



City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: November 27, 2007

SUBJECT: Fire Department Monthly Report for October 2007

Report in Brief

The Woodland Fire Department's Monthly Status Report includes a wide variety of information in an effort to better inform the public and the City Council. This report summarizes four specific areas of the Fire Department's operation: Overtime, Incident Response, Fire Prevention and Training. This year, the Fire Department updated its Monthly Status Report format to include a wider variety of information. The report is formatted by division (Administration, Operations, Fire Prevention and Training) and covers the key projects and/or activities for the month.

Attached for the City Council's review is the Fire Department's Monthly Report for October, 2007.

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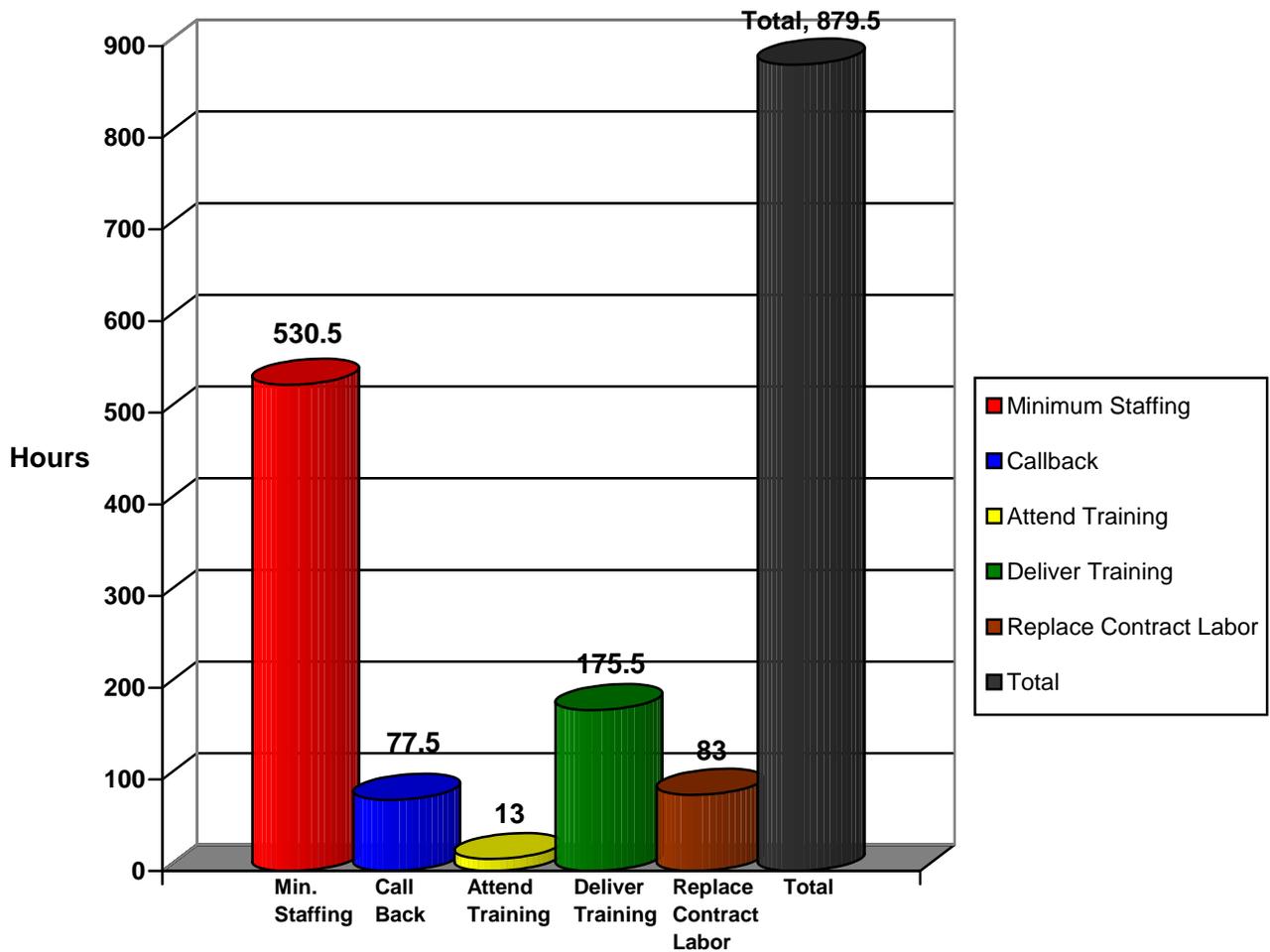
Attachment

Woodland Fire Department Monthly Status Report October 2007



The Woodland Fire Department Monthly Status Report includes a wide variety of information in an effort to better inform the public and assist decision makers.

ADMINISTRATION - The Cost of Overtime for the month of October was **\$33,854.48**.



