

MINUTES FOR ADOPTION

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION REGULAR MEETING
MINUTES

Wednesday, February 10, 2016 - 9:00 a.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=24654

President Covington called the meeting to order at 9:05 AM.

1. ROLL CALL

Commission President	Francee Covington	Present
Commission Vice President	Ken Cleaveland	Present
Commissioner	Stephen Nakajo	Present
Commissioner	Michael Hardeman	Present
Chief of Department	Joanne Hayes-White	Present
Raemona Williams	Deputy Chief – Administration	
Ken Lombardi	Support Services	
Shane Francisco	Homeland Security	
Dan DeCossio	Bureau of Fire Prevention	
Richard Brown	Bureau of Fire Prevention	
Jeff Columbini	Division of Training	
Tony Molloy	EMS	
Assistant Chiefs		
Tom Siragusa	Division 3	
Staff		
Mark Corso	CFO	
Clement Yeh	Medical Director	

2. PUBLIC COMMENT

Captain Whooley, who identified himself as President of the San Francisco Fire Department EMS Officers Association and is a Paramedic Captain with the City. He stated that RC-4 was funded last year and it is still not being staffed in the Field. He added that he was told that it would not be staffed until they agreed to a 12-hour shift and he feels this is somewhat akin to a hostage taking. He stated they are currently understaffed in the RC role in the field and that there was no paramedic captain on scene the day of the Mario Woods shooting. He encouraged that the RC-4 get staffed and he recommended a 24-hour shift as well as significant administrative backup.

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

Discussion and possible action to approve meeting minutes.

- Minutes from Regular Meeting on January 27, 2016

Commissioner Hardeman Moved to approve the January 27, 2016 regular meeting Minutes. Commissioner Cleaveland Seconded. Motion to approve above Minutes was unanimous.

There was no public comment:

4. RESOLUTION 2016-01 [Discussion and possible action]

Discussion and possible action regarding proposed Resolution 2016-01, recommending that the Board of Supervisors authorize the San Francisco Fire Department accept a gift of \$25,000 from AAA Northern California, Nevada & Utah for NERT supplies and public safety education programs and materials.

Mark Corso presented the four resolutions and explained that the department has a gift fund and when they receive donations from the public or from private entities, those are all recorded for public records, but also deposited into the gift fund. He added that by board and state policy, any gift over \$10,000 needs to be formally approved by the Commission and by the Board of Supervisors. Two of them have been received recently, and two are older that are in need of clean up and have not been formally approved for a variety of reasons. He added that unless there's specific instructions on the donations and they are deposited into the gift fund, and are spent at the discretion of the Chief of Department.

Commissioner Hardeman moved to approve Resolution 2016-01. Vice President Cleaveland Seconded. The motion was unanimous.

There was no public comment on this item.

5. RESOLUTION 2016-02 [Discussion and possible action]

Discussion and possible action regarding proposed Resolution 2016-02, recommending that the Board of Supervisors authorize the San Francisco Fire Department accept a gift of \$12,000 from Fireman's Fund Insurance Company for the development of a recruitment training video.

Vice President Cleaveland moved to approve Resolution 2016-02. Commissioner Hardeman Seconded. The motion was unanimous.

There was no public comment on this item.

6. RESOLUTION 2016-03 [Discussion and possible action]

Discussion and possible action regarding proposed Resolution 2016-03, recommending that the Board of Supervisors authorize the San Francisco Fire Department accept a gift of \$54,972 from the Estate of Nguey Woo, to be allocated for the purchase public education and outreach materials in conjunction with the Fire Department's 150th Anniversary.

Mark Corso explained that the Chief of the Department intends to use the allocation of funds for fire education and safety training and outreach materials. The Department's intention with this funding is to, along with some of the programs that the Bureau of Fire Prevention is doing, leverage the events of 150th anniversary to serve as a way to reach out to additional people in the communities.

Vice President Cleaveland moved to approve Resolution 2016-03. Commissioner Nakajo Seconded. The motion was unanimous.

There was no public comment on this item.

7. RESOLUTION 2016-04 [Discussion and possible action]

Discussion and possible action regarding proposed Resolution 2016-04, recommending that the Board of Supervisors authorize the San Francisco Fire Department accept a gift of \$72,400 from the Pastor Revocable Trust, to be allocated for the purchase public education and outreach materials in conjunction with the Fire Department's 150th Anniversary.

Mr. Corso respectfully requested an amendment to the resolution changing the language from the purchase of public education and outreach materials in conjunction with the fire department's 150th anniversary, to instead be allocated for the purchase of firefighting equipment. The wording will be changed to reflect that amendment.

Vice President Cleaveland moved to approve Resolution 2016-04 as amended. Commissioner Hardeman Seconded. The motion was unanimous.

There was no public comment on this item.

8. DRAFT OPERATING BUDGET – FISCAL YEARS 2016-2017/ 2017-2018 [Discussion and possible action]

Discussion and possible action to adopt the Fire Department's Operating Budget for Fiscal Years 2016-2017/2017-2018.

Mark Corso introduced the following PowerPoint presentation along with the attached supporting documents:

http://sf-fire.org/sites/default/files/COMMISSION/Fire%20Commission%20Support%20Documents%202015/Draft%20Operating%20Budget%202-10-16%20meeting%20PP_2.pdf

<http://sf-fire.org/sites/default/files/COMMISSION/Fire%20Commission%20Support%20Documents%202015/draft%20operating%20budget%20FY%202016-17%20and%202017-18.pdf>

Mark Corso explained that The Department's submittal is due on Monday, February 22nd. He added that over the next few months, the Mayor's office works to develop a comprehensive City budget that is presented to the Board of Supervisors on June 1st followed by budget hearings at the Board of Supervisors Budget and Finance Committee in June and July and finally, in July and August, it goes before the full Board to be considered for approval. He mentioned that the first of the two years is technically approved in last year's budget process as a two-year budget, and there is a baseline budget that they have to start off with. He added that the baseline budget with some modifications that are being proposed by the Department, as well as some other changes outside of the Department's discretion are now incorporated into the budget. He stated that they are requesting approval of this item to meet the February 22nd deadline. Mr. Corso described the list of enhancements that were proposed by Division Heads and Budget Committee members as far as actual needs for the department, some which were proposed last year and were not funded and some are new.

Vice President Cleaveland thanked Mr. Corso for his presentation and his diligence in putting it all together. He asked if he had taken into consideration any of the items that Captain Whooley talked about. Mr. Corso answered yes, that there are a number of EMS infrastructure positions to support operations at station 49. Vice President Cleaveland also mentioned that he loved the idea of getting some plumbing and electrical people on staff. He added that it is not acceptable that the firefighters have to wait as long as they do to get their stations fixed. Mr. Corso added that it would be a benefit to have the flexibility of having in-house personnel to prioritize that type of maintenance work. Vice President Cleaveland was glad to see on the list of enhancements that they are going to ask for an increase on the ALS engine side from 32 to 44 paramedics. He enquired about creating a CD3 for EMS. Mark Corso replied that they would be converting the current assistant deputy chief to a deputy chief and that would cost about an

additional \$46,000.00 a year. Mr. Corso added that all the enhancements will be prioritized by the Budget Committee in the coming months in discussions with the Mayor's office. Vice President Cleaveland added that he thinks the Commission needs to be involved in voicing their opinions on priorities of the enhancement request.

Commissioner Hardeman thanked Mr. Corso for his presentation and handout which was extremely detailed and easy to understand. He added that he appreciated his explanations particularly to the H-2 candidates in the room and members of the public. He mentioned that if the members of the department decided to get a ballot measure out to the voters, he believes the citizens would probably vote for it, but that's not the way it works. He added that we all want the same thing, and if the money's not there, we don't get it and finger pointing will do no good. Commissioner Hardeman mentioned it was nice to hear that the labor organizations were not opposing the budget.

Commissioner Nakajo thanked Mr. Corso for his presentation and appreciated his concentration and focus on the budget. He added that the difference he sees is that the enhancement list is very comprehensive and it's very important to him as a commissioner to know that it was put together by the Budget Committee, the Strategic Planning Committee, Chiefs' in the Department and members in the field. The budget has the details but the enhancement are truly a reflection of current needs. Commissioner Nakajo stated that the difference for him is that the enhancements are clear indications of what the needs are, where previously we didn't verbalize it, or we didn't put it on paper and took a strategic process by putting down what our needs are and what our priorities are, knowing realistically that the Mayor's Budget Office also has a concept of what their needs are and what their priorities are. Commissioner Nakajo confirmed with Mr. Corso that the Department was not going to fulfill the request of a half percent reductions for two fiscal years. Mr. Corso confirmed that the budget before the Commission is approximately \$371,000,000.00 and on top of that, there is approximately \$29.3 million dollars being requested for enhancements and on top of that, there is also the fleet replacement plan that has been requested that is approximately \$45 million dollars..

President Covington asked Mr. Corso for an overall view of the current state of affairs with the equipment and fleet. Mr. Corso responded that the Commission passed a vehicle replacement plan originally back in 2007 and it was revised in 2009. Ever since then, the Department, on an annual basis, requests vehicles based off of that replacement plan. However, the Department has not been funded to completely support that replacement plan. He added that since the time the replacement plan was put into service, the needs of the Department have changed. We've grown and added stations, resources, and additional apparatus, things of that nature. The replacement plan, while still great, does not reflect the current needs of the Department and so in addition, the Department is proposing a replacement plan to the Mayor's office that is a more updated plan to better suit the Department's current needs. He mentioned that the goal for the Department is to have a dedicated source of funding in the budget every year specifically for vehicles and equipment that they could count on every year that would meet the needs of the Department. He stated that a lot of the apparatus are old and are in the shop in need of repair and that's not efficient or cost effective. He added it would be one of the highest priority needs for the Department in the budget process. President Covington touched on the need to prioritize the enhancement request and really look at the needs of EMS, as well as elevating the profile of the EMS units as well. The enhancements are a reflection of the current needs and they need to be prioritized in such a way that they can really mobilize forces and push for the monies that are needed. She added that the enhancements are very concrete needs of the Department and they

need to be addressed and to be funded. She stated that we are a growing city and will be bursting at the seams by the end of the two-year period for this budget round and in need of additional resources so that we can keep the additional people who are going to be living in the city as safe as possible.

