The Regular Meeting of the Board of Fire Commissioners convened at 3:00 p.m. in the Fire Commission Meeting Room, City Hall East, 200 N. Main Street, Los Angeles.

Present: President Dalila Sotelo, Vice President Jill Furillo and Casimiro U. Tolentino; Acting Fire Chief Douglas Barry and Deputy City Attorney Janet Jackson. Commissioners Andrew Friedman arrived at 3:08 p.m. and Genethia Hudley-Hayes at 3:21 p.m.

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

1. **PUBLIC COMMENT** - None.

2. **COMMISSION BUSINESS**
   (Taken out of order)

   A. Approval of the Minutes - Regular Meeting of January 16, 2007

   **MOTION** (Furillo/Tolentino): That the Board adopts the Minutes of January 16th as submitted. **ADOPTED**: AYES - 4  (Absent: Hudley-Hayes)

   B. [BFC 06-041-S] – Continued discussion and consideration of actions related to the Board of Fire Commissioners’ Action Plan and Stakeholder Workgroup policy recommendations:

   Captain Armando Hogan, President, Stentorians, indicated that the Stakeholder Workgroup’s had completed the initial work and provided an acknowledgment statement on behalf of the workgroup. He gave an overview of the group’s recommendations and concluded that the workgroup had completed its assigned tasks and they would now take an active role in the moderating and accountability phase as the implementation moves forward. Bea Lopez, EEO Director, provided an overview of the process and the reports submitted by the Stakeholder Workgroup.

   **PUBLIC COMMENT** - There were no comments from the public.

   The Board opened the matter for discussion. Commissioners provided comments and acknowledged participants and staff that was involve in the process. The Board discussed the process used to obtain consensus on the issues; implementation and accountability expectations; the Stakeholder Workgroup and Board’s oversight role of the matter.

Recommendations: The Board adopt: 1) The Code of Conduct/Rules and Regulations Preamble as the introduction to the existing Rules and Regulations. 2) Direct the Department to distribute the Preamble department-wide.

MOTION (Hudley-Hayes/Tolentino): That the Board adopt the recommendations as amended, “1) Include the Code of Conduct/Rules and Regulations Preamble as the introduction to the existing Rules and Regulations. 2) Direct the Department to distribute the Preamble department-wide in accordance with the instructions provided in the Implementation of Code of Conduct document (attachment 1).”

ADOPTED: AYES - 5    NAYS - 0


Goal 5 - Human Relations Training - Recommendation: That the Board direct the Department to bring forth the final report for discussion in a regular meeting following an analysis of the results of the assessment in collaboration with Commission staff.

MOTION (Tolentino/Hudley-Hayes): That the Board adopts goal five and the recommendation.  ADOPTED: AYES - 5    NAYS - 0

Goal 6 - Human Relations Development Plan - Recommendation: That the Board consider this goal as having been achieved given the frequent meetings and high level of activity in the Human Relations Development Committee.

MOTION (Friedman/Hudley-Hayes): That the Board adopts the recommendation as amended, “That the Board consider this the goal of properly reactivating the Human Relations Development Committee as having been achieved given the frequent meetings and high level of activity in the Human Relations Development Committee.”

ADOPTED: AYES - 5    NAYS - 0

Goal 7 – Employee Evaluation/Recognition Process - Recommendation: Reassign this action to the Joint Labor/Management Committee with direction for status updates and submission to the Board of their final recommendations.

MOTION (Hudley-Hayes/Tolentino): That the Board adopts the recommendation and reassigns this action to the Joint Labor/Management Committee with direction for status updates and submission to the Board of their final recommendations.  ADOPTED: AYES - 5    NAYS – 0
Goal 8 – Human Relations Program - Recommendation: That this goal be re reassigned to the HRDC.

