

SAN FRANCISCO FIRE COMMISSION

Fire Commission Regular Meeting
Wednesday, September 12, 2018 - 9:00 a.m. – 12:00 p.m.

City Hall, 1 Dr. Carlton B. Goodlett Place, Room 416 ■ San Francisco ■ California ■ 94102

AGENDA

Item No.

1. ROLL CALL

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

2. GENERAL PUBLIC COMMENT

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

3. APPROVAL OF THE MINUTES *[Discussion and possible action]*
Discussion and possible action to approve meeting minutes.

- Minutes from Regular Meeting on August 22, 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 August 22, 2018, including budget, academies, special events, communications and outreach to other government agencies and the public.

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

5. COMMISSION REPORT *[Discussion]*
Report on Commission activities since last meeting on August 22, 2018.

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

7. ADJOURNMENT

**FIRE COMMISSION REGULAR MEETING
DRAFT MINUTES**

Wednesday, August 22, 2018 – 5:00 p.m.

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

The Video can be viewed by clicking this link:

http://sanfrancisco.granicus.com/MediaPlayer.php?view_id=180&clip_id=31192

President Cleaveland called the meeting to order at 4:59 p.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
Jeanine Nicholson	Deputy Chief --Administration	
Dan DeCossio	Prevention	
Tony Rivera	Support Services	
Michael Cochrane	Homeland Security	
Andy Zanoloff	EMS	
Khai Ali	Airport Division	
Joel Sato	Division of Training	
Assistant Chiefs		
Rex Hale	Division 2	
Jose Velo	Division 3	
Staff		
Mark Corso	Deputy Director of Finance	

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 August 8, 2018.

Commissioner Hardeman Moved to approve the above meeting Minutes. Vice President Nakajo Seconded. Motion to approve above Minutes was unanimous.

There was no public comment.

4. CHIEF OF DEPARTMENT'S REQUEST FOR LEAVE WITH PAY FOR THREE (3) DAYS, SEPTEMBER 19 THROUGH SEPTEMBER 21, 2018, TO ATTEND THE NATIONAL

FIRE PROTECTION ASSOCIATION'S 2018 URBAN FIRE FORUM IN QUINCY, MASSACHUSETTS *[Discussion and possible action]* Discussion and possible action to approve Chief of Department's request with pay for three days to attend the National Fire Protection Association's 2018 Urban Fire Forum in Quincy, Massachusetts. The National Fire Protection Agency will cover the expense of travel, meals, and lodging. No Fire Department funds will be used for this trip. Deputy Chief Mark Gonzales will be Acting Chief of Department in her absence.

Commissioner Covington asked if Chief Hayes-White could expand on the forum. Chief Hayes-White explained that it is an annual event that she has participated in 2007 and has been asked to participate every third year. She mentioned that it's basically a gathering of large urban fire department chiefs where they discuss emerging issues and they discuss the role of the National Fire Protection Association.

Commissioner Hardeman Moved to approve the Chief of Department's Request for Leave. Commissioner Covington Seconded. Motion to approve above Leave was unanimous.

There was no public comment.

5. CHIEF OF DEPARTMENT'S REPORT *[Discussion]*
REPORT FROM CHIEF OF DEPARTMENT, JOANNE HAYES-WHITE

Report on current issues, activities and events within the Department since the Fire Commission meeting on June 27, 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 August 8, 2018. Chief Hayes-White stated that in regards to the budget, they continue to finalize the close out of the 2018 budget and they are in the first quarter of the current approved city budget and that things are looking good. She mentioned that they are in the process of conducting interviews for some open civilian positions, including the grant writer. She touched on the recent graduation of the 124th academy class and that she anticipates starting the 125th class sometime in the month of January 2019, which will be comprised of 54 members, 42 off the list, and 12 members coming from Station 49. She announced that they will have a bump up academy, which will be comprised of members that are H-3 Level 1 EMTs that have their paramedic licenses, joined by a group of H-2 firefighters that were hired as firefighters that also have their paramedic licenses and will go through in-house training and become H-3 Level 3' paramedics. She touched on the deployment of the strike teams and the great work of Chief Velo for his efforts in his coordination of those teams. She added that in preparation of Hurricane Lane in Hawaii, they deployed Ed Martinez and his K-9 with Task Force 3 this morning.

