

**CITY OF LOS ANGELES  
BOARD OF FIRE COMMISSIONERS**

**MINUTES  
TUESDAY, MAY 2, 2006 AT 3:00 P.M.**

The Regular Meeting of the Board of Fire Commissioners convened Tuesday, May 2, 2006 at 3:03 p.m. in the Fire Commission Meeting Room, City Hall East, 200 N. Main Street, Los Angeles.

Present: President Dalila Sotelo, Commissioners Andrew Friedman and Genethia Hudley-Hayes. Fire Chief William Bamattre and Deputy City Attorney Janet Jackson.

Absent: Vice President Jill Furillo and Commissioner Casimiro U. Tolentino

The flag salute was followed by a moment of silence in honor of past and present members of the Los Angeles City Fire Department who devote their lives to the protection of our community.

**1. PUBLIC COMMENT**

None

**2. COMMISSION BUSINESS**

A. Continued discussion and further consideration of the Board of Fire Commissioners' Action Plan related to the Fire Department audits:

1. Public Comment
2. Status report and recommendations from the Board of Fire Commissioners' Committees
3. Discussion, consideration, and recommendations relative to the Board of Fire Commissioners' Draft Action Plan

DISCUSSION: Commissioner Hudley-Hayes provided an overview of the process developed by the Board to address the Controller and Personnel audits. She reported on the Fire Commission Ad Hoc Committee's tasks, findings, and compilations that were derived from a series of working group meetings with the stakeholders. She explained that the action plan developed by the Committee would serve as the basis for the strategic implementation plan that is yet to be developed. Commissioner Hudley-Hayes thanked the stakeholders and staff who assisted the Committee develop the plan. She provided insight into the workings of the development process; complimented the Fire Department staff for their professionalism and remarked on how everyone had separated their personal biases for the betterment of the Department. Bea Lopez, EEO Director, explained the plan outline, which consists of goals, strategic action steps, responsible parties, timeline, personnel/resources needed, evaluation measures of

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success. Commissioner Hudley-Hayes provided insight into how the Ad Hoc Committee work was achieved; how the consensus of everybody's discussions had been processed and focused into a product. President Sotelo provided a synopsis of the Board's development process on the action plan. The Board considered and made pertinent changes to the draft action plan.

Georgia Mattera, Fire Administrator, suggested that Budget staff be allowed to assist the Fire Commission Committees so that new position requests are added into the budget process correctly.

Phillis Lynes, Assistant General Manager, Personnel Department, commented that in looking at page 3, Promotional Standards, she wanted to inform the Board that the Personnel Department is responsible for civil service promotional exams and has such, the Personnel Department would like to be a integral part in identifying solutions.

Mr. Henry Olvera, Los Bomberos, commented on the need for explicit language in the report that indicates that all four general areas outlined in the Action Plan are to be incorporated into the overall strategic implementation plan. The matter was discussed in detail, with final consent from the Board on Mr. Olvera's request. President Sotelo indicated that she would add the appropriate language to the report.

**PUBLIC COMMENT:** Mrs. Chris Mattson commented on the LAFD Substance Abuse Policy; the need for accountability and consistent enforcement of all policies and procedures; and the Controller audit findings. Mr. Eric Mattson commented on ineffective leadership; the findings of the audits; administration accountability; failure of leadership and appropriate consequences.

**MOTION:** President Sotelo made a motion to adopt the 17 recommendations under the audit action plan, as modified in today's meeting.

**SECONDED:** Commissioner Friedman

**AYES:** 3

**NAYS:** 0

- B. Consideration of the proposed Fire Commission HRDC Committee Revised Budget Approval Process [Commissioners Sotelo/Hudley-Hayes]

HRDC Recommendation: The Board adopts the new guidelines for requesting and expending HRDC funds. [BFC 06-048]

**DISCUSSION:** Deputy Chief Mack provided an overview of the HRDC budget and expenditures to date. He indicated that an HRDC budget process was prepared and had been forwarded to HRDC for review. President Sotelo indicated that the new system would have HRDC funding tied into the strategic implementation plan and proceeded to explain the process. She indicated that the HRDC Committee was

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requesting approval of three items: 1) Requesting that the Department take the balance available that has not been encumbered by existing contracts; the amount is estimated at \$530,000, hold the funding and make it available for the next fiscal year funding. 2) Look at five areas of current commitments and expenditures, which total \$147,000 in V-hours and consider a suspension on the tracking system and review of the V-Code expenditures. 3) Direct the Bureau of Training & Risk Management to look at a strategic training program that looks at a comprehensive approach to HRDC training.

