

SAN FRANCISCO FIRE COMMISSION

**FIRE COMMISSION REGULAR MEETING
DRAFT MINUTES**

Thursday, May 14, 2015 – 4:00 p.m.
698 Second Street, Room 102

The audio files have been uploaded onto the Fire Commission Website at:
http://sanfrancisco.granicus.com/MediaPlayer.php?view_id=133&clip_id=22767 and
http://sanfrancisco.granicus.com/MediaPlayer.php?view_id=133&clip_id=22768

President Andrea Evans called the meeting to order at 4:12 PM

1. ROLL CALL

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|---------------------------|-------------------------------|---------|
| Commission President | Andrea Evans | Present |
| Commission Vice President | Francee Covington | Present |
| Commissioner | Stephen Nakajo | Present |
| Commissioner | Michael Hardeman | Present |
| Commissioner | Ken Cleaveland | Excused |
| Chief of Department | Joanne Hayes-White | Present |
| Mark Gonzales | Deputy Chief – Operations | |
| Ray Guzman | Deputy Chief – Administration | |
| Dale Carnes | Airport Division | |
| Shane Francisco | Homeland Security | |
| Michie Wong | Prevention | |
| Raemona Williams | Division of Training | |
| Assistant Chiefs | | |
| Zachary Pumphrey | Division 2 | |
| Bryan Rubenstein | Division 3 | |
| Staff | | |
| Clement Yeh | EMS Medical Director | |

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. PRESENTATION OF RETIREMENT CERTIFICATES

Presentation of Retirement Certificates to members that have retired from the San Francisco Fire Department.

Chief Hayes-White presented Retirement Certificates to approximately 30 retired members and gave a brief overview of their work history. The retired members spoke

briefly on their time in the Department and thanked the Chief and the Commission for presenting the retirement certificates.

President Evans acknowledged Chief Wong who just announced her retirement and stated on behalf of the Commission we want to thank you so much for your service and your dedication to the department and presented Chief Wong with a bouquet of flowers.

Chief Wong thanked the Commission, Chief Hayes-White, the Command Staff and the Mayor for allowing her to be the Fire Marshal and stated it's been a pleasure. She added that Captain Dan De Cossio would take her place until they find a permanent replacement.

President Evans called for a Break at 5:10 PM.

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

Discussion and possible action to approve meeting minutes.

- a. Minutes from the Regular Meeting of March 26, 2015
- b. Minutes from the Regular Meeting of April 9, 2015

Commissioner Hardeman moved to approve the Minutes. Commissioner Nakajo seconded. Motion to Adopt Minutes was unanimous.

There was no public comment

5. STATUS OF THE CONTINUOUS TESTING PROGRAM

Update from the Human Resources Director on the status of the Continuous Testing Program for Entry-Level Firefighters.

President Evans welcomed Micki Callahan, Director of Department of Human Resources. Ms. Callahan gave an update on the continuous testing process for entry-level firefighters. Director Callahan stated the Civil Service Commission approved an 18-month extension of the testing pilot program. She went on to explain the demographics of the list and they wanted to hold off as long as possible in releasing the list to see if the diversity of the pool of applicants would improve. She added that they did find that it compared to the available labor market, based on the 2010 census, which is the most recent one available. (Attached is a copy of the H-2 Firefighter Eligible List Demographic grid as of 5/13/15): <http://sf-fire.org/modules/showdocument.aspx?documentid=3984>

She touched on the recruitment efforts at different ethnic fairs and saw spikes in applicants following those events. She added that it is important to realize that continuous testing only works if you have continuous recruitment. What they have also realized it that having actual members of the Department doing the recruiting is more beneficial than relying on volunteers from various membership groups. She added that the Chief has started a recruitment committee that Chief Williams will be leading and they have requested support from the Mayor's Office. Ms. Callahan noted that DHR can do the social media part and work closely with the Department about events, but they really need to have the resources and the Department to continuously devote to continuous recruitment. Ms. Callahan touched on the ranking and explained to rank number one, you have to have a perfect score and be a disabled veteran. She also

touched on the percentages of test takers from California, outside California, the Bay Area and outside the Bay Area.