Chief Hayes-White covered recent events she attended, including the ceremony in Texas where she was the recipient of the prestigious award from the International Association of Fire Chiefs. She acknowledged her assistant, Kelly Alves, Mindy Talmage, Olivia Scanlon and Jesus Bushong who assisted in submitting the documentation for the nomination which was reviewed by a peer panel and for keeping it a secret from her. She mentioned that it was a great honor for her and she also thanked the Commission for allowing her the time to attend the banquet and ceremony. She also attended the 124th academy graduation; the retirement celebration for Anne Kronenberg; a meeting with the City Administrator to discuss the ESER projects; the Firefighter Cancer Awareness bike ride kickoff which started in Sausalito; monthly labor-management meeting; and a department head meeting with Mayor Breed's office related to the housing issues and how each of the agencies has an integral role and how they can more closely

work together. She added that one of the things the Department has done in this effort and is working well, is they have assigned a single point of contact, Acting Captain Michael Patt from the Bureau of Fire Prevention who has been able to streamline the permit process.

Chief Hayes-White touched on upcoming events, including the stair climb, the Police/Fire Mass and the 9/11 commemorations.

Vice President Nakajo thanked Chief Hayes-White for her report and congratulated her on her award at the International Association of Fire Chiefs. Chief Hayes-White gave a brief overview of her trip. Vice President Nakajo confirmed that the 125th academy class currently scheduled for a January 2019 start date will consist of 54 members, 42 off the list and 12 from Station 49. He also confirmed the scheduled bump-up academies scheduled for fall of 2018. He acknowledged the update on the strike teams and really appreciates that information and would like an update from a strike team leader at an upcoming meeting.

Commissioner Covington thanked Chief Hayes-White for her report and congratulated her on her wonderful award and was happy that the Chief's sons were able to travel with her and witness her receiving the award. Commissioner Covington confirmed that the Chief and her senior staff are putting together the response to the request from the Mayor's Office on the transition team meetings and that she will share it with the commission through email. She also confirmed that the Department's overall budget has reached new territory, coming in at \$400 million. Commissioner Covington asked if the position for the grant writer had been filled and Chief Nicholson responded that she had misspoken at the last meeting, that there are two 1823 positions that are open, one from attrition and one that was newly funded through the budget for a grant writer and it was the position vacant from attrition that they interviewed for and tendered an offer, and that that person also has grant writing experience. The dedicated grant writer position is currently being posted. Commissioner Covington asked if the remnant from the World Trade Center would be unveiled at the 9/11 commemoration. Chief Hayes-White said that the date is still to be determined but most likely would be delayed.

Commissioner Hardeman congratulated Chief Hayes-White on her well-deserved award and commented that she never seems to take advantage of a little R & R when she travels. He commented how much he loved the video that was shown at the 124th academy graduation, which showed the hard work of the recruits and instructors. Commissioner Hardeman acknowledged the great job that Chief Velo is doing in regards to the strike team deployments.

Commissioner Veronese confirmed that the Department was not asked to respond to the Mayor's transition policy on housing, only on the public safety component. He touched on the department point person that has streamlined the permit process and asked if the department has reached out to the stakeholders. Chief Hayes-White stated that the developers and contractors are seeing an improvement with the process with the collaboration of all the agencies that are involved in the process and they have been doing a better job at reaching out to the stakeholders. Commissioner Veronese asked about the research that went into the recent general order that outlines wildland fires. Chief Hayes-White explained that the general order is less about the dynamics of wildland fires, but more about the nuts and bolts of how the selection process works to be on a strike team. Commissioner Veronese asked if the policy was in line dynamically with the current affairs of what the firefighters are being exposed to and the duration of time they are exposed during deployment to wildland fires. Chief Velo explained

the general order in detail and how the dynamics were changed to reflect what has been learned over previous years.