Commissioner Nakajo moved to approve the Budget. Commissioner Hardeman Seconded. The motion was unanimous.

Public Comment:

Captain Whooley encouraged the Commission to look at the overall staffing of the EMS position in the department and the level of supervision. He mentioned they are understaffed and that 20 percent of the positions are vacant. He complained about mandatory overtime and operating in vehicles that have been deemed unsafe. He suggested that the Commission take a look at the Strategic Planning proposal put forth by Captain Sandy Tong.

9 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 January 27, 2016, including Fiscal Year 2015-2016 budget, staffing changes, academies, strategic planning, 150th Anniversary update, special events, communications and outreach to other government agencies and the public.

Chief Hayes-White's report covered information from the last meeting held on January 27, 2016. She touched on the budget with enhancements and that they are real needs for the Department, and that in the lean budget years they had to defer a lot. She added that she believes as the City grows, the Department needs to grow and we need to be able to be fully staffed and have proper modern equipment. She stated that on February 3rd, she presented before the Budget and Finance Committee regarding the health bond that is slated to go on the June ballot of this year, a 350-million-dollar bond, of which 44 million is earmarked to go towards a state-of-the-art EMS facility and an additional 14 million for a total of 58 million of the 350 million bond to go towards continuation of the modernizing and upgrading of all the fire department facilities that began since the 2010 and 2014 ESER Bond passages. The Board of Supervisors approved the Bond with a 10 to 1 vote, and will be placed on the June ballot.

Chief Hayes-White introduced Jonathan Baxter, the new Public Information Officer, who began officially in that capacity on January 18th, and he is off to a great start. He was of great assistance during the Super Bowl 50 events. She asked Firefighter Paramedic Baxter to provide a brief overview of what his goals are and a little bit about himself. Mr. Baxter gave an overview of his position including his efforts to improve the Department's social media outlets, working with the media and with the community.

Commissioner Nakajo asked him if he was going to be able to develop some bilingual abilities. Mr. Baxter explained that he is currently working on it, and is taking Spanish lessons and he foresees pursuing Chinese after he's comfortable with Spanish. In the meantime, he has a translation service on his iPad. Commissioner Nakajo complimented Mr. Baxter for his efforts and thought it was excellent that he is taking it upon himself to learn to speak Spanish and have access to Chinese translation.

Vice President Cleaveland also commended Mr. Baxter for his appointment and thinks it's a necessary position within the Department. Vice President Cleaveland also asked if Mr. Baxter

would be responsible for the quarterly department publication that just started. Mr. Baxter responded that yes, he would be contributing to the publication as well as a monthly newsletter outlining topics within the agency to allow the field to understand what is going on within the Department.

President Covington commented that she admires Mr. Baxter's plan to become trilingual. She added that with the 150th Anniversary approaching, he can use his position to inform the citizens of the upcoming activities and events surrounding the anniversary.

Commissioner Hardeman also commended Mr. Baxter for his amazing background, and mentioned he saw why the Chief picked him for the position with all his credentials.

Chief Hayes-White continued with her report and touched on the 119th academy, which began on January 25, 2016, the 120th academy which they anticipate starting in the March/April timeframe, the Strategic Planning Committee which met on February 2, 2016 and reported out the subcommittee findings and will meet again on February 23, 2016 and that the goal is hopefully to have a draft Strategic Plan sometime before the next meeting which has not been scheduled yet. She mentioned that with regard to the 150th Anniversary, they will officially commemorate that on December 3rd, but the kickoff event will be the annual NERT drill on April 17, 2016 with an official kickoff on April 18, 2016 with many other special events throughout the year, leading up to the December 3, 2016 anniversary date. She added that she is looking forward to a nine-month period of celebration and commemoration and education of where the department was, where it is now, and the future of the Fire Department. She mentioned that the next meeting is scheduled for February 25, 2016.

With regards to Special Events, Chief Hayes-White acknowledged Chief Shane Francisco, Deputy Chief Jeff Myers, Assistant Chief David Franklin and Battalion Chief Mike Thompson for the very successful Super Bowl 50 events. She added that she was very proud of the members of the San Francisco Fire Department and everyone that stepped up to support a challenging event, but it was an event that because of the good planning, they were able to achieve success.

Chief Hayes-White touched on the upcoming Assistant Chief's exam scheduled for February 19th and 20th. She acknowledged Commissioner Nakajo for setting up a meeting with Dr. Yeh and the two new members assigned to the EMS 6 program to meet with members of CPMC/Sutter Health related to the EMS 6 program and what the goals and objectives are as there is a real direct link between the nine receiving hospitals and the work of not only the EMS Division but specifically the EMS 6 program. She stated that what came out of that discussion was to continue the lines of communication.

Chief Hayes-White mentioned that she and Chief Williams attended and represented the Department at City Hall for the kick off of Black History month. She added that she has been reaching out to the various employees groups to encourage them to have a sit down meeting in an effort to continue ongoing dialogue. She announced the upcoming Chinese New Year Parade on February 20, 2016 and encouraged everyone to participate in the Parade. She concluded her report by asking that the meeting be adjourned in the memory of former Fire Commissioner Hadley Roff and Retired member Thomas Underwood, who she had the privilege and pleasure of working with in 1990, when she first came into the Department.

REPORT FROM OPERATIONS

Report on overall field operations, including to greater alarm fires, Emergency Medical Services, the Bureau of Fire Prevention & Investigation, and the Airport Division and Super Bowl 50 Review.

Chief Gonzales also acknowledged the members that were essential in making the Super Bowl 50 event a success, especially the EMS Division, including the new H-8's that stepped up, the Admin staff, Chief David Franklin and the SFPD. He mentioned that the Bureau of Fire Prevention did many inspections for the event, and it was a huge undertaking as far as planning went, there were a few challenges they were able to overcome, but it was a successful event.

Chief Gonzales stated that the EMS-6 program was put back into service and they have been very busy and the feedback he is receiving has suggested it has been successful so far.

He announced the upcoming multi-agency surf rescue drill on February 9th at 1:00 p.m. at Ocean Beach and invited all to attend. He gave a recap on the Bureau of Fire Prevention and Bureau of Fire Investigations. He added that 99 smoke alarms were provided to the Boys and Girls Club to distribute in the Mission District and 48 smoke alarms were provided to NERT trainees at the South of Market neighborhood meeting. He gave a brief update on the Transportation Advisory Staff Committee and that they continue to work with the MTA on improvement projects and are still waiting for written decisions from the City Attorney on the legality of lane encroachment by SFFD vehicles under normal operating conditions.

Chief Gonzales mentioned that at the Bureau of Fire Investigations, there was a reduction of 44 open fire reports from the previous month. With regards to the Airport, he welcomed new Assistant Deputy Chief Rudy Castellanos and mentioned that the paramedic bike program started last week.

Commissioner Hardeman commented that he was glad that the events at Super Bowl City was successful and it was money well spent. He was also glad to hear that the equipment with the engines was a top priority on the list of enhancements.

Commissioner Nakajo also expressed his appreciation for the hard work of the members during the Super Bowl events. He thanked Chief Hayes-White and Dr. Yeh for meeting with staff from California Pacific Medical Center.

Vice President Cleaveland asked Chief Gonzales if the fire investigation reports are ever made available to the public. Chief Gonzales answered that it is something they can explore and he would refer that question to Fire Marshal DeCossio to answer. He added that the new public information officer, Jonathan Baxter has been doing a great job of getting the up to date word out after a major incident as well as the Department going out to neighborhoods to outreach regarding fires and concerns regarding gentrification.

President Covington asked Chief Hayes-White when the current academy class will graduate. Chief Hayes-White answered May 20, 2016. President Covington also asked when the draft of the Strategic Plan will come to the Commission as she thinks it is important to have a snapshot on paper of where we are now and where we want to be. Chief Hayes-White responded that the goal would be sometime in the spring.

President Covington described her experience when she toured Super Bowl City and stated she was extremely impressed with what she witnessed. She added there was a diverse audience, very young families, Asian families, African-American families, Latino families and Filipino families.

There was no public comment.

10. AGENDA FOR NEXT FIRE COMMISSION MEETING [Discussion]
Discussion regarding agenda for the February 24, 2016 regular meeting.

- NERT
- EMS-6
- Overview of Superbowl
- Update on 911 collaboration

Public Comment: Captain Whooley stated that he would strongly encourage and support the idea of a deputy in charge of EMS and more H-43's in EMS and that further discussion need to be held about the exact amount of supervision provided in EMS.

11. ADJOURNMENT

President Covington adjourned the meeting in the memory of retired Lieutenant Thomas Underwood and Former Commissioner Hadley Roff at 11:50 AM.

Commissioner Nakajo gave an overview of Hadley Roff who was appointed to the San Francisco Fire Commission in 1996 where he served as commissioner and later as commission president and served until January 2001. He added that Mr. Roff was full of life, was dedicated, smart, clever, funny and witty and will be missed.

COMMUNICATIONS

NEIGHBORHOOD EMERGENCY RESPONSE TEAM
SAN FRANCISCO FIRE DEPARTMENT

NERT Advisory Board



2310 FOLSOM STREET
SAN FRANCISCO, CA 94110
Telephone: (415) 970-2022
Fax: (415) 970-2020

March 3, 2016

To:

President Francee Covington
Vice President Ken Cleveland
Fire Commissioner Michael Hardeman
Fire Commissioner Stephen Nakajo

cc:

SFFD Chief Joanne Hayes-White
Fire Commission Secretary Maureen Conefrey

RE: NERT Presentation / Fire Commission Meeting February 24, 2016

President Covington, Vice President Cleveland, Commissioners Hardeman and Nakajo:

It is with great pleasure that I send this note on behalf of Lt. Erica Arteseros and the NERT Advisory Board to thank you all for the opportunity to speak last week before the Fire Commission and Chief Hayes-White about the NERT program. My fellow Advisory Board members and our fellow NERT volunteers take very seriously our support of the San Francisco Fire Department and the NERT program. Our goal was to provide you with a more in-depth overview of the program and how the NERT volunteers have an impact on our city's resiliency. Your comments and thoughtful questions clearly demonstrated to us your support and appreciation. We look forward to future conversations and input from you on how NERT can continue to play a vital and supportive role during a citywide disaster in San Francisco.

