

1 [Department of Emergency Management; Divisions of Emergency Communications and  
2 Emergency Services, minimum qualifications for Director and Deputy Directors.]

3 **Ordinance amending the San Francisco Administrative Code, by amending Section**  
4 **2A.200, to re-name the "Department of Emergency Communications" as the**  
5 **"Department of Emergency Management," establish divisions of emergency**  
6 **communications and emergency services within the Department, and set minimum**  
7 **qualifications for the Director and Deputy Directors, and by amending Section 7.7, to**  
8 **substitute the Deputy Director for Emergency Services under the Department of**  
9 **Emergency Management for the Director of Emergency Services.**

10 Note: Additions are *single-underline italics Times New Roman*;  
11 deletions are *strikethrough italics Times New Roman*.  
12 Board amendment additions are double underlined.  
Board amendment deletions are ~~strikethrough normal~~.

13 Be it ordained by the People of the City and County of San Francisco:

14 Section 1. The San Francisco Administrative Code is hereby amended by amending  
15 Section 2A.200, to read as follows:

16 **SEC. 2A.200. DEPARTMENT OF EMERGENCY MANAGEMENT COMMUNICATIONS.**

17 (a) **Department of Emergency Management Communications; Director.** There is  
18 hereby created a Department of Emergency Management Communications. The Mayor shall  
19 appoint a Director of Emergency Management Communications who shall serve as department  
20 head and appointing officer for the Department. The Director, at the time of appointment, must  
21 have a total of at least ten years of employment or professional service in any of the following  
22 disciplines: firefighting, law enforcement, public health, or military service, or in the fields of disaster  
23 management or emergency preparedness and relief at the local, state, or federal level. At least five  
24 years of that experience or professional service shall be at a management level. The Director shall  
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1 serve at the pleasure of the Mayor. The Department shall include such officers and  
2 employees as are authorized pursuant to the budgetary and fiscal provisions of the Charter.

3 (b) Divisions. The Department shall include two divisions: Emergency Communications and  
4 Emergency Services, each headed by a deputy director appointed by the Director of Emergency  
5 Management.

6 ~~(b) Construction Phase. The Director of Emergency Communications shall be the Project~~  
7 ~~Director for the E 911 Project and shall be responsible for constructing and equipping the City and~~  
8 ~~County's Combined Emergency Communications Center and related systems (also referred to as "the~~  
9 ~~911 communications system facility"). The Director may appoint a deputy Department head to plan the~~  
10 ~~operations of the Combined Emergency Communications Center and related systems. The Director~~  
11 ~~shall certify the completion of the Center and related systems to the Mayor, the Board of Supervisors,~~  
12 ~~the Chief of Police, the Fire Chief and the Director of the Department of Public Health.~~

13 (c) Emergency Communications Operations Phase. Upon its completion, the Director of  
14 Emergency Communications The Emergency Communications division of the Department shall  
15 manage the Combined Emergency Communications Center and related systems, and shall  
16 direct all operations related to taking calls from members of the public seeking emergency  
17 police, fire and medical assistance and related to the dispatch of emergency police, fire and  
18 medical services. The Deputy Director for Emergency Communications shall have a minimum of  
19 three years experience in the field of emergency communications, preferably at a management level,  
20 including sufficient professional training and/or experience to manage the operations of the  
21 Combined Emergency Communications Center and related systems.

22 (d) Emergency Services. The Emergency Services division of the Department shall be  
23 responsible for supporting and overseeing the Emergency Services of San Francisco, as further  
24 provided in Chapter 7 of this Code. The Deputy Director for Emergency Services shall have a  
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1 minimum of three years experience in the field of emergency preparedness and relief, preferably at a  
2 management level.

3 ~~(d) **Transfer of Functions.** All City and County programs and staff related to emergency~~  
4 ~~services call taking and dispatch shall be transferred to the Department of Emergency~~  
5 ~~Communications. The duties imposed on the Director of Emergency Communications by Subsection (c)~~  
6 ~~and the transfer of programs and staff to the Department of Emergency Communications shall be~~  
7 ~~effective upon the date the Director certifies the completion of the E-911 Project pursuant to Subsection~~  
8 ~~(b).~~

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10 Section 2. The San Francisco Administrative Code is hereby amended by amending  
11 Section 7.7, to read as follows:

12 **SEC. 7.7. THE EMERGENCY SERVICES OF SAN FRANCISCO – DEPUTY DIRECTOR;**  
13 **POWERS AND DUTIES.**

14 ~~There is hereby created the office of Director of Emergency Services, who shall be appointed by~~  
15 ~~the Mayor. The Mayor, as chair of the Disaster Council and Commander of Emergency Services, shall~~  
16 ~~employ a Director of Emergency Services, who shall have the expert qualifications for the work of~~  
17 ~~emergency preparedness and relief and whose duty it shall be, The Deputy Director for Emergency~~  
18 ~~Services under Administrative Code Section 2A.200(d) shall, subject to the general supervision of~~  
19 ~~the Director of Emergency Management Mayor and with the assistance of officers in charge of~~  
20 ~~the Emergency Services, ~~to~~ develop and manage an emergency plan of the City and County,~~  
21 ~~~~to~~ coordinate all protective and relief services for the City and County, train ~~the training of~~ all~~  
22 ~~personnel connected therewith, and direct the operation and implementation of all emergency~~  
23 ~~plans and activities. As far as the Disaster Council and the Emergency Services and this work is~~  
24 ~~concerned, the Director shall be subordinate only to the Mayor and he He or she shall work in close~~

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1 cooperation with the Disaster Council and with the heads of the several departments of the  
2 municipal government and the officers in charge of the Emergency Services. Under the  
3 general supervision of the Director of Emergency Management ~~Mayor~~, the Deputy Director shall  
4 maintain the necessary contacts with the State Emergency Council and the several local  
5 disaster councils within this metropolitan area, in order that coordination of the work of the  
6 Disaster Council with the State Emergency Council and other disaster councils may be had.  
7 The Deputy Director shall serve as the Executive Secretary of the City and County Disaster  
8 Council and shall have such other powers and duties as may be assigned by the Mayor. The  
9 compensation of the Deputy Director shall be fixed in accordance with the fiscal and budgetary  
10 provisions of the Charter.

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