

# SAN FRANCISCO FIRE COMMISSION

## Fire Commission Regular Meeting Wednesday, February 27, 2019 – 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	Stephen A. Nakajo
Vice President	Francee Covington
Commissioner	Michael Hardeman
Commissioner	Ken Cleaveland
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 Special Meeting on February 8, 2019
- Minutes from Regular Meeting on February 13, 2019
- Minutes from Special Meeting on February 14, 2019

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

REPORT FROM CHIEF OF DEPARTMENT, JOANNE HAYES WHITE

Report on current issues, activities and events within the Department since the Fire Commission meeting on February 13, 2019, including budget, academies, special events, communications and outreach to other government agencies and the public.

REPORT FROM ADMINISTRATION, DEPUTY CHIEF JEANINE NICHOLSON

Report on the Administrative Divisions, Fleet and Facility status and updates, Finance, Support Services, Homeland Security, Training within the Department, update on MOU between Department and Guardian's of the City and MOU between Department and Port regarding Station 35.

#### 5. RETREAT SUBCOMMITTEE UPDATE AND ACTION PLAN *[Discussion]*

Vice President Covington and Commissioner Veronese to provide an update on action to be taken following the September 25, 2018 Commission Special Meeting/Retreat.

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

Report on Commission activities since last meeting on February 13, 2019

**7. AGENDA FOR NEXT AND FUTURE FIRE COMMISSION MEETINGS**

*[Discussion]*

Discussion regarding agenda for the next and future regular meetings.

**8. ADJOURNMENT**



# SAN FRANCISCO FIRE COMMISSION

## DRAFT MINUTES FROM FIRE COMMISSION SPECIAL MEETING

Friday, February 8, 2019, 9:00 a.m.  
One South Van Ness Avenue, 4<sup>th</sup> Floor, San Francisco, CA 94102

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*Commissioner Cleaveland called the meeting to order at 9:04 a.m.*

*Item No.*

### 1. ROLL CALL

President	Stephen Nakajo	Present
Vice President	Francee Covington	Present
Commissioner	Michael Hardeman	Present
Commissioner	Ken Cleaveland	Present
Commissioner	Joe Alioto-Veronese	Present

Also Present: Maureen Conefrey, Commission Secretary; Scott DeWolfe, Anna Biasbas and Erin Zadlo from the Department of Human Resources

### 2. PUBLIC COMMENT ON ITEM 3

Public comment on all matters pertaining to Item 3 below, including public comment on whether to hold Item 3(B) in closed session.

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

### 3. POSSIBLE CLOSED SESSION RE. PUBLIC EMPLOYEE APPOINTMENT *[Discussion and Possible Action]*

A. Vote on whether to conduct item 3(B) in closed session. [Action]

*Commissioner Cleaveland made a motion to conduct items 3(b) in Closed Session. Commissioner Veronese seconded, and the motion was unanimously approved. (5-0; Cleaveland, Nakajo, Hardeman, Covington, Veronese)*

*The Commission went into closed session at 9:04 a.m.  
The Commission took a recess at 12:47 p.m.  
The Commission reconvened in closed session at 1:33 p.m.*

B. **Public Employee Appointment: Chief of the San Francisco Fire Department.** This item may be held in closed session pursuant to Government Code § 54957(b) and San Francisco Administrative Code § 67.10(b).

C. If closed session is held, reconvene in open session.

*The Commission reconvened in Open Session at 3:54 p.m.*

- 4. REPORT ANY ACTION TAKEN IN CLOSED SESSION**, as specified in California Government Code § 54957.1(a)(5) and San Francisco Administrative Code § 67.12(b)(4).  
[Discussion and possible action]

*President Cleaveland reported they had robust discussion on 6 candidates who interviewed for Chief of Department position and their qualifications.*

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

*Commissioner Covington Moved to not disclose discussions held in closed session. Commissioner Hardeman Seconded. The motion was unanimously approved. (4-0; Cleaveland, Hardeman, Covington, Veronese)*

- 6. ADJOURNMENT**

*President Cleaveland adjourned the meeting at 3:55 p.m.*

# 1. SAN FRANCISCO FIRE COMMISSION

## FIRE COMMISSION REGULAR MEETING DRAFT MINUTES

Wednesday, February 13, 2019

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=32132](http://sanfrancisco.granicus.com/MediaPlayer.php?view_id=180&clip_id=32132)

Vice President Nakajo called the meeting to order at 9:01 a.m.

