



City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: January 20, 2009

SUBJECT: Fire Department Monthly Report for November 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 November 2008.

Prepared by: Shannon Collins
Management Analyst

Reviewed by: Tod Reddish
Fire Chief

Mark G. Deven
City Manager

Attachment



Woodland Fire Department Monthly Status Report Summary – November 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	\$64,572.79	\$51,793.18	-12,779.61
Total Incident Responses			
Fire	32	12	-20
EMS/Rescue	246	249	+3
Mutual Aid/Auto Aid/Strike Tm	15	9	-6
Hazardous Cond.	14	9	-5
Public Service	27	29	+2
Good Intentions	54	43	-11
False Alarms	27	14	-13
Fire Prevention			
Commercial Inspections	20	27	+7
Plan Reviews	11	6	-5
Business License Inspections	12	17	+5
Permitted Inspections	70	82	+12
Residential Inspections	43	44	+1
Resale Inspections	5	1	-4
Engine Company Inspections	96	127	+31
Weed Abatement	0 hours	8 hours	+8 hours
Arson Investigations	1	0	-1
Pub Ed Events	14	7	-7
Training			
	627.5 hours	300 hours	-327.5 hours

Administration:

Although overtime for minimum staffing has leveled off this month, callbacks remain high as staffing is affected by the shortage of available personnel to fill in when staff is sick, on vacation, etc.

Fire Prevention:

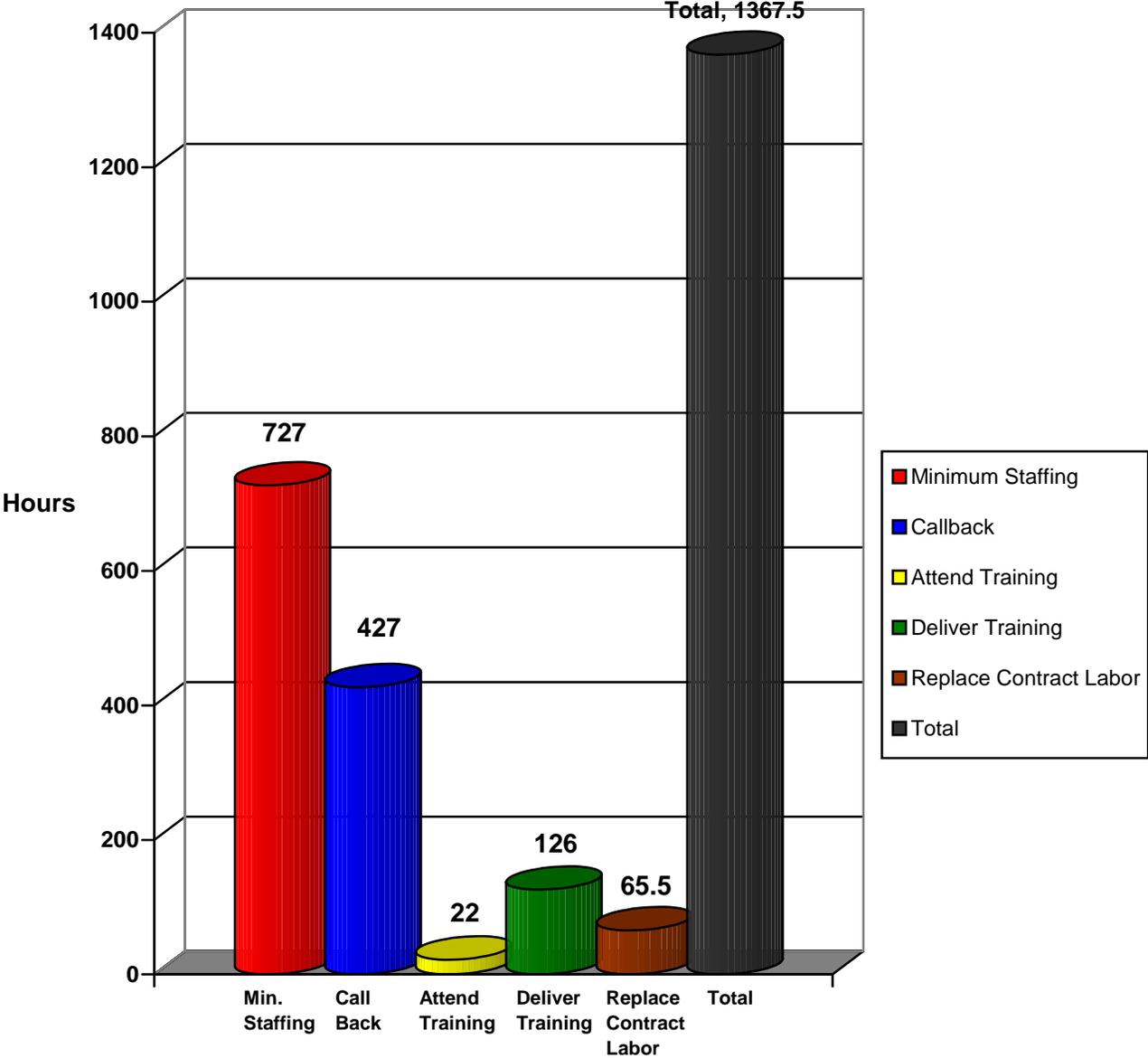
As the availability of new projects continue to decrease, the Prevention staff and Engine Companies continue to perform a large number of permitted, residential, commercial protection systems, business and mercantile inspections.

