

# SAN FRANCISCO FIRE COMMISSION

## Fire Commission Regular Meeting Wednesday, May 23, 2018 – 5:00 p.m.

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

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### AGENDA

*Item No.*

#### 1. ROLL CALL

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

#### 2. GENERAL PUBLIC COMMENT

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction and does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. Commissioners are not to enter into debate or discussion with a speaker. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

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

Discussion and possible action to approve meeting minutes.

- Minutes from Regular Meeting on May 9, 2018

#### 4. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*

REPORT FROM CHIEF OF DEPARTMENT, JOANNE HAYES WHITE

Report on current issues, activities and events within the Department since the Fire Commission meeting on May 9, 2018, including budget, academies, special events, upcoming retirement projections, communications and outreach to other government agencies and the public.

REPORT FROM ADMINISTRATION, DEPUTY CHIEF JEANINE NICHOLSON

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

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

Report on Commission activities since last meeting on May 9, 2018

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

Discussion regarding agenda for next and future regular meetings.

#### 7. ADJOURNMENT

MINUTES FOR ADOPTION

SAN FRANCISCO FIRE COMMISSION

FIRE COMMISSION REGULAR MEETING  
DRAFT MINUTES

Wednesday, May 9, 2018

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=30484](http://sanfrancisco.granicus.com/MediaPlayer.php?view_id=180&clip_id=30484)

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

**1. ROLL CALL**

Commission President	Ken Cleaveland	Present
Commission Vice President	Stephen Nakajo	Present
Commissioner	Michael Hardeman	Present
Commissioner	Francee Covington	Present
Commissioner	Joe Alioto Veronese	Present
Chief of Department	Joanne Hayes-White	Present
Mark Gonzales	Deputy Chief – Operations	
Jeanine Nicholson	Deputy Chief --Administration	
Dan De Cos	Bureau of Fire Prevention	
sio		
Mike Cochran	Homeland Security	
Andy Zanoft	EMS	
Tony Rivera	Support Services	
Khai Ali	Airport	
Joel Sato	Training Division	
Assistant Chiefs		
Robert Postel	Division 2	
Nicol Juratovac	Division 3	
Staff		
Mark Corso	Deputy Director of Finance	
Elaine Walters	CFO	
Olivia Scanlon	Communications and Outreach	

**2. PUBLIC COMMENT**

There was no public comment.

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

Discussion and possible action to approve meeting minutes.

- Minutes from Regular Meeting on April 25, 2018.

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

There was no public comment.

**4. PRESENTATION FROM THE DEPARTMENT'S OUTREACH TEAM [Discussion]**  
Fire Marshal Dan DeCossio to present on the Department's outreach efforts

Fire Marshal DeCossio provided background on how the outreach team was developed. He stated that about three years ago, as he entered his role as fire marshal, there were a number of large fires in the Mission with a lot of concerns. He added that they went out and spoke to the community to see how they could improve upon the services in Fire Prevention and they came up with two ideas, one was to bolster and enhance the code enforcement program, which has been very successful and the second was to enhance the community outreach team, which was supported by Mayor Ed Lee and DBI Director Hui. He added that DBI actually funds the two new positions. He stated that the importance of the community outreach team is that they get out and meet San Franciscans face to face and deliver the message of fire safety to approximately 500 people a month. He introduced his outreach team members, Inspector Fernando Juarez and Inspector Tomie Kato. Chief Hayes-White personally thanked the inspectors for their efforts and stated that they both have a real passion for educating the public. Inspector Juarez presented the following presentation: <https://sf-fire.org/sites/default/files/COMMISSION/Fire%20Commission%20Support%20Documents%202015/Fire%20Prevention%20outreach%20team%20Presentation%20May%202018.pptx>

Inspector Juarez stated that their mission is to educate the residents of San Francisco on fire safety practices and home fire safety and that from November 2017 to April 2018 they were able to do about 545 presentations educating more than 3,700 community members. He mentioned that some of the things they cover at these outreach meetings are to go over home escape planning, top causes of fire and how to prevent them, smoke alarms, carbon monoxide alarms, what to do if you can't escape, how to use a fire extinguisher and they promote the NERT program. He added that they provide the information in different languages, but mostly Cantonese and Spanish.