### 1. ROLL CALL

Commission President	Stephen Nakajo	Present
Commission Vice President	Francee Covington	Present
Commissioner	Michael Hardeman	Present
Commissioner	Ken Cleaveland	Present
Commissioner	Joe Alioto Veronese	Present
Chief of Department	Joanne Hayes-White	Present.
Mark Gonzales	Deputy Chief -- Operations	
Jeanine Nicholson	Deputy Chief --Administration	
Andy Zanolff	EMS	
Dan DeCossio	Bureau of Fire Prevention	
Tony Rivera	Support Services	
Michael Cochran	Homeland Security	
Khai Ali	Airport	
Joel Sato	Training Division	
Assistant Chiefs		
Bill Storti	Division 2	
Brooke Baker	Division 3	
Staff		
Mark Corso	Deputy Director of Finance	
Tony Boone	Director of Occupational Environmental Health and Safety	

### 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 January 23, 2019

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

There was no public comment.

**4. PRESENTATION FROM THE UNITED FIRE SERVICE WOMEN [Discussion]**  
Presentation from members of the United Fire Service Women.

Katherine Alba, Vice President of the UFSW and a 20-year member of the Department and Lt. Heather Buren, Director of UFSW and a 22-year member of the Department presented the attached PowerPoint. <https://youtu.be/RR9n911VzH0>

They each touched on the history of the organization as well as the mission, which is to support and advocate for the welfare of women in the San Francisco Fire Department and to create a network of women in the fire service, ensuring a diverse and unified department that represents the city they serve. Lt. Buren added that their goal is to work with the administration, with the Department, for the good of not just the women in the Department but for all members in the Department. A variety of things that they cover include making sure promotional and training information is readily available and accessible and to advocate for the women in the Department, as well as others. She mentioned that in 1976, women were first allowed to take the entrance exam for the SFFD and that nobody succeeded at that time, and in 1981 the SFFD started to do a recruitment effort that created a training program for a group of 30 women which was terminated shortly thereafter and in 1987, a lawsuit was settled and women were hired through a 10 year mandate, the federal consent decree. She added that the first 7 women were hired in 1987. She mentioned that in 1997 the United Fire Service Women became an employee group and seven years after that, they became a 501(C) (3) and they currently have 181 members. She touched on diversity by gender, recruitment efforts, leadership within the Department and health, wellness and cancer including ongoing studies and results and risk factors. She touched on the \$600,000 grant from the California Breast Cancer Initiative they secured for a biomonitoring study. Ms. Alba spoke about their training opportunities offered by their organization. She also described their roles as mentors to expose young women and students to the possibilities of a career in the fire service which include Camp Blaze and NorCal First Alarm girls fire camp. She also mentioned that they support the community through the Toy Program and Cancer Prevention Foundation.

Commissioner Cleaveland thanked them for their fantastic presentation and asked what makes their training unique. Lt. Buren stated that besides the great training they get from the SFFD, there are times they want supplemental training, so the women can feel a little more comfortable to ask questions that you might not ask in a whole big group, such as more forcible entry, and pump operations classes. Ms. Alba acknowledged the great training they receive from the Division of Training and that the staff is phenomenal.

Commissioner Veronese asked what the department could be doing better in the way of women's issues. Ms. Alba stated that they are only complimenting what the Department has already set in place in terms of turnout extractors and officers in the field making sure your equipment is on properly, they have good policies in place and things of that sort Lt. Buren added that they could continue to advocates for women in the fire service through recruitment and continue to fund outreach. Commissioner Veronese confirmed that the public may buy

UFSW T-shirts online at UFSW for \$20.00. He also confirmed that currently there are no manufacturers that make turnout coats without flame retardants embedded in them.

Vice President Covington thought the presentation was fabulous and thought the video attached to the presentation was amazing and should be distributed to other Departments. She also confirmed that Camp Blaze is a weeklong sleepover camp and the NorCal camp is a weekend camp. Vice President Covington encouraged them to continue the outreach and recruitment efforts.

Commissioner Hardeman thanked them for their very well-done presentation. He talked about his experience with recruitment and training women in the late '70s while he was working full time for his Union, when they were also under a Consent Decree and how hard it was to meet the goals. He mentioned that for the Fire Department to reach the goals they've reached is really impressive.

