

SAN FRANCISCO FIRE COMMISSION

**FIRE COMMISSION MEETING
MINUTES**

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

The audio recording for the March 26, 2015 meetings has been uploaded to the FC Website at:
http://sanfrancisco.granicus.com/MediaPlayer.php?view_id=133&clip_id=22382

President Evans called the meeting to order at 4:06 PM.

1. ROLL CALL

Commission President (excused from meeting at approx 5:05 p.m.)	Andrea Evans	Present
Commission Vice President	Francee Covington	Present
Commissioner	Stephen Nakajo	Present
Commissioner	Michael Hardeman	Present
Commissioner	Ken Cleaveland	Present
Chief of Department	Joanne Hayes-White	Present
Mark Gonzales	Deputy Chief – Operations	
Ray Guzman	Deputy Chief – Administration	
Jeff Myers	EMS	
Dale Carnes	Airport Division	
Ken Lombardi	Support Services	
Shane Francisco	Homeland Security	
Michie Wong	Bureau of Fire Prevention	
Raemona Williams	Division of Training	
Assistant Chiefs		
Marty Ross	Division 2	
Tom Siragusa	Division 3	
Staff		
Mark Corso	CFO	
Jesusa Bushong	Department Personnel Officer	

2. PUBLIC COMMENT

President Evans called for public comment and no one came forward. Mr. Petrelis submitted correspondence via email dated 3/26/15.

**3. DISCUSSION AND POSSIBLE ACTION TO APPROVE RESOLUTION 2015-02,
RECOMMENDING THAT THE BOARD OF SUPERVISORS AUTHORIZE THE SAN
FRANCISCO FIRE DEPARTMENT TO DONATE A RETIRED AMBULANCE TO THE SAN
FRANCISCO UNIFIED SCHOOL DISTRICT’S HEALTH ACADEMY AT GALILEO HIGH
SCHOOL**

Mark Corso gave a brief overview of the history of Resolution 2015-02. He stated that the San Francisco Unified School District’s Health Academy at Galileo High School requested that the SFFD donate a retired ambulance. He added that the Department identified a 1998 Ford

Ambulance, which was one of the older ambulances in the fleet and was recently retired when the Department took receipt of the 19 new ambulances.

There was no public comment.

Vice President Covington Moved to approve Resolution 2015-02. Commissioner Cleaveland Seconded. Motion to approve Resolution 2015-02 was unanimous.

4. DISCUSSION AND POSSIBLE ACTION TO APPROVE RESOLUTION 2015-03, RECOMMENDING THAT THE BOARD OF SUPERVISORS AUTHORIZE THE SAN FRANCISCO FIRE DEPARTMENT TO DONATE A RETIRED FIRE ENGINE TO THE CITY COLLEGE OF SAN FRANCISCO FIRE ACADEMY PROGRAM

Mark Corso gave a brief overview of the history of Resolution 2015-03. He stated the request came from City College of San Francisco for a retired used apparatus to be used for training at their Fire Academy. The Department identified an old 1988 Mack Pumper fire engine. Commissioner Covington added that in the event the Health Academy goes away, that the SFFD has first right of refusal for getting that equipment back and perhaps giving it to another entity. Chief Hayes-White had safety concerns about the open cab and wanted to confirm that no one would be riding in the open cab once it is donated. (Prior to the minutes being adopted, on May 11, 2015 it was confirmed that the engine would never be utilized for purposes of having City College recruits seated in the open cab while driving.)

There was no public comment.

Commissioner Hardeman Moved to approve Resolution 2015-03. Commissioner Cleaveland Seconded. Motion to approve Resolution 2015-03 was unanimous.

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

- a. Minutes from the meeting on February 26, 2015

Commissioner Cleaveland moved to approve the Minutes. Commissioner Hardeman Seconded. Motion to Adopt Minutes of Meeting on February 26, 2015 was unanimous.

