

File No. 150431

Committee Item No. 3

Board Item No. 8

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Public Safety & Neighborhood Services Date May 21, 2015

Board of Supervisors Meeting

Date JUNE 9, 2015

Cmte Board

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| <input type="checkbox"/> | <input type="checkbox"/> | Motion |
| <input type="checkbox"/> | <input type="checkbox"/> | Resolution |
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| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Legislative Digest |
| <input type="checkbox"/> | <input type="checkbox"/> | Budget and Legislative Analyst Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Legislative Analyst Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Youth Commission Report |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Introduction Form (for hearings) |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/> | <input type="checkbox"/> | MOU |
| <input type="checkbox"/> | <input type="checkbox"/> | Grant Information Form |
| <input type="checkbox"/> | <input type="checkbox"/> | Grant Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Subcontract Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Contract/Agreement |
| <input type="checkbox"/> | <input type="checkbox"/> | Form 126 – Ethics Commission |
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OTHER (Use back side if additional space is needed)

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Completed by: Derek Evans Date 5/15/15

Completed by: _____ Date _____

[Administrative Code - Establishing Emergency Interagency Fire Safety Task Force]

Ordinance amending the Administrative Code to establish an Emergency Interagency Fire Safety Task Force to review and make recommendations to the Board of Supervisors on proposed legislation and suggest other solutions to improve fire safety in multi-unit residential and multi-use buildings.

NOTE: Unchanged Code text and uncodified text are in plain Arial font. Additions to Codes are in *single-underline italics Times New Roman font*. Deletions to Codes are in *strikethrough italics Times New Roman font*. Board amendment additions are in double-underlined Arial font. Board amendment deletions are in ~~strikethrough Arial font~~. Asterisks (* * * *) indicate the omission of unchanged Code subsections or parts of tables.

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

Section 1. The Administrative Code is hereby amended by adding Article XXII, consisting of Sections 5.22-1 through 5.22-5, to read as follows:

ARTICLE XXII: EMERGENCY INTERAGENCY FIRE SAFETY TASK FORCE.

SEC. 5.22-1. CREATION OF TASK FORCE.

The Board of Supervisors hereby establishes an Emergency Interagency Fire Safety Task Force ("Task Force") for the City and County of San Francisco ("City").

SEC. 5.22.2. PURPOSE.

Because San Francisco has recently had several fires in multi-unit residential and multi-use buildings that resulted in death and displacement of tenants, and multiple City agencies have enforcement authority over the habitability of multi-unit residential and multi-use buildings and the health and safety of the occupants of these buildings, immediate measures must be taken to improve the fire safety of these buildings.

The Task Force shall specifically:

1 (a) review and make recommendations to the Board of Supervisors on legislation proposed by
2 the Board to improve fire safety in multi-unit residential and multi-use buildings;

3 (b) suggest to the Board of Supervisors amendments to the Municipal Code or other solutions
4 that would improve fire safety in multi-residential and multi-use buildings, including but not limited to
5 fire prevention measures, post-fire investigation, processing and resolution of complaints about Code
6 violations, and interagency coordination and information sharing; and

7 (c) make recommendations to the Board of Supervisors on the advisability of requiring the
8 installation of fire alarms and sprinklers in existing buildings.

9 **SEC. 5.22-3. MEMBERSHIP.**

10 The Task Force shall consist of the following seven members:

11 (a) two representatives from the Department of Building Inspection, one of whom shall be from
12 the Housing Division;

13 (b) two representatives from the Fire Department, one of whom shall be the Fire Marshal or
14 Fire Marshal's designee;

15 (c) two representatives from the Department of Public Health; and

16 (d) one representative from the Public Utilities Commission.

17 The City Attorney shall assign a representative to attend the meetings and advise the Task Force.

18 **SEC. 5.22-4. MEETINGS AND OPERATIONS OF TASK FORCE; REPORT TO THE BOARD**
19 **OF SUPERVISORS.**

20 (a) Members shall be appointed to the Task Force by their respective departments no later than
21 the effective date of this Article XXII and the Task Force shall begin meeting as soon as possible after
22 its formation. The Task Force members shall meet at least once every two weeks for three months. Four
23 members shall constitute a quorum for purposes of meeting. An official action may be taken by the vote
24 of a majority of the members at a meeting.

1 (b) Over the course of its meetings, the Task Force shall invite representatives of the landlord,
2 tenant, and small business communities to offer their perspectives on matters considered by the Task
3 Force.

4 (c) The Department of Building Inspection shall provide clerical and administrative support
5 and staffing to the Task Force. All City officials, departments, boards, commissions, and other bodies
6 shall cooperate with the Task Force in conducting its business.