President Nakajo was grateful and appreciative of their presentation and stated that one of the goals of the Commission was to get the various affinity groups to present and bring them up to date, to be contemporary within the membership and they achieved that goal. He added that it is important that the commission is educated as to what they are doing and how they are doing it. He also asked that they inform the Commissioners of the upcoming March meeting, as he feels many members of the commission would love to attend that event.

There was no public comment.

#### **5. UPDATE ON THE STATUS OF STATION 13 [Discussion]**

Director Mark Corso gave a brief presentation on an update on plans surrounding Fire Station 13, which over the past couple of years has had some formal legislation attached to it. He presented the following PowerPoint: [https://sf-fire.org/sites/default/files/COMMISSION/Fire%20Commission%20Support%20Documents%202015/station%2013\\_0.pdf](https://sf-fire.org/sites/default/files/COMMISSION/Fire%20Commission%20Support%20Documents%202015/station%2013_0.pdf)

He emphasized that this project is in the very early stages and there is not a lot of details associated with it. He outlined the timelines and history of the project and how Proposition K at the time, began the initiative to look at every possible city property that could be used for affordable housing, either directly as actual housing, or indirectly by leveraging affordable housing elsewhere, such as through the sale of city-owned property. He added that there were two pieces of legislation that were passed unanimously through the Board of Supervisors that pertain to 530 Sansome that sought to leverage affordable housing elsewhere in the city, the first piece in 2017 directed that the air-rights for that property at 530 Sansome be sold for the purposes of affordable housing in District 3 and it would result in a new modern fire station for Station 13. The second piece in 2018 attempted to expedite the process and asked the Real Estate Division to issue a request for proposals for what a subject property would look like and resulting in funding for affordable housing and a new fire station at that location. He stated that the intent of the Department of Real Estate has been to come before the Fire Commission in the late spring to review selected proposals, both a summary of all the proposals, and one that is deemed selected and take input from the Commission informing a final proposal to go to approval for the Board and the Mayor's office.



Commissioner Veronese confirmed that the Department will have a seat at the table for review and selection of the submitted proposals and that Station 13 is considered city property. He suggested that if the proposal goes through, that some of the funds be earmarked for affordable housing for firefighters, teachers and civil servants. He also confirmed that if the proposal goes through, a brand-new firehouse will be built at that location.

Commissioner Cleaveland stated that the project excites him and applauded Supervisor Peskin for pushing on this issue. He asked what the Mayor's office and Supervisor Peskin had in mind as to how many units of affordable housing are proposed and who the commercial real estate agent is. Mr. Corso answered that the agent is Colliers and he doesn't have the specifics of the site and what's being proposed but there is a 200-foot height limit.

Vice President Covington commented that when she first joined the Commission in 2013, Commissioner Cleaveland was consistently asking about air-rights of the various properties that hold firehouses and somehow air-rights for this particular property never came up. She also mentioned that she has been advocating for years for housing for teachers and beginning firefighters and that they need more people in the Department who live in the city and have an opportunity to live in good places and be able to save money to hopefully purchase a home in this city. She confirmed that the proposals are due the first week in March.

Commissioner Hardeman thought it was a good presentation with nice graphics. He stated he has no problem with expediting all air-rights for stations that have to be rebuilt. He confirmed that once a developer has been selected it will take about another four years for completion due to the entitlement process.

President Nakajo thanked Mr. Corso for his update and comments and stated that the Commissioners want to be updated on this subject matter. He also suggested having a meeting with Supervisor Peskin to include the projection of the affordable housing in Chinatown with the funds gained from the development of the Station 13 project.

There was no public comment.

**6. DRAFT OPERATING BUDGET – FISCAL YEARS 2019-2020/ 2020-2021 [Discussion and possible action]**

Discussion and possible action to adopt the Fire Department's Operating Budget for Fiscal Years 2019-2020/2020-2021.