Vice President Nakajo thanked them for their presentation and acknowledged Chief DeCossio for his innovation and enhancements and for making this program so robust following the Mission fires years ago and the concern citizens had. He mentioned that he was glad that they have been reaching out to the senior community and educating them about railings in bathrooms, higher toilet seats, preventing falls and other steps to keep them safe. He added that he appreciates the reference of partnerships with the Office of Civic Engagement and Community Youth Centers.

Chief Hayes-White asked Public Information Officer Baxter to say a few words. Lt. Baxter introduced himself and thanked his loyal support group from the City College Fire Service volunteers for their efforts at the community outreach events. He gave an overview of his accomplishments over the past three years, which included responding to the speculative and misinformation surrounding the number of fires in communities and disaster preparedness within the community. He stated that the focus of the outreach team was to provide accurate information using social media, enhancing the website and enhancing the Community Outreach

and Recruitment Committee to reach more citizens of San Francisco. He added that the program has been very successful and they strive to be the number one safest city.

Commissioner Covington thanked the team for their presentation and asked Fire Marshal DeCossio to describe the causes of the fires that took place in the Mission in 2016. Fire Marshal DeCossio explained that the investigations into those fires, conducted by the Department, revealed that the most common cause was electrical fault, mostly due to overcrowding in units that are older buildings and not designed to house as many tenants, overusing electrical outlets with extension cords. He added that their effort was to get the message out about fire safety, electrical safety, and heater safety. Commissioner Covington noted that with all the gadgets out there that need charging if Fire Marshal DeCossio could explain the proper way to use extension cords. Fire Marshal DeCossio explained that you should not use extension cords as much as possible and if you have portable heaters, appliances that are a heavy draw you should plug them directly into the outlet. If you need to use an extension cord, he suggested that you get a power strip that has a circuit breaker within the strip itself. Commissioner Covington asked Inspector Juarez how children can be safe in the kitchen. Inspector Juarez stated that you should teach children to stay at least three feet away from the stove and to turn pot handles in when you're cooking and never leave cooking unattended. Commissioner Covington added that you should never leave a child in the kitchen unattended as well and suggested that you put them at a kitchen table with crayons and paper and that way they are in the same room as their parents but far away from danger. Commissioner Covington asked for information on hoarding. Inspector Kato explained that hoarding creates multiple risks for the residents and also for the emergency responders and it's when there is a failure to get rid of or discard items around the household, and they collect making a hazard if they are next to a heating element. There is also a hazard for rescuers who are entering the home and they are unable to pass through the hallways or to reach the patient that needs help. Commissioner Covington announced that inspectors will come out if you call them and Inspector Kato confirmed that if you call the Bureau of Fire Prevention if you believe that there is a safety hazard, fire prevention inspectors will be happy to talk to anybody that has a concern.

Commissioner Hardeman thanked them all for their presentation. He appreciates the packet of information that they got containing safety information. He acknowledged the good work of Fire Marshal DeCossio and reminded everyone when he took over as Fire Marshal, the department was facing troubled times financially and now he's glad that his unit is thriving and accomplishing the things they set out to do in as far as community outreach and the other enhancements to the Fire Prevention Bureau.

Vice President Nakajo asked in terms of hoarding, if property owners that may have tenants that have different lifestyles that may cause safety issues, do the property owners provide access to the department members who have been requested to inspect a complaint of hoarding at a property and to help educate the tenant as to what is acceptable under a standard of fire safety. Fire Marshal DeCossio responded that it's a little tricky with hoarding. The Department's scope and authority is mainly in the common areas. As soon as you go into someone's personal living space, you have to be invited in. He added that when a problem comes to the Department's attention, they have to task with the city attorney's office to get access. He added that they respond to any and all complaints, even if it's outside their scope, they will investigate and then refer to the proper agency if need be. With hoarding, it's usually

a mental health issue so you have to basically work with multiple agencies and where the fire department comes in is if there is a fire code violation, such as is there a clear path into the living space and is there clearance from all ignition sources, a minimum of three feet around everything and a two feet minimum from the ceiling.

