



City of Woodland

**REPORT TO MAYOR AND CITY COUNCIL**

AGENDA ITEM

TO: THE HONORABLE MAYOR  
AND CITY COUNCIL

DATE: January 8, 2008

SUBJECT: Fire Department Monthly Report for November 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 November, 2007.

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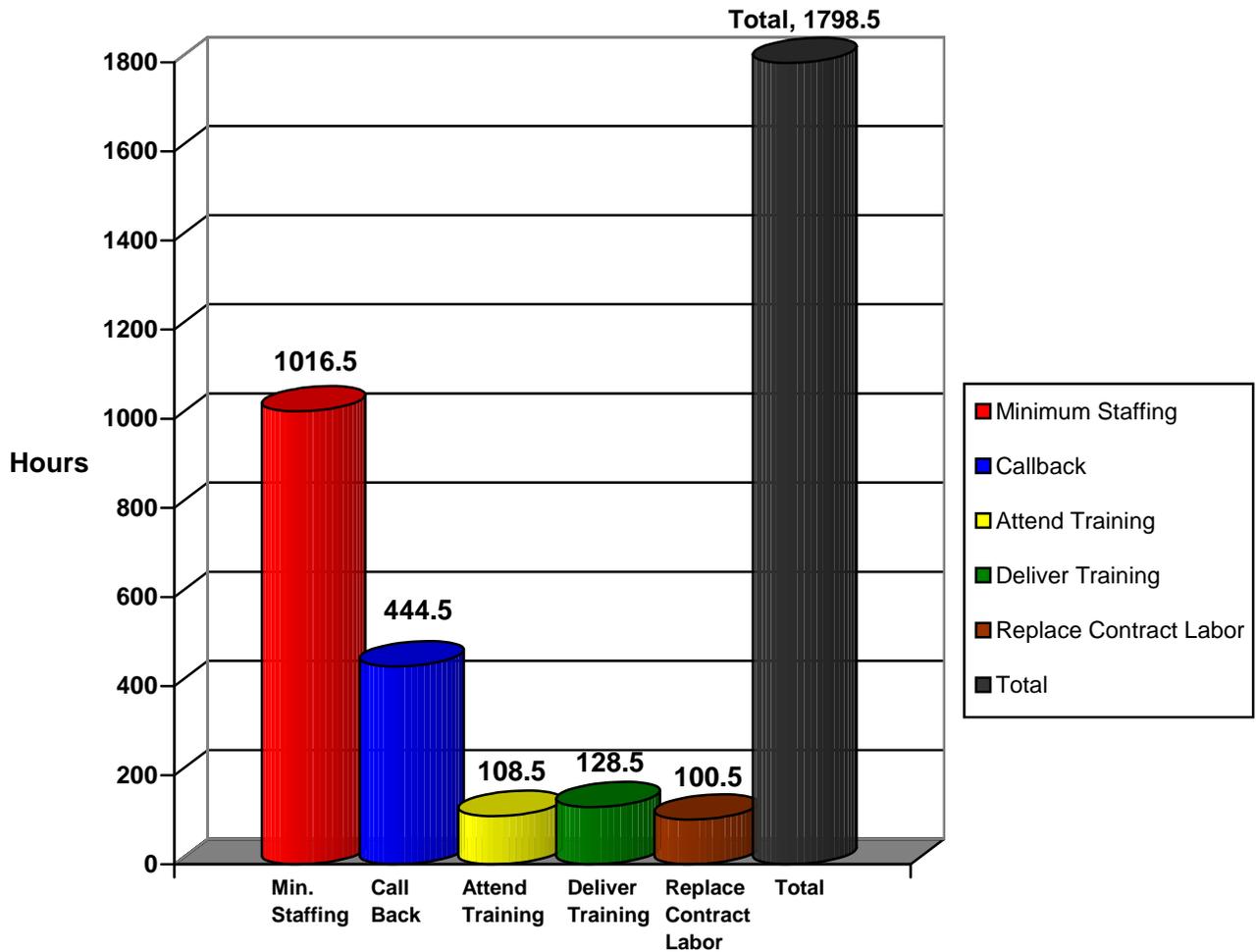
Attachment

# Woodland Fire Department Monthly Status Report November 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 November was **\$68,095.37**.



The graph above is a visual summary of the overtime staffing needs for the Fire Department during the weeks of November 1, through November 30, 2007.

## **ADMINISTRATION** *(CONT'D)*

There were a total of **1798.5**-overtime hours worked during the month of November for a total of **\$68,095.37**. They include:

- 1016.5-hours of **Minimum Staffing** at a total cost of **39,498.16** for the month of November 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 **736.5** Minimum Staffing overtime hours needed to complete staffing requirements for the period November 2006 – November 2007 at an average cost of **\$24,377.05** per month. Minimum staffing was affected this month by a mutual aid training drill with Yolo County that took place for 1 full day, which took two crew companies out of commission, causing the need for backfilling, and strike team coverage for the fires that occurred in Southern California. These two incidents alone cost a total of **\$13,888.57**. This brings the total average number of hours for the year 2007 to **8,838** at an average annual cost of **\$292,524.63**.
- 444.5-hours were needed for **Call Back Staffing** at a total cost of **\$16,546.07** for the month of November 2007. *(Call Back Staffing is necessary to backfill the stations when a major incident occurs that depletes the minimum staffing levels).*
  - November 2007 saw a marked increase in the number of Call Back Staffing OT hours required due to the strike teams deployed to Southern California. This caused an increase in the average of **229.08** Call Back Staffing overtime hours needed to complete staffing requirements for the period November 2006 – November 2007 at an average cost of **\$7,303.63** per month. At present, the total anticipated number of hours should reach **2749** at a cost of **\$87,643.58**.
- 108.5-hours were need for **Attending Training** at a total cost of **\$3,737.20** for the month of November 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 **24.08** hours spent attending training, at an average cost of **\$746.20** per month for the period November 2006 – November 2007. November saw an increase as a result of class attendance for in conjunction with FIRE RMS training. The resulting total anticipated hours for Attending Training should reach **289** at a total cost of **\$8,954.43**.
- 128.5-hours were needed to **Deliver Training** at a cost of **\$4,656.02** for the month of November 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 **43.46** hours spent delivering training, at an average cost of **\$1,525.96** per month for the period November 2006 – November 2007. Hours in this area decreased in the month of November, but should remain constant as new classes are offered. The resulting total anticipated hours for Delivering Training should reach **521.5** at a total cost of **\$18,311.54**.

## **ADMINISTRATION** *(CONT'D)*

- 100.5-hours were needed for **Replacement Labor** at a cost of **\$3,657.92**. (*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 **52.63** hours spent for replacement labor, at an average cost of **\$1,707.69** per month for the period November 2006 – November 2007. There was a slight increase in this area due to the time spent in rolling out the new cell phone program. The total anticipated hours for Replacement Labor should reach **631.5** at a cost of **\$20,492.23**.

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

### *Budget Issues*

Staff is in the processes of researching and developing the new 2008/09 budget.