Gary Pegueros
NERT Advisory Board Chair

cc: Lt. Erica Arteseros

NERT Advisory Board Members:

Sylvia Borgonovo
Lisa Dunmeyer
Maxine Fasulis
Bob Geleta
Rebecca Liebersbach
Cris Pedregal-Martin

GENERAL ORDERS

Conefrey, Maureen (FIR)

Subject: FW: General Order 16 A-11, EMS Captain Training

SAN FRANCISCO FIRE DEPARTMENT
GENERAL ORDER

File Code 16 A-11
March 3, 2016

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

Officer Endorsement:
Section 1108 – R & R

1. Emergency Medical Services (EMS) Captain training will be held from Monday, March 14, 2016 through Friday, April 1, 2016 from 0900 to 1600 hours at the Treasure Island Training Facility. This module is mandatory for the first 20 members on the new H-33 list and all Permanent EMS Captains.
2. There will be five different training modules. One module will be offered each day, Monday-Friday. Each module will be repeated three times. All members required to attend the training will need to complete all five modules.
3. Additionally, the first 20 members on the H-33 list will be required to sign up for three 8-hour RC1, RC2 or RC3 field rides, three 8-hour dispatch training sessions and three 8-hour RC4 training sessions.
4. H-33 EMS Captains and the first 20 members on the H-33 list will sign up for EMS Captain Training in HRMS. Directions to sign up for the five training modules will be forthcoming. For operational needs, sign up priority will be given to the first 20 members on the H-33 list. H-33 EMS Captains and the first 20 members on the H-33 list 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 415-318-4517.

Joanne Hayes-White
Chief of Department

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 -

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February 25, 2016

Micki Callahan
Director of Human Resources
CITY AND COUNTY OF SAN FRANCISCO
One South Van Ness Avenue, 4th Floor
San Francisco CA 94103

Dear Director Callahan,

I am writing to request your help in protecting the men and women of the San Francisco Fire Department from exposure to on-the-job health hazards. These hazards include microscopic smoke particles and other toxic products of combustion; diesel exhaust; toxic industrial chemicals; blood-borne pathogens; infectious agents; and others. The SFFD has taken steps to prevent exposures where possible, but the fact remains that being a firefighter or paramedic in the City is still inherently hazardous, as it is in cities across the U.S.

The many members of San Francisco Firefighters Local 798 who have died of cancer at an early age is a powerful indicator that much, much more needs to be done to protect us from hazardous exposures on the job.

The City currently has an opportunity to take a critically important step in protecting our health and safety by hiring one of the nation's leading experts in occupational health and industrial hygiene, Dr. Mike Wilson, as a Senior Industrial Hygienist within the Department of Public Health. The position will be deployed to SFFD to serve as an in-house expert in identifying, prioritizing and solving the health and safety problems facing the SFFD workforce. This is a very positive, long-overdue development.

Dr. Wilson, who is a former firefighter-paramedic serving in the Brown Administration as Chief Scientist in the California Department of Industrial Relations, has submitted his application for this position. Unfortunately, his application was rejected on the technical basis that he does not currently possess certification as an industrial hygienist, although he does hold both a Master of

Public Health (MPH) degree and Doctoral degree (PhD) in industrial hygiene from UC Berkeley's School of Public Health, one of the preeminent industrial hygiene programs in the nation. Dr. Wilson's expertise far exceeds that required under the industrial hygiene certification. I have attached his resume as way of background. Please also see his UC Berkeley webpage at http://coeh.berkeley.edu/people/apers_educ/wilson.htm

We are seeking your review of his case and asking that you consider the enormous benefits in health protection that Dr. Wilson can bring to the City's firefighters and paramedics; to our families and loved ones; and to the long-term fiscal interests of the City. We are respectfully requesting that you allow his application to move forward as a candidate for this position, and that a one or two-year conditional grace period be allowed—in light of Dr. Wilson's relevant advanced degrees and demonstrated expertise—during which time Dr. Wilson will obtain the Certified Industrial Hygienist (CIH) credential.

I will briefly describe a few facts pertaining to Dr. Wilson's case:


- 1) While at UC Berkeley, Dr. Wilson worked on a pro bono basis with the San Francisco Firefighters Cancer Prevention Foundation for many years. Most recently, he worked with the Chief, with Tony Stefani and the SFFCPF Board, and with colleagues at UCSF to write a comprehensive proposal to FEMA to fund a study of respiratory protection strategies that could be deployed during overhaul. FEMA supported the goals of the study and finally requested a number of changes in the proposal; by this time, however, Dr. Wilson was appointed to his current post as Chief Scientist at DIR. He has demonstrated an enduring interest in the health and safety of the City's firefighters and paramedics, and we have appreciated and benefitted from this. The importance of his work on overhaul is illustrated in three letters of support for the FEMA proposal from Mayor Ed Lee, Chief Hayes-White, and myself and the SFFCPF Board, each of which is attached.
- 2) Because he previously worked for 13 years with the Salinas Fire Department and the Santa Cruz County EMS, he has a first-hand understanding of on-the-job health hazards in the fire service and EMS. He is passionate about correcting those hazards, and he has the technical knowledge to do so.
- 3) He will take the CIH exam in either the April-May or Sept-Oct 2016 testing window. His application to the American Board of Industrial Hygiene has received initial approval and is moving forward. I can provide you with this documentation on request.
- 4) Dr. Wilson's graduate education in industrial hygiene at UC Berkeley is accredited by the American Board of Engineering and Technology (ABET). His technical expertise far exceeds many of the areas required under the IH certification, including in areas that are particularly relevant to the fire service, such as exposure assessment and combustion toxicology.

- 5) Dr. Wilson's record illustrates that he knows how to apply both science and common sense in solving complicated exposure problems facing workers. He has enough experience to know what will work—and what won't—when it comes to proposing and implementing new ideas to protect people. This skill is particularly important in the complex, continually changing conditions faced by firefighters and paramedics in the City. Our work environment is unique, and making changes in it requires someone with both field experience and scientific training. Dr. Wilson possesses both.

The leadership of IAFF 798 believes strongly that Dr. Wilson will provide very effective leadership and technical expertise in developing programs to reduce hazardous exposures facing our firefighters and paramedics. Without question, bringing him on board is very much in the long-term interests of the City, and it is the right thing to do for the men and women who serve the SFFD.

It is my belief that with Dr. Wilson on board, the City can become a model for the nation in protecting the health and safety of firefighters from hazards that have continued for far too long. Please let me know as soon as possible what action you are contemplating with regard to Dr. Wilson's application. Please feel free to get in touch with me if you have any follow-up questions.

Respectfully submitted,



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

Cc: Honorable Ed Lee, Mayor, CCSF
Fire Commission, SFFD, CCSF
Honorable London Breed, President, Board of Supervisors, CCSF

THOMAS P. O'CONNOR
PRESIDENT
TRUCK 2

DANIEL A. GRACIA
VICE PRESIDENT
RESCUE 1

JAMES M. VANNUCCHI
SECRETARY
FIREBOAT ONE

SHON BUFORD
TREASURER
RESCUE 2

March 25, 2012

Grant Programs Directorate
Fire Prevention and Safety Grants
Research and Development Grant Section
U.S. Department of Homeland Security/FEMA
800 K Street NW,
Washington, DC 20472-3620



SAN FRANCISCO FIRE FIGHTERS
- Local 798 -

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DIRECTORS

STEPHEN V. GIACALONE
ENGINE 7

KATHLEEN MOLLOY-GILBRAITH
ENGINE 11

ANTHONY RIVERA
ENGINE 28

FLOYD K. ROLLINS II
ENGINE 51

MICHAEL A. WALSH
TRUCK 17

RE: FEMA research grant proposal by UC Berkeley and UC San Francisco

Dear Colleagues,

The San Francisco Firefighters IAFF Local 798 offers our enthusiastic support for the joint project between UC Berkeley, UC San Francisco and the San Francisco Fire Department to identify and implement strategies to improve firefighter respiratory protection during overhaul.

The project, *Protecting Firefighters During Overhaul: Assessment and Intervention*, has been submitted under the FEMA Research and Development (R&D) Grants program.

The project is of great importance to our membership. The design includes focus groups and interviews with our members, which is an excellent way for the research team to understand the challenges of working in the overhaul environment. The study recommendations that grow out of this understanding will lead to strategies that we think are more likely to be actually implemented on the ground. The potential outcome of this study is of great importance to firefighter health and safety in San Francisco and across the U.S.

Our membership is very concerned about exposures to carcinogens, particulates and other toxic substances that occur during overhaul. We have found, for example, that 16 of the 117 female firefighters in our membership aged 40-50 have been diagnosed with breast cancer, or about 14%. The population-based rate for breast cancer in this age group is 1/69, or about 1%.

As President of IAFF Local 798, and on behalf of our nearly 1,400 members, I urge you to fund the UC Berkeley and UCSF proposal at the highest possible level.

Please do not hesitate to contact me if you have any questions.

Respectfully submitted,

Tom P. O'Connor Jr.
President

Affiliated with INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS, AFL-CIO, CLC

TONY STEFANI
CHAIRMAN/PRESIDENT

KEITH ONISHI
VICE-PRESIDENT

ANITA PARATLEY
SECRETARY

JEFF MALONE
TREASURER



SAN FRANCISCO FIREFIGHTERS
CANCER PREVENTION
FOUNDATION

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TELEPHONE (415) 821-7103 • FAX (415) 821-1578
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PRESIDENT:
THOMAS P. O'CONNOR

CONSULTING PHYSICIANS
KIRSTEN GREENE, M.D.
MARSHALL L. STOLLER, M.D.
RAMÓN J. TERRAZAS, M.D.

March 27, 2012

Grant Programs Directorate
Fire Prevention and Safety Grants
Research and Development Grant Section
U.S. Department of Homeland Security/FEMA
800 K Street NW,
Washington, DC 20472-3620

RE: San Francisco Fire Department research project with UC Berkeley and UC San Francisco

Dear Committee Members,

I am writing on behalf of the San Francisco Firefighters Cancer Prevention Foundation, which strongly supports the FEMA study proposal submitted to your office by Dr. Michael Wilson of UC Berkeley and Dr. Robyn Gershon of UC San Francisco.

The Board of the Foundation consists of active and retired San Francisco firefighters and fire administration. Our mission is to deploy every possible means to prevent exposures to toxic substances on the job, with the goal of reducing and eventually eliminating job-related health problems, including various cancers, asthma, and other diseases among firefighters.

