



City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: October 21, 2008

SUBJECT: Fire Department Monthly Report for August 2008

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 August 2008.

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Fire Chief

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Attachment



Woodland Fire Department Monthly Status Report Summary – August 2008



(The Woodland Fire Department Monthly Status Report includes a wide variety of information in an effort to better inform the public and the City Council.)

	Previous Month	Current Month	Difference (+ increase/- decrease)
Cost of Overtime	\$42,488.71	\$34,954.23	-7,534.48
Total Incident Responses			
Fire	20	22	+2
EMS/Rescue	255	285	+30
Mutual Aid/Auto Aid/Strike Tm	7	15	+8
Hazardous Cond.	10	13	+3
Public Service	23	34	+11
Good Intentions	48	47	-1
False Alarms	18	23	+5
Fire Prevention			
Commercial Inspections	18	17	-1
Plan Reviews	23	22	-1
Business License Inspections	10	17	+7
Permitted Inspections	51	64	+13
Residential Inspections	54	51	-3
Resale Inspections	19	17	-2
Engine Company Inspections	38	130	+92
Weed Abatement	3.75 hours	1 hour	-2.75
Arson Investigations	1	0	-1
Pub Ed Events	3	2	-1
Training			
	720 hours	833.5 hours	+133.5 hours

Administration:

Several portions of the Operations and Procedures manual are under review and being updated to reflect ongoing changes.

Minimum Staffing and **Call Backs** have decreased to more normal levels in the month of August.

Fire Prevention:

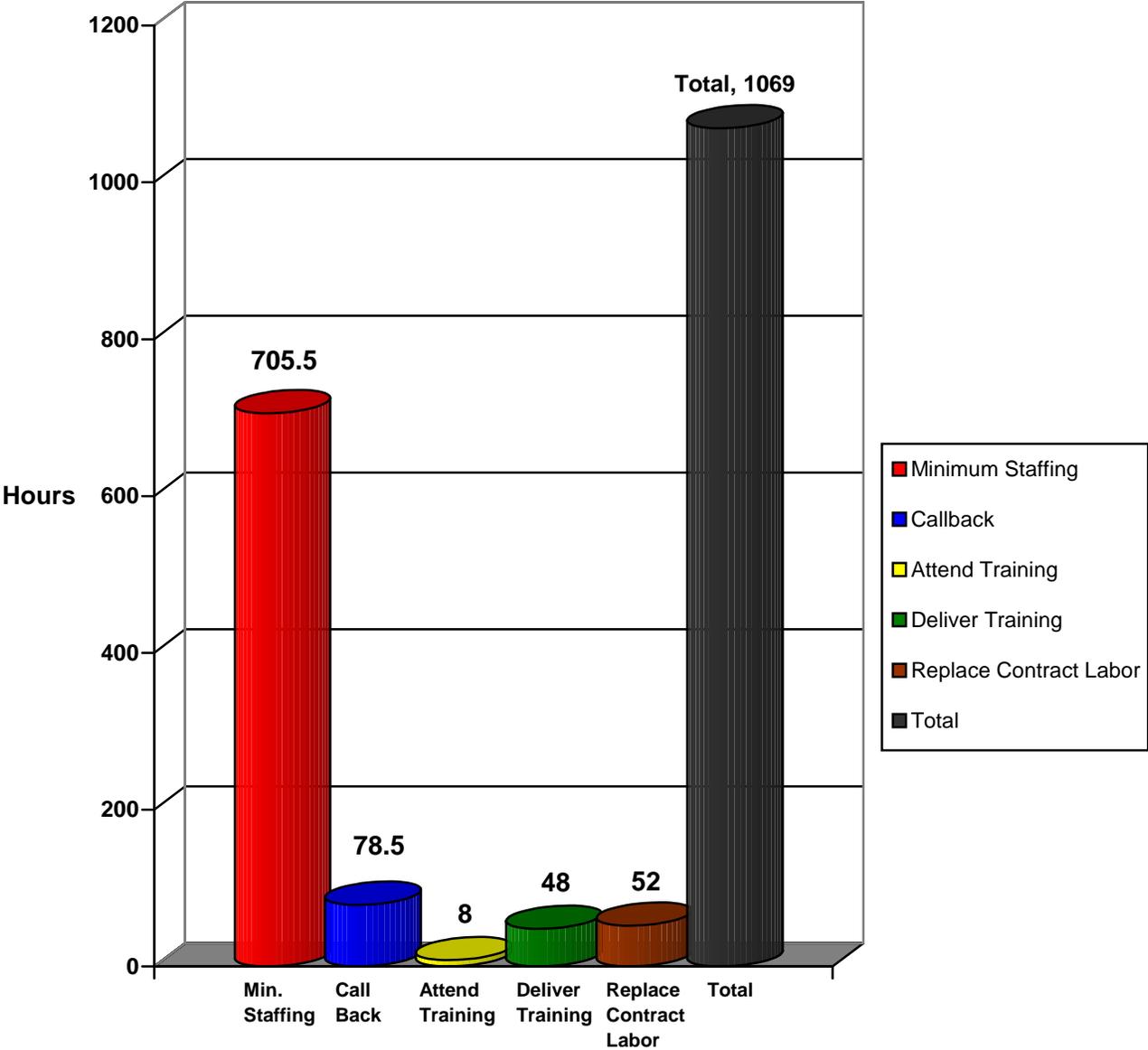
As the members of this division settle into their respective assignment, the number of completed inspections and plan reviews has increased. This trend should remain a constant in the coming months.