6. 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 stated that the Department's budget was submitted on February 23, 2015 with a base budget and roughly 11.7 million dollars in enhancements. She added that Mark Corso is chairing the Budget Committee, and they continue to have great attendance, and they have reached out to the committee members to come up with a list of priorities.

Chief Hayes-White touched briefly on the upcoming academy class, which is scheduled to start on April 6, 2015 and will be comprised of 40 members of H-3 Level 1 EMT's. She thanked everyone that participated in that process. She stated that Station 48 is moving along and added that Captain Stephen Cassidy and the members of Station 48 seem to be enthusiastic about the work that is going on and the quality of the structures.

Chief Hayes-White acknowledged the Department's participation in the St. Patrick's Day parade. She also stated that 22 members took the H-6 Fire Investigator examination that the Department of Human Resources implemented. She also stated that she participated in a Public Safety Neighborhood Services meeting, along with Deputy Chief Gonzalez, Captain De Cossio and

Captain John Darmanin. The Presentation is attached: <http://sf-fire.org/modules/showdocument.aspx?documentid=3930>

Chief Hayes-White announced the promotion of two permanent H-30 captains and six permanent lieutenants, as well as four acting captains, seven acting lieutenants and one acting battalion chief. She also announced that following the April 24, 2015 meeting at Riordan High School, there will be a promotional ceremony in the Riordan High School Theater.

There was no public comment.

Commissioner Cleaveland asked when the completion of the modular structure for Station 48 is expected. Chief Lombardi answered that they anticipate moving into that structure in mid to late April of this year. Commissioner Cleaveland also inquired as to when Chief Hayes-White expects the Controller's audit on the Department's Administration to be completed. Chief Hayes-White stated that she was told the draft would be done by the end of the month and it would specifically address the administration of the Fire Department as well as strategic planning. There was further discussion on fire safety issues and potential draft legislations addressing safety issues as well as public education. There was also brief discussion on the MOU between the SFPUC and Fire Department and Chief Lombardi confirmed that the AWSS works better now than it did in 2010.

President Nakajo asked about the mapping jurisdiction of the new Station 4. Chief Hayes-White stated that they would distribute the maps outlining the jurisdiction of Station 4 to the Commissioners next week. Chief Hayes-White also announced the ribbon cutting ceremony for the Public Safety Building, which is scheduled for April 16, 2015 at 11:00 am.

Commissioner Hardeman was glad to hear the update on Station 48. He also mentioned his concern and sadness regarding the seven children that died in the New York City Fire and the fact they didn't have smoke detectors. He acknowledged how hard it is on the firefighters to witness this and suggested that we adjourn the meeting in the memory of these children and the New York City Fire Department as well as San Jose Police Officer Michael Johnson who was shot and murdered on the job. Chief Hayes White added that she would also like to recognize our own members who have faced very difficult situations in the last couple of weeks.

President Evans commented on how nice Station 4 was and was heartened to see the special area for the turnouts and the steps that are being taken to minimize the carcinogens and other toxic chemicals that the firefighters are exposed to. President Evans inquired as to when the H-2 list is expected. Chief Hayes-White stated she was hoping sometime next month, as she needs to begin planning for the August academy class. She added that she thought there might be as many as 2000 names on the list.

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 acknowledged how busy Chief Lombardi has been with Station 4 and what a great project it turned out to be. Engine 4 and Truck 4 will be moved to that facility on Monday, March 30, 2015. He added that the modules for Station 48 have been delivered, and it will take about two weeks to assemble and set up those modules. He anticipates a move in date mid to late April. In regards to Station 16, DPW is moving forward with the issuance of the building permits. He added that Station 5 is about 50 percent done in the design process.

He announced that the 2016 Health Bond is on target for June 16, 2016.