The proposal, *Protecting Firefighters During Overhaul: Assessment and Intervention*, responds to a problem that is of deep concern to our Foundation; namely, that firefighters in San Francisco and across the nation continue to be exposed to high levels of carcinogens, asthmagens, ultrafine particles and other combustion byproducts during the process of overhauling a structural fire. While departmental standard operating procedures typically require the use of self-contained breathing apparatus (SCBA) during overhaul, it is well known across the U.S. fire service that in actual practice the SCBA is rarely used by firefighters during overhaul, primarily because it is not well-suited for working in the overhaul environment.

Berkeley and UCSF are proposing a fresh approach to this problem. They will run focus groups on the nature of the problem, and they will develop solutions based on this input. This will improve the likelihood that the study's recommendations will be implemented in practice. The research team is well-seasoned: it includes Robyn Gershon, a nationally recognized expert in emergency response and disaster epidemiology, and Dr. Michael Wilson, an expert in occupational exposure assessment who also understands the firefighter work environment from his previous career as a firefighter.

We offer the proposal our highest possible endorsement and urge you to fund it in full measure as quickly as possible.

Sincerely,

Tony Stefani
President

JOANNE HAYES-WHITE
CHIEF OF DEPARTMENT



EDWIN M. LEE
MAYOR

SAN FRANCISCO FIRE DEPARTMENT
CITY AND COUNTY OF SAN FRANCISCO

April 2, 2012

Grant Programs Directorate
Fire Prevention and Safety Grants
Research and Development Grant Section
U.S. Department of Homeland Security/FEMA
800 K Street NW,
Washington, DC 20472-3620

RE: FEMA research grant proposal by UC Berkeley and UC San Francisco

Dear Members of the Selection Committee,

I am writing to urge your support for the proposal, *Protecting Firefighters During Overhaul: Assessment and Intervention*, submitted to your Agency by Drs. Michael Wilson of the University of California, Berkeley and Dr. Robyn Gershon of the University of California, San Francisco, under the Fire Prevention & Safety (FP&S) Grants, Research and Development (R&D) Grants program.

The San Francisco Fire Department is a partner in this study, together with Local 798 of the International Association of Firefighters and the San Francisco Firefighters Cancer Prevention Foundation. As Chief of the Department and as a veteran Firefighter, I am deeply committed to protecting—and to improving—Firefighter health and safety, and I have recognized for some time that new approaches may be needed to protect Firefighters against toxic air contaminants and ultrafine particles in the overhaul environment. Reducing exposures to toxic air contaminants during overhaul is a significant need throughout the U.S. Fire Service.

Drs. Wilson and Gershon have the requisite academic and scientific experience to execute this important study and to disseminate its findings throughout the Fire Service. They are exemplary researchers and individuals with a deep commitment to Firefighter health and safety and to developing workable solutions. In addition, Dr. Wilson is a former Firefighter and Safety Committee Chairman who is very familiar with the Firefighter work environment and, in particular, the difficulties of improving respiratory protection during overhaul.

I am committed to seeing the project through from inception to completion. I have met with Dr. Wilson and have informed him that we will support the project in every way possible. I am confident that with our support, together with the support the project has received from Local 798 and the Foundation, the findings of this study will make a significant impact in the U.S. Fire Service for decades to come.

I see this study and its outcome as one of our department's highest priorities, and I urge you to offer the highest possible award to ensure its success.

Please do not hesitate to contact me if you have any questions.

Very truly yours,


Joanne Hayes-White
Chief of Department

Office of the Mayor
City & County of San Francisco



Edwin M. Lee

April 9, 2012

Grant Programs Directorate
Fire Prevention and Safety Grants
Research and Development Grant Section
U.S. Department of Homeland Security/FEMA
800 K Street NW
Washington, DC 20472-3620

RE: San Francisco Fire Department research project with UC Berkeley and UC San Francisco

Dear FEMA Colleagues,

As Mayor of the City and County of San Francisco, I am proud to support the efforts of the San Francisco Fire Department, Local 798 of the International Association of Firefighters, and the San Francisco Firefighters Cancer Prevention Foundation, in their efforts to protect the health and safety of our nearly 1,400 uniformed firefighters.

Toward that end, the leaders of these important organizations have entered a collaboration with health researchers at the Berkeley and San Francisco campuses of the University of California to develop strategies that could reduce the potential for respiratory exposures during the overhaul phase of structural firefighting. The proposed study, *Protecting Firefighters During Overhaul: Assessment and Intervention*, has been submitted to you for review, and I urge you to fund the proposal without delay.

We recognize that the problem of respiratory exposures during overhaul is endemic in the U.S. fire service and has eluded interventions for many years. It is my hope that the City and County of San Francisco will play a leadership role in documenting the origins of this problem and devising sustainable solutions that could be a model for cities throughout the United States.

I am happy to support this effort. I believe the proposed project could produce results that will lead to long-term improvements in health protection for our men and women in uniform, and I urge you to extend funding to the project as quickly as possible.

On behalf of the people of San Francisco, thank you for your consideration, and we look forward to hearing from you.

Best regards,


Edwin M. Lee
Mayor

MICHAEL P. WILSON, PhD, MPH
2300 WOOLSEY ST.
BERKELEY, CA 95705

mwilson@dir.ca.gov

http://coeh.berkeley.edu/people/apers_educ/wilson.htm

EDUCATION

Environmental Health Sciences—Ind Hyg (PhD)	University of California, Berkeley	2003
Environmental Health Sciences—Ind Hyg (MPH)	University of California, Berkeley	1998
Biology, with Thesis Honors (BA)	University of California, Santa Cruz	1984

SPECIALIZED TRAINING

Trade Union Program (Diploma)	Harvard University	1995
Hazardous Materials Technician (Certification)	California Specialized Training Institute	1993
Spanish Language (Bilingual Certification)	Proyecto Francisco Marroquin, Guatemala	1987
Mobile Intensive Care Paramedic Program (Diploma)	Stanford University Hospital	1986

EMPLOYMENT

Chief Scientist **California Department of Industrial Relations (DIR)** **2013 – Present**

Position Summary: DIR oversees Cal/OSHA, Workers Compensation, Labor Standards Enforcement and Apprenticeship Training in California. In the Office of the DIR Director, I am working with a Cal/OSHA and DIR law and engineering team to draft and implement a new, comprehensive process safety management (PSM) regulatory policy for the California oil refinery sector, in response to the Chevron, Richmond fire and Governor Brown’s refinery safety initiative. I have provided expertise in industrial hygiene, toxicology, occupational safety, emergency response, process safety, and technical writing. I am working closely with industry, labor, government and community stakeholders in this position and have represented the Department and Administration before hearings of the U.S. Chemical Safety Board, the California Legislature and the U.S. Senate Environment and Public Works Committee. The proposal is currently in the rule-making process; when implemented, it will represent the most far-reaching and comprehensive process safety regulatory policy in the U.S.. The key strength of the regulation (CCR Title 8, §5189.1) is its “hierarchy of hazard prevention” approach, which is particularly effective in refineries but is applicable to all public, occupational and environmental health settings. In January 2016, I will work with Cal/OSHA to help interpret, implement and enforce the new regulation.

Hazmat Specialist **FEMA Urban Search & Rescue (USAR) Task Force 4** **2010 – Present**

Position Summary: Task Force 4 is one of 23 national FEMA Urban Search and Rescue (USAR) teams that respond to major disasters as part of the National Response System. I serve in an on-call capacity in the hazardous materials functional area, with primary responsibility for anticipating, preventing, identifying and mitigating hazardous materials threats faced by the team. I am developing an industrial hygiene component for the team. I have successfully completed the FEMA ICS courses. I serve as an industrial hygiene instructor for firefighters attending the annual Continuing Challenge Hazmat Workshop. In 2013, I served as an adjudicator for Operation Urban Shield, the Bay Area’s multi-agency hazardous materials emergency response training exercise. This work requires a high degree of technical expertise in industrial hygiene in the emergency response setting.

Director**Labor Occupational Health Program (LOHP)****2011 – 2013**

Position Summary: LOHP is a UC Berkeley occupational safety and health outreach and training program of the Northern California Center for Occupational and Environmental Health (COEH) in the UC Berkeley School of Public Health. As director, I served as principal investigator and chief administrator, as well as technical expert in industrial hygiene and occupational safety. I set strategic priorities; ensured the quality of our programs; served as liaison with the university and with unions, employers, government agencies, advocacy groups, funding agencies and foundations; published research findings; taught courses in industrial hygiene and occupational safety; oversaw the budget and grant writing; and launched strategic partnerships to advance the program's mission. I presented the program's work before academic conferences, industrial hygiene and occupational safety organizations, labor meetings and others. In 2011, I collaborated with the San Francisco Firefighters Cancer Prevention Foundation and with IAFF Local 798, Chief Hayes-White and UC San Francisco researchers on a FEMA grant proposal to study interventions that would improve respiratory protection during fire overhaul at the San Francisco Fire Department. (This proposal was returned from FEMA for revisions, at which point I was appointed to my current post as Chief Scientist at DIR). In 2012, with the state Department of Industrial Relations, I conducted a statewide evaluation of worker and community perspectives on refinery safety, and I convened and chaired a multiagency meeting of Bay Area fire officials to evaluate the emergency response to the Richmond, Chevron refinery fire. I presented my findings and recommendations to the Governor's Interagency Working Group on Refinery Safety. Serving as director of LOHP required me to develop my skills in leading highly trained technical staff and shaping the organization's long-term strategic goals.

Assistant Research Scientist**Center for Occupational & Environmental Health****2003 – 2010**

Position Summary: COEH is a UC Berkeley outreach program to improve occupational and environmental health through research, teaching and service. I conducted research and practice in industrial hygiene and occupational safety, particularly with regard to state and federal chemical policies to improve worker safety and health. I authored technical policy documents for the California Legislature and California EPA, and I testified on my findings before hearings of the Legislature and the U.S. Senate Environment and Public Works Committee. I presented my findings and recommendations at meetings of government agencies, industry associations, labor unions, public health scientists and researchers. I raised funds and administered program elements. My work formed the basis for the state's Green Chemistry Initiative and two pieces of legislation, AB 1879 (Feuer-D, LA) and SB 509 (Simitian-D, Palo Alto), which were signed into law by Governor Schwarzenegger. These laws are now in effect as the Safer Consumer Products Regulations and the Chemical Information Clearinghouse. This position required the highest standards of academic excellence, technical writing, collaboration, diplomacy and policy leadership.

Doctoral and Masters Student**Environmental Health Sciences****1996 – 2003**

Position Summary: The UC Berkeley graduate program in environmental health sciences/industrial hygiene, is accredited by the American Board of Engineering and Technology (ABET). I attended my environmental health/industrial hygiene masters and doctoral education under a traineeship of the National Institute for Occupational Safety and Health (NIOSH) and other scholarships. I completed coursework in probability and statistics, toxicology, public health policy, risk assessment and regulatory policy, epidemiological methods, engineering controls of chemical hazards, characterization of airborne chemicals, physical agents, exposure assessment and control, professional practices, ergonomics and occupational safety. In my doctoral dissertation research, I conducted a field and analytical chemistry investigation of exposures among vehicle repair technicians to neurotoxic degreasing solvents. I worked closely with members of the Bay Area machinist's unions, who were exposed to these solvents and subsequently developed peripheral neuropathy, a disabling nerve disease. The state Department of Public Health published my findings in a statewide Health Hazard Advisory for the vehicle repair industry. This work required a high degree of technical skill in industrial hygiene, analytical chemistry and public health policy. During my graduate education, I received awards from the

National Institute for Occupational Safety and Health; the Switzer Foundation; the American Industrial Hygiene Association; the UC Berkeley Environmental Health Sciences Division, the UC Office of the President, the American Public Health Association, the Semiconductor Industry Safety Association, and the National Safety Council.

Graduate Student Assistant Occupational Health Branch 1998 – 2002

Position Summary: This Branch of the state Department of Public Health provides outreach, education and technical support to workers, unions and employers on occupational health and safety issues. I provided technical support to Branch staff in responding to requests for information on chemical hazards; I assisted in the development of state Health Hazard Advisories; and I staffed the public information phone line. I left the branch in my final year as a graduate student at UC Berkeley in order to complete my doctoral dissertation.

Firefighter-Paramedic Salinas Fire Department 1991 – 1996

Position Summary: The Salinas Fire Department serves a jurisdiction of 55 square miles and handles about 12,000 responses per year. As a member of a three-person paramedic engine company, I served as the engine company firefighter and apparatus operator and provided emergency medical services at the advanced life support (ALS) level. I served as a hazardous materials technician, high angle rescue specialist, and bilingual English-Spanish translator, certified by the City of Salinas. I taught the high angle rescue component of the Salinas Fire Department training academy. I served as the senior medical officer for multi-casualty incidents, and I served as chair of the labor-management health and safety committee. In this capacity, I worked with the administration and union membership to improve the department's hazardous materials response capacity, respiratory protection, hearing conservation program, diesel exhaust protections, firefighter PPE, confined space rescue protocols, blood-borne pathogen protections, and rescuer accountability at major incidents. During this time, I served as vice president and president of IAFF Local 1270. In 1995, I was awarded one of two U.S. seats by the IAFF to attend the Harvard University Trade Union Program. Serving as a firefighter-paramedic requires a high degree of proficiency in various technical areas; the ability to work well with others under difficult circumstances; provide leadership and decision-making under pressure; set priorities quickly in stressful situations; and work professionally with emergency physicians, nursing staff, public agencies, and law enforcement.

Field Representative SEIU Local 250, Health Care Workers Union 1989 – 1991

Position Summary: Local 250 is one of the nation's largest unions of health care workers. In English and Spanish, I represented a racially and ethnically diverse population of workers in the convalescent hospital sector, and I organized and represented private ambulance paramedics and EMTs. I worked with rank-and-file leadership teams to build internal capacity, develop contract language and negotiate and enforce labor agreements. I organized and helped lead labor-management committees to solve health and safety problems facing paramedics and EMTs. I provided training to union leaders on Cal/OSHA standards pertaining to emergency response, blood-borne pathogens, hearing conservation, infectious disease, PPE, and confined space. I provided training on rights and obligations under the National Labor Relations Act. This position required a high degree of diplomatic skill and leadership; excellence in oral presentations; and proficiency in drafting technical and legally sound labor-management contracts.

Paramedic Santa Cruz Ambulance Paramedic Services 1985 – 1989

Position Summary: Santa Cruz Ambulance Paramedic Services (now AMR) is the primary 911 emergency medical services (EMS) provider for Santa Cruz County, which encompasses both urban centers and remote rural areas. Each two-person paramedic ambulance team handled about 1,000 emergency responses per year. As a paramedic, I provided field patient care at the advanced life support (ALS) level, including differential diagnosis of complex medical conditions; adult, pediatric and neonatal endotracheal intubation; IV access for

administration of emergency medications; interpretation of EKGs; interosseous infusion; basic trauma life support, including decompression of tension pneumothorax; and other advanced procedures. I served as senior medical officer at multi-casualty incidents. I organized this workplace with SEIU Local 250, and I worked with the management and union membership to improve bloodborne pathogen protections, incident command procedures, hearing conservation, hazardous materials response, and PPE. Serving as an EMS paramedic is a high-pressure position that requires excellence in a wide range of technical skills; equanimity under pressure; sound judgment; the highest standards of integrity and professionalism; the ability to work effectively with people and co-workers in difficult circumstances; and an unflinching sense of humor.

Emergency Medical Technician Santa Cruz Ambulance Services 1981 – 1985
 Position Summary: Santa Cruz Ambulance provided basic life support services and transportation in Santa Cruz County before the advent of paramedic services. I served both full-time and part-time as a member of a two-person ambulance team, providing emergency medical services at the basic life support (BLS) level. I left SCA to attend paramedic training at Stanford University Hospital, and I subsequently staffed one of the first mobile intensive care paramedic ambulances to serve Santa Cruz County.

Crewman, Coxswain & EMT U.S. Coast Guard Reserve Group Monterey 1979 – 1985
 Position Summary: U.S. Coast Guard Group Monterey serves a response area extending 50 miles offshore between the San Mateo and San Luis Obispo County lines. I initially served as a reserve boat crewman and EMT on 44' and 41' rescue vessels assigned to search and rescue operations, maritime law enforcement, and marine environmental protection response. I qualified as a Coast Guard coxswain in 1983, where I was in command of the vessel and responsible for the safety of the crew and the mission. I successfully completed the Heavy Weather Coxswain Training at the Columbia River Bar, where student coxswains pilot self-righting 44' Motor Lifeboats (MLBs) in surf conditions. I commanded missions involving sinking vessels; vessels trapped in surf and floundering in heavy weather; diving and medical emergencies; and others. I commanded marine law enforcement operations, working with officers of the Coast Guard Intelligence (CGI) service. Serving as a Coast Guard coxswain requires confidence and leadership ability under physically difficult conditions; skills in the maritime arts; and diplomacy in working with the public and the maritime industry.

AWARDS & HONORS

Recipient: The Best of Scientific Solutions	<i>New Solutions</i> Journal at 20 Years	2012
Distinguished Alumnus, 1965-2010	By the Chancellor, UC Santa Cruz	2011
Environmental Leadership Award	Robert and Patricia Switzer Foundation	2010
Helen Clark Memorial Award	Silicon Valley Toxics Coalition	2009
Environmental Leadership Award	Robert and Patricia Switzer Foundation	2009
Environmental Sciences Fellowship	Robert and Patricia Switzer Foundation	2003
Robert Legge Memorial Award	American Industrial Hygiene Association	2002
James Keogh Memorial Award	American Public Health Association	2000
Bernard D. Tebbehs Memorial Award	American Industrial Hygiene Association	1998
Industrial Toxicology Award	Environmental Health Sciences, UC Berkeley	1997
Industrial Occupational Safety Scholarship	Semiconductor Industry Safety Association	1997
Industrial Occupational Safety Scholarship	National Safety Council	1997
NIOSH CDC Graduate Traineeship	University of California, Berkeley	1996
Distinguished Service Award	International Association of Firefighters	1996
Harvard University Trade Union Program	International Association of Firefighters	1995
Honorable Discharge	U.S. Coast Guard Reserve	1986

PUBLICATIONS

Kokai, Schwarzman, Wilson (2015). Choosing Metrics for Bioaccumulation and Persistence in Chemical Assessment for Cleaner Production. *Journal of Cleaner Production*. In preparation.

Wilson, Trombetta, Armstrong (2015). The California Process Safety Management Framework: Integrating Inherent Safety into Regulatory Policy. *J of Chem Engineering and Process Technology*. In preparation.

Scruggs, Ortolano, Wilson, Schwarzman (2015) Effect of Company Size on Potential for REACH Compliance and Selection of Safer Chemical. *Env Science & Policy* 45:79-91.

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Wilson M and Schwarzman M (2009). Toward a New U.S. Chemicals Policy: Rebuilding the Foundation to Advance New Science, Green Chemistry, and Environmental Health. *Env Health Persp* 177(8) 1202-1209. [pdf]

Demou E, Hellweg S, Wilson M, Hammond SK, and McKone (2009). Evaluating Indoor Exposure Modeling Alternatives for LCA: A Case Study in the Vehicle Repair Industry. *Environ. Sci. Technol.* 43. 5804-5810 [pdf]

Hughes J, Legrande D, Zimmerman J, Wilson M, Beard S (2009). Green Chemistry and Workers. *New Solutions* 19(2) 239-253. [pdf]

Wilson M, Schwarzman M, Malloy T, Fanning E, Sinsheimer P (2008). *Green Chemistry: Cornerstone to a Sustainable California*. Special Report to the California Environmental Protection Agency. University of California Centers for Occupational and Environmental Health. [pdf]

Wilson M, Madison H (2008). *Protecting Workers in Industrial Confined Spaces*. Report to the Los Angeles District Attorney and the California Occupational Safety and Health Standards Board. Center for Occupational and Environmental Health, School of Public Health, University of California, Berkeley. [pdf]

Wilson M, Hammond SK, Hubbard A, Nicas M (2007). Worker exposure to volatile organic compounds in the vehicle repair industry. *J Occ and Env Hyg*, May(4) 301-310 [pdf]

Schwarzman M, Wilson M (2009). New Science for Chemicals Policy. *Science* 326. 1065-1066. 20 Nov. [pdf]

Wilson M, Chia C, Ehlers B (2006). Executive Summary: Green Chemistry in California: A Framework for Chemicals Policy and Innovation. *New Solutions* 16(4) [pdf]

Wilson M, Chia C, Ehlers B (2006). *Green Chemistry in California: A Framework for Leadership in Chemicals Policy and Innovation*. Special Report to the California Senate Environmental Quality Committee and Assembly

Committee on Environmental Safety and Toxic Materials. University of California, California Policy Research Center. [pdf]

BOOK CHAPTERS

Wilson M, Schwarzman M (2015). International Chemicals Policy, Health and Human rights. In: *Current Diagnosis and Treatment: Occupational and Environmental Medicine, 5th Edition*. Ladou and Harrison, Eds. Lange Publishing, New York.