7 (d) Three months after the effective date of this Article XXII, the Task Force shall submit a
8 report to the Board of Supervisors on all of the matters within its purview.

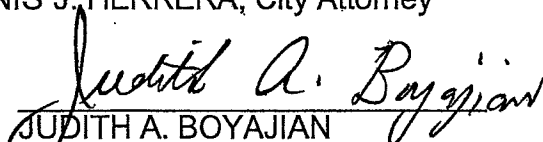
9 SEC. 5.22-5. SUNSET DATE.

10 Unless the Board of Supervisors by ordinance extends the term of the Task Force, this Article
11 XXII shall expire by operation of law, and the Task Force shall terminate, six months after the effective
12 date of this Article. After that date, the City Attorney shall cause this Article to be removed from the
13 Administrative Code.

14
15 Section 2. Effective Date. This ordinance shall become effective 30 days after
16 enactment. Enactment occurs when the Mayor signs the ordinance, the Mayor returns the
17 ordinance unsigned or does not sign the ordinance within ten days of receiving it, or the Board
18 of Supervisors overrides the Mayor's veto of the ordinance.

19
20 APPROVED AS TO FORM:
21 DENNIS J. HERRERA, City Attorney

22 By:

23 
24 JUDITH A. BOYAJIAN
25 Deputy City Attorney

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LEGISLATIVE DIGEST

[Administrative Code - Establishing Emergency Interagency Fire Safety Task Force]

Ordinance amending the Administrative Code to establish an Emergency Interagency Fire Safety Task Force to review and make recommendations to the Board of Supervisors on proposed legislation and suggest other solutions to improve fire safety in multi-unit residential and multi-use buildings.

Existing Law

The Administrative Code establishes a number of task forces and advisory committees.

Amendments to Current Law

This ordinance establishes a new Emergency Interagency Fire Safety Task Force. The Task Force will have seven voting members: two from the Department of Building Inspection, two from the Fire Department, two from the Department of Public Health, and one from the Public Utilities Commission. The City Attorney will assign a representative to attend the meetings and advise the Task Force. The purpose of the Task Force is to (1) review and make recommendations to the Board of Supervisors on legislation proposed by the Board to improve fire safety in multi-unit residential and multi-use buildings, (2) suggest to the Board of Supervisors amendments to the Municipal Code or other solutions that would improve fire safety in these buildings, and (3) specifically make recommendations to the Board of Supervisors on the advisability of requiring the installation of fire alarms and sprinklers in existing buildings.

Background Information

San Francisco has recently had several fires in multi-unit residential and multi-use buildings that resulted in the death and displacement of tenants, and multiple City agencies have enforcement authority over the habitability of these buildings and the health and safety of their occupants. Therefore, immediate measures must be taken to improve the fire safety of these buildings.

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BOARD of SUPERVISORS



City Hall
1 Dr. Carlton B. Goodlett Place, Rm 244
San Francisco 94102-4689
Tel. No. 554-5184
Fax No. 554-5163
TDD/TTY No. 554-5227

MEMORANDUM

TO: Tom Hui, Director, Department of Building Inspection
Joanne Hayes-White, Chief, Fire Department
Barbara Garcia, Director, Department of Public Health
Harlan Kelly, General Manager, Public Utilities Commission
Jon Givner, Deputy City Attorney

FROM: Derek Evans, Assistant Clerk

DATE: May 4, 2015

SUBJECT: LEGISLATION INTRODUCED

The Board of Supervisors Public Safety & Neighborhood Services Committee has received the following legislation, introduced by Supervisor Campos on April 28, 2015, which is being referred to your department for informational purposes.

File No. 150431


Ordinance amending the Administrative Code to establish an Emergency Interagency Fire Safety Task Force to review and make recommendations to the Board of Supervisors on proposed legislation and suggest other solutions to improve fire safety in multi-unit residential and multi-use buildings.

Please submit any comments or reports to the Board of Supervisors, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102.

cc: William Strawn, Department of Building Inspection
Carolyn Jayin, Department of Building Inspection
Sonya Harris, Building Inspection Commission
Kelly Alves, Fire Department
Monica Quattrin, Fire Commission
Greg Wagner, Department of Public Health
Colleen Chawla, Department of Public Health
Juliet Ellis, Public Utilities Commission
Donna Hood, Public Utilities Commission



MEMORANDUM

Date: May 28, 2015
To: The Honorable Members, Board of Supervisors
From:  Angela Calvillo, Clerk of the Board
Subject: Emergency Interagency Fire Safety Task Force

Board of Supervisors Rules of Order 2.21 establishes certain criteria that must be included in legislation creating, establishing, or reauthorizing new bodies (boards/commissions/task forces/advisory bodies) and requires the Clerk of the Board to advise the Board on certain matters. In order to fulfill these requirements, the following is provided:

File No. 150431 Administrative Code - Establishing Emergency Interagency Fire Safety Task Force

The proposed legislation establishes the Emergency Interagency Fire Safety Task Force (Task Force) to review and make recommendations to the Board of Supervisors on legislation to improve fire safety in multi-unit residential and multi-use buildings, and the advisability of requiring the installation of fire alarms and sprinklers in existing buildings.