President Sotelo explained the reason for directing the Department to develop a plan for the use of HRDC funding. Commissioner Friedman suggested that the unexpended HRDC funds be used for human relations attributes of the audit. President Sotelo indicated that staff would be researching the possibility of having the 1.1 million of HRDC funds set aside as a stand-alone category so that unexpended funds can be maintained separately. Chief Bamattre expressed concern regarding the recommendation of not spending the balance of the HRDC money. President Sotelo indicated that the HRDC would recommend spending only the \$147,000 committed funds but not the \$530,000 balance; that she wants that money carried over to the next fiscal year for use of HRDC activities only. Chief Bamattre indicated that he understands the Committee's objective and he has begun to look at the possibility of carrying the funds over to the next fiscal year but the Department needs flexibility to spend HRDC funds on the implementation of some audit recommendations.

Discussion ensued on the expenditure of funds and what the Committee's motion should be. President Sotelo called for a Motion allocating the available \$530,000 in the HRDC budget to carry out the Audit Action Plan activities. Georgia Mattera, Fire Administrator, explained the City's process for encumbering year-end funds and said that an analysis would be done to determine the exact amount of unencumbered HRDC funds. She recommended that the Board's motion not be specific on the dollar amount and that instead they request the remaining HRDC money available at the end of the fiscal year be reappropriated through the year-end report. President Sotelo indicated that the wording of the motion should be for the Department to work with the CAO's office to amend the year-end report; and that said report reflect that the remaining HRDC funds will be encumbered and reappropriated to the following fiscal year; and, that the expenditures report on the existing contracts, totaling about \$147,000, include a column for what has been encumbered to date; and, acknowledge suspension of the tracking system and other activities that are not necessary; and, direct the Bureau of Training & Risk Management to develop a strategic training plan with an associated budget to look at the training obligations of the Department and its members. Chief Bamattre indicated that the latter did not require a motion because the process is underway; discussion ensued on the subject matter. President Sotelo conceded that a motion was not necessary for the last item and requested that a report be provided on that issue instead.

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MOTION: Commissioner Hudley-Hayes motioned that the Department work with the CAO's office to amend the year-end report and that the report reflect that the remaining HRDC funds will be encumbered and reappropriated to the following fiscal year. On the existing contracts totaling about \$147,000 for V-hours, that when looking at the expenditures to date, the Department create a column for what has been encumbered to date; and acknowledging that the Board will suspend the request for a tracking system and other activities that are not necessary at this time.

SECONDED: Commissioner Friedman

AYES: 3

**3. GENERAL MANAGER'S REPORT**

A. Significant Incidents/Activities

Deputy Chiefs Rueda and Mack provided an overview of the May 1<sup>st</sup> demonstrations and the related emergency operation center's efforts that were implemented.

B. Budget status report

Georgia Mattera, Fire Administrator, provided a copy of the budget (bluebook) along with the Fire Chief's letter that was submitted to Budget and Finance Committee. She provided an overview of the FY 2006-07 budget. President Sotelo requested that the commission discussion be postponed to the next meeting, the Board concurred.

**4. CONSENT ITEMS**

MOTION: Commissioner Friedman motioned for approval of the consent items.

SECONDED: Commissioner Hudley-Hayes

AYES: 3

NAYS: 0

- A. [BFC 06-045] – Fire Department's transmittal dated April 19, 2006, submitting Monthly Financial Summary Report for March 2006 (Year-end FY 2005-06).

Department's Recommendation: Receive and File

- B. [BFC 06-046] – Fire Department's transmittal dated April 3, 2006, requesting authorization to accept a donation from Farmers' Insurance Group in the amount of \$700.00.

Department's Recommendation: The Board: 1) Authorize the Fire Chief to receive the donation (from Farmers' Insurance Group) on behalf of the

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Los Angeles Fire Department. 2) Instruct the Department to deposit the donation in Fund 848, Account 005A in accordance with Los Angeles Administrative Code, Division 5, Chapter 5, Article 12, Section 5.111.3.

- C. [BFC 06-047] – Fire Department's transmittal dated April 20, 2006, submitting a request for approval of the First Amendment to Contract No. C-108389 with the Los Angeles Community College District, East Los Angeles College for education services.

Department's Recommendation: The Board: 1) Authorize the Fire Department (Fire Chief) to execute the First Amendment extending the term of Agreement C-108389 one year. 2) Forward (First Amendment) to the Mayor's Office for concurrence and approval.

**5. ITEMS CALLED SPECIAL (FROM THE CONSENT ITEMS)**

None

**6. ADJOURNMENT**

The meeting was adjourned at 5:15 p.m. (Hudley-Hayes/Furillo)

ATTEST BY:

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DALILA T. SOTELO, President

\_\_\_\_\_  
BLANCA GOMEZ-REVELLES  
Commission Executive Assistant II

Date: August 1, 2006

Note: Actions of the Board shall become final at the expiration of the next five meeting days of the City Council during which the Council has convened in regular session, unless the Council acts within that time by two-thirds vote to bring the action before it or to waive review of the action.