Maguire S, Iles A, Matus K, Mulvihill M, Schwarzman M, Wilson M (2014). Bringing new meaning to molecules by integrating green chemistry and the social sciences. In: *World Social Science Report 2013: Changing Global Environments*. Paris: United Nations Educational, Scientific, and Cultural Organization.

Wilson M, Chia C, Ehlers B (2012). Green Chemistry in California: A Framework for Leadership in Chemicals Policy and Innovation. In: *From Critical Science to Solutions: The Best of Scientific Solutions*. Richard Clapp, Ed. Baywood Publishing, New York.

Schwarzman M, Wilson M (2011). Reshaping Chemicals Policy on Two Sides of the Atlantic: The Promise of Improved Sustainability through International Collaboration. In *Transatlantic Regulatory Cooperation: The Shifting Roles of the EU, the US and California*. David Voge & Jo Swinnen, Eds. Edward Elgar Publications, United Kingdom.

Wilson M and Kirschner M (2008). Policy Developments in the United States Related to Chemicals and Electronic Waste. In *Governance, Risk and Compliance Handbook: Technology, Finance, Environmental, and International Guidance and Best Practices*, Anthony Tarantino, Ed. New York: Wiley & Sons.

Wilson M. Green Chemistry in California (2008). In: *Handbook of Household Hazardous Waste*. Amy Capaniss, Ed. Government Institutes, Maryland.

TEACHING

Instructor, Cypress Mandela Pre-Apprenticeship Building Trades Training Center, Oakland

Instructor, College of Chemistry: Spring 2011

Chemistry 234, *Green Chemistry and Sustainable Design: An Interdisciplinary Approach*

Guest Lecturer, School of Public Health: 2007—2013

PH 150B *Introduction to Environmental Health Sciences*

PH 200C *Graduate Core in Environmental Health Sciences*

PH 220C *Health Risk Assessment, Regulation and Policy*

PH 270A *Exposure Assessment & Control*

Guest Lecturer, College of Natural Resources: 2009—2012

Introduction to Toxicology

Guest Lecturer, Goldman School of Public Policy: 2007—2011

Environment and Technology in Policy and Business

Guest Lecturer, Stanford University School of Engineering: 2008—2011
Engineering and Environmental Design

INVITED TESTIMONY

State

Joint California Assembly and Senate Field Hearing: Senator Hancock and Assemblymember Skinner. Next Steps to Improving Refinery Safety. Richmond, Chevron Fire of August 6, 2012. Richmond, CA. April 5, 2013.

Joint California Assembly Oversight Hearing: Environmental Safety and Toxic Materials, and Health Committees. Implementation of AB 1879. Sacramento, CA. February 15, 2011.

Joint California Assembly Oversight Hearing: Environment Safety and Toxic Materials, Health, and Natural Resources Committees. Implementation of AB 1879. Sacramento, CA. August 3, 2010.

Joint California Assembly Oversight Hearing: Environmental Safety and Toxic Materials, Health, and Natural Resources Committees. Implementation of AB 1879. Sacramento, CA. February 24, 2009.

California Senate Environmental Quality Committee Field Hearing: Green Chemistry in California, Report from UC Berkeley. Palo Alto, CA. October 3, 2006.

California Senate Environmental Quality Committee: Green Chemistry in California, Report from UC Berkeley. Sacramento, CA. June 28, 2006.

Federal

U.S. Senate Environment and Public Works Committee. Oversight Hearing on Executive Order 13650 on Improving Chemical Facility Safety and Security. Washington, D.C. March 6, 2014.

U.S. Chemical Safety and Hazard Investigation Board. Hearing on the Findings of the CSB Interim Report on the Richmond, Chevron Fire of August 6, 2012. Richmond, CA. January, 2014.

OSHA, EPA, Department of Homeland Security field hearing on Executive Order 13650 on Improving Chemical Facility Safety and Security. Sacramento, January 2014.

U.S. Chemical Safety and Hazard Investigation Board. Hearing on the Findings of the CSB Interim Report on the Richmond, Chevron Fire of August 6, 2012. Richmond, CA. April 19, 2013.

U.S. Senate Committee on Environment and Public Works. Oversight Hearing on the U.S. Chemical Management Program and the Toxic Substances Control Act. Wash, D.C. August 2, 2006

APPOINTMENTS

Consulting Scientist, San Francisco Firefighters Cancer Prevention Foundation
Appointed by the Board of Directors

2015 – Present

Committee Member, Green Ribbon Science Advisory Panel
Appointed by the Secretary, California EPA Secretary

2009 – 2014

Committee Member, Biomonitoring Science Guidance Panel
Appointed by the Speaker, California State Assembly

2007 – 2014

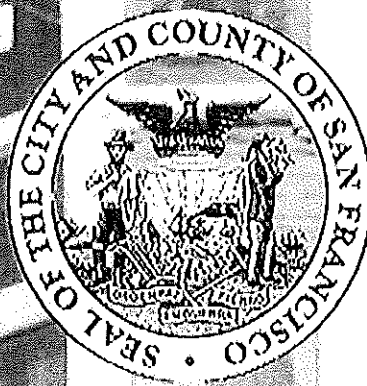
Green Chemistry Science Advisory Panel
Appointed by the Secretary, California EPA Secretary

2007 – 2009

* * * * *

AGENDA ITEM 5 (SAN FRANCISCO FIRE SAFETY TASK FORCE

San Francisco Fire Safety Task Force



FINAL REPORT January 19, 2016



San Francisco Fire Safety Task Force

1660 Mission Street, 6th Floor
San Francisco, CA 94103-2414
(415) 558-6165

TABLE OF CONTENTS

Members:

Rosemary Bosque, Chair
Chief Housing Inspector
Housing Inspection Services
SF Department of Building
Inspection (DBI)
Rosemary.bosque@sfgov.org

David Briggs
Local & Regional Water System
Manager
SF Public Utilities Commission
(SFPUC)

Rich Brown
Assistant Fire Marshall
Bureau of Fire Prevention
SF Fire Department
(SFFD)

Dan de Cossio
Assistant Deputy Chief/
Fire Marshall
San Francisco Fire Department
(SFFD)

Dan Lowrey
Deputy Director,
Inspection Services
SF Department of Building
Inspection (DBI)

Johnson Ojo
Environmental Health Services
Healthy Housing & Vector
Control Program Manager
SF Department of Public Health
(DPH)

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Introduction: Fire Safety Task Force Mandates & Operations

Authority & Purpose:

The Emergency Interagency Fire Safety Task Force (referred to as the Fire Safety Task Force) was established by Ordinance No. 90-15, effective July 17, 2015. This Ordinance authorized the Task Force (comprised of members from the Department of Building Inspection, Fire Department, Public Utilities Commission, Department of Public Health) to review and make recommendations to the Board of Supervisors regarding possible legislation and other solutions that would improve fire safety in multi-residential and multi-use buildings including but not limited to fire prevention measures, post-fire investigation, processing and resolution of fire safety related complaints, interagency coordination, and the advisability of requiring the installation of fire alarms and sprinklers in existing buildings. For the purposes of Task Force efforts existing multi-residential and multi-use buildings are apartment houses containing three (3) or more dwelling units that can contain other uses such as ground floor commercial.

Meetings & Operations:

Pursuant to Ordinance No. 90-15 the Fire Safety Task Force held six (6) public meetings commencing on August 18, 2015 and ending on November 10, 2015. (Please see Exhibit C within the attached Appendix for a summary of the public meeting dates and topics). Over the course of these meetings, representatives from the landlord, tenant, and small business communities were invited to offer their perspectives on matters considered by the Task Force. (Please see Exhibit F within the Appendix for more information).

Findings & Recommendations:

The Fire Safety Task Force voted on Task Force Findings and Recommendations at the last public meeting held on November 10, 2015. The Task Force voted unanimously to approve the Findings and Recommendations delineated within this report (which includes minor corrections read into the record) at the November 10, 2015 meeting. An additional thirty days were given to stake holders to facilitate any written comments they wished to submit once the Final Findings and Recommendations were placed on the Task Force web page on or about November 23, 2015.

Section I: Immediate Measures

Fire Safety Task Force Findings:

1. The San Francisco Administrative, Fire and Housing Codes do not require building owners of multi-residential (apartment buildings) to post or disclose information regarding the location and maintenance of fire safety devices and practices to building residents, or to conduct annual fire evacuation drills.
2. CCSF currently has no nexus between the issuance of a new business registration with the Tax Collector pursuant to the jurisdiction's Business & Tax Regulations Code for the rental operation of a multi-family building (over four units) and the providing of an affidavit that fire detection and suppression systems within the building have been serviced and are properly maintained annually.
3. The current Fire Code requires annual Underwriters Laboratories LLC (UL) certification for Fire Alarm Systems in all newly constructed multi-family (apartment buildings), and in existing buildings of sixteen (16) units or more (SFFC 907.9.6 & 4603.6.10).
4. The Fire Code requires the service organization testing and maintaining the fire alarm system to submit an annual report to the Bureau of Fire Prevention based upon the standards delineated within the National Fire Protection Association (NFPA) Fire Alarm & Signaling Code (2013 edition). There is no current requirement that this information be made transparent to the public or building residents.
5. Fires spread quickly in older multi-unit buildings that typically have open attics with no fire blocks.

Fire Safety Task Force Recommendations:

1. The San Francisco Fire & Housing Codes could be amended to require multi-family building owners post and disclose building specific fire safety information to residents at the commencement of occupancy and when such amendments become effective.
2. Further research should be performed to determine if the Business and Taxation Codes would permit the Business Registration process to be leveraged to ensure residential rental businesses properly maintain fire safety standards by requiring the property owner submit an affidavit that requisite fire safety features are properly maintained as a condition of being issued the business license.