Commissioner Veronese asked about the notices that have been popping up on buildings that are in violation of the soft story compliance and if the Department is tracking that information. Fire Marshal DeCossio answered that all seismic issues are handled at the Building Department, structural issues. He asked Chief Gonzales to add this data to his monthly report.

President Cleaveland congratulated the outreach team on a job well done and stated how important it is to educate the public.

## **5 CHIEF OF DEPARTMENT'S REPORT [Discussion]**

REPORT FROM CHIEF OF DEPARTMENT, JOANNE HAYES-WHITE

Report on current issues, activities and events within the Department since the Fire Commission meeting on April 25, 2018, including budget, academies, special events, communications and outreach to other government agencies and the public.

Chief Hayes-White reported on events since the last meeting on April 25, 2018. Regarding the budget, Chief Hayes-White reported that they continue to meet with the Mayor's budget office in preparation of the submission of Mayor Farrell's June 1<sup>st</sup> balanced budget. Once they receive the legislative analysis report, she will provide an update. She added that she anticipates getting final feedback from the Budget Committee related to priorities for potential possibilities for additions at the conclusion of the budget process. She acknowledged Deputy Chief Gonzales and Deputy Director Mark Corso who sat diligently for months and have now concluded the negotiation process between the City and Local 798. They were the subject matter experts representing the department. With regards to the Division of Training, she mentioned that the 124<sup>th</sup> academy class is in their seventh week with 53 recruits. She acknowledged Chief Sato and his team for the excellent job they are doing at the Division of Training. She added that they are planning to have three additional H-2 classes as part of the hiring plan through 2020. She is closely monitoring the number of retirements as its related to the new hiring and the goal is to reduce significantly or eliminate, the mandatory overtime. She touched on the recent promotions she was able to make and announced how proud she was that during her tenure as Chief, she has been able to get the promotional process back on track and to regularly administer promotional exams on a three to four-year basis within each rank. She acknowledged the great work that Chief Ali is doing at the Airport along with her team and that the FAA inspector said that the records were perfect and the change is spectacular, which was in reference to some deficiencies that were noted from last year. She also touched on activities she attended during the reporting period which included a quarterly meeting with PG & E, the swearing in of Mr. Abraham Cooper who is the new United States Postal Service Post Master in San Francisco, and the photo unveiling of Mayor Lee in honor of his would have been 66<sup>th</sup> birthday. She announced upcoming events which included EMS Week the week of the 21<sup>st</sup>. She asked President Cleaveland to adjourn the meeting in the memory of retired firefighter Anthony Branchcomb.

Vice President Nakajo thanked the Chief Hayes-White for her report and stated he appreciated that her policy for implementing quick action of retirements in terms of promotions. He also acknowledged the great work being done by Chief Ali and her staff at the airport. He asked in

regards to the budget if there were any other requirements that they are waiting for before the completion of the memorandum of understanding with the Guardians of the City. Mr. Corso responded that there are a couple of items that he is working on with them, which includes an overall spending plan for the 150<sup>th</sup> celebration. Vice President Nakajo acknowledged the Guardians of the City for the compliance, cooperation, and support.

There was no public comment.