Mark Corso gave an overview of the Department's budget proposal. The presentation is attached: [https://sf-fire.org/sites/default/files/COMMISSION/Fire%20Commission%20Support%20Documents%202015/budget\\_4.pdf](https://sf-fire.org/sites/default/files/COMMISSION/Fire%20Commission%20Support%20Documents%202015/budget_4.pdf)

Mr. Corso explained in detail the write off adjustments they have on an annual basis and the population of calls that they have identified as having no identifiable home address. He went over the timelines and budget process and was asking that the Commission approve the proposed budget. He added that through the course of conversations, discussions with labor and administration, they have identified three main large needs as the highest priority for the

Department, which includes EMS staffing, restoration of Incident Support Specialist, and equipment. He also mentioned that the proposal currently recommends not meeting target reductions, and the consensus amongst discussions with labor and the Budget Committee is that given the needs facing the Department, it is very difficult, if not impossible to request reductions to the existing budget. He added that the majority of the budget supports frontline emergency operations and a reduction would have an impact on those frontline operations.

Commissioner Cleaveland confirmed that Fire Prevention would be increasing their fees approximately 4 percent in the next fiscal year. He told Mr. Corso that he really appreciated his EMS cost recovery analysis and confirmed they are exploring additional supplemental reimbursement programs. He also confirmed that there will be two academy classes for H-2 and H-3's over the next two years, one class for each classification per year. He also confirmed that if the Incident Support Specialist is brought back, they would need 26 additional personnel to fill those positions at a cost of about six and a half million dollars.

Commissioner Veronese confirmed that the Department writes off approximately 75 million dollars in statutory adjustments. He suggested using those write off as a way of explaining our requested budget reductions the Mayor's office has asked for. He also suggested shifting the collection over to the hospitals as well as charging them a drop off fee to generate money for the Department. He further recommended that the windfall of money that the Mayor's office has announced should be split between the Fire Department, Department of Homelessness and the Health Department since the goal is to focus on homelessness and housing. Commissioner Veronese advocated for annual cancer screening for all members and would like to get what the actual cost of that would be. They discussed the elimination of fees for accessory dwelling units and once the impact to the department is known, Mr. Corso will report back.

Vice President Covington thanked Mr. Corso and stated she was troubled by the fact that the Department will not be collecting fees for accessory dwelling units. Mr. Corso assured her that they would make sure those discussions happen during the budget process with the Mayor. Fire Marshal DeCossio explained that it is a new concept that has just been released and they are working with the Building Department as they collect the fees for the SFFD and he is trying to get an idea what kind of numbers they are looking at. He added that they process about a thousand permits a month, and the ADU's is a small percentage of that, possibly 50 or 60 a month. Vice President Covington asked Mr. Corso if he could provide a global perspective on why we're being asked to reduce the budget when the city is in boom times. Mr. Corso explained that all city expenditures need to be backed by some type of revenue coming in and the concern is that structurally over time, and into the future, that revenue that is coming in that funds our expenses is growing at a much lower rate than the expenses that the city has committed to. He added that even though the economy may still be growing, it's growing at a much slower rate than the costs, mainly, of salary and retirement benefits and health benefits for employees. Vice President Covington confirmed that there are 15 members of all ranks on the internal budget committee. She also mentioned that she would really like to see a plan of action for having other departments use our facilities when they are not needed by the SFFD, as that was one of the reasons they went through the grueling accreditation process.

Commissioner Hardeman thanked Mr. Corso for his very good report and appreciated the 104-page document that really is sort of the bible that contains a summary of revenues, expenses and all the detailed line items and he thinks it's quite a wonderful document and leaves you

without many questions. He mentioned the 2005 mandate that was passed by the voters which requires the city to maintain and operate neighborhood firehouses and emergency apparatus at the same location and to the same extent as existed on January 1, 2004. He also recommended encouraging firefighters to have an annual physical involving testing for certain cancers.

President Nakajo thanked Mr. Corso and Commissioner Hardmen for serving on the Budget Committee.

Vice President Covington Moved to approve the presented budget. Commissioner Cleaveland seconded. The motion passed unanimously.

There was no public comment.

#### **7. 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 on January 23, 2019, including budget, academies, special events, communications and outreach to other government agencies and the public.