Section I: Immediate Measures (Continued)

Fire Safety Task Force Recommendations:

3. The San Francisco Fire & Housing Codes should be amended to require multi-family building owners of three or more units have their service organization testing and maintaining the fire alarm system submit an annual report to the Bureau of Fire Prevention based upon the standards delineated within the National Fire Protection Association (NFPA) Fire Alarm & Signaling Code (2013 edition) to be posted on a webpage maintained and supported by CCSF for improved transparency.
4. At the time a business license is issued to the building owner for rental of multi-unit (apartment buildings) the link to the DPW web page should be provided showing the street location of scheduled infrastructure improvements in the public right-of-way. The information should inform a property owner who wishes to voluntarily upgrade their fire sprinkler system of potential cost savings associated with installing these upgrades at the same time of the infrastructure improvements in the public right-of-way.
5. The San Francisco Fire, Housing, or Building Codes should be amended to require multi-unit building owners to install fire blocks, draft stops, or fire safing insulation in open accessible attics of twenty-four (24) inches in height or greater, when performing building alterations through a filed building permit of \$20,000.00 or more in estimated job cost.

Section II: Interagency Fire Safety Education & Code Enforcement

Fire Safety Task Force Findings:

1. The San Francisco Fire Department and Department of Building Inspection coordinate closely, on a daily basis, in the areas of permit processing and plan check for new construction.
2. The two departments coordinate on post-fire response and DBI issues Notices of Violation for fire-damaged properties
3. The departments participate in the City Attorney-led Code Enforcement Task Force.

Section II: Interagency Fire Safety Education & Code Enforcement (Continued)

4. The two departments conduct fire safety education to SRO residential hotel residents through the SRO Collaboratives in the Tenderloin, SOMA, Mission and Chinatown areas. DBI funds and coordinates the SRO Collaboratives, and the Fire Dept. helps conduct on-site education workshops for fire safety.
5. DBI has on-line complaint tracking for Housing Code violation cases. SFFD requires appointments to provide case information on properties.
6. DBI HIS issues Notices of Violation for fire safety violation of the Housing Code. SFFD issues Notices of Correction, and Notices of Violation depending on the severity of the violation, i.e., fire alarm, or sprinkler systems out of service and exiting issues.
7. DBI HIS conducts weekly Director's Hearings for outstanding violations, where liens and penalties are applied for non-compliance.
8. SFFD refers engine company inspection results to the Bureau of Fire Prevention.
9. DBI HIS refers persistently negligent code violators to the City Attorney's Office for civil penalties.

Tenant Perspectives:

1. Increase transparency for access to SFFD code enforcement actions and documents.
2. Provide an on-line system for tracking SFFD code enforcement actions/ notices of violation, and the ability to determine district Fire Inspectors assigned to geographic areas for inquiry and follow-up.
3. SFFD should implement a transparent administrative hearing process and the imposition of administrative penalties for property owners of multi-unit buildings who fail to comply with fire code requirements.
4. Section 109 of the San Francisco Fire Code should be amended to require that SFFD "shall" rather than "may" prepare notices of violation for fire safety hazards.

Section II: Interagency Fire Safety Education & Code Enforcement (Continued)

5. Expand the educational fire safety workshops traditionally provided to SROs to one and two family dwellings that are being operated similar to an SRO.

Landlord/Business Community Perspectives:

1. Create improved information for property owners of multi-unit buildings to understand which Department (SFFD or DBI) is the lead for specific code enforcement activities.

Section III: Post Fire Investigation & Interagency Information Sharing

Fire Safety Task Force Findings:

1. The San Francisco Fire Department conducts post fire investigations of multi-unit (apartment buildings) and determines a probable cause of a fire if requisite evidence is available. This information is transmitted to DBI on a monthly basis.
2. SFFD and DBI frequently collaborate on fire safety issues but do not currently have a formal referral system for code violation issues.
3. Multi-unit buildings with fires that cause \$20,000.00 or more in damage typically sustain structural damage.
4. CCSF currently does not have a formal process to document how required fire safety in multi-unit buildings performed in the event of a fire (if the evidence has not destroyed) and link that data with building features such as number of units, floors of occupancy, or construction type.

Tenant Perspectives:

1. SFFD post fire reporting should provide transparency and timely notification to tenants regarding the condition of their unit in a fire damaged building regarding habitability and access to possessions.

Section III: Post Fire Investigation & Interagency Information Sharing (Continued)

Fire Safety Task Force Recommendations:

1. The San Francisco Fire Department and Department of Building Inspection should collaborate on the development of a data base accessible to the public that will document how fire safety systems performed in multi-unit buildings with fires having \$20,000.00 damage or greater when the evidence is available.
2. The San Francisco Fire Department and Department of Building Inspection should develop a referral form to be utilized when transmitting interdepartmental information related to fire safety code enforcement activities from one department to the other.

Section IV: Fire Alarm Systems in Existing Multi-Residential Buildings

Fire Safety Findings:

1. Older multi-unit buildings which comprise the majority of the apartment building inventory, have original alarm systems installed in the 1970's and 1980's. These have been permitted to have replacement in kind repairs with no upgrades. Such systems typically lack adequate audible notification, and would fail the 75 dB "pillow test" NFPA standard for new installations.
2. Upgrades to the older fire alarm systems where compatible, would require requisite electrical and building permits as well as booster panels to supply the additional electrical power necessary to support additional appliances i.e. louder horns and strobes (replacing the bell alarms). If the additional horns trigger the need for a power booster, the cost will increase by approximately \$2000 for the installation.
3. Such upgrades could require expanding the notification appliance circuit of the system and installation of additional horns into the individual dwelling units so that building residents can more effectively hear the audible early detection (fire alarm) systems. The cost of installing additional horns is approximately \$500 per horn including conduit and wiring. This cost increases if the conduit is run inside the wall.
4. Replacing the audio alarms may require installation of a new fire alarm control panel to achieve compatibility between devices. Where feasible existing wiring may be used to appliances being replaced but additional horns, etc. will require additional wiring and appropriate electrical service.

Section IV: Fire Alarm Systems in Existing Multi-Residential Buildings (Continued)

The cost of installing and programming a new fire alarm control panel varies from \$5000 (for a conventional panel) to \$15,000 for an addressable panel with 512 points.

5. Landlords and property managers are often confused about the time frames for the testing of life safety equipment (fire alarm system, emergency lighting and exit signs, fire sprinklers, fire escapes, fire extinguishers)
6. A fire alarm system typically requires only one 120 VAC dedicated circuit for the types of buildings under consideration (which the existing systems should already have).
7. The majority of fire alarms systems are not monitored by a third party, and would necessitate fire alarm control panel upgrade/replacement. Off-site UL approved monitoring of fire alarm systems in residential buildings is only required when there are 20 or more fire sprinkler heads present. Some systems could be upgraded by adding a dialer. A dialer could be installed for approximately \$800 and the monthly cost of monitoring is about \$90.
8. The cost of installing a fire alarm system for new construction is estimated at \$5 per sq. ft. for a conventional system and \$6 per sq. ft. for an addressable system. While upgrading a system in older buildings presents unique challenges there can be cost savings by using existing wiring (existing wire mold may be used). A "like for like" replacement of a fire alarm system in typical three or four story apartment buildings can cost approximately \$8,000 to \$20,000.

Tenant Perspectives:

1. Fire alarm upgrades should take into consideration residents with disabilities who may not be able to hear audible alarms. Alarm system improvements should include strobe devices.
2. Tenants should be informed annually by property owners regarding the condition and workability of the existing fire alarm system, and current evacuation plan.

Section IV: Fire Alarm Systems in Existing Multi-Residential Buildings (Continued)

Landlord/Business Community Perspectives:

1. Some battery smoke detectors are more reliable than others. Pursuant to some property owner testimony the ionization sensor types are prone to more false alarms.
2. Landlords and property managers are often confused about the time frames for the testing of life safety equipment (fire alarm system, emergency lighting and exit signs, fire sprinklers, fire escapes, fire extinguishers).
3. Further research should be performed to identify and determine the feasibility of employing the latest technology, such as wireless systems currently utilized in other building types.

Fire Safety Task Force Recommendations:

1. The San Francisco Fire & Housing Codes should be amended to require upgrades to the current fire alarm systems within two years to adhere to the 75 dB "pillow test" NFPA standard.
2. The San Francisco Fire & Housing Codes should be amended to include a chart which clearly delineates testing/inspection timeframes for all pertinent fire safety equipment in multi-unit buildings. Both departments would include this information in their fire safety educational and outreach efforts.
3. CCSF Departments should reach out to fire alarm system manufacturers to encourage availability of replacement equipment for fire alarm systems within reasonable time frames.

Section V: Fire Sprinkler/Suppression Systems in Existing Multi-Residential Buildings

Fire Safety Task Force Findings:

1. Older multi-unit buildings which comprise the majority of the apartment building inventory are only partially sprinklered in the garbage rooms and trash chutes. These systems are

Section V: Fire Sprinkler/Suppression Systems in Existing Multi-Residential Buildings (Continued)

effective in situations where there is a fire in these areas only. These older systems have no backflow prevention to protect the potable water.