#### REPORT FROM DEPUTY CHIEF OF OPERATIONS, MARK GONZALES

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

Chief Gonzales reported on activities for the month of April. He mentioned that there was one greater alarm during the month of April. It was a third alarm on April 21, 2018, at 1806/1810 8<sup>th</sup> Avenue and there were two injuries and one civilian fatality. He stated the incident commander was assistant Chief Burke and he described the fire and efforts in detail and reported that the cause of the fire is still under investigation. He described the search and rescue for a man that called from a cell phone stating that a tree fell on him in Golden Gate Park and the coordinated response resulted in a positive outcome where he was rescued, transported, treated and released. He touched on the first alarm fire at 310 Columbus, the red alert at Hippie Hill in Golden Gate Park for 15 adults affected by the 420 celebrations, which probably resulted from bad marijuana, fortunately, all victims will recover. He described the large gas leak at 1000 Polk Street, the motor vehicle accident at Fillmore and Golden Gate where eight patients were transported all in stable condition. He acknowledged the great work being done by the members of the outreach and recruitment team and he reminded the public to download fire prevention education materials at [sf-fire.org](http://sf-fire.org). He also encouraged the public to text ALERTSF to 888-777. He touched on other events and outreach efforts that occurred during the reporting period. He announced that in regards to the EMS Division, the QRV's (Quick Response Vehicles) went into service on April 16 and they are averaging about 14 calls per 12-hour shift, which is taking a heavy load off of the engines in the area as well as increasing the ALS first unit on scene. He's working on getting a second QRV. He announced that Chief Zanooff is working with ADC Kyle Lee on the annual drill at the SF International Airport which will be held in September and focusing on an aircraft crash into the bay. He touched on fleet and apparatus, the updated OT policy for the Bureau of Fire Prevention and the Airport Division.

Commissioner Veronese asked if there was any preliminary input on how successful the QRV program is. Chief Gonzales stated that they don't have enough data to give a comprehensive answer, but that he has spoken to the captains at some of the busier engine companies in that area and it has had a positive impact on their vehicles. Commissioner Veronese confirmed that there was a 52 percent call reduction with repeat callers for the EMS-6 team. He suggested that if the Department of Health and those other agencies further stepped up, he thinks they can actually reduce the need for EMS-6 and transition into a more robust QRV program. Dr. Yeh responded that he agrees it takes a lot of resources from a lot of different agencies and the goal of EMS-6 is stabilization for the patients and for a lot of these clients, the department is their safety net and the goal is to move them into other services and it takes a lot of coordination.

Commissioner Covington confirmed that the acronym for QRV is quick response vehicle and asked how you would go about getting another vehicle. Chief Gonzales stated that he is working on it, that they are expecting 5 new buggies coming it which may free up a vehicle for the program. Commissioner Covington asked Chief Zanoft what he meant when he said the numbers have gone down with the high caller clients because we're meeting their needs. Chief Zanoft replied that because of the support of the Chief and the Commission they were able to add the EMS-6A position and they now have an extra person who can go and coordinate with all of the agencies and complete paperwork while the field component of EMS-6 is actually out there still keeping up the work.

Commissioner Hardeman stated how sad it was that the lady lost her life in the April 21, 2018 fire and that it is a very difficult situation for the members as well. He confirmed that the MOU negotiations with Local 798 and the City are right on track. He also acknowledged the great work being done by Chief Ali and her team at the Airport.

Vice President Nakajo thanked Chief Gonzales for his comprehensive report and he agrees that the addition of EMS-6A reflects a significant reduction of calls from the high-frequency clients. He also acknowledged the great work being done by Captain Simon Pang and Captain April Bassett. He went on to elaborate on the successes and formulation of the EMS-6 program.

President Cleaveland stated the EMS-6 program is definitely a very important program and it's showing results that he hopes continues.

There was no public comment.

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

Report on Commission activities since last meeting on April 25, 2018.

Commissioner Veronese discussed his proposed ordinance in which he supports a robust and state of the art Peer Support Unit. He hopes to get it approved by the Union and City Attorney's office and present it to the Commission for a vote soon.

Vice President Nakajo took the opportunity to thank everyone that participated in the Cherry Blossom Festival.

President Cleaveland thanked Chief Rivera for the Station 16 tour he attended yesterday and stated it's looking really good and should be open on September 11, 2018.

There was no public comment.

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

Discussion regarding agenda for next and future Fire Commission meetings.