Chief Hayes-White reported on activities since the last meeting on January 23, 2019. She stated that they are midway through this fiscal year budget and they are on track. Regarding academies, she mentioned that the 125<sup>th</sup> class is in their third week, and two members were released during the EMS portion due to performance. She announced that the Division of Training is working in conjunction with the EMS Division on an online training for H-8 per diem EMT's, in addition they are planning on start dates for the H-3 Level 1 EMT academy, which they are projecting to be just after the beginning of the fiscal year in July and the 125<sup>th</sup> academy to begin sometime in the fall. She touched on events she attended, including an HSOC meeting, a celebration of life with Engine 33 for retired Battalion Chief Al Waite, who was about three months short of his 100<sup>th</sup> birthday when he passed away late last year. She acknowledged Lt. Baxter and his team for putting together a volunteer appreciation event which was very well attended. She also attended the re-opening of Station 16 and thanked everyone who attended, the annual Veterans Leadership Symposium and Black History Month celebration. She mentioned the major incident at Geary and Parker, a 3<sup>rd</sup> alarm fire and that crews did a very good job under incident commander Rex Hale. She also reported that this incident became an investigation conducted by the NTSB and the SFFD was named as a party to the investigation which she signed off on a confidential disclosure agreement and she designated Assistant Deputy Chief Mike Cochrane to represent the Department. She mentioned the Neighbor Empowerment Network ceremony where they acknowledged NERT lifetime achievement award that went to Ms. Joanie Van Rijn.

Commissioner Cleaveland thanked Chief Hayes-White for her report and announced that she received an award for her outstanding service to the community for the past 15 years at the Chamber of Commerce breakfast.

There was no public comment.

##### **REPORT FROM OPERATIONS**

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

Chief Gonzales reported on activities for the month of January. He mentioned that there was one greater alarm, a second alarm on 70 Liebig Street where crews encountered numerous obstacles due to hoarding. He touched on other incidents including a first alarm at 1100 Connecticut, a surf rescue, a cliff rescue of a dog and a deck collapse at 1683 39<sup>th</sup> Avenue. He stated that multiple outreach efforts are still ongoing about cliff and surf safety messages, bicyclist/pedestrian traffic safety messages, close your door before you doze, a campaign encouraging the closing of bedroom doors at night to increase your chance of survival and being rescued during a fire. He showed a short video of community outreach, multi-agency training and SFO Division live fire training.

Commissioner Veronese expressed his concern with how long it took PG & E to turn off the gas at the incident at Geary and Parker and to make sure that the Department has a voice in the conversations that are taking place and to keep the Commission updated. He asked that Chief Gonzales also add the total to the bottom of the non-homeless related call statistics on his next report.

Commissioner Cleaveland asked if the department has a map of gas lines in the city. Chief Gonzales replied no, but he would look into it. Commissioner Cleaveland also confirmed that coastal safety signage can always be improved. He also commended Chief Gonzales and Lt. Baxter for the fire safety fairs they have been putting on.

Commissioner Hardeman was also flabbergasted it took so long for PG & E to shut off the gas and found out that it's a problem with not enough shut-off valves and all the precautions that they have to take once that happens and they are now learning that this process needs a big change.

Vice President Covington asked what the Department's relationship is with the National Park Service. Chief Gonzales stated that they have an MOU with the GGNRA that states the Department will respond to those areas they own, and they pay a certain amount for that. Vice President Covington suggested reaching out to whoever is in charge at the GGNRA to get sufficient safety signage up.

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

Report on Commission activities since last meeting on January 23, 2019.

Commissioner Hardeman stated that he attended the Budget Committee meeting and appreciates how everybody has their preferences, but he relies on the Chief and the command staff to do what's right and in the best interest of the Department.

Commissioner Cleaveland gave a brief update on the CD1 interview process stating there were 36 qualified candidates and they will have interviewed 20 and they expect to have their recommendations sent over to the Mayor by the end of tomorrow evening.

Vice President Covington relayed that President Nakajo, who had to leave early is having ongoing discussions with the president and vice president of the Health Commission regarding a joint meeting of the officers of the SFFD Commission as well as the Health Commission.

There was no public comment.

**9. CORRESPONDENCE RECEIVED**

- Letter dated 1/23/19 from San Francisco Fire Fighters Local 798

There was no public comment.

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

Discussion regarding agenda for next and future Fire Commission meetings.

- Retreat update
- Update on MOU with Port on Station 35
- Peer Support update
- Update on MOU with Guardian of the City
- Cliff/Surf Task Force Resolution
- Amnesty for Edna
- Cancer Accord Resolution

Commissioner Veronese stated that he has been working on a cliff/surf task force resolution and will involve many agencies and he will get it to the Commission for consideration in the next week. He also introduced an idea where the Department commit to buying PPE's and equipment when commercially available as long as they meet the standards of the Department that are free from cancer-causing chemicals. He also brought up the issue of the cat at station 49 and thinks the Department should take a second look at animals in the Department and he thinks they play an important role in peer support.