2. Adding sprinkler heads to an existing system could require an upgrade of the fire alarm system that is tied into it as any fire sprinkler system which has more than 20 sprinkler heads. Such systems must be remotely monitored by a third party.
3. The more sprinkler heads added to the system the greater the likelihood that additional water service will be required, or that a larger pipe will be required in the event of such need. The "flat rate" cost of bringing the additional service with no complications would be approximately \$28,000. This cost could increase substantially depending on the complexity of connecting to the main in the street. These facts include the distance to the main water supply line of sufficient size, and how busy the street is regarding the connection installation. A small percentage of multi-unit building will have to install a pump to ensure proper water pressure for the fire sprinkler heads at upper floors. In such cases a room would be needed to house the pump.
4. Work of the scope required to add sprinkler heads in older occupied buildings would raise impacts associated with dust, asbestos, lead, noise, and egress obstructions due to equipment and staging area needs. Some tenants might require relocation during such work. Also, retroactive installations of fire sprinkler supply lines could cause headroom requirements to become an issue.
5. Additional SFFD and DBI staffing would be required to perform plan checking, and site inspections for retroactive sprinkler installations in multi-unit buildings.
6. If new fire sprinkler systems are installed or existing systems are expanded, backflow prevention would need to be installed. In such cases issues of cost and finding space for the devices would arise. Backflow systems are required by DPH to be tested on an annual basis at the building owner's expense. The water that flows into fire sprinkler systems is from the public drinking water supply. Backflow prevention is necessary to keep the water that flows into a fire sprinkler system from flowing back into the drinking supply after potentially sitting stagnant in the system a long time and then contaminating the drinking supply.
7. If a new fire sprinkler system is installed (or substantially upgraded from the minimal systems that currently exist) the cost can vary substantially as there is no "one size fits all" approach to installing such systems in older multi-unit buildings. The cost of installing a fire sprinkler system is best approximated by cost per sprinkler head. The projected cost would be \$500.00 to \$600.00 per sprinkler head for the typical three or four floor

Section V: Fire Sprinkler/Suppression Systems in Existing Multi-Residential Buildings (Continued)

apartment building with exposed plumbing. This would include PUC hook up, backflow prevention and other considerations.

8. The factors which would most affect the cost of a fire sprinkler installation include:

- A. The PUC fire service connection has a "flat rate" for a straight-forward connection of \$28,000 which can increase to \$150,000 in extreme cases where the water service needed is (1) located far away, (2) the street in question is busy, (3) an extensive street restoration is required, (4) the water main in question is not of sufficient size, or (5) other complicating factors.
- B. In some cases finding space for the backflow prevention device (approximately the size of a large desk) may increase cost for interior modifications in order to ensure the distance does not exceed 25 feet from the water main. The cost of the device itself is approximately \$1500.
- C. If the new pipe is run inside the walls and ceilings the cost will be at least double the estimated cost per sprinkler head.
- D. In rare cases (about 1% of installations) a fire pump would be needed to provide the correct water pressure in the system. A 500 gallon per minute pump would cost approximately \$75,000 to install. Pumps would typically be required in taller buildings that are located at higher elevations.

Tenant Perspectives:

- 1. Tenants are concerned with potential Rent Ordinance pass-throughs (similar to those for capital improvements) related to cost calculations, and relocation compensation.

Landlord/Business Community Perspectives:

- 1. Property owners are concerned with the expense of retroactively installing fire sprinkler systems to existing buildings and the cost to relocate tenants during such installation.

BUREAU OF FIRE PREVENTION

SAN FRANCISCO



FIRE DEPARTMENT
DIVISION OF FIRE PREVENTION &
INVESTIGATION

MEMORANDUM

TO: Chief of Department, Joanne Hayes-White

FROM: Fire Marshal Daniel de Cossio, DFPI

SUBJECT: Activity Report for the Division – February 2016

DATE: March 1, 2016

REFERENCE: Rules and Regulations, Section 2209

This is the activity report for the Division of Fire Prevention and Investigation for the period from February 1 thru February 29, 2016.

A handwritten signature in black ink, appearing to read "Daniel de Cossio", written over a horizontal line.

Daniel de Cossio

1. BUREAU OF FIRE PREVENTION

a.) **Revenue Generating Programs** - The Bureau of Fire Prevention collects fees for services based on California state laws and regulations. For most of the services we provide, we are permitted to charge fees to recover costs. Table 1 outlines budgeted fees and revenues for the Division of Fire Prevention and Investigation and provides a percentage of where we are in relation to where we should be at this time.

Table 1 – Revenues for the Division of Fire Prevention and Investigation (Source—FAMIS)

BFP - February 2016				
Fiscal Year 2015–2016	As of February 29, 2016			Projected Year-End
Revenue Program	Budgeted Amount 15–16	Actual Revenue	Percent of Budgeted Amount	
Plan Review Fees	6,099,000.00	6,053,084.00	148.87%	9,079,626.00
Fire Administrative Citation		7,480.00		11,220.00
Construction Inspection Fees	1,750,000.00	1,222,245.00	104.76%	1,833,367.50
Fire Dept. Permits	1,050,000.00	599,128.00	85.59%	898,692.00
False Alarm Fees	220,500.00	272,250.00	185.20%	408,375.00
Referral Inspections	185,175.00	132,218.00	107.10%	198,327.00
Waterflow Information	146,875.00	108,995.00	111.31%	163,492.50
Miscellaneous Fees	1,500.00	22.00	2.20%	33.00
Pre-Application Fees	141,250.00	80,270.00	85.24%	120,405.00
Re-inspection Fees	30,000.00	19,224.00	96.12%	28,836.00
Revenue Programs Subtotal	9,624,300.00	8,494,916.00	132.40%	12,742,374.00
High-Rise Annual Inspection Fees*	1,820,000.00	1,053,180.00		1,820,000.00
Annual Permit Renewal Fees*	1,795,000.00			1,795,000.00
Fire Residential Inspection Fees	627,041.00	399,196.00		627,041.00
Revenue Programs Total	13,866,341.00	9,947,292.00		16,984,415.00
Projected Surplus/Deficit			122%	3,118,074.00
	Revenue**	Expenditure	Surplus/Deficit	
Overtime Revenue/Expenditure	1,201,203.00	1,105,259.00	95,944.00	

FAMIS—March 1, 2016

* Full recovery of revenues is expected for the categories of Annual High-Rise Inspection and Annual Permit Renewal Fees. Revenues for these programs fluctuate throughout the year based on the method of collection by the Tax Collector's Office.

** Revenue shown in this column does not reflect the overtime surcharge collected by the Tax Collector for Annual Permit Renewal Fees, which covers a portion of the overtime expenditures. The estimated amount of Annual Permit Renewal Fees that should be allocated to this category is \$204,160.

Description of Revenue Programs:

1. Plan Review—The BFP's Plan Review Section is located within the Department of Building Inspection at 1660 Mission St. The Section reviews plans to verify compliance with State Building and Fire Codes.
2. High-Rise Annual Inspection Fees-All high-rise buildings in the State are required to be inspected annually, as mandated by the California State Fire Marshal. This program is designed to recover 100% of its cost, but revenues fluctuate throughout the year.

3. Construction Inspection Fees-The plans reviewed by the plan check division generate construction inspections which are carried out by the district fire inspectors.
4. Annual Permit Renewal Fees-Fire Department Permits are required by the California Fire Code for special uses, such as hazardous materials, public assemblies, etc. The fees for these permits are charged annually, and are collected by the Tax Collector's office after the initial filing fee is collected.
5. Overtime Fees-Many inspections and plan reviews are conducted on an overtime basis at the request of the applicant, who also pays for the service. Overtime for Place of Assembly Nighttime Inspection Surcharge is included in Annual Permit Renewal Fees.
6. Fire Dept. Permits-As stated above, certain uses require Fire Dept. Permits. This category is for the initial fees that are collected by the BFP when the permit is issued.
7. False Alarm Fees- The SF Fire Code requires that when the SFFD responds to excessive false alarm calls at buildings, the owners be charged a penalty fee. The BFP processes bills and payments, including the maintenance of records for such fees.
8. Referral Inspections-The BFP is responsible for inspecting occupancies requiring a fire department clearance as part of a federal, state, or local license.
9. Waterflow Request Fees- The BFP flows hydrants and performs analysis that provides fire protection contractors with the water supply information necessary to design fire protection systems. A fee is charged for this service.
10. Miscellaneous- This is a catch-all category for BFI subpoena revenue, photocopy revenues, and various consultation fees.
11. Pre-Application Fees-The plan review section meets with architects and engineers prior to the detailed design of buildings to discuss code issues specific to projects.
12. Re-Inspection Fees- During the course of the BFP's inspections, a Notice of Violation may be issued for fire hazards found. This fee is charged for each re-inspection until the condition is corrected.

b.) Non-Revenue Generating Services – Some of the services provided by the BFP are not fee generating in the same way our other programs are. These services are supposed to be paid for by local taxes, according to California law. Examples include: complaint inspections (fire hazard), public education presentations, telephone consultation, etc.

c.) San Francisco International Airport – SFFD BFP personnel provide fire prevention services to the airport, entirely under the SFO budget.

d.) Port of San Francisco – The Port Fire Marshal is the Fire Department's liaison to the Port and conducts construction and referral inspections, plan review, pier surveys, and issues permits along the Port's 7 ½ miles of waterfront jurisdiction. The Port Fire Marshal sits on the Joint Fire Operations Committee and is responsible for coordinating special events and activities of the Port with the Fire Department and other City Agencies.

2. Bureau of Fire Investigation – The monthly and year-to-date report for the BFI is included as an attachment.

CC: Fire Commission Secretary

San Francisco Fire Department Bureau of Fire Investigations

Summary Report From 02/01/2016 To 02/29/2016

		YTD 07/01/2015 To 02/29/2016		02/01/2016 To 02/29/2016	
		Count	Property Loss Contents Loss	Count	Property Loss Contents Loss
STRUCTURE FIRES	ACCIDENTAL	34	\$13,703,000	2	\$975,000
	INCENDIARY	17	\$204,200	3	\$15,000
	UNDETERMINED	8	\$504,190	1	\$1,190
STRUCTURE FIRES TOTAL		59	\$14,411,390	6	\$991,190
VEHICLE FIRES	ACCIDENTAL	6	\$15,600	0	
	INCENDIARY	46	\$292,638	8	\$62,520
	UNDER INVESTIGATION	2	\$600	2	\$600
	UNDETERMINED	4	\$33,700	0	
VEHICLE FIRES TOTAL		58	\$342,538	10	\$63,120
ATTEMPTS TO BURN		3		0	
OTHER INCIDENTS		79	\$554,680	8	\$1,969
STRUCTURE FIRES	COMMERCIAL	19	\$3,813,000	4	\$40,000
	RESIDENTIAL	40	\$10,598,390	2	\$951,190
STRUCTURE FIRES TOTAL		59	\$14,411,390	6	\$991,190
GREATER ALARMS	2ND ALARMS	11		0	
	3RD ALARMS	3		1	
	4TH ALARMS	0		0	
	5TH ALARMS	0		0	
GREATER ALARMS TOTAL		14		1	
OTHER	ARRESTS	18		1	
	DEATHS	4		0	
	INJURIES	17		1	
	JUVENILE FIRE SETTERS	0		0	
	SUBPOENAS REQUESTED	167		16	