Training:

Woodland was the host agency for the Mutual Aid Drill (Technical Rescue), which was a big success; ROP Fire Science Open House, and; We said Good-Bye to Captain Ortiz after 29 years of service. We wish him well in his retirement.

Activity

ADMINISTRATION - The Cost of Overtime for the month of August was \$34,954.23.



The graph above is a visual summary of the overtime staffing needs for the Fire Department during the weeks of August 1, through August 31, 2008.

ADMINISTRATION (CONT'D)

There were a total of **892**-overtime hours worked during the month of August for a total of **\$34,954.23**. They include:

- 705.5-hours of **Minimum Staffing** at a total cost of **27,904.31** for the month of August 2008. (*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.*)
 - Minimum staffing decreased in the month of August 2008. Firefighters required. There was an average of **804.9** hours used to provide minimum staffing at a cost of **\$31,422.91** for the period August 2007 to August 2008.
- 78.5-hours were needed for **Call Back Staffing** at a total cost of **\$3,000.22** for the month of August 2008. (*Call Back Staffing is necessary to backfill the stations when a major incident occurs that depletes the minimum staffing levels.*)
 - As with Minimum Staffing requirements, the Call Back Staffing requirements decrease in the month of August 2008. There was an average of **165.54** hours used to provide Call Back Staffing at a cost of **\$6,295.70** for the period August 2007 to August 2008.
- 8-hours were need for **Attending Training** at a total cost of **\$212.44** for the month of August 2008. (*Attending Training is necessary to ensuring that all mandatory training requirements for both full-time and volunteer personnel are completed.*)
 - This area increase slightly, as there was more time available to accommodate these requirements. There were **37.38** average hours used to attend training at a cost of **\$1,409.52** per month for the period August 2007 to August 2008.
- 48-hours were needed to **Deliver Training** at a cost of **\$1,993.22** for the month of August 2008. (*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 **71.33** hours spent delivering training, at an average cost of **\$2,699.82** per month for the period August 2007 – August 2008. Hours in this area increased slightly in the month of August, but remain constant.
- 52-hours were needed for **Replacement Labor** at a cost of **\$1,844.04**. (*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 **85.83** hours spent for replacement labor, at an average cost of **\$3,074.22** per month for the period August 2007 – August 2008. There was a increase in this area as staff was needed to cover normal duties.

Note: Trends analysis projections derived from actual hours and costs during the period: August 2007 – August 2008.

ADMINISTRATION *(CONT'D)*

Budget Issues

There is no new activity to report in this area.