Training:

The Training Division hosted Driver Operator 1B class, served as Election Polling Station for Yolo County; participated in a Mutual Aid drill with other local agencies; and had a promotional badge pinning for Battalion Chief Sander, Captain Komula, Captain Turk, Engineer LeBlanc, and Engineer Warren – Congratulations!

Activity

ADMINISTRATION - The Cost of Overtime for the month of November was \$51,793.18.



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, 2008.

ADMINISTRATION (CONT'D)

There were a total of **1,367.5**-overtime hours worked during the month of November for a total cost of **\$51,793.18**. They include:

- 727-hours of **Minimum Staffing** at a total cost of **\$26,945.58** for the month of November 2008. (*In the City of Woodland, a minimum of 3 Firefighters (Captain, Engineer and Firefighter) have to be available per company at all times to respond to incidents*).
 - Minimum staffing decreased to a more normal level in the month of November. The average hours for the period November 2007 to November 2008 was **868.94** hours at a cost of **\$33,445.21**.
- 427-hours were needed for **Call Back Staffing** at a total cost of **\$16,596.62** for the month of November 2008. (*Call Back Staffing is necessary to backfill the stations when a major incident occurs that depletes the minimum staffing levels*).
 - Call Back Staffing increased slightly in the month of November. There was an average of **188.29** hours used to provide Call Back Staffing at a cost of **\$7,243.80** for the period November 2007 to November 2008.
- 22-hours were needed for **Attending Training** at a total cost of **\$758.76** for the month of November 2008. (*Attending Training is necessary to ensure that all mandatory training requirements for both full-time and reserve personnel are completed*).
 - The hours in this area increased in this area to a more normal level. There were **41.96** average hours used to attend training at a cost of **\$1,631.78** per month for the period November 2007 to November 2008.
- 126-hours were needed to **Deliver Training** at a cost of **\$5,064.30** for the month of November 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*).
 - During the month of November 2008, costs in this area decreased slightly, and were spent on ROP activities for which we received reimbursement. The average of **70.54** hours spent delivering training, at an average cost of **\$2,801.44** per month for the period November 2007 – November 2008.
- 65.5-hours were needed for **Replacement Labor** at a cost of **\$2,427.92**. (*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)*)
 - This category increased slightly, as staff continues to work on mapping and the Fire Master Plan project. There was an average of **80.96** hours spent for replacement labor, at an average cost of **\$2,898.63** per month for the period November 2007 – November 2008.

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

ADMINISTRATION *(CONT'D)*

Budget Issues

The Fire Department continues to operate with several vacant positions in Operations (i.e., Deputy Chief and six (6) Firefighters), which adversely impact the effectiveness of daily operations and costs in additional overtime to maintain minimum staffing levels. With fewer Firefighters on shift each day, it is critical to our operations and to Firefighter safety that we adequately staff and operate our four engine companies. We are experiencing a marked increase in simultaneous calls for service, so having four engines leaves us with some (although inadequate) available staffing for medical emergencies and working fires simultaneously.