MOTION (Hudley-Hayes/Tolentino): That the Board adopts the recommendation and reassigns this action to the Human Relations Development Committee. ADOPTED: AYES - 5 NAYS - 0

Goal 9 – Promotional Process - Recommendations: 1) Reassign this action to the Joint Labor/Management Committee due to the significant labor issues that are likely to arise from changes to the promotional and evaluation systems. 2) Reclassify this recommendation to the Leadership and Communications category in the Audit Action Plan. Human relations elements are a significant element to consider in the promotional process, but the core issue of this goal is leadership in applying and communicating these values on a daily basis and ensuring that leaders at all levels embody the values that enhance their promotional opportunities. Logically, the promotional and evaluation systems must respectively select for and measure the application of these Department leadership values.

MOTION (Tolentino/Hudley-Hayes): That the Board refers the matter to the Joint Labor/Management Committee. ADOPTED: AYES - 5 NAYS - 0

MOTION (Tolentino/Hudley-Hayes): That the Board directs the Promotional Process Goal 9, to the Labor/Management Committee and directs them to integrate both goals and develop new language.* ADOPTED: AYES - 5 NAYS - 0


Recommendations: The Board adopt revision and recommendations to the Audit Action Plan: 1) Vision Statement Goal is revised to include Core Values as a complementary element in the Audit Action Plan. 2) Adopt the Vision Statement. 3) Promotional Standards Goal is revised to include the Promotional Process. 4) Disciplinary Guidelines Goal is revised to include the Disciplinary Process. 5) The main category entitled Drill Tower (Recruit Training Academy) is revised to read Recruitment and Retention of Women. 6) Recruitment of Women Goal is revised to read Recruitment and Retention of Women.

Discussion ensued on the appropriateness of the word “manmade” as used in the draft vision statement and the need to consider the emergency medical services component. The Board made the following changes to the recommendations:

1) Vision Statement Goal is revised to include Core Values as a complementary element in the Audit Action Plan. 2) Adopt the Vision Statement.

MOTION (Tolentino/Hudley-Hayes): That the Board approves the vision statement as amended, “We, the Los Angeles Fire Department, are leaders in providing public safety and emergency services to the City of Los Angeles as part of a dynamic and organized regional response to both natural and manmade disasters team. Our members, both sworn and civilian, treat one another as the LAFD’s greatest and most valuable asset. The LAFD is grounded in its Core Values and is committed to creating a diverse
workforce reflective of the community it serves with training, policies and procedures that are free from bias and discrimination. This vision drives us to be our best for one another, for our Department, and for the people of the City of Los Angeles.”

ADOPTED: AYES - 5 NAYS – 0

3) Promotional Standards Goal is revised to include the Promotional Process.
4) Disciplinary Guidelines Goal is revised to include the Disciplinary Process.

NO Board action was taken on recommendations 3 and 4.

5) The main category entitled Drill Tower (Recruit Training Academy) is revised to read Recruitment and Retention of Women.
6) Recruitment of Women Goal is revised to read Recruitment and Retention of Women.

MOTION (Friedman/Tolentino): That the Board approves recommendation five as amended, “5) The main category entitled Drill Tower (Recruit Training Academy) is revised to read Recruitment and Retention of Women (Recruit Training Academy).”

ADOPTED: AYES - 5 NAYS – 0

President Sotelo instructed that Ms. Lopez work with Chief Barry’s staff to put together a series of revised and adopted goals as outlined in the action plan. She would like to have a red-lined-completed package for Commission review at the March 20th meeting.

6) Recruitment of Women Goal is revised to read Recruitment and Retention of Women.

MOTION (Hudley-Hayes/Tolentino): That the Board approves recommendation number six as submitted. ADOPTED: AYES - 5 NAYS – 0


Fire Chief Barry provided an overview of the proposed communication plan. NO Board action was taken on this item.

Commissioner Hudley-Hayes acknowledged Juan Carlos Gonzales of the Federal Mediation & Conciliation Service for his assistance in the process; and Tom Gajewski and Damian Caponi from Pepperdine University, who have offered their services pro bono. Mr. Coponi will make available the research he has collected on the process and develop a comprehensive document on best practices. Mr. Gajewski is conducting a research project on processes and models of organizational/institutional change. Mr. Gajewski provided comments, noting that the Department’s process is an excellent opportunity to research the effectiveness of organizational changes and academic perspectives on implementation.