President Cleaveland thanked the Chief for her report and congratulated the 124th graduation class for the video, which he thought it was terrific. He confirmed that when Chief Hayes-White asks for the list to be refreshed, it does not change the ranking of someone on the list, but it could expand the list and put new test takers ahead who scored better and that your name stays on the list for 2 years unless you get hired. He also confirmed that the EMT entry-level class is scheduled for late October, early November and that the K-9 unit deployed to Hawaii was in anticipation of the category 5 hurricane Lane. Chief Hayes-White stated that the monthly labor-management meetings would be open to a commissioner or two if they so wished to attend. President Cleaveland confirmed that for the 9/11 they will most likely have a ceremony at every station where all 343 names are read.

There was no public comment.

REPORT FROM ADMINISTRATION, DEPUTY CHIEF JEANINE NICHOLSON

Report on the Administrative Divisions, Fleet and Facility status, including an update on the Chief's Residence, Finance, Support Services, Homeland Security and Training within the Department.

Chief Nicholson reported on events for the month of July 2018. She announced that the graduation video was produced by Paramedic Captain Ben Sosin. She congratulated Chief Hayes-White on the prestigious award that she got in Texas. She stated that the Physician's Office conducted 12 promotional and permanent physicals in multiple ranks and 45 return to work evaluations. With regards to the Investigative Services Bureau, they did 86 drug and alcohol tests, all with negative results. She touched on the Assignment Office, Support Services, and the Bureau of Equipment. She mentioned that in regards to the ambulance deployment facility, construction bids are in and under review and DPW has pulled the construction permits and they are waiting for the award of the bid and notice to proceed, she hopes within the next 60 days. She added that it is scheduled for opening in late 2020. With regards to Station 16, the final completion date is listed as November 8 and Station 5, the final completion date is December 28, 2018. She touched on the multi-agency Caltrans drill and the upcoming officer's academy which is scheduled for September 17th. She announced that NERT did 11 events, classes, and outreach presentations, including on July 21st was NERT training day which included HAM radio communications, which is a very important task during an earthquake. With regards to Homeland Security, she mentioned that Chief Cochrane is having ongoing Fleet Week meetings with the FBI, military and city agencies and those events will be held October 1st through the 8th. He also worked on the active shooter drill with Salesforce. She touched on the strike team deployments and the upcoming five-day class regarding all hazards incident management team. With regards to the Chief's Residence, which is located at 870 Bush Street, Chief Nicholson stated that it was built in 1921 and was designed to look like a firehouse even though it was not a firehouse and was built by donations from city firefighters and other members of the public. It was dedicated to Chief Dennis Sullivan who was injured and died as a result of the 1906 quake. The first tenant was Fire Chief Thomas Murphy and in 1971 it was designated as a San Francisco Landmark. The City and County of San Francisco is the property owner and the building is approximately 4,300 square feet and the parcel is about 7,100 square feet.

Commissioner Hardeman was delighted to hear that the duties of the grant writer are going to be expanded and versatile. He confirmed that the 123rd academy class did their six-month truck and six-month engine training at different houses to expose them to different experiences.

Commissioner Veronese asked how the million dollars in the budget for the Chief's Residence is broken down. Mr. Corso responded that the budget submittal was based on an initial assessment by the Department of Public Works and they are currently in the process as part of the ESER Bond, doing an overall facility assessment where they look at each individual department facility and make estimates on all the subsystems within that facility. He added that the budget numbers were based on an estimate provided by the Department of Public Works and they looked at roofing, exterior envelope, windows, mechanical HVAC, electrical, sidewalk, kitchens, interior work, specialties systems, and ADA upgrades and that is where they got a total of approximately 1.4 million dollars, which doesn't include any seismic work that would need to be done. Commissioner Veronese asked if the open requisition for the grant writer's job is 100 percent to write grants. Mr. Corso explained that it would be 100 percent grant related. Chief Hayes-White explained that the majority of the time it will be grant related but there might be times when a special project comes along and that person needs to step up and help the team out. Commissioner Veronese expressed that he would prefer that the person not be used for anything else as long as there is grant work to be done.