Policy Coordination

The following section of the Operations and Policies manual was under review and finalized:

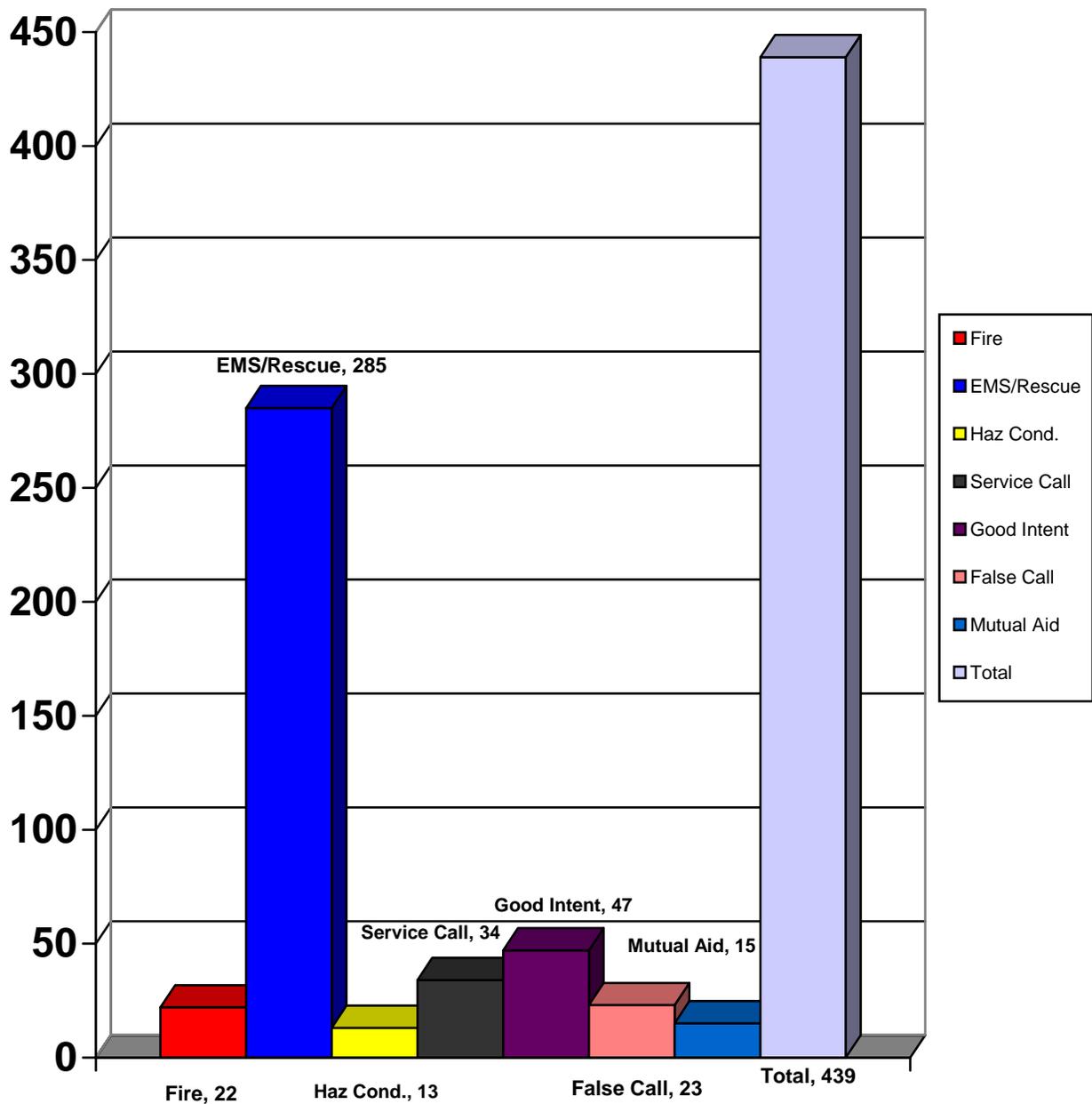
Section 180 2008.doc; Section 185 2008.doc; Section 190 2008.doc
Section 210 2008.doc; Section 220 2008.doc; Section 240 2008.doc
Section 310 2008.doc; Section 320 2008.doc; Section 325 2008.doc
Section 380 2008.doc; Section 460 2008.doc; Section 518 2008.doc

Web Page

There is no new activity to report in this area.