Chief Guzman touched on the Division of Training. They held their first monthly recruit orientation on March 19, 2015 and will continue to hold these meetings the third Thursday of every month between 6:30 and 8:00 p.m. He invited the Commissioners to attend. He stated

CPR training started on January 20, 2015 and will go through April 2, 2015. He added that the EMS staff is preparing for the upcoming H-3 Level 1 class that will start on April 6, 2015. He reported that training for Station 49 members will be completed by the end of the month along with SCBA training. At the conclusion of SCBA training, all of the ambulances will be outfitted with the SCBA's. He explained that Acting Captain Sheila Hunter conducted 65 random alcohol and drug tests this month, 23 of which were conducted during nights and weekends and all of those were negative. Captain Hunter also assisted Rescue Captain Andy Zanoft with training 10 battalion chiefs on how to administer post-accident testing due to the high likelihood of those individuals going out on a like work like pay status as assistant chiefs.

Chief Guzman stated that MIS Division Supervisor Jesus Mora has been able to install iPads in all of the chiefs' buggies. Chief Guzman also gave a brief update on the fireboat, which is anticipated to be delivered on February 24, 2016.

Jesusa Bushong from the Human Resource Division gave a brief presentation on the Department's Harassment Prevention training also known as EEO Policy and Complaint Process and provided the Commissioners with the attached handouts. <http://sf-fire.org/modules/showdocument.aspx?documentid=3932>

Ms. Bushong stated that she addresses all entry-level academy classes with this training and at the end of her training session, she has each of the recruits sign the acknowledgement form. This training is also required city wide, for all employees with a supervisory capacity every two years. It's an online course administered by DHR and requires a filed certificate. Chief Siragusa added that this topic is also addressed in the "daily drill schedule" as part of the annual drill rotation.

Vice President Covington asked Chief Guzman to elaborate on the SCBA and Ebola training and the 2011 Port Security Grant. Chief Guzman stated that the Ebola training consists of how to properly don the protective gear without contaminating themselves. The SCBA training consists of how to get out of an unsafe environment related to air quality. He added that in regards to the Grant, since the Department was able to spend the money within the allotted time, they used the money to purchase 80 wetsuits for the Surf Rescue Unit. The department now has 120 new wetsuits, with the addition of 40 from the Antonini family donation.

Vice President Covington inquired about the preliminary alcohol screening of the PAS devices and the recommendation from the DA's office that we should be calibrating the devices every 10 days. Chief Hayes-White stated that the Department tests for accuracy every 30 days, which is in keeping with the guidelines of the vendor, indicating that they feel 30 days is reasonable. She added that, she believes that the 10 day testing is pursuant to a legal code standard that law enforcement must comply with for court proceedings. The Fire Department uses these devices for internal purposes only and that is why the Department complies with the vendor's recommendation, not the standard used for law enforcement. Vice President Covington suggested that because we are under increased scrutiny about the testing and calibration, she would urge senior staff to review the policy. Chief Hayes-White agreed to take a look at the policy and get back to the Commission.

Chief Guzman provided a detailed description of the fireboat, currently under construction. He mentioned that the estimated time of arrival of the fireboat is February 24, 2016. He added that although there is a 4-month delay, he has requested a 10-month extension for the FEMA grant money. Commissioner Cleaveland asked where the vessel will be stored. Chief Guzman stated that eventually a new pier will be built with the funds from ESER Bond 2010. In the meantime, they will be stored in the pier right next door to the current location.

There was no public comment.

7. AGENDA FOR NEXT FIRE COMMISSION MEETING [Discussion]

Discussion regarding agenda for the April 9, 2015 regular meeting.

- Plans for rebuild of Pier 22 ½
- Update on calibration of drug/alcohol testing devices

- Move Fire Marshal to Plan Check location at DBI
- AWSS Presentation
- Station 16 update
- 2016 ESER Bond update
- Station 4 jurisdiction mapping

8. ADJOURNMENT

Vice President Covington closed the meeting in honor of Officer Michael Johnson, of the San Jose Police Department, who was shot and killed while on duty, and, on behalf of the seven young children who were killed in the terrible fire in New York; and, on behalf of the father and daughter who subsequently succumbed to their injuries after the 24th and Treat Street fire in the Mission and adjourned the meeting at approximately 5:42 PM.