Commissioner Covington echoed Commissioner Veronese's concern and stated that the grant writing position is very important and barring any unforeseen circumstances, that's what the grant writer should be doing. She confirmed that the officers' academy is for any officer that has yet to go through an officer academy which will consist of 4 days of classroom training and 8 hours of online training and will take place at the training facility at 19th and Folsom. Commissioner Covington asked if she could get any written history or covenants on the Chief's Residence. Chief Nicholson stated that she would look to see if there was something to share. Commissioner Covington added that after visiting the residence in more than 15 years, she was very pleased with the way it looked and everything seemed to be up to snuff.

Vice President Nakajo announced that it was his grandson's birthday and he would like to move to a timely manner of adjournment and would make his remarks very short. He thanked Chief Nicholson for her report and he stated that in terms of the officers' academy, and he agrees with all of the commissioners, the importance of holding such an academy.

President Cleaveland confirmed that the majority of facility requests are plumbing and electrical and because of the great work of Chief Rivera and Olivia Scanlon and the good working relationship with DPW the items are making good progress. He also confirmed that the drug and alcohol tastings are done randomly and members are selected by an outside vendor and given to ISB Captain Michael Smith and he goes out during the day and tests those people, six other members were tested post-accident.

There was no public comment.

6. COMMISSION REPORT *[Discussion]*

Report on Commission activities since last meeting on August 8, 2018

Commissioner Covington announced that she had a conversation with a couple of the members of the Department regarding what they consider to be the high cost of refuting any charges that

the Chief of the Department has brought before them and they are asserting that they have to hire an attorney at an estimated cost of \$10,000.00 dollars and that they knew nothing about the Early Case Resolution Conference that the commission has been offering over the last couple of years. She added that she called DCA Brad Russi who informed her that it was originally supposed to be an offer on a trial basis and if it was something that we wanted to offer permanently we would need to amend the discipline rules and regulations as well as get approval from the Union. It was decided that President Cleaveland would ask Mr. Russi to prepare the amendments.

There was no public comment.

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

- Peer Support Resolution
- Black Firefighters Youth Academy
- MOU with GOTC

8. CORRESPONDENCE [Discussion]

- Email from Don Chan dated 8/11/18

There was no public comment.

9. ADJOURNMENT

President Cleaveland adjourned the meeting at 6:48 p.m. in honor of the four firefighters who lost their lives fighting California wildfires.

Conefrey, Maureen (FIR)

From: FireChief, Secretary
Sent: Friday, August 24, 2018 2:55 PM
Subject: General Order 18 A-59, Pre-Retirement Planning Seminar

SAN FRANCISCO FIRE DEPARTMENT
GENERAL ORDER

File Code 18 A-59
August 24, 2018

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

Officer Endorsement:
Sec.1108-R & R

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

and who have an appointment with the Retirement Board will be given special consideration for a spot at the seminar.

6. Members should contact the Division of Training at 415-970-2000, Monday through Friday, 0800 – 1100 hours, to enroll in the seminar. The deadline for registration is Wednesday, September 12, 2018, at 1100 hours. Members will be confirmed by Monday, September 24, 2018.
7. Cancellations must be made at least five days before the seminar. Failure of a member to attend, once enrolled, without proper cancellation, will deprive another member of the opportunity to attend.
8. Members may not attend in an on-duty status, and no guests will be permitted.
9. The Department and Local 798 want every member to be able to enjoy a happy and secure retirement. Assisting members with planning for this major change in life is the objective of these seminars.

Joanne Hayes-White
Chief of Department

Conefrey, Maureen (FIR)

From: FireChief, Secretary
Sent: Thursday, August 30, 2018 5:56 PM
Subject: General Order 18 A-60, September 11, 2018 – Remembrance at all SFFD Stations
Attachments: 18 A-60 September 11, 2018- Remembrance at all SFFD Stations - Attach A.pdf; 18 A-60 September 11, 2018 -Attachment B.pdf

Please note, attachments are printable

SAN FRANCISCO FIRE DEPARTMENT
GENERAL ORDER

File Code 18 A-

60

August 30, 2018

From: Chief of Department
To: Distribution List "A"
Subject: September 11, 2018 – Remembrance at all SFFD Stations
Reference: Rules & Regulations, Section 402
Enclosure: Attachment "A" – Commemoration Ceremony Remarks
Attachment "B" – List of FDNY Members who died on September 11, 2001

