

SAN FRANCISCO FIRE COMMISSION

**FIRE COMMISSION MEETING
MINUTES**

Thursday, February 26, 2015 – 4:00 p.m.
698 Second Street, Room 102

The audio recording for the February 26, 2015 meetings has been uploaded to the FC Website at: http://sanfrancisco.granicus.com/MediaPlayer.php?view_id=133&clip_id=22155

President Nakajo called the meeting to order at 4:12 PM.

1. ROLL CALL

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|---------------------------|-------------------------------|---------|
| Commission President | Stephen Nakajo | Present |
| Commission Vice President | Andrea Evans | Present |
| Commissioner | Michael Hardeman | Present |
| Commissioner | Francee Covington | Present |
| Commissioner | Ken Cleaveland | Present |
| Chief of Department | Joanne Hayes-White | Present |
| Mark Gonzales | Deputy Chief – Operations | |
| Raymond Guzman | Deputy Chief – Administration | |
| ADC' s | | |
| Ken Lombardi | Support Services | |
| Raemona Williams | Division of Training | |
| Shane Francisco | Homeland Security | |
| Dale Carnes | Airport Division | |
| Michie Wong | Prevention | |
| Assistant Chiefs | | |
| Rex Hale | Division 2 | |
| Matthew McNaughton | Division 3 | |
| Staff | | |
| Mark Corso | CFO | |
| Clement Yeh | EMS Medical Director | |
| Jesusa Bushong | Department Personnel Officer | |

2. PUBLIC COMMENT

David J. Hawkins, 17-year member of the SFFD urged the hiring of an African American fireboat engineer for the first time in 100 years. He went on to emphasize the importance of this, especially during Black History Month. He also mentioned that the test for this position is a bit sketchy.

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

Discussion and possible action to approve meeting minutes

- a. Minutes from the Special Meeting on January 29, 2015
- b. Minutes from the Special Meeting on February 11, 2015

Commissioner Covington moved to approve the Minutes. Commissioner Hardeman seconded. Motion to Adopt Minutes of Meeting on January 29, 2015 and February 11, 2015 was unanimous.

7 CHIEF OF DEPARTMENT'S REPORT [Discussion]

REPORT FROM CHIEF OF DEPARTMENT

Report on current issues, activities and events within the Department, including Fiscal Year 2014-2015 budget

Chief Hayes-White introduced Captain Sheila Hunter, the new Captain for the Investigative Services Bureau. Captain Hunter stated she was very pleased to be in the position.

Chief Hayes-White acknowledged the great job Division 3 Chief McNaughton and Acting Division 2 Chief Hale did over the weekend.

She stated that Mark Corso submitted the budget on Monday. It was the base budget submittal with the cover letter from President Nakajo and herself spelling out the importance for not only the base budget but now that the economy has been restored and is recovering, the \$11.6 million in enhancements. She is looking for a favorable response to that budget. She acknowledged that there will be ongoing discussions as it gets further into the budget season and thanked the Commission and the Budget Committee for their support and diligence.

Chief Hayes-White stated that regarding EMS, a lot is happening. The Doctor's Office, Jesusa Bushong of HR and her team, as well as Assistant Deputy Chief Myers and Captain Hunter, have been conducting background and medical checks on potential recruits. She added that Chief Myers has been conducting many interviews of candidates that they will be selecting from, for a 40-member class at the end of March. She touched upon the bump up academy and the H-8 per diem pool.

Chief Hayes-White stated that she was asked by Supervisors Breed and Cohen for an audit on the Department's strategic planning, or lack thereof, and the Department's administrative functions, and so a series of interviews have been conducted by the budget analyst and her team. She advised that she was hoping to have a preliminary draft at the end of next month.

Chief Hayes-White stated that in honor of Black History Month, Lt. Erica Arteseros was selected by Supervisor Katy Tang to be acknowledged for her dedication to the NERT program and she highlighted Lt. Arteseros great career.

Chief Hayes-White announced the upcoming promotion ceremony scheduled for the evening of April 23, 2015 at Riordan High School for members that have qualified and received promotions. She also talked about her recent ride-along with Medic 83 and how she would like to participate in more ride-alongs. She further mentioned the upcoming Chinese New Year's Parade and the St. Patrick's Day Parade.

Commissioner Cleaveland asked if it's mandatory that all personnel within the Fire Department take the Firefighter Bill of Rights training. Chief Hayes-White stated that it is not mandatory, but it is good practice, particularly for anyone performing an internal investigation.

Commissioner Covington congratulated Lt. Arteseros, the head of NERT, and stated that she completed her NERT training and really enjoyed it. She also thanked the instructors, Lt. Mary Tse, Captain Jenny Nicolson, Firefighter/Paramedic Daniel Casey, Firefighter Gail Reedy, Firefighter Ann Rensi, Lt. Aisha Krieger, Firefighter Douglas Maggio, Lt. Attica Bowden and Firefighter Andrew Murtagh. She stated that they were very encouraging throughout her NERT training.