- Airport Presentation
- Training Facility update
- Chief's overview of projections of retirements
- Hunter's Point firehouse location update
- Chief's residence update
- Update on 911 system dispatch

There was no public comment.



**8. ADJOURNMENT**

President Cleaveland adjourned the meeting at 10:47 p.m. in the memory of retired Firefighter Anthony Branchcomb.

GENERAL ORDERS

**Conefrey, Maureen (FIR)**

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**From:** FireChief, Secretary  
**Sent:** Friday, May 04, 2018 5:29 PM  
**Subject:** General Order 18 A-37, H-43 EMS Section Chief, Division of Training

SAN FRANCISCO FIRE DEPARTMENT  
GENERAL ORDER

File Code 18 A-37  
May 4, 2018

**From:** Chief of Department  
**To:** Distribution List "A"  
**Subject:** H-43 EMS Section Chief, Division of Training  
**Reference:** Rules and Regulations, Section 402  
**Enclosures:** None

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

1. The Department is advertising for the position of H-43 EMS Section Chief at the Division of Training. This position reports to the Director of Training.
2. As a member of the Director of Training's staff, the H-43 Section Chief organizes, coordinates, and supervises the delivery of medical training, education and evaluation programs for probationary and in-service members of the Department. This is a 40-hour per week position assigned to the Treasure Island Training Facility.
3. Duties and responsibilities include, but are not limited to, the following:
  - Meets regularly with appropriate management staff to develop goals and objectives; reports performance and discusses assigned areas of responsibility
  - Participates in special projects as assigned: develops proposals, budgets, timelines, and action plans
  - Designs and develops performance evaluations systems, forms and procedures; revises and maintains department training manuals, lesson plans, training bulletins, brochures, and forms
  - Procures EMS training equipment and materials for American Heart Association courses and other courses
  - Prepares monthly training reports and assigns monthly Target Solutions modules
  - Reports expired EMS licenses to supervisors and the Assignment Office
4. Minimum Qualifications:
  - Bachelor's Degree OR Instructor 1A and 1B (pre 2009) OR Training Instructor 1A, 1B, and 1C (2009-2016) OR Instructor I (2016-present)
  - Valid State of California Paramedic License
  - Valid San Francisco County Paramedic accreditation number

- SFFD EMS Continuing Education Provider Coordinator approval as defined in applicable sections of the California Code of Regulations, Title 22, Division 9, Chapter 11 within 30 days of appointment
- SFFD EMS Continuing Education Provider Coordinator approval as defined in applicable sections of San Francisco EMSA Policy 2060 concerning Continuing Education training programs within 30 days of appointment
- No current or pending clinical or administrative charges against your state Paramedic license or your SF County Paramedic accreditation
- American Heart Association instructor certification in the disciplines of CPR, ACLS, and PALS
- American Heart Association Training Center Coordinator for the SFFD within 30 days of appointment
- National Association of Emergency Medical Technicians (NAEMT) Course Coordinator within 30 days of appointment for PHTLS, TCCC, AMLS, and PEPL courses

5. Desired Qualifications and Skills:

- Knowledge of Federal, State, and local training requirements
- Commitment to and enthusiasm for education and training
- Familiarity with common software applications
- Familiarity with online training management systems
- Excellent organization, interpersonal, and written communication skills
- Strong administrative, leadership, and supervisory skills as required to direct a training unit
- Strong administrative management skills and the ability to supervise uniformed and civilian members of the Division of Training staff
- Strong interpersonal skills as required to interact with students and employees of the Department
- Strong interpersonal skills as required to interact with all EMS related agencies, hospitals, and Departments
- Ten years or more of experience as a Paramedic or Emergency Medical Services Captain
- ICS 100, 200, 300, and 400
- Comprehensive working knowledge of all aspects of field operations

6. Application Process: All interested Permanent H-33 Emergency Medical Services Captains should submit a General Form Report and updated Personal Qualification Form (PQF) to the Chief of Department prior to close of business on Friday, May 18, 2018. Provisions stated in G.O. 00 A-08 apply for this position.