The graph above is a visual summary of the overtime staffing needs for the Fire Department during the weeks of October 1, through October 31, 2007.

ADMINISTRATION *(CONT'D)*

There were a total of **879.5**-overtime hours worked during the month of October for a total of **\$33,854.48**. They include:

- 530.5-hours of **Minimum Staffing** at a total cost of **21,613.08** for the month of October 2007. (*In the City of Woodland, a minimum of 3-4 Firefighters (Captain, Engineer and Firefighters) have to be available per company at all times to respond to incidents*).
 - There was an average of **613.25** Minimum Staffing overtime hours needed to complete staffing requirements for the period October 2006 – October 2007 at an average cost of **\$19,985.56** per month. As the department becomes fully staffed, (i.e., positions filled resulting in less acting personnel) these numbers will decrease. The effect of this trend brings the total average number of hours for the year 2007 to **7,972.25** at an average annual cost of **\$259,812.32**.
- 77.5-hours were needed for **Call Back Staffing** at a total cost of **\$2,857.40** for the month of October 2007. (*Call Back Staffing is necessary to backfill the stations when a major incident occurs that depletes the minimum staffing levels*).
 - October 2007 saw a marked decrease in the number of Call Back Staffing OT hours required due to a decrease in the number of major incidents that required all staff to participate. There was a decrease in the average of **166.21** Call Back Staffing overtime hours needed to complete staffing requirements for the period October 2006 – October 2007 at an average cost of **\$5,160.43** per month. At present, the total anticipated number of hours should reach **2,160.17** at a cost of **\$67,085.55**, but these numbers will fluctuate with the ebb and flow of their necessity.
- 13-hours were need for **Attending Training** at a total cost of **\$302.54** for the month of October 2007. (*Attending Training is necessary to ensuring that all mandatory training requirements for both full-time and volunteer personnel are completed*).
 - There was an average of **13.79** hours spent attending training, at an average cost of **\$393.24** per month for the period October 2006 – October 2007. Although October 2007 saw a decrease in the total number of hours in this area, there will be an increase as a result of class attendance for certifications and the development of personnel, who will in turn become in-house staff instructors. It is further anticipated that the increase in cost will be offset by the development of training classes to be offered to in-house staff, as well as individuals outside of our organization at a cost to class participants. The resulting total anticipated hours for Attending Training should reach **184.5** at a total cost of **\$5,319.23**.
- 175.5-hours were needed to **Deliver Training** at a cost of **\$6,214.10** for the month of October 2007. (*On-going training beyond the recruit level keeps skills current, enhances teamwork among crew members, and encourages the introduction of new ideas and techniques to the Department*).
 - There was an average of **36** hours spent delivering training, at an average cost of **\$1,218.50** per month for the period October 2006 – October 2007. Although partially reimbursable, the delivery of R.O.P. training dramatically increased the numbers in this area. The resulting total anticipated hours for Delivering Training should reach **442** at a total cost of **\$14,877.03**.

ADMINISTRATION *(CONT'D)*

- 83-hours were needed for **Replacement Labor** at a cost of **\$2,867.36**. (*Replacement Labor is necessary when employees work in areas outside their normal duties, (i.e., installation of new and upgraded hardware and software for computerized systems)*
 - There was an average of **56.25** hours spent for replacement labor, at an average cost of **\$1,669.77** per month for the period October 2006 – October 2007. As these duties are not in the normal realm of business, the average time spent will remain consistent. The total anticipated hours for Replacement Labor should reach **615** at a cost of **\$19,183.54**.

Note: Trends analysis projections derived from actual hours and costs during the period: October 2006 – October 2007.

Budget Issues

Staff is in the process of evaluating the ramifications of the hit the Fire Department will take as a result of relinquishing \$167,000 of budgeted funds back to the City.

Policy Coordination

There are no new policy issues at this time.