### *Policy Coordination*

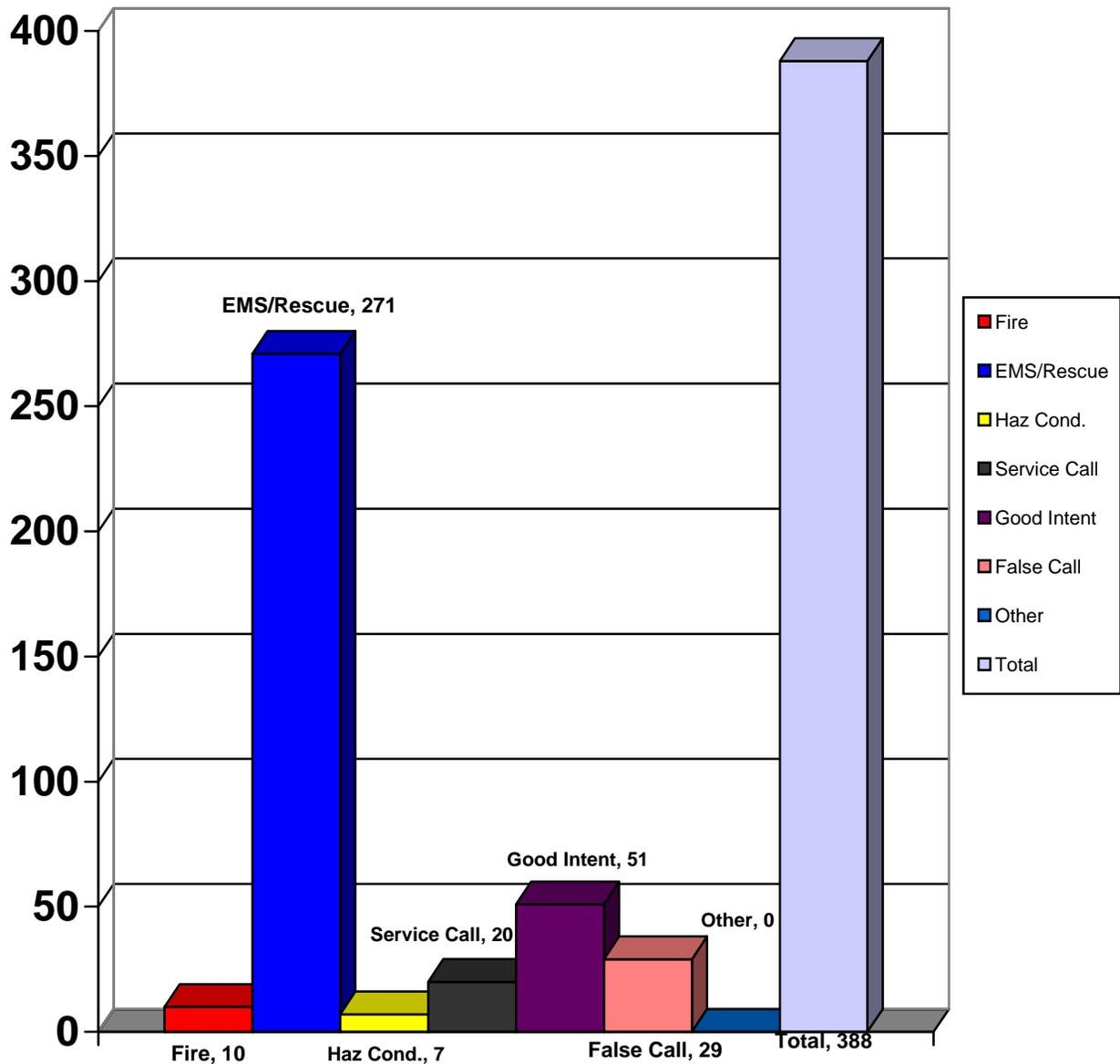
There are no new policy issues at this time.

### *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 November 1, through November 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 **388 Incidents** that the Fire Department responded to in the month of November. They included:

- **10 Fires** that took place in the month of November, for a current annual total of **207**. The **10 fires** included:
  - **2-passenger vehicle fires**
  - **1-outside storage fire**
  - **1-outside equipment fire**
  - **1-cultivated vegetation, crop fire**
  - **1-grass fire**
  - **4-rubbish fires**
  
- **271 EMS/Rescues** took place in the month of November, for a current annual total of **2,759**. The EMS/Rescues included:
  - **1-Rescue and Emergency Medical Calls**
  - **65-Calls requiring medical assistance**
  - **169-EMS Calls for people with injuries**
  - **8-vehicle accidents with injuries**
  - **24-motor vehicle accidents with no injuries, and**
  - **3-motor vehicle/pedestrian accidents**
  - **1-extrication of victim(s) from machinery**
  