Commissioner Nakajo asked what makes up the 2,684 on the list. Director Callahan explained that meant they applied, took the test, were ranked and that they also produced their EMT certificate for California. Commissioner Nakajo also asked if the test was changed so that there is accessibility for the applications to be computer generated. Director Callahan stated that it was changed to have the ability to continually refresh the list and also to have a more candidate friendly process where people don't have to come once every four years and take the test, and if you miss the date because of a conflict, you don't have to wait another four years. She added that it is an excellent test and has the highest standard and criteria validation and it's very technical. She continued that the goal is to get a diverse candidate pool that reflects the Bay Area's available work force and ensure that they are doing everything possible to recruit because if people do not take the test then we cannot hire them. She confirmed that they use the rule of the list for entry-level firefighters.

Vice President Covington asked Director Callahan if there was a way to parse out the number of people who apply with San Francisco addresses. Director Callahan stated they could sort it by zip code. Vice President Covington also asked if there was a reason why the number of black applicants, particularly females, has dropped. Director Callahan answered that females overall are lower than they would like and that conjecture about the changing population of San Francisco may be a factor, but she noted that after recruiting at the Black Expo in Oakland, they had an increase in applicants the following month. She added that by going to people instead of having them to us, is the more outward recruitment strategy and to continuously monitor the applicant pool, to make sure it is reflective of San Francisco and our available labor market. Vice President Covington stated that she would like to see something that is a public relations campaign or an outreach campaign that is more robust, in addition to the black members and the community newspapers, we need to really cast a wider net in general. She added that it is very important that we continue to make progress in the areas that were not made historically.

Commissioner Hardeman stated that the goal is to be in partnership with the Department and Commission and to get fine candidates to apply who would be great firefighters and he welcomes any recommendations for resources that may be available for recruiting. Director Callahan acknowledged that they got a bit of a slow start and in the continuous model, that is not necessarily bad, because you can actually evaluate where you are and change your course, and that's what they are hoping to be able to do. Commissioner Hardeman commented that there are so many eligible candidates that would make great firefighters and he thinks that the hardest job the Chief has is picking candidates from this list.

President Evans asked for clarification on some of the other ranks on the list, such as rank six thru twelve. Director Callahan explained that the test is based on four elements which includes a score in human relations and it could be seen as a bell curve. She added that anybody who passed the test, she believes, meets the qualifications and the potential to be a fine firefighter for San Francisco. President Evans asked if Director Callahan had the

percentage of people that did not pass the test and Ms. Callahan responded that approximately 23 percent did not pass. President Evans was glad to hear that the Civil Service Commission is writing a letter to the Mayor's Office in support of a recruitment position for the Department, as she knows it is a priority for the Mayor to have a workforce that represents the City. She also acknowledged that hopefully with the addition of a dedicated recruitment person, progress will be made in generating a more diverse pool list.

There was no public comment.

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 and discussion regarding the SFFD Drug and Alcohol Testing Program.

Chief of Department's report was called out of order, due to the fact that the Chief had a prior engagement she needed to attend. Her report followed Item 4 on the agenda.

Chief Hayes-White thanked Micki Callahan, Director of Human Resources for allowing her to speak out of order. She also acknowledged Assistant Deputy Chief and Fire Marshal for the last two years, Michie Wong who recently announced her plans to retire in June, and wishing her well in her retirement.

Chief Hayes-White also announced that Chief Financial Officer Mark Corso and his wife Jenny had their second child this morning, a little boy. She added that in regards to the budget, the Committee has been working closely with the Mayor's office over the past several months with the submission of the 2015-16 and 2016-17 budget. She acknowledged how helpful it was to have members of the Department on the Budget Committee, not only to get insight from them, but also so that they could get a snapshot of what the budget process entails.

Chief Hayes-White was delighted to announce that all 42 EMS academy recruits that entered the Department on April 6, 2015 would be graduating on Friday, May 22, 2015 at 10:00 at the Treasure Island Training Facility. She thanked the Division of Training staff for the great work that they have done. She touched on the diligent work of the training staff is doing to advance 32 Level 1 EMT's, to bump them up to Level 2 rank. She mentioned the temporary changes that that the EMS facility, Station 49 is undergoing under the direction of Chief Myers, Chief Molloy and Chief Lombardi. She was also happy to report that the new temporary structure for Station 48 at Treasure Island is scheduled to open on May 20, 2015 and the members are enthusiastic about it. She talked about the revised plans for Station 16 and how they are working with the Department of Public Works regarding the members' concerns, and the possibility of forming a working committee to address those concerns.

Chief Hayes-White acknowledged receipt of the draft Budget and Legislative Analysis Audit related to the performance audit that was done for administrative staffing and strategic planning. and they are in the process of reviewing it and providing a written response.

