

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

**MINUTES
TUESDAY, JANUARY 16, 2007, 3:00 P.M.**

The Board of Fire Commissioners convened in regular session on Tuesday, January 16, 2007 at 3:07 p.m. in Room 1830, City Hall East, 200 North Main Street, Los Angeles.

ROLL CALL

Present: Vice-President Jill Furillo; Commissioners Andrew Friedman, Genethia Hudley-Hayes, and Casimiro Tolentino; Fire Chief Douglas Barry; Assistant City Attorney Carlos De La Guerra. President Dalila Sotelo arrived at 3:15 p.m.

FLAG SALUTE/MOMENT OF SILENCE

1. PUBLIC COMMENT - None

2. COMMISSION BUSINESS

A. Approval of the Minutes

The Minutes of the Regular Meeting of January 2, 2007 were approved.

ADOPTED: AYES - 5 NAYS - 0

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:

- Leadership and Communication
 - [BFC 06-113-S1] – Report on Vision Statement and Core Values
- Complaint and Disciplinary Process
- Human Relations Issues
- Drill Tower Recruit Training Academy

Mr. Armando Hogan, representing the Stakeholders Work Group, provided an update to the Commission. A final version of the Vision Statement will be presented at the next Board Meeting, and the group is currently working on a final draft of the Core Values. Discussion regarding the Complaint and Disciplinary Process are ongoing; currently the

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Work Group is discussing access to employee records and confidentiality issues. Ms. Bea Lopez, EEO Director, provided an update regarding Human Relations issues. The Work Group set a due date of March 1, 2007 for the completion of Audit Action Plan items.

Commissioner Sotelo requested of Chief Barry that issues regarding the Captain's exam be added to the agenda for discussion at the two-day working session with the Unions.

C. Board of Fire Commissioners Committee Reports:

1. Report from the Fire Commission Human Relations Development Committee (HRDC) [Sotelo/Hudley-Hayes]
 - a. HRDC Budget funding request:
 - Recruitment and retention of women
 - [BFC 07-001] - Motion (Sotelo/Hudley-Hayes) – allocated of \$400,000 of the 2006-07 HRDC funds for recruitment of women pursuant to a final Recruitment Plan prepared by the Department and approved by the Board of Fire Commissioners

Commissioner Hudley-Hayes requested that the item be referred back to the HRDC. She informed the Board that Chief Mack and Georgia Mattera are putting together a budget for the recruitment and retention of women and the topic will be included on the next HRDC agenda, specifically to discuss whether V hours or additional positions are needed. Commissioner Sotelo referred the item back to HRDC and the Motion was not approved.

The subject of Motions was discussed and Assistant City Attorney De La Guerra advised the Board that the Commission Chair could not present Motions, but that Motions are to be presented by the board members. Committees are the exception to the rule because only two Commissioners comprise a Committee. However, Committees, rather than presenting Motions, may make recommendations to the Board. The Board can then move the item at its discretion.

- [BFC 07-004] - Discussion and consideration of the LAFD Explorer and Candidate Development Program budget approval request.

Department staff provided information regarding the Explorer Program. The web address is fireexplorers.org. Captain Palacios prepared a power point presentation for the Commission but due to time constraints, the presentation was not shown. Commissioner Sotelo requested a printed version of the power point presentation.

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Chief Mack spoke regarding the Department's comprehensive approach to recruitment and how the Department could make the key components of the Youth Development program (the Fire Explorer, Fire Academy, and the School Programs) an integral part of its recruitment plan. He added that the Explorer Program must be funded so that its continued existence does not rely solely on the volunteers who currently operate it. He requested that the matter be referred to the HRDC so that he and Ms. Mattera can work out the details of allocating HRDC funds for the recruitment plan and the Explorer Program. Staff responded to inquiries from the Board, and Commissioner Hudley-Hayes explained the reasoning behind the HRDC's recommendation for single gender (female only) posts. The concept is to operate them for at least two years in order to obtain data for a feasibility study. Chief Barry mentioned that Recommendation #4 of the board report regarding the approval of permanent full-time positions is not included in the report's allocation request of \$215,980.65. Commissioner Sotelo requested that the item be referred back to the HRDC so that the full-time positions and elements of the program can be discussed within the context of the overall recruitment plan. She also requested the following information from Department staff: that the program information be placed within the context of the Department's overall recruitment activities; that staff explain how it determined the geographic location of the existing 16 posts; that staff research the statistics of what areas the Department gets its recruits from and if there are other areas of the city that the Department can recruit from; and, if the Department can use this program as a recruitment tool.

Commissioner Sotelo requested that the item be considered at the HRDC and followed up with a report to the Board regarding how this program impacts the Department's recruitment policy and the LAFD's vision regarding who the Department hires and when. Commissioner Sotelo also requested that if the allocation is approved today, it be returned to the HRDC to follow the proper guidelines for expenditure of HRDC funds.

MOTION (Hudley-Hayes/Tolentino): To approve the allocation of \$215,980.65 of the 2006-07 HRDC budget to support the Department's Youth Development Program and refer the item to the HRDC for a detailed report.