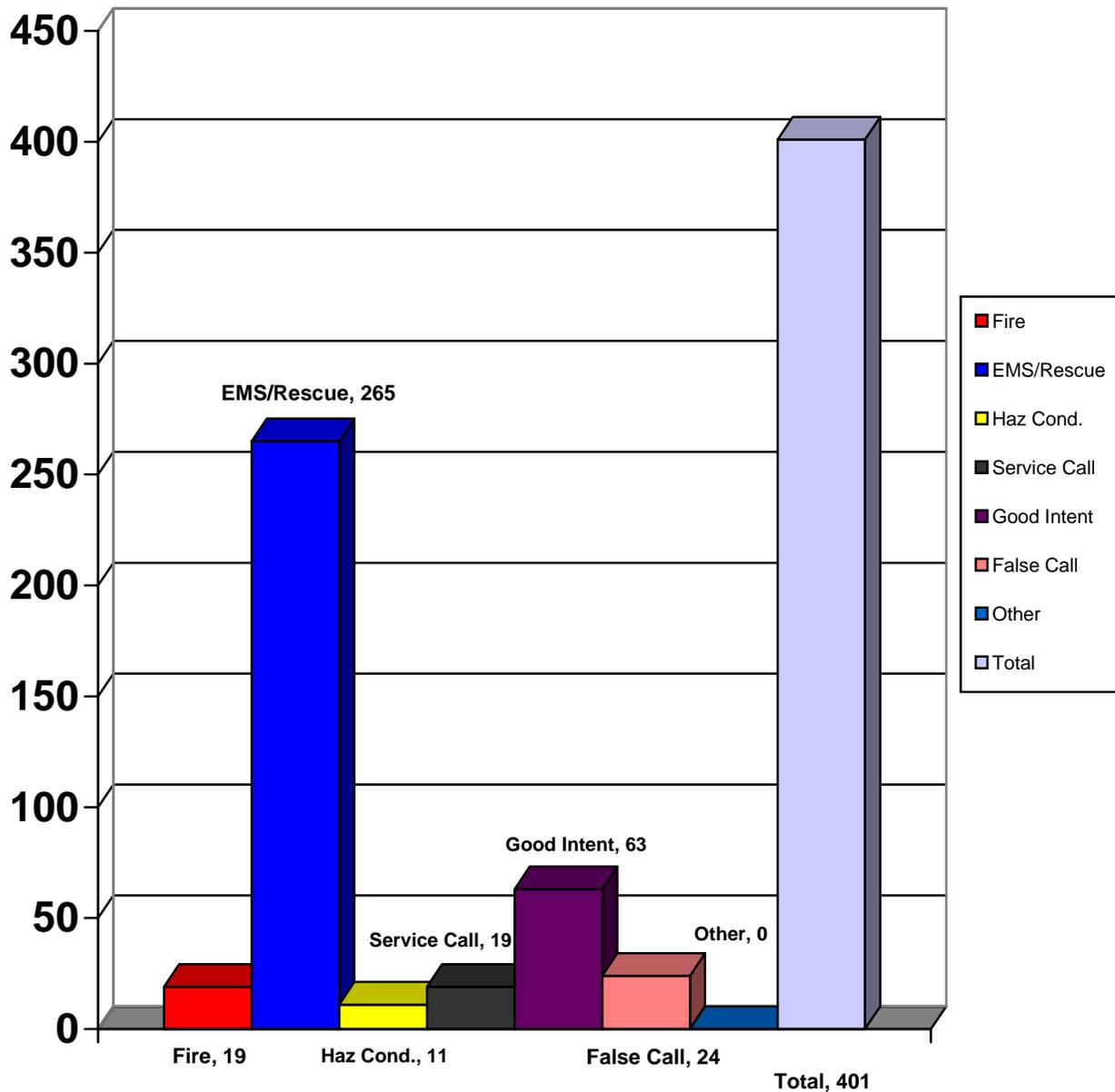
Web Page

Staff members are working with the webmasters for the City to assure proper transition of the Fire Department web page items. This process is on-going.

OPERATIONS

Incident Activity

Current Month By Incident Type



The graph above is a visual summary of the number of incidents that the Fire Department responded to during the weeks October 1, through October 31, 2007. This is in comparison to the annual totals of each type of incident.

OPERATIONS

Incident Activity (cont'd)

There were a total of **401 Incidents** that the Fire Department responded to in the month of October. They included:

- **19 Fires** that took place in the month of October, for a current annual total of **197**. The **19 fires** included:
 - **2-building fires**
 - **2-cooking fires**
 - **3-fire in motor home, camper, recreational vehicle**
 - **3-forest/wildfires**
 - **2-grass fires**
 - **6-rubbish fires, and**
 - **1-other fire of unknown origin**

- **265 EMS/Rescues** took place in the month of October, for a current annual total of **2,488**. The EMS/Rescues included:
 - **5-Rescue and Emergency Medical Calls**
 - **70-Calls requiring medical assistance**
 - **154-EMS Calls for people with injuries**
 - **14-vehicle accidents with injuries**
 - **18-motor vehicle accidents with no injuries, and**
 - **4-motor vehicle/pedestrian accidents**

- There were **11 responses** that involved **Hazardous Conditions**, bringing the current annual total to **106**. The Hazardous Conditions included:
 - **5-gasoline, oil or chemical spills**
 - **2-electrical wiring, power lines down, arching, shorted electrical equipment**
 - **1-vehicle accident cleanups**
 - **1-explosive, bomb removal (bomb scare)**
 - **2-hazardous condition of unknown origin**

- There were **19 Public Service Calls** handled in the month of October, for a current annual total of **259**. The Public Services Calls included:
 - **1-water or steam leak**
 - **1-Lock outs**
 - **5-Calls to assist police or other governmental agencies**
 - **7-calls for public service**
 - **4-invalid public assistance calls**
 - **1-unauthorized burning**

(The public services calls include anything from water problems, to smoke and odor removal).