Officer Endorsement:
Section 1108 – R & R _____

1. On Tuesday, September 11, 2018, the Department will participate in a remembrance ceremony for the Emergency Responders and civilians who perished in the tragic events of September 11, 2001 and for their families.
2. Company Officers will coordinate all activities. Battalion Chiefs will ensure compliance.
3. The remembrance ceremony will take place at all Stations.
4. The format for the remembrance will be as follows:

0645 hours PST

Apparatus roll out of bays, flanking the driveways on both sides.

0658 hours PST

All available Fire Department personnel assemble at attention in front of individual Station flag pole (or central location in front of building.)

0659 hours PST – Time of South Tower Collapse

Apparatus bell rings 3-3-3 (3 sets of 3 chimes each)

0700 hours PST

Lower Station flag to half staff, observe one minute of silence

0702 hours PST

- Commemoration for all victims of 9/11/01
 - Commemoration and moment of silence for 2018 line of duty deaths
 - Reading of the names of the 343 Firefighters from FDNY
5. Flags will remain at half staff for the remainder of the day.
 6. Members will participate in complete Station uniform including caps and ties.

Joanne Hayes-White
Chief of Department

Conefrey, Maureen (FIR)

From: FireChief, Secretary
Sent: Friday, August 31, 2018 4:54 PM
Subject: General Order 18 A-61, Annual Seniority List
Attachments: 18 A-61 Annual Seniority List.pdf