7. Upon review of Personal Qualification Forms (PQFs), selected candidates will be contacted to participate in an interview process.

Joanne Hayes-White  
Chief of Department

**Conefrey, Maureen (FIR)**

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**From:** FireChief, Secretary  
**Sent:** Friday, May 04, 2018 5:33 PM  
**Subject:** General Order 18 A-38, Pre-Hospital Trauma Life Support (PHTLS) Training

SAN FRANCISCO FIRE DEPARTMENT  
GENERAL ORDER

File Code 18 A-38  
May 4, 2018

**From:** Chief of Department  
**To:** Distribution List "A"  
**Subject:** Pre-Hospital Trauma Life Support (PHTLS) Training  
**Reference:** Rules & Regulations, Section 402  
**Enclosure:** None

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

1. Pre-Hospital Trauma Life Support (PHTLS) Certification Training will be offered this May.
2. Any member interested in advancing from H3L1 EMT to H3L2 Paramedic or from H2 Firefighter/EMT to H3L3 Firefighter/Paramedic will need to possess a valid PHTLS card in order to receive San Francisco County Paramedic accreditation during the Paramedic Advancement (Bump Up) Academy. Members must present a valid PHTLS card to qualify for the Paramedic Advancement Academy anticipated to be held in the Fall 2018.
3. Initial PHTLS certification, for members who have never taken PHTLS or who have expired PHTLS cards, may be granted through a 16-hour, two-day course. PHTLS recertification for members with PHTLS cards about to expire, is granted through an 8-hour, one-day course. Members wishing to obtain PHTLS certification or re-certification must attend the training in an off-duty status.
4. Day One of initial PHTLS certification training will be held at the Treasure Island Training Facility from May 14<sup>th</sup> to May 17<sup>th</sup>, 2018, from 09:00 to 17:00. Day Two of initial PHTLS certification training will be held at the Treasure Island Training Facility from May 21<sup>st</sup> to May 24<sup>th</sup>, 2018, from 09:00 to 17:00. PHTLS recertification training will be held at Station 49 on May 15<sup>th</sup>, 2018 and May 24<sup>th</sup>, 2018 from 09:00 to 17:00.
5. Members may sign up through the HRMS appointment tab for the specific PHTLS certification training they are in need of. A maximum of 20 students will be allowed per day.

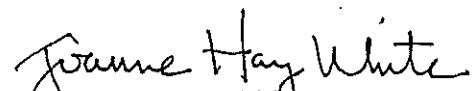
SAN FRANCISCO FIRE DEPARTMENT  
GENERAL ORDER

File Code 18 A-39  
May 7, 2018

From: Chief of Department  
To: Distribution List "A"  
Subject: Language Survey  
Reference: Rules & Regulations Section 402  
Enclosure: Instructions for Completing Language Survey

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

1. The Language Access Ordinance requires any City Department that provides critical services to the public to provide those services in languages that can be understood by its clients.
2. The Fire Department provides a critical service to the public and will be participating in a survey to determine the language capabilities of its members.
3. All members of the San Francisco Fire Department, civilian or uniformed, shall complete the Language Survey. The survey is available on HRMS.
4. All members must complete and submit the survey no later than Friday, June 1, 2018. Members who have previously completed the survey must review and update the survey information.
5. Instructions for completing the survey are attached to this General Order.
6. Questions regarding this General Order should be directed to the Department's Language Access Ordinance Liaison, Sylvia Rivera, 415-558-3403.

  
Joanne Hayes-White  
Chief of Department

## Language Survey Instructions


1. Log on to HRMS. In the Quick Links section of the Employee Home page, click on the **Language Survey**.

### Quick Links

- Appointments
- Approvals
- Clothing Requests
- Phone Numbers
- EMS Memos
- Granted Time Off
- General Orders
- Injury Statements
- Accident Statements
- ✓ Language Survey

[Language Survey](#)

2. If you have completed the survey in a previous year, the language information provided before will be displayed. If you need to add another language, click **Add Row**.