ADOPTED: AYES - 5 NAYS - 0

Commissioner Hudley-Hayes mentioned that during the last HRDC meeting, Los Bomberos initiated a discussion regarding the possible use of CALJAC funds to assist in the recruitment and retention of women. Los Bomberos will draft a report to be discussed at a subsequent HRDC meeting. The Department and the Unions must be in agreement regarding use of funds before moving forward.

2. Verbal report from the Fire Commission Emergency Medical Services (EMS) Committee (Furillo/Friedman)

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Commissioner Furillo provided an update regarding the Special Duty/OCD audit, the EMS 5-Year Plan, emergency room closures, and the new EMS Light Force Response Trial Program. She will be meeting with Controller Laura Chick to discuss the audit, and the Department is preparing a report regarding the civilianizing of the 18 positions; the report is expected to be completed in March. The following topics will be placed on a future Board agenda for consideration: emergency room closures and its impact on the Department; the EMS Light Force Response Trial Program; the report on the Emergency Medical Organization Structure and Oversight, including oversight of the dispatch system; an evaluation of the Quick Launch program; and, an introduction to the 12 Lead Program.

Commissioner Friedman asked Chief Barry to state his position regarding the civilianizing of the OCD positions. Chief Barry replied his position is the same as was Chief Bamattre's. He believes the positions should continue to utilize uniformed members.

3. Verbal report from the Fire Commission Technology Committee (Hudley-Hayes/Tolentino)

Commissioner Hudley-Hayes stated that Chief Keane and Dennis Bloemhof would provide a 3 and 5 Year Technology Strategic Plan at the next regularly scheduled Technology Committee meeting. Mr. Bloemhof previously presented the Board with the complaint and disciplinary tracking system; discussion will take place in Committee regarding its expansion into a comprehensive Human Relations tracking system. The Committee will also work with Georgia Mattera regarding budgeting priorities over the next 3 to 5 years. Chief Barry is working on a full Technology package. Commissioner Furillo asked for the status of the EPCR (EMS Electronic Report) and relayed the EMS Committee's request that the item move forward. The matter will be added to the next Technology Committee agenda for discussion.

- D. [BFC 07-002] – Discussion of the procedure for notifying and updating the Board of Fire Commissioners of City Council/Committee Motions moving through the City process; and verbal discussion on the responsibility and jurisdiction of Council Committees (Hudley-Hayes/Tolentino)

Commission Executive Assistant Blanca Gomez-Revelles addressed the Board to explain the current process. Commissioner Hudley-Hayes stated she wants an integrated approach between Commission staff and the Chief of Staff's office so that the Board is duly notified of Motions and requested that Commission staff take a proactive role in the process. Chief Bercik informed the Board regarding the process that the Chief of Staff's office utilizes to track Motions. Commissioner Hudley-Hayes directed Commission staff to present at the next meeting a proposed tracking system to alert Commission members of Motions and upcoming agenda items. Commissioner Sotelo added that she would like items prioritized, i.e., audit related items versus information

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items. Ms. Mattera provided an overview of the City's system regarding Motions: how they are presented and the steps that each Motion goes through in the City process.

- E. [BFC 07-003] – Discussion and consideration of the Board of Fire Commissioners' role in the procurement process for contracting services.

Blanca Gomez-Revelles provided an overview of the City's procedures.

3. GENERAL MANAGER'S REPORT

- A. Significant Incidents/Activities

Chief Rueda provided information regarding recent incidents and activities.

- B. Status report on assignments from the Board

Nothing to report.

- C. Status report on City Council/Committee issues relative to the LAFD

- [C.F. 06-2929 Smith/Zine] – Leadership Training / Fire Department's Command Structure (continued from January 2, 2007)
- [C.F. 06-2930 Hahn/Parks/Perry] – Creation of Inspector General position within the Board of Fire Commissioners
- [C.F. 06-2959 Huizar/Weiss] - Discriminatory Language / Images / Fire Department

There are three Motions on the Public Safety Committee agenda. The Fire Chief's administrative staff is working on reports and is in contact with Public Safety Committee staff to determine when items will be placed on an agenda. The items have some crossover onto audit related issues; staff is in contact with the City Council to inform them that the Department is currently working on many of the issues addressed in the Motions.

4. NEW BUSINESS

Nothing to report.

5. ACTIVITIES/EVENTS/MEETINGS/ANNOUNCEMENTS

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Chief Barry provided upcoming event information.

6. REQUEST FOR FUTURE AGENDA ITEMS

Commissioner Friedman would like to discuss at the next meeting whether the Board will be involved or be allowed to provide input in the recruitment of a permanent Chief. Commissioner Sotelo stated that she would invite a representative of the Mayor's Office to attend the next meeting and address the request.

7. CLOSED SESSION ITEMS

- A. The Board will convene in closed session pursuant to Government Code Section 54957:

Public Employee Performance Evaluation-Commission Executive
Assistant II (Continued from December 21, 2006 and January 2, 2007)

The Board reconvened in Open Session at 4:46 p.m. Assistant City Attorney De La Guerra stated that no action was taken on the closed session case. The item was continued.

8. ADJOURNMENT

The meeting was adjourned at 5:01 p.m. (Hudley-Hayes/Tolentino)

ATTEST:

DALILA T. SOTELO
President

LISA SHINSATO
Commission Executive Assistant I

Date: February 27, 2007

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.