

BULLETIN

NO: 26-013
DATE: February 4, 2026
TO: All Personnel
FROM: Ted Moran, Assistant Fire Chief, Business Operations
SUBJECT: Injury Reporting

After 27 years of service to the City of San Diego, Addy Zertuche has retired from the Fire-Rescue Department.

During her tenure, it became common practice to correspond directly with Addy regarding industrial and non-industrial injury matters. Moving forward, the Department's established email account for all injury related issues must be used.

SDFDMedicalDesk@sandiego.gov is the appropriate email address for submitting all injury related paperwork.

Specified Employee Services staff have access to this shared mailbox, eliminating the need to copy individual staff members. Emails sent directly to Addy's former email address will not be received, which may result in processing delays and could impact an employee's return to full duty.

Please ensure this information is shared and followed effective immediately.