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 August 1, through August 31, 2008. This is in comparison to the annual totals of each type of incident.

OPERATIONS

Incident Activity (cont'd)

There were a total of **439 Incidents** that the Fire Department responded to in the month of August. They included:

- **22 Fires** that took place in the month of August, for a current annual total of **193**. The **22 fires** included:
 - **2-building fires**
 - **9-natural vegetation, grass fires**
 - **6- passenger vehicle fires, road freight or transport vehicle fires**
 - **5-trash, rubbish or waste fire**

- **285 EMS/Rescues** took place in the month of August, for a current annual total of **2,106**. The EMS/Rescues included:
 - **4-Rescue and Emergency Medical Calls**
 - **60-Calls requiring medical assistance**
 - **185-EMS Calls for people with injuries**
 - **17-vehicle accidents with injuries**
 - **19-motor vehicle accidents with or without injuries**

- There were **13** responses that involved **Hazardous Conditions**, bringing the current annual total to **149**. The Hazardous Conditions included:
 - **7-gasoline, oil or chemical spills**
 - **3- electrical wiring/equipment, overheated motor**
 - **2-vehicle accident cleanup**
 - **1-aircraft standby**

- There were **34 Public Service Calls** handled in the month of August, for a current annual total of **215**. The Public Services Calls included:
 - **12-Calls to assist police or other governmental agencies**
 - **3-calls for public service**
 - **9-invalid public assistance calls**
 - **10-public assistance, other**

- **47 Good Intentions** calls were responded to in the month of August, for a current annual total of **394**. The calls included:
 - **24-calls that were cancelled en route or CAD error**
 - **15-no incident found on arrivals**
 - **3-prescribed fires, authorized controlled burns**
 - **4-Steam, smoke, odor of smoke, barbeque**
 - **1-Good intent call, other/haz mat investigations w/no hazmat**

- **15 Mutual Aid Calls** were responded to in the month of August, for a current annual total of **78**. The calls included aid to:
 - **1-California State Mutual Aid (Strike Team)**
 - **3Willow Oak Fire Protection District**
 - **4-Yolo Fire Protection District**
 - **4-Elkhorn Fire Protection District**
 - **1-Sacramento Fire Department**
 - **1-Williams Fire Protection District**
 - **1-Knights Landing Fire Department**

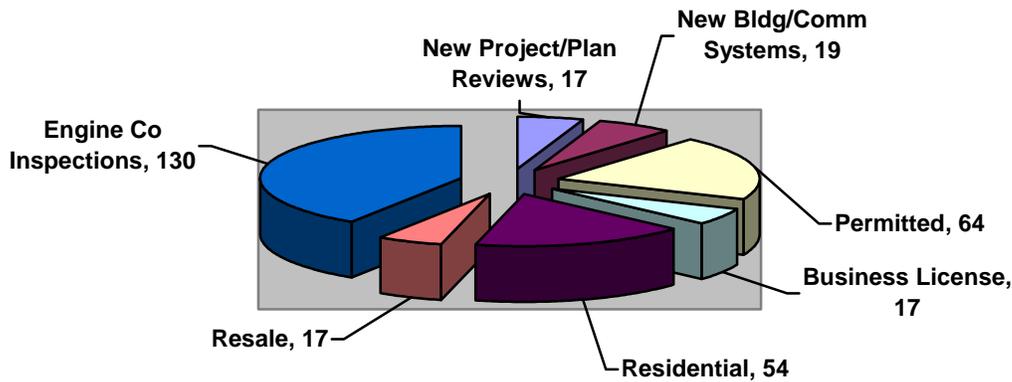
- There were **23 False Alarm Calls** made in the month of August, for a current annual total of **139**.

Total Incidents to Date for 2008 - 2,875

Average Response Time for First Due Units: Fire: 5:49 Minutes EMS: 5:05

FIRE PREVENTION

The Fire Prevention Bureau conducts several types of inspections and plan reviews. The Bureau concentrates on New Project Development, Civil Drawing Plan Reviews, Building Inspections, On Site Water Systems, Commercial Fire Sprinklers, Residential Fire Sprinklers, Fire Alarm Inspections, Specialized Fire Protection Systems, Fire Permits, Licensed Care Facilities, Business License Inspections, Resale Inspections, Fire Investigation and Code Enforcement, Public Education and Weed Abatement.