Policy Coordination

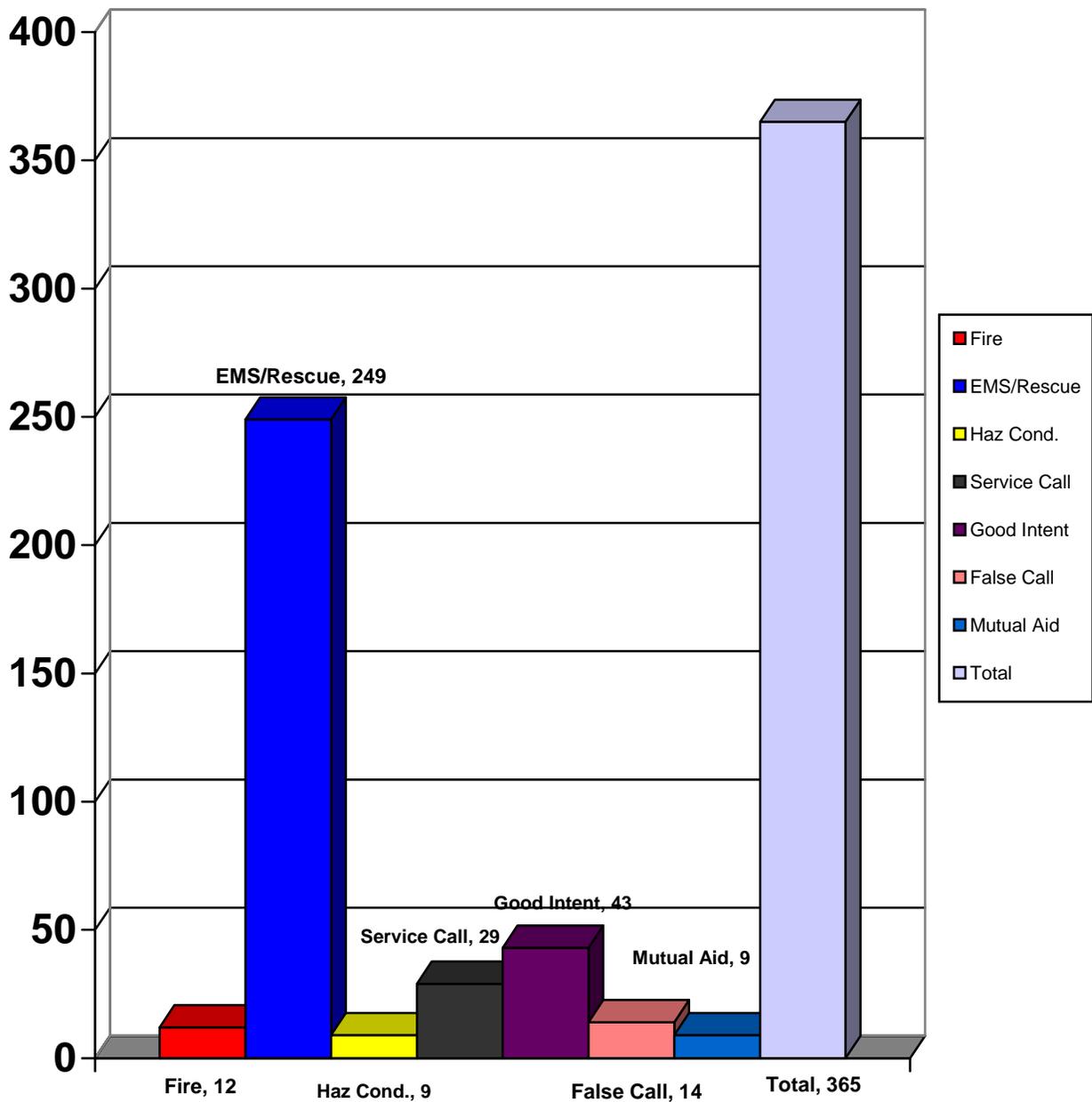
There is no new activity to report in this area.

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 November 1, through November 30, 2008. This is in comparison to the annual totals of each type of incident.