<a href="#">Home</a>	<a href="#">Reports</a>	<a href="#">Accident Event</a>	<a href="#">Approvals</a>	<a href="#">BioMed</a>	<a href="#">Communications Review</a>	<a href="#">EMS Evaluation</a>	<a href="#">First Resp. PCR</a>
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Language Survey

<input type="checkbox"/> Language	<input type="checkbox"/> Comprehend	<input type="checkbox"/> Speak	<input type="checkbox"/> Read/Write	<input type="checkbox"/> Other Language
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3. You must include at least one language in your survey. If you **do not** Understand, Speak and/or Read/Write a second language, use English Only. Select 'Yes' or 'No' as appropriate for Understand/Comprehend, Speak, Read/Write. Then click **Submit**.

Language Survey

<input type="checkbox"/> Language	Comprehend	Speak	Read/Write	Other Language
<input type="checkbox"/> English Only	No	No	No	

4. If you Understand/Comprehend, Speak and/or Read/Write a language – or languages – other than English, click on the arrow and select the language from the Pick List. Select ‘Yes’ or ‘No’ as appropriate for Comprehend, Speak, Read/Write. Then click **Submit**.

**Bilingual**

- American Sign Language
- Arabic
- Burmese
- Cantonese (Chinese)
- English Only
- Farsi (Persian)
- French
- German
- Greek
- Hebrew
- Hindi
- Indian
- Italian
- Japanese
- Korean
- Laotian
- Mandarin (Chinese)
- Polish
- Portuguese
- Russian
- Samoan
- Spanish
- Tagalog (Filipino)
- Thai
- Toishanese (Chinese)
- Vietnamese
- Other

Home Reports Accident Event Approvals BioMed Communications Review EMS Evaluation First Resp. PCR H-8 Task Book

<input type="checkbox"/> Language	Comprehend	Speak	Read/Write	Other Language
<input type="checkbox"/> Spanish	No	No	No	

Speak, you are acknowledging that you would be able to effectively assist a person en...  
 acknowledging that would that you would be able to translate basic documents or respon...

Language Survey

<input type="checkbox"/> Language	Comprehend	Speak	Read/Write	Other Language
<input type="checkbox"/> Spanish	Yes	Yes	Yes	



5. If you Understand/Comprehend, Speak and/or Read/Write more than one language, repeat the previous step for each language that you speak.
6. If you Understand/Comprehend, Speak and/or Read/Write a language other than those on the Pick List, select Other from the Pick List and type the name of the language into the field in the rightmost column of the form.

<input type="checkbox"/>	Language	Comprehend	Speak	Read/Write	Other Language
<input type="checkbox"/>	Other	No	No	No	

7. Note: The Survey will only accept one (1) other language. If you Understand/Comprehend, Speak and/or Read/Write more than one language that does not appear on the Pick List, only record the language in which you are *most* proficient.
8. When you are finished entering languages, click **Submit**. If you completed the survey in a previous year, simply click **Submit** to update your language information. Your survey must include at least one language (with English only being a valid option).
9. If you have completed the Language Survey successfully, the link to the Language Survey will not be available from your Home page anymore.

**Conefrey, Maureen (FIR)**

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**From:** FireChief, Secretary  
**Sent:** Tuesday, May 08, 2018 11:33 AM  
**Subject:** General Order 18 A-40, 2018 Immediate Need Orientation

SAN FRANCISCO FIRE DEPARTMENT  
GENERAL ORDER

File Code 18 A-40  
May 8, 2018

**From:** Chief of Department  
**To:** Distribution List "A"  
**Subject:** 2018 Immediate Need Orientation  
**Reference:** Rules & Regulations, Section 402  
**Enclosure:** None

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

1. In preparation for the 2018 Fire Season, the Fire Department Companies that respond to Mutual Aid Box 5499 for Immediate Need requests are required to attend an Immediate Need Orientation.
2. The training sessions will be held at McClaren Park, Monday, June 4 to Wednesday, June 6, 2018. Two sessions will be provided each day commencing at 0900 and 1330 hours.
3. The training schedule is as follows:

<b>Training Dates</b>	<b>Companies Due</b>
June 4, 5, and 6 0900-1200 hours	E09, E11, E15, E37, E44, E51, T11, and T17
June 4, 5, and 6 1330-1630 hours	E07, E17, E25, E32, E42, T07, T09, T15, and E43

4. Divisions 2 and 3 shall work together to coordinate coverage issues during drill dates and times.
5. This half-day orientation does not fulfill the requirements for Annual Wildland Training. Members qualified for the 2018/2019 Fire Season Mutual Aid Responders list must have completed the one-day Annual Wildland/Urban Interface Fire Behavior and Safety Class (S-131), the National Wildfire Coordinating Group Classes S-130, S-190, and S-231 (Officers only).
6. Rigs shall meet in the parking lot above the reservoir on John Shelley Drive.
7. Any questions relating to this General Order should be directed to the Division of Training at 415-970-2000.

**Conefrey, Maureen (FIR)**

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**From:** FireChief, Secretary  
**Sent:** Tuesday, May 08, 2018 11:33 AM  
**Subject:** General Order 18 A-41, Strike Team Leader Refresher Course

SAN FRANCISCO FIRE DEPARTMENT  
GENERAL ORDER

File Code 18 A-41  
May 8, 2018

**From:** Chief of Department  
**To:** Distribution List "A"  
**Subject:** Strike Team Leader Refresher Course  
**Reference:** Rules & Regulations, Section 402  
**Enclosure:** None

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

1. The Department is offering a one-day Strike Team Leader Refresher course on Thursday, June 7, 2018. This refresher course is for certified Strike Team Leaders or Strike Team Leader Trainees who have successfully completed the National Wildfire Coordinating Group (NWCG) classes S-130, S-131, S-190, S-290, S-234, S-330 or S-334, **AND** the 2018 Annual Wildland Training Refresher Course. Engine Officers who wish to be deployed this fire season are strongly encouraged to attend this course as well. New documentation procedures will be covered in detail.
2. This course will be held from 1000-1500 hours at the Division of Training 19<sup>th</sup> and Folsom Facility. Members are reminded to make lunch arrangements prior to attending class.
3. Members who are interested in attending this course are to call the Division of Training between 0800 and 1200 hours at 415-970-2000 to reserve a spot. Compensation will not be granted to members attending class in an off-duty status. The deadline to sign up is Monday, June 4, 2018.
4. Any questions relating to this General Order should be directed to the Division of Training at 415-970-2000.

Joanne Hayes-White  
Chief of Department

COMMUNICATIONS

JOANNE HAYES-WHITE  
CHIEF OF DEPARTMENT



MARK FARRELL  
MAYOR

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

May 7, 2018

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

Dear Commissioners:

I have approved a leave of absence with pay for the member listed below, in order to attend the International Association of Fire Fighters (IAFF) Employee Human Relations Committee Meeting, in Silver Spring, MD in May 2018.

The members are:

IAFF Employee Human Relations Committee Meeting		
Name	Rank	Dates for Approved Leave
Anita Paratley	H-40 Battalion Chief	May 21 & 24, 2018 – 2 days (48 hours)

Per the Memorandum of Understanding Side Letter between the City and County of San Francisco and the San Francisco Fire Fighters Local 798, the Department has approved the request for the member to attend the Meeting.

The Department will not incur any travel related costs for these members to attend the meeting. BC Anita Paratley will be backfilled for the above listed days.

Very truly yours,

  
Joanne Hayes-White  
Chief of Department

cc: Deputy Chief Mark Gonzales, Operations  
Deputy Chief Jeanine Nicholson, Administration  
EMS Captain Chris Bonn, Administration  
Bureau of Assignments  
Personnel Files  
Local 798

JOANNE HAYES-WHITE  
CHIEF OF DEPARTMENT



MARK FARRELL  
MAYOR

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