SAN FRANCISCO FIRE DEPARTMENT
GENERAL ORDER

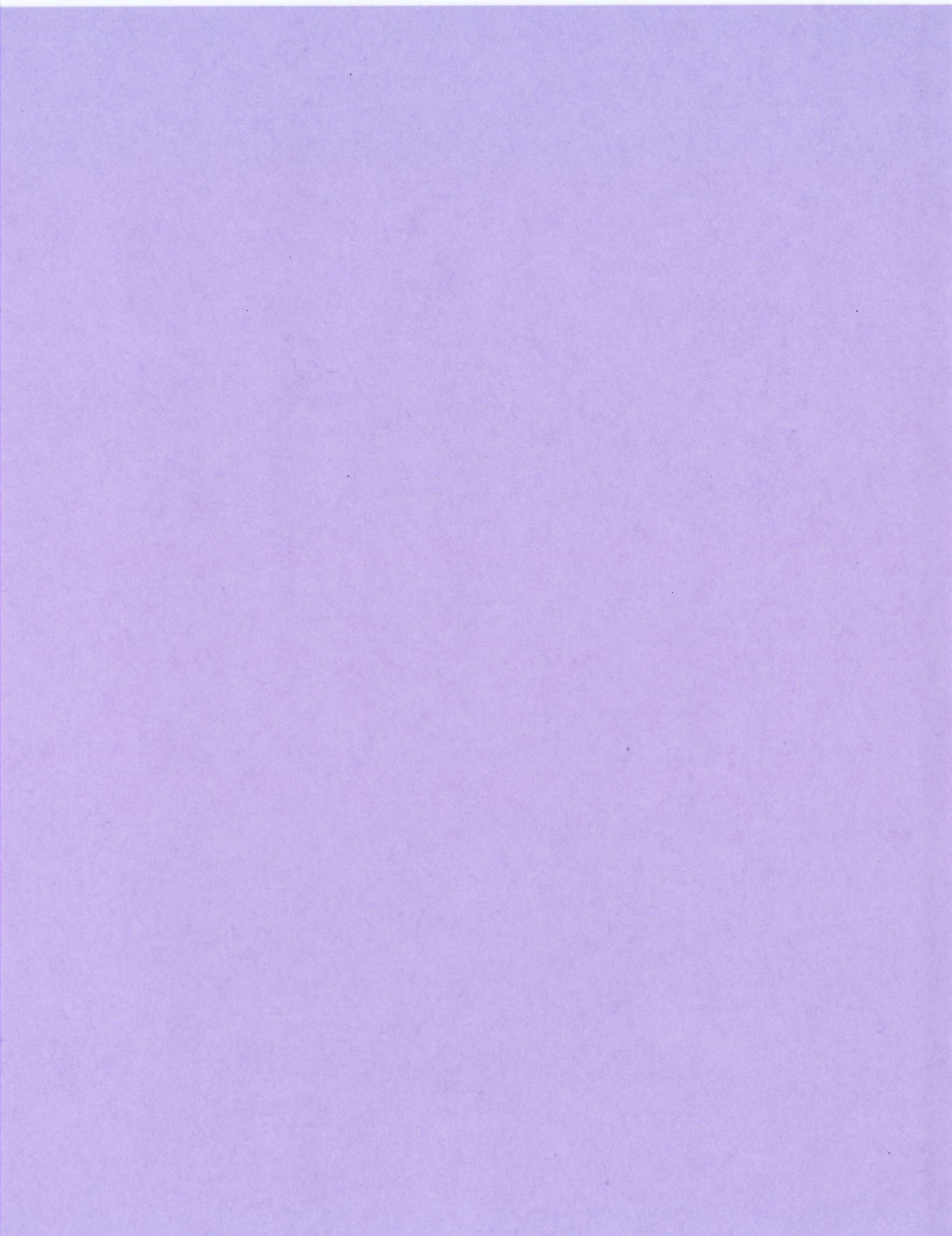
File Code 18 A-61
August 31, 2018

From: Chief of Department
To: Distribution List "A"
Subject: Annual Seniority List
Reference: Rules & Regulations, Section 402
Enclosure: SFFD Seniority List – 2018

Officer Endorsement:
Sec. 1108 – R & R

1. The annual seniority list is enclosed with this General Order and can be viewed from AO Reports. Please refer to this list for seniority numbers required by various Department forms.
2. The list includes rank, order number, name, ID, and seniority number.

Joanne Hayes-White
Chief of Department





GUARDIANS OF THE CITY
History Museum - Memorial - Safety Learning Center

August 20, 2018

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

Chief Hayes-White,

The receipt of your email dated August 17, 2018 has generated discussions regarding the future of the Lillie Coit Civic event on August 23rd. The event is to celebrate the 175th birthday of San Francisco's first "female firefighter" (by association). As we have come to know, Ms. Coit served as a volunteer to the Knickerbocker Fire Company in the late 19th century. She was a San Franciscan to the core -- and held the City and its volunteer firefighters in the highest regard even after her passing in 1929. The centerpiece of our celebration of her life was to be the 168 year old Knickerbocker Engine Number 5.

It is my understanding, the San Francisco City Attorney's office has raise some questions regarding the Guardians of the City liability and the actual ownership of the pumper. Our position on these two questions are:

1. The liability issue would be resolved by securing additional coverage by our current insurance agent.
2. The De Young Museum is owned by the City and County of San Francisco, operated and managed by the Fine Arts Museum of San Francisco. Thus, the Knickerbocker is owned by the City and County of San Francisco.

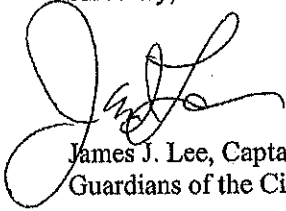
Knickerbocker Engine 5 was a gift to the De Young in the early 1930's from Lillie's long term maid, Miss H. Green. In 1964, then Chief of Department William F. Murray established the SFFD Pioneer Museum. Chief Murray made a request for Knickerbocker Engine 5 be loaned to the Pioneer Museum. The loan and associated documentation should be on file with both the De Young Museum and the SFFD.

As stated, the civic event to honor Lillie Coit is to take place this Thursday, August 23rd. While I believe the issues raised here can ultimately be resolved, it is evident to me and our Board that this will not happen before the event. Therefore, to avoid any embarrassment to City officials, Fire Commission, or the Department, the Board of the Guardians of the City have decided to cancel the civic portion of the event (at Coit Tower).

That being said, we will continue to host the social event at Chief Sullivan's as this has been developed to be our one and only fund raiser of 2018. I would like to personally extend an invitation to you and your staff to feel welcomed to join us there.