There was no public comment.

**11. ADJOURNMENT**

Vice President Covington adjourned the meeting at 12:20 p.m.

# SAN FRANCISCO FIRE COMMISSION

## DRAFT MINUTES FROM FIRE COMMISSION SPECIAL MEETING

Friday, February 14, 2019, 9:00 a.m.

One South Van Ness Avenue, 4<sup>th</sup> Floor, San Francisco, CA 94102

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*Commissioner Cleaveland called the meeting to order at 9:05 a.m.*

*Item No.*

### 1. ROLL CALL

President	Stephen Nakajo	Present
Vice President	Francee Covington	Present at 9:08
Commissioner	Michael Hardeman	Present
Commissioner	Ken Cleaveland	Present
Commissioner	Joe Alioto-Veronese	Present

Also Present: Maureen Conefrey, Commission Secretary; Scott DeWolfe, Anna Biasbas and Erin Zadlo from the Department of Human Resources

### 2. PUBLIC COMMENT ON ITEM 3

Public comment on all matters pertaining to Item 3 below, including public comment on whether to hold Item 3(B) in closed session.

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

### 3. POSSIBLE CLOSED SESSION RE. PUBLIC EMPLOYEE APPOINTMENT *[Discussion and Possible Action]*

A. Vote on whether to conduct item 3(B) in closed session. [Action]

*Commissioner Hardeman made a motion to conduct items 3(b) in Closed Session. Commissioner Veronese seconded, and the motion was unanimously approved. (4-0; Cleaveland, Nakajo, Hardeman, Veronese)*

*The Commission went into closed session at 9:06 a.m.*

*The Commission took a recess at 1:14 p.m.*

*The Commission reconvened in closed session at 1:33 p.m.*

B. **Public Employee Appointment: Chief of the San Francisco Fire Department.** This item may be held in closed session pursuant to Government Code § 54957(b) and San Francisco Administrative Code § 67.10(b).

C. If closed session is held, reconvene in open session.

*The Commission reconvened in Open Session at 3:00 p.m.*

- 4. REPORT ANY ACTION TAKEN IN CLOSED SESSION**, as specified in California Government Code § 54957.1(a)(5) and San Francisco Administrative Code § 67.12(b)(4).  
[Discussion and possible action]

*President Cleaveland reported they completed the interview process and had robust discussion on candidates who interviewed for Chief of Department position and their qualifications and chose 5 candidates to forward to the Mayor to consider as Chief of the San Francisco Fire Department.*

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

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

- 6. ADJOURNMENT**

*President Cleaveland adjourned the meeting at 3:01 p.m.*





**Conefrey, Maureen (FIR)**

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**From:** FireChief, Secretary  
**Sent:** Wednesday, February 13, 2019 6:23 PM  
**Subject:** General Order 19 A-07, Policy Regarding Animals on Department Property  
**Attachments:** CD2 Memo - 98-25, Policy Regarding Animals on Department Property, December 1998.pdf

SAN FRANCISCO FIRE DEPARTMENT  
GENERAL ORDER

File Code 19 A-07  
February 13, 2019

**From:** Chief of Department  
**To:** Distribution List A  
**Subject:** Policy Regarding Animals on Department Property  
**Reference:** Rules & Regulations, Section 402  
**Enclosure:** December 1998 CD2 Memo

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

1. The enclosed Policy Regarding Animals on Department Property has been in effect since December 30, 1998.
2. This General Order further codifies the Department's Policy Regarding Animals on Department Property.
3. Members are prohibited at all times from bringing, keeping and housing animals on Department Property. This prohibition includes keeping animals in Members' vehicles and in dormitory quarters or any other room/section of a Department Facility.
4. The only animals allowed on Department property are the trained and certified Urban Search and Rescue canines assigned to trained and certified Handler Members at designated Fire Stations.
5. Members are required to immediately report, via Chain of Command, any knowledge of the presence of animals at their work location in violation of this Policy.
6. Officers are required to immediately report, via Chain of Command, any knowledge of the presence of animals at their work location in violation of this Policy.

