endorsement:  
Sec.1108-R & R

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1. In accordance with Section 11.2 of the Memorandum of Understanding with Fire Fighter's Local 798 for Bargaining Units 1 and 2, the Department will be offering a two-day Pre-Retirement Planning Seminar on Tuesday, April 17 and Wednesday, April 18, 2018.
2. The seminar will cover the nine key areas of retirement planning:
  - a. Pension Benefit Calculations
  - b. Social Security Benefits
  - c. Psychology of Retirement
  - d. Health Insurance & Benefits
  - e. Taxes
  - f. Wills, Trusts and Powers-of-Attorney
  - g. Deferred Compensation (Prudential)
  - h. Lump-Sum Payouts
  - i. Retirement Services, Applications and Procedures
3. Members must attend both days of the seminar. Check-in time with refreshments will be at 0830 hours. The informational program will start promptly at 0900 hours and continue until approximately 1700 hours. Lunch will be hosted each day.
4. The seminar will be held at the San Francisco Fire Fighters' new Union Hall, located at 325 Newhall Street.
5. Any Bargaining Unit member who is contemplating retirement within the next year should attend. Attendance at the seminar will be limited to forty (40) members. If more than 40 members wish to register for the seminar, attendance will be determined by the number of years of service-credit individuals have towards retirement. Members who plan to retire within six months of the seminar date and who have an appointment with the Retirement Board will be given special consideration for a spot at the seminar.

6. Members should contact the Division of Training at 415-970-2000, Monday through Friday, 0800 – 1100 hours, to enroll in the seminar. The deadline for registration is Friday, March 16, 2018, at 1100 hours. Members will be confirmed by Monday, April 2, 2018.
7. Cancellations must be made at least five days before the seminar. Failure of a member to attend, once enrolled, without proper cancellation, will deprive another member of the opportunity to attend.
8. Members may not attend in an on-duty status, and no guests will be permitted.
9. The Department and Local 798 want every member to be able to enjoy a happy and secure retirement. Assisting members with planning for this major change in life is the objective of these seminars.

  
Joanne Hayes-White  
Chief of Department

**Conefrey, Maureen (FIR)**

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**From:** FireChief, Secretary  
**Sent:** Friday, February 16, 2018 1:39 PM  
**Subject:** General Order 18 A-20, Training for Suppression Personnel to Work on Station 49 Ambulances

SAN FRANCISCO FIRE DEPARTMENT  
GENERAL ORDER

File Code 18 A-20  
February 16, 2018

**From:** Chief of Department  
**To:** Distribution List "A"  
**Subject:** Training for Suppression Personnel to Work on Station 49 Ambulances  
**Reference:** Rules and Regulations, Section 402; General Order 11 A-40  
**Enclosures:** None

Officers Endorsement:  
Sec. 1108 - R&R \_\_\_\_\_

1. The Department is advertising for members in the ranks of H-2 Firefighter/EMT and H-3-Level III Firefighter/Paramedic to train – and work – on Station 49 ambulances in a WDO capacity only.
2. Training will consist of online curriculum through HRMS/Target Solutions (approximately 12 hours) and classroom training (approximately 12 hours) and evaluation, followed by a written examination (which students must successfully pass in order to move forward in the process). Students will learn and refresh current knowledge on the following:
  - Module 1 - ESO (electronic charting, ePCR)
  - Module 2 - EMSA Policy & Protocol Review and update
  - Module 3 - Ambulance Equipment Review, MCI Policies and Protocols
  - Module 4 - Geography Refresher (to include hospital and clinic) locations
  - Module 5 - Station 49 Narcotics (Paramedics only) and Alternate Destinations (Sobering Center)
  - Field Evaluations (members will ride as partners with an FTO/Evaluator for two shifts)
3. Classes will start promptly at 0900 hours at the Division of Training Treasure Island Training Facility (TITF). Members must take the courses in an off-duty status. A total of 30 spaces will be allowed per day. Compensation will not be granted for off-duty attendance.
4. Target Solutions modules will be assigned to selected members on March 12, 2018, and must be completed by March 18, 2018.

5. Classroom training will be modular and will be offered the following dates:

Module 1	March 19, 0900 hours	March 21, 0900 hours
Module 2	March 19, 1300 hours	March 21, 1300 hours
Module 3	March 20, 0900 hours	March 22, 0900 hours
Module 4	March 20, 1300 hours	March 22, 1300 hours
Module 5	March 20, 1400 hours	March 22, 1400 hours

6. All interested members shall submit a General Form and PQF to the Chief of Department through the chain of command by close of business, Thursday, March 1, 2018. Submittal should contain all qualifications and experience related to Emergency Medical Services.
7. This General Order shall be rescinded on December 31, 2018.

Joanne Hayes-White  
Chief of Department

**BUREAU OF FIRE PREVENTION PERSONNEL DIRECTORY**

BFP Main Line: 558-3300 & 3304 Permits Hotline: 558-3303 (Gen Info) WDO Hotline: 558-3378  
 R-1 Program: 558-3666 After-hours Violation Hotline: 734-2106 Lock Box: 558-3276  
 Plan Check BBI: 558-6177 (Gen Info) Water-flow Desk: 558-6361 Roll Call Hotline: 558-3307

Last	First	Assignment	Phone #	Cell#	Tour
Aviles	Ric	Permits – Inspector	558-3353	628-333-0199	2
Balmy	Alec	Captain – BFP/Plan Check	558-3356	238-5284	F
Banh	Cruise	Jr. Admin Analyst– High-rise/Supplies Ordering	558-3315		5D
Bazarini	Nicholas	High-rise - Inspector	558-3310	238-5261	M
Berona	Marcus	Plan Check - Fire Protection Engineer	575-6987	530-902-8033	5D
Boughn	Rhab	Permits – Inspector	558-3357	628-600-4421	3
Britton	Richard	Permits – Inspector	558-3369	628-249-6869	1
Cacharelis,	Gregory	Complaints 2 South /3 - Inspector	558-3382	628-228-9483	1
Campbell	Michael	Admin Analyst – Hearing, RI/R2	558-3345		5D
Carion	Michael	Complaint 5/6 – Inspector	558-3374	628-235-0970	
Cheung	Janice	Plan Check – Fire Protection Engineer	865-5745	938-6280	1
Chin	Jeff	Plan Check - Inspector	558-6175	238-5277	5D
Cofflin	Ken	Captain - Port	274-0565	760-7388	5D
Cormack	James	Complaints 9/10 – Inspector	558-3370	628-228-9051	2
Cupido	Ronald	Permits - Inspector	558-3348	628-228-9140	1
De Bella	Al	Plan Check - Inspector	575-6928	925-787-9462	M
De Cossio	Daniel	Fire Marshal – BFPI/Airport	558-3320	650-303-3442	Th
Deen	Larry	Plan Check - Inspector	865-5734	310-2902	1
Der	Warren	Permits - Inspector	558-3371	238-5278	3
Dunn	John	Plan Check – Inspector	575-6936	628-208-4040	2
Eng	Amy	Lieutenant – Plan Check	558-6175	517-8945	2
Esteves Reis	Marifi	District 4 – Inspector (OAK ST.)	554-8934	706-6784	2
Fedigan	Ketty	Lieutenant-BFP -TASC/Com. Development Rm. 306	558-3256	238-5286	4
Figari	Rick	High-rise – Inspector	558-3366	628-228-9142	3
Flood	Patricia	RCF/DCF/Institutions/Hospitals/Schools- Inspector	558-3626	412-2176	M
Flores	Ramon	Complaints 9/10 – Inspector	558-3375	628-228-8707	3
Fogarty	John	District 3 North – Inspector (OAK ST.)	554-8935	238-5275	4
Gallot	Bob	Permits – Inspector	558-3362	238-5292	W
Gauer	Gerald	Complaints 7/8 - Inspector	558-3381	628 228 9484	1
Gilbraith	Kathy	Plan Check – Inspector	558-6114	707-483-7827	3
Gong	Jenny	Jr. Admin Analyst - DPH/PD Referrals/False Alarm	554-8927		5D
Haney	Thomas	Lieutenant - Plan Check	575-6940	314-5844	3
Harold	Kathy	Captain – Plan Check	558-6154	238-5296	5D
Harshman	Kjell	Lieutenant - Plan Check	865-5742	606-2688	1
Hayes	Janice	Lieutenant - Plan Check	575-6915	470-2839	2
Higgins	Pat	District 2 South – Inspector (OAK ST.)	554-8937	238-5304	2
Hong	Clifton	Districts 7/8 – Inspector (OAK ST.)	554-8930	238-5282	3
Jackson	Bill	Permits – Inspector	558-3316	238-5299	4
Joe	Alfred	Inspector	558-3363	415-238-5267	2
Juarez	Fernando	Community Outreach - Inspector	558-3344	628-225-0328	1
Kato	Tomie	Community Outreach - Inspector	558-3359	628-249-8253	
Kositzin	John	Districts 9/10 – Inspector (OAK ST.)	554-8928	628-228-9482	4
Kwong	Charles	High-rise – Inspector	558-3372	628-249-9552	1
LaRue	Augie	Permits – Inspector	558-3360	628-249-6880	
Law	Chad	Administrative Hearing - Inspector	558-3306	238-5319	F
Lee	Stanley				
Londono	Edward	Lieutenant – Districts 1-3, 4-10/Codes (OAK ST.)	554-8989	238-5287	1
Lubef	Victor	Plan Check – Inspector	558-6379	628-208-4041	5D
Lum	Marilyn	District 2 North – Inspector (OAK ST.)	554-8955	517-5775	3
Ma	Yilong	Port – Fire Protection Engineer	415-274-0485		
Mann	Kerry	Lieutenant – Permits/T.I.	558-3350	971-9640	4
Mathews	Sofia	Captain – Districts 1-10 (OAK ST.)	554-8988	238-5303	M
McGovern	Marta	Port – Inspector	274-0677	760-1279	4
Mersai	Maria	BFP – Secretary II	558-3365		5D
O’Keeffe	Tracy	Plan Check – Inspector	865-5733	314-7530	2
Orlando	Paul	High-rise – Inspector	558-3377	238-5263	2
Patt	Michael	Lieutenant – BFP	558-3364	470-2701	4
Planka	Dave	High-rise – Inspector	558-3354	810-0344	Tu
Powell	Larry	District 5 – Inspector (OAK ST.)	554-8931	628-228-9485	3
Poydessus	Ray	Lieutenant – High-rise/SFHA	558-3347	628-228-9489	3
Priem	Caroline	Plan Check – Inspector	558-6606	794-1759	4
Reilly	Theodora	Port - Inspector	274-0258	415-307-2633	
Romero	Mario	District 6 – Inspector (OAK ST.)	554-8932	238-5288	3
Pruitt	Tyrone	Assistant Fire Marshal - BFPI	558-6174	867-7290	5D
Roque	Chris	Jr. Management Assistant – Plan Check	575-6929		5D