President Nakajo spoke briefly on the memo prepared by Ben Rosenfield of the Controller's Office to Kate Howard of the Mayor's Budget Office and how it outlined the ambulance workgroup summary and recommendations. He added that it consisted of an update on the ambulance transport response times and review of the groups accomplishment between September of 2014 and January 2015, as well as highlighting the steps along the way. The memo is attached: <http://sf-fire.org/Modules/ShowDocument.aspx?documentID=3896>

President Nakajo acknowledged the great advocacy of Commissioner Cleaveland and Vice President Evans throughout the EMS workgroup sessions. He reported on the 19 new ambulances within the fleet, staffing flexibilities, coordination between the City Departments and 911 uses, and all the rest of accomplishments and the commitment from the Mayor's office that members of the public need to know about. Chief Hayes-White also made similar acknowledgments in regards to the February 23, 2015 memo and all the work that has been put into the workgroups. She added that they will continue to make improvements conducted by subgroups, including the working relationship the Department now has with the private ambulance companies and they will constantly be monitoring the ambulance response times. Mark Corso addressed some of the questions pertaining to the memo.

Vice President Evans asked if the staffing model that is outlined in the memo assumes the continued use of the private ambulances and if our 80 percent will be comprised of what SFFD is putting into the system. Mr. Corso stated it assumes that the privates would still be staffing at 20 percent market share and it would be anticipated that they would still be dedicating shifts and resources to the 911 system. Chief Hayes-White added that the good work of the workgroup was the ongoing need for data analysis and reconciliation and knowing when more resources are needed in the system based on analysis and on peak periods. Vice President Evans added that she was glad to see improvements in call volume from having the nurse out at 1001 Polk Street.

Vice President Evans touched upon the upcoming investigators exam. Captain Darmanin, who was filling in for Chief Michie Wong confirmed that there's an H-6 Fire Investigators exam on March 5 and he believes there are about 29 candidates that are going to be taking the exam. Vice President Evans supports getting help to the Arson Unit ASAP.

REPORT FROM ADMINISTRATION

Report on the Administrative Divisions, Fleet and Facility status, Finance and Support Services within the Department and possible discussion pertaining to Physician's Office Staffing, the Portable Water Supply System and update on the Fireboat

Chief Guzman reported that the Support Services Division continues to be very busy and that the Station 45 project is substantially on the road to being completed and Station 15 continues to move forward with the hopes of DBI issuing a building permit in the next several weeks. He added that at Station 48, the 4500 square foot apparatus structure has been erected and they are installing electrical and Nederman exhaust extractors. He anticipates a move in date at Station 48 in the April timeframe. He reported that all 19 ambulances from Leader Industries have been delivered and will be in service on February 11th, and acknowledged because of the hard work of Captain Rivera at the BOE, Mike Ron at Central Ships and Irene Ybarra at Station 49, they were able to shave seven weeks of the delivery schedule. Chief Guzman touched on the Division of Training, and that Chief Williams and her staff were gearing up for a six-month and one year testing of the 116th and 117th recruit academy. He talked about the Division of Homeland Security and the preparations for the 2016 Superbowl. He acknowledged that Dr. Terrazas is very busy with the H-3 Level 1 medical backgrounds and the hiring of Dr. Lubell, part time physician. He also acknowledged Acting Captain Sheila Hunter, who has hit the ground running and that she has conducted 55 random alcohol/drug tests, which were all negative. He announced that he anticipates the fireboat delivery date to be February 24, 2016. He thanked Mark Corso for his hard work preparing the budget for submittal.

Commissioner Cleaveland thanked Chief Guzman for this comprehensive report and acknowledged the nice design plans for Station 16. He also mentioned that it is important to lock down a location for Station 49 because he wants to make sure it's on the Health Bond for the 2016 submission deadline. Chief Lombardi confirmed that the DPW architects are currently working behind the scenes and continually working toward that timeline. Commissioner Cleaveland added that in regards to the EMS report, he hopes that the Department will work toward adopting all of the recommendations. He thinks it will be a good move in both funding as well as an efficiency standpoint.

Vice President Evans thanked Chief Guzman and inquired as to when the Department will officially hear from FEMA with regards to the submitted extension for the fireboat. Chief

Guzman stated that FEMA couldn't give him a hard date, but as soon as he finds out, he will let the Commission know.

Commissioner Hardeman complimented Chief Guzman on all of the information he provided.

President Nakajo thanked Chief Guzman and welcomed Captain Hunger to the Fire Commission meeting. He asked Chief Lombardi how the morale of members at station 48 is, as they wait for the modules to be built. Chief Lombardi replied that the last time he was out there it seemed the morale was a lot better, they were more upbeat. President Nakajo asked if at some point, Chief Lombardi could invite the Commissioners for a little field trip to Station 48. Chief Lombardi said absolutely. There was brief discussion on the 49ers Superbowl event. It was suggested that Chief Shane Francisco make a presentation in the fall regarding this event.

8. AGENDA FOR NEXT FIRE COMMISSION MEETING [Discussion]

Discussion regarding agenda for the February 12, 2015 regular meeting.

- Airport Presentation
- Options for televising Commission Meetings, discussion and possible action

9. FIRE COMMISSION ELECTION OF OFFICERS [Action]

a. Nomination and election of Commission President.

President Nakajo called for nominations for Commission President. President Nakajo nominated Vice President Evans for President. Commissioner Cleaveland seconded and the nomination for Commission President was unanimously approved.

b. Nomination and election of Commission Vice-President.

President Nakajo called for nominations for Commission Vice President. Commissioner Cleaveland nominated Commissioner Covington for Vice President. Commission Vice President Evans seconded and the nomination for Commission Vice President was unanimously approved.

Chief Hayes-White congratulated newly elected President Evans and Vice President Covington and acknowledged Steven Nakajo for his contribution, not only as President in the last year but his love of the Department the last 20 years and thanked him for his leadership and stated she looks forward to working with him as a Commissioner.

10. ADJOURNMENT

President Nakajo adjourned the meeting at approximately 5:17 PM.