We are all very disappointed at this juncture as you can imagine. Hopefully, we can continue to work together to satisfy any outstanding issues or questions that remain so we can dutifully serve as the custodians of the history of the San Francisco Fire Department.

Sincerely,

A handwritten signature in black ink, appearing to read 'James J. Lee', with a large, stylized initial 'J'.

James J. Lee, Captain (ret'd)
Guardians of the City Chair

cc. Mr. Ken Cleveland, President S. F. Fire Commission
Ms. Maureen Conefrey, Secretary to S. F. Fire Commission
GOTC Board of Trustees
Mr. Phil Ginsburg, General Manager S.F. Recreation and Park Department

P.O. Box 411314, San Francisco CA 94141-1314

Guardians of the City is a Federal tax exempt non-profit 501 (c) (3) California Corporation. Our individual tax number is: 27-0251279

**“NEVER FORGET”
9-11 MEMORIAL – SAN FRANCISCO**



Sunday September 16, 2018

0830 Refreshments & Check in 0900 class starts

Initial Critical High-Rise Operations and Fire Command Center Orientation
Firefighters, Company Officers, Building Engineers, Security Officers & Property

An Educational Certificate awarded by “Fire Nuggets.com”

808 Kearny Street, Classroom 402

Chinatown-North Beach City College Campus

Parking: Hilton Hotel or Portsmouth Square. \$4 per hour

&

1200 Hours

“Never Forget”

Barbeque & Beer Fest

Redwood Park, Transamerica Pyramid

Entrance Washington St. between Montgomery & Sansom

Fire Apparatus Display

\$50 for class & Barbeque & Beer, Barbeque & Beer only \$25

Instructor

Tom Siragusa, retired Assistant Chief Division 3, San Francisco Fire Department. Tom spent his career in the South of Market and Mission Districts of San Francisco.

- Director of Training for the SFFD from 2004-2009.
- Served as Deputy Chief of Operations from July 2011 – February 2012.
- A California state certified fire instructor and a Chief Officer level instructor for fire operations, multi-alarm incidents and ICS for hazardous materials incidents.
- Develops, teaches, and instructs numerous courses for the SFFD and other agencies. Currently serves on the Region 2, Level 400 CICCS Peer Review Committee.
- Tom has been the 1st. alternate Operational Area Coordinator for Region 2 for

Chief Siragusa has commanded many major incidents during his time as Assistant Chief and will share his words of wisdom earned and learned through the rite of major incidents.

APPROVED FOR POSTING

Juanita Hays White



**"NEVER FORGET"
9-11 MEMORIAL
SAN FRANCISCO**

Schedule for those Attending the 9-11 Dinner

Monday, September 17, 2018

Hilton Hotel 0800 to 0930 Karaoke Room Lobby Level
Discussion of Andy's Thoughts on Engine Operations

&

lessons learned at Squad 18, FDNY

Discussion Leaders

Battalion Chief Jerry Tracy, FDNY (ret) and Captain John Ceriello, F
Former Members Squad 18. Latest science on Wind Fed Fires
Morning refreshments served

Midday Activity

10:00 hours – meet near the Hilton Hotel Concierge Desk
Docent Lead tour of Chinatown or Fire Boat Ride

Lunch following each activity:

Chinatown tour lunch at the New Asia Restaurant \$20

Fire Boat ride lunch nearby, non-hosted

1:15 Fire Boat Ride

Meet near the Hilton Hotel Concierge Desk

9-11 Memorial Dinner

Italian Athletic Club

1630 Stockton Street, Washington Square, San Francisco

4:30-6:pm Cocktails, Dinner 6:pm, Italian Style

Recognition & Memories of Heroes

Stationary Engineers Local 39 & Firefighters Local 798

Tuesday, September 18, 2018

Continental Breakfast 0800 to 11:00

Transamerica Pyramid – City & Bay Observation Floor

SAN FRANCISCO



FIRE DEPARTMENT

**DIVISION OF FIRE PREVENTION &
INVESTIGATION**

M E M O R A N D U M

TO: Chief of Department, Joanne Hayes-White

FROM: Fire Marshal Daniel E. de Cossio, DFPI

SUBJECT: Activity Report for the Division – July 2018 to August 2018

DATE: September 6, 2018

REFERENCE: Rules and Regulations, Section 2209

This is the activity report for the Division of Fire Prevention and Investigation for the period from July 1, 2018 thru August 31, 2018.