Chief Hayes-White mentioned that there was a meeting before the Civil Service Commission to extend the Continuous Testing process for entry level H-2 for an additional 18 months that was unanimously agreed upon.

Chief Hayes-White acknowledged that Paramedic Captain Tony Dumont will be honored with recognition as a ceremony for EMS week on Wednesday afternoon at City College.

She concluded by touching upon the Superbowl preparations that are taking place under the direction of Assistant Deputy Chief Francisco.

Commissioner Hardeman asked the Chief when she is considering the recruits for the next H-2 class, will she consider the folks that were on the last list that did not get hired. Chief Hayes-White answered that what she will commit to doing, is looking to see where they were on the last list and how they performed on the most recent test, as well as looking at applying secondary criteria.

President Nakajo asked how many members are going to be selected for the 118th recruit class. Chief Hayes-White answered that they are scheduled to hire 54 members, 40 off the list and 14 from Station 49.

Vice President Covington asked if the Department had applied for the Federal Grant for the public education person. Chief Hayes-White confirmed that the Department has applied for that Grant.

Public Comment: John Darmanin congratulated Chief Michie Wong for her service and her announced retirement. He talked about what a privilege and pleasure it was working directly with her as the Captain of the Arson Task Force. He added that Chief Wong definitely left her mark on Fire Prevention and Investigation

REPORT FROM OPERATIONS

Report on overall field operations, the Bureau of Fire Prevention & Investigation, Airport Division, Emergency Medical Services and the Division of Emergency Communications.

Chief Gonzales' report covered the period of from April 8th to May 5, 2015. He announced that there were two greater alarms, both second alarms. The first one was at 2942 Lyon Street between Greenwich and Lombard, at 7:30 in the morning and the fire is still under investigation. AC Burke was in command of this fire and there were no injuries. The second one was at 167 Maynard on April 28, 2015 at approximately 5:00 p.m. AC Siragusa was in command of this fire and there were no injuries but two adults were displaced and Red Cross was notified. He added the fire is also under investigation.

Chief Gonzales stated that they are working on the H-8 per diem negotiations with DHR and Local 798 and they are getting close to an agreement. He is also working with Local 798 regarding the 42-hour workweek. He touched on the good work being done by Chief Myers and Acting Section Chief Melanie Brandon her staff at Treasure Island, putting together a video training modular. He also mentioned that he is working with PIO Talmadge, RC Zanoff, Deputy Chief Guzman and others on the rescission and retention of the General Orders. He also announced the meetings and parades he attended during this reporting period.

Chief Gonzales touched on the upcoming H-3 L-1 to L-2 bump up academy starting on May 26th as well as getting 11 H-2's that will be joining that class and he expressed that it is important to increase staffing as they foresee a lot of H-3 Level 3's and EMS personnel or H-33's retiring next year. He added that if they want to keep ALS engines staffed, they will need to fortify that rank now. He commended Dr. Yeh for working very diligently on the EMS 6 proposal and thought that would definitely help the EMS system especially with the repeat callers they respond to. He also acknowledged the good work on the new EPCR platform being done by Chief Myers, Mark Corso and Jesus Mora. He also thanked ADC Michie Wong who will be retiring and acknowledged the great job she

has done under very challenging circumstances, with limited staffing. He added they are working on replenishing the staffing at Fire Prevention and Arson Investigations.

Chief Gonzales stated that Supervisor Campos has proposed a task force to be formed to provide a way to stop devastating fires from occurring in existing non-sprinklered buildings. He added that high-rise inspections are on track for completing all required annual inspections, and there are currently about 632 high-rise buildings in the City. He commended Captain Darmanin regarding the Youth Fire Center Prevention and Intervention course that he held on April 20th where eighteen students successfully completed the training and received National Fire Academy Certification. He touched on the work being done by Acting Battalion Chief Storti, which includes completing the new maps and response district design for fire stations, assisting EMS in a new schedule for the dynamic ambulances and the testing of new radios and accessories at fire training.

There was no public comment.

7. AGENDA FOR NEXT FIRE COMMISSION MEETING *[Discussion]*

Discussion regarding agenda for the May 28, 2015 regular meeting.

Commissioner Hardeman announced that he would be missing the May 28, 2015 regular meeting due to a planned trip.

- Report on the ESER Bond Update

There was no public comment.

8. ADJOURNMENT

President Evans adjourned the meeting at approximately 6:40 PM.