- **63 Good Intentions** calls were responded to in the month of October, for a current annual total of **494**. The calls included:
 - **25-calls that were cancelled en route**
 - **5-CAD errors**
 - **23-no incident found on arrivals**
 - **7- smoke or odor of smoke**
 - **2-Good Intent, other**
 - **1-Hazmat release investigations w/no hazmat**

(These are reports of a fire that turns out to be other things, (i.e.-smoke from dust, etc.).

OPERATIONS

Incident Activity (cont'd)

- There were **24 False Alarm Calls** made in the month of October, for a current annual total of **205**.

Total Incidents to Date for 2007 - 3,388 Average Response Time for First Due Units: Fire: 5.58 Minutes EMS: 4.45

FIRE PREVENTION

Commercial Projects

- There have been a total of **231** on-going commercial developments/plan reviews that are in various stages of completion within the City of Woodland. Fees for large commercial projects are collected at the beginning of the project, and on an interim basis as the project progresses. The Fire Prevention Division receives a percentage of the total fees collected to offset inspection costs. Specialists conducted:
 - **18** business license/permit inspections
 - **24** plan reviews, which included hood systems, new business license inspections and new commercial building fire code inspections
 - **9** commercial business inspections

<i>(Plan review inspections for commercial projects include the initial plan review, 4 inspections & 1 re-submittal of plans at a cost of \$717.00/riser + \$2.00/sprinkler head. Business License inspections are \$165.00/ea. Permits inspections are determined by the type of permit needed. Tenant Improvements are \$421.00/riser + \$2.00/sprinkler head).</i>

Residential Projects

- A total of **268** residential projects have been on-going throughout the year. Of these projects, the Specialists conducted:
 - **70** residential automatic sprinkler system inspections

<i>(Plan review inspections include the initial plan review, 2 inspections & 1 re-submittal of plans at a cost of \$354.00/riser. Tenant Improvement plan reviews are \$284.00/riser).</i>
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Weed Abatement

- The staff spent **5** hours on weed abatement projects.

Arson Investigation

- No investigations were performed in the month of October.

Public Education

The Fire Department provides public education to the citizens of Woodland. In the month of October, the following Public Education events took place:

- Great Day Preschool (10/4 & 10/12/07) Fire Safety (50 kids-ages 2-4)
- St. Lukes Preschool (10/5/07) Fire Safety (30 kids-ages 2-4_

FIRE PREVENTION (CONT'D)

Public Education (cont'd)

- Relay for Life (10/6/07) Community Event – all ages
- Hemsley Home School (10/10/07) Station Tour (10 kids)
- Freeman Preschool (10/11/07) Station Tour (30 kids-ages 3-4)
- Wal Mart (10/12/07) Smoke Detector Demo (all ages)
- Woodland Parent Nursery (10/16/07) Fire Safety Demo (Kids-ages 2-5)
- Alphabet Soup (10/22/07) Fire Safety (30 Kids-ages 2-5)
- Transcore (10/22/07) Training on Fire Extinguishers (10 adults)
- Home Depot – Fire Safety Day (all ages)

Mapping

- There were no new activities for the month of October.

TRAINING

The following is a summary of training activities conducted in the Fire Training Division during the weeks of October 1, through October 30, 2007. During the month of October, the following activities occurred at the Woodland fire Department Training Division:

65-hours of training were conducted at the Training Center during the month of October including:

- 24-hours of **Mutual Aid Drill – Dixon/Technical Rescue** on October 17, 21 and 25.
- 12-hours of **Cal-Card Training** on October 6, 19 and 20.
- 12-hours of **EMS Training** on October 26, 27, and 28.
- 12-hours of **Ladders/Hose Pulls** on October 3, 9 and 11.
- 5-hours of **First Grade Program** on October 24, 25 and 26.

During the month of October, **career staff** reported a total of **682-hours of training** (App. A), resulting in a mean average of **15.5-hours** of training per person. Total hours of training for the Battalion Chiefs can be found in Appendix C.

TRAINING (CONT'D)

The **reserve staff** reported a total of **243-hours of training** (App. B) for a mean average of **15.19**-hours of training per person. The reserve staff completed training in Orientation, EMS, Telestaff, Hose Load-Pulls and SCBA Breathing Apparatus.

Training highlights for the month of October were the **The Yolo County Chief's Mutual Aid Signing**, the new **ROP Fire Science Academy**, the **Addition of 8 New Reserve Firefighters**, **Explorer's Open House**, **First Grade Program** and the **Engineer Practical Exam** resulting in the promotion of Eric Zane and Walter Scruggs.