FAX NOS.: Front Desk: 558-3323 Hdqtr Officers: 558-3327 Fire Marshal: 558-3322 Arson/BFI: 695-6638 BFP/Airport: (650) 821-7871 Port: 415-274-0354  
 BFP Treasure Island: 274-0299 Oak St. 554-8996 Plan Check: (Front Counter): 558-6560; (Capt's Ofc): 558-3328 Water-flow: 575-6933  
 Do not give out another person's cell phone number to the public.

**Conefrey, Maureen (FIR)**

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**From:** FireChief, Secretary  
**Sent:** Friday, February 16, 2018 4:48 PM  
**Subject:** General Order 18 A-21, H-32 Captain Acting Assignment Positions

SAN FRANCISCO FIRE DEPARTMENT  
GENERAL ORDER

File Code 18 A-21  
February 16, 2018

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

P  
Officer Endorsement:  
Sec 1108 – R. & R. \_\_\_\_\_

1. The Department is currently seeking interested members to apply for acting assignment positions in the rank of H-32 Captain in the Bureau of Fire Prevention (BFP).
2. All Permanent Civil Service H-22 Lieutenants 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
  - Construction / Engineering Background
  - Special Projects
4. Provisions stated in G.O. 00 A-8 apply for his position. Interested 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 Friday, February 23, 2018. Candidates will be selected to interview for the position after all applications are evaluated.
5. This General Order shall be rescinded on December 31, 2018.

**Conefrey, Maureen (FIR)**

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**From:** FireChief, Secretary  
**Sent:** Thursday, February 22, 2018 5:53 PM  
**Subject:** General Order 18 A-22, Hazmat and Rescue Squad Relief Pool and Relief List

SAN FRANCISCO FIRE DEPARTMENT  
GENERAL ORDER

File Code 18 A-22  
February 22, 2018

**From:** Chief of Department  
**To:** Distribution List "A"  
**Subject:** Hazmat and Rescue Squad Relief Pool and Relief List  
**Reference:** Rules & Regulations, Section 402  
**Enclosure:** None

Officer Endorsement:  
Section 1108- R. & R. \_\_\_\_\_

1. The Department is planning to establish a Relief Pool of qualified H-2 Firefighters who are interested in long term reassignment to Stations 1, 7, or 36. Qualified members will be chosen by seniority to create a Relief Pool at Stations 1, 7, or 36. H-2 members that own positions elsewhere will retain ownership, and will be assigned as OSE (Owns Spot Elsewhere).
  - a. H-2 members wishing to be reassigned to the Hazmat Relief Pool at Station 36 must possess and maintain a current Hazardous Materials Specialist certificate and EMT certificate.
  - b. H-2 members wishing to be placed on a Rescue Squad Relief Pool at Station 1 or 7 must possess Rescue Systems 1, SCUBA, and Surf Rescue, and maintain a current Hazardous Materials Specialist certificate and EMT certificate.
  