- Does a current body address the same or similar subject matter?

No, there is no current body that addresses the same subject matter.

- Language requiring the body to meet at least once every four months

Section 5.22-4 states that the "Task Force members shall meet at least once every two weeks for three months."



- Language indicating members serve at the pleasure of the appointing authority

The membership of the Task Force consists of various City department staff representatives that are assigned by their respective departments. Since they are City staff they are assumed to serve by virtue of their office.

- Language establishing attendance requirements

City department staff members are assigned to represent their respective departments as part of their office duties. There are no public members where attendance requirements should be established to remove them from their seat due to non-attendance.

- Number of seats and qualifications

The Task Force shall consist of seven members:

- ✓ *Two (2) representatives from the Department of Building Inspection
 - *One (1) of whom shall be from the Housing Division**
- ✓ *Two (2) representatives from the Fire Department
 - *One (1) of whom shall be the Fire Marshal or his/her designee**
- ✓ *Two (2) representatives from the Department of Public Health*
- ✓ *One (1) representative from the Public Utilities Commission*

- Term limits (i.e., commencement date? staggered terms?)

All members are City department staff and area assumed to serve by virtue of their office.

- Administering department

The Department of Building Inspection will provide clerical and administrative support and staffing to the Task Force.

- Reporting requirements

Three months after the effective date of the Ordinance, the Task Force shall submit a report to the Board of Supervisors on all matters within its purview.

- Sunset date

The Task Force shall expire by operation of law, six months after the effective date of the Ordinance.

BOS 11, COB, Leg Dep.
Dep. City Atty PSNS,
Mayor

President, District 5
BOARD of SUPERVISORS



City Hall
1 Dr. Carlton B. Goodlett Place, Room 244
San Francisco 94102-4689
Tel. No. 554-7630
Fax No. 554-7634
TDD/TTY No. 544-5227

London Breed

RECEIVED
BOARD OF SUPERVISORS
SAN FRANCISCO

MAY 11 PM 4:55

BT

PRESIDENTIAL ACTION

Date: 5/11/15
To: Angela Calvillo, Clerk of the Board of Supervisors

Madam Clerk,

Pursuant to Board Rules, I am hereby:

Waiving 30-Day Rule (Board Rule No. 3.23)

File No. 150431 Campos
(Primary Sponsor)

Title: Administrative Code Establishing Emergency

Transferring (Board Rule No. 3.3)

File No. _____
(Primary Sponsor)

Title. _____

From: _____ Committee

To: _____ Committee

Assigning Temporary Committee Appointment (Board Rule No. 3.1)

Supervisor _____

Replacing Supervisor _____

For: _____ Meeting
(Date) (Committee)

London Breed, President
Board of Supervisors

Introduction Form

By a Member of the Board of Supervisors or the Mayor

Time stamp
or meeting date

I hereby submit the following item for introduction (select only one):

1. For reference to Committee:

An ordinance, resolution, motion, or charter amendment.

2. Request for next printed agenda without reference to Committee.

3. Request for hearing on a subject matter at Committee.

4. Request for letter beginning "Supervisor [] inquires"

5. City Attorney request.

6. Call File No. [] from Committee.

7. Budget Analyst request (attach written motion).

8. Substitute Legislation File No. []

9. Request for Closed Session (attach written motion).

10. Board to Sit as A Committee of the Whole.

11. Question(s) submitted for Mayoral Appearance before the BOS on []

Please check the appropriate boxes. The proposed legislation should be forwarded to the following:

Small Business Commission Youth Commission Ethics Commission

Planning Commission Building Inspection Commission

Note: For the Imperative Agenda (a resolution not on the printed agenda), use a Imperative

Sponsor(s):

Campos, Kim

Subject:

Ordinance to establish an emergency interagency fire safety task force to review and make recommendations to the Board of Supervisors on proposed legislation and suggest other solutions to improve fire safety in multi-unit residential and mixed use buildings.

The text is listed below or attached:

Please see attached ordinance.

I kindly request that this be sent to the Public Safety and Neighborhood Services Committee.

150431

Signature of Sponsoring Supervisor: David Cant

r Clerk's Use Only:

