

**FIRE COMMISSION REGULAR MEETING  
MINUTES**

---

**March 13, 2024, 9:00 a.m. – 12:00 p.m.**

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

---

The meeting video can be reviewed by clicking the below link:  
[https://sanfrancisco.granicus.com/MediaPlayer.php?view\\_id=180&clip\\_id=45637](https://sanfrancisco.granicus.com/MediaPlayer.php?view_id=180&clip_id=45637)

President Morgan called the meeting to order at 9:05 a.m.

**1. ROLL CALL**

Commission President	Armie Morgan	Present
Vice President	Marcy Fraser	Present
Commissioner	Stephen Nakajo	Present
Commissioner	Katherine Feinstein	Present
Commissioner	Paula Collins	Present
Chief of Department	Jeanine Nicholson	Present Remotely
Darius Luttrupp	Deputy Chief -- Operations	
Sandy Tong	Deputy Chief – EMS and Community Paramedicine	
Mike Mullins	Support Services	
Shon Bufford	Equity, Diversity & Inclusion	
Erica Arteseros Brown	Homeland Security	
Ken Cofflin	Prevention	
Julie Mau	Training	
Niels Tangherlini	EMS	
Assistant Chiefs		
Ken Yee	Division II	
Brook Baker	Division III	

**RAMAYTUSH OHLONE LAND ACKNOWLEDGEMENT**

President Morgan read the Ramaytush Ohlone Land Acknowledgement.

**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 February 28, 2024.

Commissioner Feinstein Moved to approve the minutes. Vice President Fraser Seconded. The motion was unanimous.

There was no public comment.

**5. CHIEF OF DEPARTMENT'S REPORT *[Discussion]***

**REPORT FROM CHIEF OF DEPARTMENT, JEANINE NICHOLSON**

Report on current issues, activities, and events within the Department since the Fire Commission meeting on February 28, 2024, including budget, academies, special events, communications, and outreach to other government agencies and the public.

Chief Nicholson reported on activities since the last meeting. She thanked the Commission for all the support they offer and for attending events. She touched on events that she attended including the hose tender demonstration at Twin Peaks reservoir, the H-3 Level paramedic graduation, the Irish flag-raising ceremony, and the Mayor's State of the City address. She added that much of her time has been occupied by meet and greets with potential H-2 candidates. She announced that this afternoon there will be a photo with the Mayor for Women's History Month.

Chief Luttrupp introduced Harold Dunn and Natalie Bauer Dunn, survivors of the fire at 720 Masonic Avenue. Ms. Bauer approached the podium and thanked the members who saved them during a catastrophic house fire, and she shared her gratitude and love for everyone who does this very hard job. Chief Yee introduced the following members who were responsible for saving the Dunn's life: Captain Mullane, Firefighter Doonan, Firefighter Casada, and Firefighter Waterman. Chief Luttrupp thanked the Dunn's for attending the meeting and showing their support,

Vice President Fraser thanked the Dunn's for attending the meeting and sharing their story.

Commissioner Nakajo thanked the Dunn's for appearing and had the members restate their names.

President Morgan thanked them for their brave work and for the Dunn's coming to the meeting.

There was no public comment.

**REPORT FROM OPERATIONS, DEPUTY CHIEF DARIUS LUTTROPP**

Report on overall field operations, including greater alarm fires, Bureau of Fire Prevention & Investigation, Training within the Department, and Airport Division, and acknowledgement of firefighters who responded to the Greater Alarm Fire at 720 Masonic Avenue on 12/11/23.

Chief Luttrupp provided an Operations update for February 2024. He reported that there were no greater alarm fires. He mentioned that on 2/4/24 during a storm, the Fire Department responded to 733 calls for service, which is over baseline, non-storm related calls. They responded to downed wires, downed trees, flooding, and numerous vehicular accidents. He pointed out that it is not only second alarm fires that show the worth of the

Department or the work of the fine EMS and CP Division that show its worth, but they are also doing this day every day. He showed pictures of the hose tender demonstration and mentioned that Commissioner Nakajo, President Peskin, Supervisor Engardio, and Assemblymember Ting attended. He touched on the Bureau of Fire Prevention and Investigation, where he mentioned that they are working on updating the national fire incident reporting system and that the Fire Marshal's office continues to work diligently to address the needs of operations; the Airport Division; the Division of Training, and NERT. His report is attached: <https://sf-fire.org/media/2974/download?inline>

Commissioner Feinstein confirmed that no additional recourses were used on the day of the major storm. She also confirmed when members come upon a scene of downed live wires, the members put up caution tape and call PG & E and that members are trained to identify live wires.

Vice President Fraser thanked Chief Luttrupp for the interesting and important information that she shared. She confirmed that legislation has been updated on lithium-ion battery safety.

Commissioner Nakajo thanked Chief Luttrupp for his report and confirmed that MTA is considering an extension to the Capp Street bollard pilot program, and they are soliciting comment from the Department, residents, and the Department of Public Works where they are trying to come up with an alternative program. He asked if it was possible to get a breakdown of the hours members spend responding to Public Records/Sunshine requests. He also acknowledged the newsletter submitted by Chief D'Arcy of the Airport Division and thinks the format is good.

Commissioner Collins asked Chief Luttrupp if we track damage to department real estate from big storms. Chief Luttrupp responded that the Chief of Administration under Support Services would supply that information. He added that for the very large storms last year, FEMA was offering some cost recovery. She confirmed that the Fire Alarm Sleeping Area Upgrade Project refers to legislation from 2016 from former Supervisor Campos where residential building owners were given five years initially to update the fire alarms in their buildings so sleeping rooms could hear the alarm.

There was no public comment.

REPORT FROM EMS AND COMMUNITY PARAMEDICINE, DEPUTY CHIEF SANDRA TONG

Report on the EMS and Community Paramedicine Divisions.

Chief Tong provided her February report. She mentioned that five members of the Department completed the EMS Advancement Academy. She added that during February, they received stair chairs, which will significantly help the members in terms of moving patients up and down stairs and reducing injuries. She stated that call volume has stayed more or less the same, with an average of 366 calls per day, and ambulance offload times have decreased. She touched on Community Paramedicine under ADC Simon Pang where on February 28<sup>th</sup>, Sections Chief Sloan and Mason attended the Civic Bridge kickoff session as well as on February 27<sup>th</sup>, they participated in a workshop hosted by the mayor's Office of Innovation to further develop key performance indicators for the city's multi-agency street response system, to review cross-team data sharing efforts, and to further their strategic alignment around system goals and metrics. She announced the retirement of the multi-casualty transport busses as they are no longer operable. She also announced the retirement of Dr. Brown, the EMSA's medical director. Her report is attached: <https://sf-fire.org/media/2975/download?inline>

Commission Feinstein confirmed that the Sobering Center has a pretty good retention rate.

Vice President Fraser thanked Chief Tong for her interesting comprehensive report.

Commissioner Nakajo thanked Chief Tong for her comprehensive report and confirmed that 54 stair chairs had arrived. He acknowledged the service of Dr. Brown.

There was no public comment.

**5. FIRE COMMISSION RULES OF ORDER *[Discussion and possible action]***

Discussion and possible action to adopt proposed revisions to the Fire Commission Rules of Order which reflect the current day and times for Regular Commission Meetings. In accordance with Charter Section 4.104(a)(1), the Commission posted a public notice on February 23, 2024, addressing the change in day and time at least ten days in advance of the public hearing.

Commission Collins Moved to adopt the Rules of Oder as presented. Vice President Fraser second. The motion was unanimous.

There was no public comment.

**6. RESOLUTION 2024-01 *[Discussion and possible action]***

Resolution recommending that the Fire Department accept an in-kind gift of consulting services for the Community Paramedics Division valued at \$149,760 from Adobe Inc. in connection with the City's Civic Bridge Program.

Commissioner Nakajo Moved to recommend that the Fire Department accept the above gift. President Morgan Seconded. The motion was unanimous.

There was no public comment.

**7. ADJOURNMENT** President Morgan adjourned the meeting at 10:33 a.m.