2. The order of detail will be based on seniority as follows:
  - a. In house qualified H-2 working REG
  - b. In house qualified H-2 working TRW
  - c. In house qualified H-2 working WDO
  - d. Relief Pool H-2 working REG
  - e. Relief Pool H-2 working TRW
  - f. Relief Pool H-2 working WDO
  - g. Relief List H-2 working REG
  - h. Relief List H-2 working TRW
  - i. Relief List H-2 working WDO
  - j. Qualified H-2 not on the relief list
  
3. Additionally, The Department is looking for interested and qualified members for the Hazmat and Rescue Squad Relief List. The Assignment Office will utilize these Relief Lists for Battalion 2, Engine 36, Rescue Squad 1 and Rescue Squad 2.

- a. The Hazmat Relief List is for the ranks of H-40 Battalion Chief, H-30 Captain, H-20 Lieutenant, H-10 Incident Support Specialist, H-3 Firefighter/Paramedic, and H-2 Firefighter. Members wishing to be placed on the Hazmat Relief List must submit and maintain a current Hazardous Materials Specialist certificate and EMT certificate.
  - b. The Rescue Squad Relief List is for the ranks of H-30 Captain, H-20 Lieutenant, H-3 Firefighter/Paramedic (for those that may work as a LWLP H-20), and H-2 Firefighter. Members must possess Rescue Systems 1, SCUBA, and Surf Rescue, and maintain a current Hazardous Materials Specialist certificate and EMT certificate.
4. The order of detail will be based on seniority as follows:
- a) Relief List member working REG.
  - b) Relief List member working TRW.
  - c) Relief List member working WDO.
  - d) Qualified members not on the Relief List.
5. Qualified interested members shall submit a General Form, including copies of the appropriate certificates to the Chief of Department by close of business, Friday, March 9, 2018. Members currently on the Hazmat and/or Rescue Squad Relief Lists do not need to resubmit a General Form and certificates, unless the member wants to be considered for a Relief Pool. This General Order is effective immediately and replaces G.O. 09 A-31.

Joanne Hayes-White  
Chief of Department



COMMUNICATIONS

## **Conefrey, Maureen (FIR)**

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**From:** Sara Watson <watsonsara23@gmail.com>  
**Sent:** Thursday, February 22, 2018 11:50 PM  
**To:** Commission, Fire (FIR)  
**Subject:** Concern about the public and EMS

Good Evening Commissioners,

I am writing this as a concerned citizen of SF and for all the visitors & citizens of SF. I have learned over the pass few months that the SFFD is currently using an ECG monitor/ defibrillator that is not able to provide appropriate or accurate cardiac care to people under 18 years of age and under. I have been doing quite a bit of research on ECG monitors for EMS use and the SFFD history with what monitors they use along with what the other ambulances I have seen in the city use. It can not provide an accurate and valid reading of 12-Lead ECG, which is used to see if a person is having a heart attack or any other abnormal heart problems, on anyone 18 and under. In the CCSF EMS treatment protocols, pediatric age is considered 14 and under. SO at this time the SFFD cannot even provide this basic and frequently used skill on all adults let alone pediatrics when the older monitors the fire department could. So the fire department has knowingly decreased the level of care they are providing. In talking to SFFD personal on ambulances there is a field test on another monitor which can provide care all the way down to neonates and has been well received by the ambulance crews testing especially for the care it can assist with to pediatrics and for other reasons. In further research I have come to find out that as SFFD was moving in a positive direction with the field trial but the new EMS Administrator Jim Duren has been sending threatening e-mails to AMR and other ambulances in the city, telling them they WILL switch monitors and meeting with the chief of the department, lying and bullying SFFD to stay with a monitor that does not assist in providing care to all citizens and visitors regardless of age. Mr. Duren, while he was up in Washington has been disciplined for conflict of interest for interfering with monitor usage. This is very upsetting that this is going on especially with having UCSF Mission Bay which treats very sick kids and when my younger family members come to visit. And the fact that I am a person not in the fire department and I can do some research in a short amount of time to find out this is happening is very disturbing and the top personal in the SFFD is letting this happen is absolutely disgusting. This is back door politics at it's finest and the effects of this is affecting the emergency medical care which does not seems to be a concern for the SFFD top staff and the fire department's EMS Administration! This needs to be brought out into the light as they seem to think no one will notice. Please please make the department answer for their reasoning of not providing the best care possible to ALL citizens and visitors to SF regardless of age.

Thank You,  
Sara Watson  
Outer Sunset District