- There were **7 responses** that involved **Hazardous Conditions**, bringing the current annual total to **113**. The Hazardous Conditions included:
  - **2-gasoline, oil or chemical spills**
  - **3-electrical wiring, power lines down, arching, shorted electrical equipment**
  - **1-vehicle accident cleanups**
  - **1-attempt to burn**
  
- There were **20 Public Service Calls** handled in the month of November, for a current annual total of **279**. The Public Services Calls included:
  - **2-water or steam leak**
  - **2-Persons in distress, other**
  - **3-Calls to assist police or other governmental agencies**
  - **9-calls for public service**
  - **3-invalid public assistance calls**
  - **1-unauthorized burning**

*(The public services calls include anything from water problems, to smoke and odor removal).*
  
- **51 Good Intentions** calls were responded to in the month of November, for a current annual total of **545**. The calls included:
  - **22-calls that were cancelled en route**
  - **1-CAD errors**
  - **21-no incident found on arrivals**
  - **7- smoke or odor of smoke**

*(These are reports of a fire that turns out to be other things, (i.e.-smoke from dust, etc.).*
  
- There were **24 False Alarm Calls** made in the month of November, for a current annual total of **205**.

<p><b>Total Incidents to Date</b> for 2007 - 3,776 <b>Average Response Time</b> for First Due Units: Fire: <b>5.39 Minutes</b> EMS: <b>4.46</b></p>
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## **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:
  - **24** business license/permit inspections
  - **31** plan reviews, which included hood systems, new business license inspections and new commercial building fire code inspections
    - **22** commercial business inspections

*(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).*

### *Residential Projects*

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

*(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).*

### *Weed Abatement*

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

### *Arson Investigation*

- No investigations were performed in the month of November.

### *Public Education*

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

- Girl Scouts (11/5/07) Station Tour (8 kids-age 9)
- Bayside Church (11/18/07) Fire Engine Display-Honoring Heroes –community event

## **FIRE PREVENTION** (CONT'D)

### *Public Education (cont'd)*

- Dingle State Preschool (11/30/07) Fire Safety Demo (25 kids-ages 3-4)

### *Mapping*

- Made new map for the Wild Wings area in the Willow Oak area, and sent maps to Willow Oak for their use
- Updated street names list for all new areas
- End of the Year update on all maps
- Drove and outlined the new areas for future updates to be processed in next sweep

## **TRAINING**

The following is a summary of training activities conducted in the Fire Training Division during the weeks of November 1, through November 30<sup>th</sup>, 2007. During the month of November, the following activities occurred at the Woodland Fire Department Training Division:

A total of **109** hours of training were conducted at the Training Center during the month of November including:

- 21-hours of High Rise Drill (Sacramento) November 4,5,6 & 13,14,15<sup>th</sup>, 2007
- 10-hours of SCBA Fit Testing November 1,2,5 & 6<sup>th</sup>, 2007
- 6-hours of Cal-Star Air Ambulance November 7,8, & 9<sup>th</sup>,
- 48-hours of ICS 300 Part 1 & 2 November 7,8,9 & 13,14, & 15<sup>th</sup>,
- 12-hours of EMS Training November 19,20 & 21<sup>st</sup>, 2007
- 12-hours of Haz Mat Decon Training November 28,29 & 30<sup>th</sup>, 2007

During the month of November, career staff reported a total of **689.5** hours of training (App. A), resulting in an average of **15.7** hours of training per person.

The reserve staff reported a total of **124** hours of training (App. B) for an average of **7.75** hours of training per person. The reserve staff completed training EMS, SCBA Fit Testing, ICS 100 & ICS 700, Equipment Awareness & Maintenance, & Haz Mat Decon.

Total hours of training for the Battalion Chiefs can be found in Appendix C.

**Highlights for the month of November:** The announcement of the New Deputy Fire Chief Tod Reddish start date in December, Sacramento High Rise Training Drill, SCBA Fit Testing, Cal-Star Air Ambulance, ICS 300, EMS Training and Hazardous Materials.