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

Daniel E. 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—PeopleSoft)

BFP Revenue: July to August 2018				
Fiscal Year 2018–2019				
Revenue Program	Budgeted Revenue	Actual Revenue*	% of Budget	Projected Year-End
Plan Review Fees	8,710,000	1,519,612	17.45%	9,117,673
Construction Inspection Fees	2,031,250	410,555	20.21%	2,463,330
Fire Dept. Permits	1,002,000	106,924	10.67%	641,543
False Alarm Response Fees	220,500	3,250	1.47%	19,500
Waterflow Request Fee	212,500	40,375	19.00%	242,250
Referral Inspections	181,250	27,540	15.19%	165,240
Code Reinspection Fees	172,250	27,385	15.90%	164,310
Pre-Application Fees	150,000	39,625	26.42%	237,750
Medical Cannabis Dispensary Fees	45,500	0	0.00%	0
Fire Administrative Citation	0	2,000	0.00%	12,000
Miscellaneous Fees	11,500	1,543	13.42%	9,259
Revenue Programs Subtotal	12,736,750	2,178,809	17.11%	13,072,855
High-Rise Annual Inspection Fees*	1,950,000	244,301	12.53%	1,950,000
Annual Permit Renewal Fees*	1,990,000	0	0.00%	1,990,000
Fire Residential Inspection Fees	627,041	131,666	21.00%	789,996
Revenue Programs Total	17,303,791	2,554,776		17,802,851
Projected Surplus/Deficit			103%	499,060
	Revenue**	Expenditure	Surplus/Deficit	
Overtime Revenue/Expenditure	369,286	400,170	-30,884	
*as of Sept 5, 2018				

* 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:

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.

1. 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.
2. Construction Inspection Fees-The plans reviewed by the plan check division generate construction inspections which are carried out by the district fire inspectors.
3. 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.
4. 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.
5. 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.
6. 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.
7. Referral Inspections-The BFP is responsible for inspecting occupancies requiring a fire department clearance as part of a federal, state, or local license.
8. 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.
9. Miscellaneous- This is a catch-all category for BFI subpoena revenue, photocopy revenues, and various consultation fees.
10. 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.
11. 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.

San Francisco Fire Department Bureau of Fire Investigations

Summary Report From 08/01/2018 To 08/31/2018

	YTD 07/01/2018 To 08/31/2018		08/01/2018 To 08/31/2018	
	Count	Property Loss Contents Loss	Count	Property Loss Contents Loss
STRUCTURE FIRES ACCIDENTAL	3	\$780,000	1	\$25,000
STRUCTURE FIRES INCENDIARY	11	\$5,115,000	6	\$97,000
STRUCTURE FIRES TOTAL	14	\$5,895,000	7	\$122,000
VEHICLE FIRES INCENDIARY	10	\$112,838	6	\$68,792
VEHICLE FIRES TOTAL	10	\$112,838	6	\$68,792
OTHER INCIDENTS	15	\$93,200	6	\$77,750
STRUCTURE FIRES COMMERCIAL	9	\$5,824,000	4	\$58,000
STRUCTURE FIRES RESIDENTIAL	5	\$71,000	3	\$64,000
STRUCTURE FIRES TOTAL	14	\$5,895,000	7	\$122,000
GREATER ALARMS 2ND ALARMS	1		0	
GREATER ALARMS 3RD ALARMS	1		0	
GREATER ALARMS 4TH ALARMS	0		0	
GREATER ALARMS 5TH ALARMS	0		0	
GREATER ALARMS TOTAL	2		0	
OTHER ARRESTS	4		1	
OTHER INJURIES	3		0	
OTHER JUVENILE FIRE SETTERS	0		0	
OTHER SUBPOENAS REQUESTED	36		18	