C. Board of Fire Commissioners Committee Reports:

1. Verbal report from the Fire Commission Emergency Medical Services (EMS) Committee - [Furillo/Friedman]
Postponed to March 6th.
2. Verbal report from the Fire Commission Technology Committee - (Hudley-Hayes/Tolentino)
Postponed to March 6th.

D. [BFC 07-002-S1] Continued discussion and consideration of the procedure for notifying and updating the Board of Fire Commissioners of City Council/Committee Motions moving through the City process (Hudley-Hayes/Tolentino)
Postponed to March 6th.

E. [BFC 05-088-S1] Review of the Board of Fire Commissioners Standing Rules
President Sotelo requested that Commissioners review the standing rules and if they would like to make any recommendations or changes that they do so by March 14th for consideration at the March 20th meeting.

3. GENERAL MANAGER’S REPORT
(Taken out of order)

A. Significant Incidents/Activities
Fire Chief Barry provided two handouts (State of the Department’s Address to City Council’s Public Safety Committee, January 29, 2007 and Fire Chief’s Forum, 1st Quarter) and gave a brief overview on the recent Department activities. Deputy Chief Rueda provided an overview on recent significant incidents and the award ceremony deployment plan.

B. Discussion and consideration of request for information/assignments from the Board:
   2. [BFC 07-017] Fire Commission-Committee Report Request Processing
Fire Chief Barry distributed an updated status report of assignments dated February 26, 2007 and discussed the progress of assignments. He reviewed the request for information process with the Board.

B. Discussion and consideration of LAFD matters scheduled before the City Council and Committees:
   1. Verbal report on the disposition of matters considered/referred since the last Board Meeting
Fire Chief Barry indicated that there were no significant updates to report.
D. 2007-08 Fiscal Year Budget Timeline

Fire Chief Barry indicated that there would be no significant updates to report until after April 20th. President Sotelo indicated that the Commission Ad Hoc Budget Committee was available to meet and review any matters should it be necessary.

4. NEW BUSINESS - None

5. CONSENT ITEMS

MOTION (Hudley-Hayes/Tolentino): That the Board receives and files the reports under consent item. ADOPTED: AYES - 5 NAYS – 0


Department Recommendation: Receive and File

B. [BFC 07-010] - Fire Chief’s transmittal dated January 29 2007, submitting the Fire Department Quarterly Statistical report

Department Recommendation: Receive and File

5. ACTIVITIES/EVENTS/MEETINGS/ANNOUNCEMENTS

Fire Chief Barry provided information on the recruit graduations scheduled February 28th and the Firefighter of the Year Luncheon. President Sotelo provided information on the March 3rd Keep Los Angeles Beautiful kick-off event.

6. REQUEST FOR FUTURE AGENDA ITEMS

There were no requests from the Board.

7. CLOSED SESSION - At approximately 5:00 p.m. Deputy City Attorney Jackson announced that the Board would convene into closed session to discuss the following:

A. The Board will convene in closed session pursuant to Government Code Section 54957: Public Employee Performance Evaluation: Commission Executive Assistant II

The Board reconvened into open session at approximately 5:36 p.m. City Attorney Jackson reported that the Board had convened in closed session pursuant to Government Code Section 54957 for discussion on the Public Employee Performance Evaluation of the Commission Executive Assistant II and that after discussion the Board had a vote on the matter. Vice President Furillo called the meeting to order and called for the Motion.

MOTION (Sotelo/Friedman) to withdraw the proposed evaluation for the period of October 2005 to March 2006. ADOPTED: AYES – 5 NAYS – 0
9. **ADJOURNMENT**

The meeting was adjourned at 5:38 p.m. (Hudley-Hayes/Furillo)

ATTEST BY:

_________________________________  _____________________________
DALILA T. SOTELO, President  BLANCA GOMEZ-REVELLES
Commission Executive Assistant II

Date:   April 5, 2007

*Note: See minutes of April 5, 2007 for clarification on motion.

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.