For the month of August 2008 the Fire Prevention Specialists conducted the following inspections and plan reviews:

Commercial	
2	New Project Development Reviews
17	Plan Reviews
2	New Building Inspections
15	Commercial Fire Protection Systems
Permit	
64	Fire Permitted Annual Inspections
Business License	
17	Business License Inspections
Residential	
3	Residential Automatic Sprinkler System Plan Reviews
51	Residential Automatic Sprinkler System Inspections
17	Resale Residential Sprinkler Inspections
Engine Company	
130	Business and Mercantile Inspections

The Fire Prevention Division inspects new businesses and changes of ownership for occupancy usage and compliance of the Fire Codes. **Plan reviews** are what generate initial commercial and residential inspections. The fees for these inspections are included in the plan review fees. 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**. Commercial Tenant Improvements are **\$421.00/riser + \$2.00/sprinkler head**. Residential plan review inspections include the initial plan review, 2 inspections & 1 re-submittal of plans at a cost of **\$354.00/riser**. Residential Tenant Improvement plan reviews are **\$284.00/riser**.

Permitted inspections occur when any occupancy has activities that are either hazardous or considered special. (An example of a hazardous activity is a business that houses or manufactures chemicals, or combustibles such as repair shops, chemical warehouses, or airport hangers. Special activities include places of assembly, tents, and high-pile storage facilities.) The average permitted inspection is **\$150.00/ea**.

Lastly, the Fire Prevention Division handles **Business License Inspection**, which carries a fee of **\$165.00/ea** for all new businesses. However, this fee is presently under review. The current amount being collected for Business License Inspections is **\$13.00/ea**.

FIRE PREVENTION (CONT'D)

Weed Abatement

- The staff spent **1** hour on weed abatement projects.

Arson Investigation

- **0** investigations were performed in the month of August.

Public Education

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

- The California Senior Living Community (8/19/08) Fire Safety (Adults) 20-25 people
- Pizza with a Firemen (8/3/08) Station Tour – (ages 4-40) 200-300 people

Mapping

- Updated all Binders on All Engines
- Updated all County Maps
- Redrew the Californian Map
- Updated addresses in Stonehaven Map
- Updated Idle Wheel Map
- Updated Royal Palms Map
- Created Complex map for Costco/Target
- Updated Map 24
- Added Hydrants to Wild Wings Map in Willow Oak
- Contacted and obtained Maps for all school in district
- Sent W. Sac map updates
- Contacted and Met with Clark Pacific to create a Pre-Plan

TRAINING

The following is a summary of training activities conducted in the Fire Training Division during the weeks of August 1, through August 31st, 2008. During the month of August the following activities occurred at the Woodland Fire Department Training Division:

A total of **833.5** hours of training were conducted at the Training Center including:

- 12 hours of Low Angle Rescue
- 12 hours of MCI Drill (prep)
- 12 hours of EMS / Head & Spine Injury
- 12 hours of Inspection Systems
- 12 hours of Structure Scenario
- 8+ hours of Mutual Aid Drill – Technical Rescue
- 4 hours of Auto Extrication
- 4 hours of Wildland Training

During the month of August, career staff reported a total of **719.5** hours of training resulting in an average of **18** hours of training per person.

The reserve staff reported a total of **40** hours of training for an average of **3.64** hours of training per person. The reserve staff completed training EMS, Low Angle, Interview Skills and Firefighting Rope Rescue techniques.

There were **74** hours of training for the Battalion Chiefs.

Highlights for the month of August:

Woodland was the host agency for the Mutual Aid Drill (Technical Rescue), which was a big success; ROP Fire Science Open House, and; We said Good-Bye to Captain Ortiz after 29 years of service. We wish him well in his retirement.

August ~ 2008 Training Hour(s):

Line staff:	719.5
Battalion Chiefs:	74
Reserves:	40