Joanne Hayes-White  
Chief of Department

**Conefrey, Maureen (FIR)**

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**From:** FireChief, Secretary  
**Sent:** Wednesday, February 13, 2019 6:24 PM  
**Subject:** General Order 19 A-08, Pre-Retirement Planning Seminar

SAN FRANCISCO FIRE DEPARTMENT  
GENERAL ORDER

File Code 19 A-08  
February 13, 2019

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

Officer Endorsement:  
Sec.1108-R & R

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1. In accordance with Section 11.2 of the Memorandum of Understanding with Fire Fighter's Local 798 for Bargaining Units 1 and 2, the Department will be offering a two-day Pre-Retirement Planning Seminar on Wednesday, April 3 and Thursday, April 4, 2019.
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, March 6, 2019, at 1100 hours. Members will be confirmed by Monday, March 25, 2019.
7. Cancellations must be made at least five days before the seminar. Failure of a member to attend, once enrolled, without proper cancellation, will deprive another member of the opportunity to attend.
8. Members may not attend in an on-duty status, and no guests will be permitted.
9. The Department and Local 798 want every member to be able to enjoy a happy and secure retirement. Assisting members with planning for this major change in life is the objective of these seminars.

Joanne Hayes-White  
Chief of Department

**Conefrey, Maureen (FIR)**

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**From:** FireChief, Secretary  
**Sent:** Friday, February 15, 2019 1:59 PM  
**Subject:** General Order 19 A-09, Clothing Depot Uniform and Personal Protective Equipment Policy  
**Attachments:** Clothing Depot Uniform and Personal Protective Equipment (PPE) Policy.pdf

SAN FRANCISCO FIRE DEPARTMENT  
GENERAL ORDER

File Code 19 A-09  
February 15, 2019

**From:** Chief of Department  
**To:** Distribution List "A"  
**Subject:** Clothing Depot Uniform and Personal Protective Equipment Policy  
**Reference:** Rules & Regulations, Section 402  
**Enclosure:** Clothing Depot Uniform and Personal Protective Equipment (PPE) Policy

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

1. The Clothing Depot Uniform and Personal Protective Equipment Policy is attached with this General Order and can be found in AO Reports.
2. All members should familiarize themselves with the contents of this Policy. Chief and Company Officers shall ensure that all members under their supervision review and comply with the provisions in this Policy.
3. The Clothing Depot Uniform and Personal Protective Equipment Policy is effective immediately.

Joanne Hayes-White  
Chief of Department



## PUBLIC UTILITIES COMMISSION

505 VAN NESS AVENUE  
SAN FRANCISCO, CA 94102-3298



February 14, 2019

Joanne Hayes-White  
Chief of Department  
San Francisco Fire Department  
698 2nd Street  
San Francisco, CA 94107

Dear Chief Hayes-White:

On behalf of the Communications Division of the California Public Utilities Commission, I want to express our appreciation to your Fire Safety Community Outreach Team for the Safety, Medical and Disaster workshop held at our location on Friday, February 8, 2019. The presentations on emergency medical response, fire safety/prevention and disaster preparedness were well prepared and extremely informative. The hands-on CPR and simulated fire extinguisher exercises taught valuable life-saving skills and provided my staff with the knowledge and confidence to respond to a medical or fire emergency at home or in the office.

Please extend my gratitude to Lieutenant Baxter and Inspector Kato for the overall coordination of the event; Acting Captain Nick Brady for coordinating the EMS team (Paramedics Redo, Barnekoff, Beatty, Glickman and McAtee); Firefighter Cariola for his NERT presentation and to the SFFD volunteers (Aristotle, Justin, Darren, Belal and Gregory) who graciously assisted with carrying equipment, setting up the room and helping with the hands-on training.

Thank you for your leadership and commitment from your staff and volunteers who made this workshop informative, interesting and fun. Without the support from SFFD, we would not have been able to host such a successful workshop.

Sincerely,

A handwritten signature in black ink that reads "Michael C. Amato".

Michael C. Amato  
Deputy Director, Communications Division  
**California Public Utilities Commission**  
(415) 703-1863 Michael.amato@cpuc.ca.gov

Cc: Deputy Chiefs Mark A. Gonzales, Jeanine Nicholson  
Lieutenant Jonathan Baxter  
Inspectors Tomie Kato, Darrell Stone  
Acting Captain Nick Brady  
Firefighter Jarrod Cariola

A handwritten signature in black ink, followed by the date "02/20/19".