OPERATIONS

Incident Activity (cont'd)

There were a total of **365 Incidents** that the Fire Department responded to in the month of November. They included:

- **12 Fires** that took place in the month of November, for a current annual total of **256**. The **12 fires** included:
 - **2-building fires**
 - **6-cooking fire or chimney fires**
 - **1-forest, woods, or wildland fire**
 - **2-trash, rubbish or waste fire**
 - **1-fire, other**

- **249 EMS/Rescues** took place in the month of November, for a current annual total of **2,860**. The EMS/Rescues included:
 - **51-Calls requiring medical assistance**
 - **168-EMS Calls for people with injuries**
 - **18-vehicle accidents with injuries**
 - **12-motor vehicle accidents with or without injuries**

- There were **9** responses that involved **Hazardous Conditions**, bringing the current annual total to **184**. The Hazardous Conditions included:
 - **3-gasoline, oil or chemical spills**
 - **2- electrical wiring/equipment, overheated motor**
 - **2-vehicle accident cleanup, and other hazardous conditions**
 - **1-aircraft standby**
 - **1-attempted burning, illegal action, other**

- There were **29 Public Service Calls** handled in the month of November, for a current annual total of **290**. The Public Services Calls included:
 - **7-Calls to assist police or other governmental agencies**
 - **13-calls for public service**
 - **6-invalid public assistance calls**
 - **3-public assistance, other**

- **43 Good Intentions** calls were responded to in the month of November, for a current annual total of **565**. The calls included:
 - **22-calls that were cancelled en route or CAD error**
 - **12-no incident found on arrivals**
 - **1-hazmat release investigation w/no hazmat**
 - **6-Steam, smoke, odor of smoke, barbeque**
 - **2-Good intent call, other/EMS call, party transported by non-fire agency**

- **9 Mutual Aid Calls** were responded to in the month of November, for a current annual total of **108**. The calls included aid to:
 - **3-Willow Oak Fire Protection District**
 - **1-Yolo Fire Protection District**
 - **1-West Plainfield Fire Protection District**
 - **3-Elkhorn Fire Protection District**
 - **1-Californai State Mutual Aid-Strike Team**

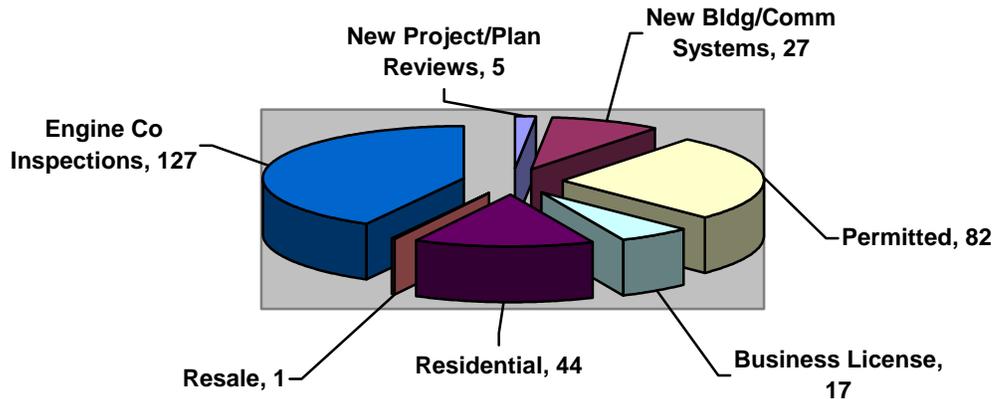
- There were **14 False Alarm Calls** made in the month of November, for a current annual total of **218**.

Total Incidents to Date for 2008 - 4,492

Average Response Time for First Due Units: Fire: 5:09 Minutes EMS: 4:41

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 November 2008 the Fire Prevention Specialists conducted the following inspections and plan reviews:

Commercial	
5	New Project Development Reviews
6	Plan Reviews
0	New Building Inspections
27	Commercial Fire Protection Systems
Permit	
82	Fire Permitted Annual Inspections
Business License	
17	Business License Inspections
Residential	
0	Residential Automatic Sprinkler System Plan Reviews
44	Residential Automatic Sprinkler System Inspections
1	Resale Residential Sprinkler Inspections
Engine Company	
127	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 **8** hour on weed abatement projects.

Arson Investigation

- **0** investigation was 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:

- Baker & Taylor Marketing Svc (11/5/08) Fire Extinguisher Training (adults) 20 people
- CA Exceptional People Svc (11/11/08) Fire Extinguisher Training (adults) 30 people
- Girl Scout Troop 1300 (11/11/08) Station Tour (ages 6-7) 15 kids
- Brownie Troop 1378 (11/16/08) Station Tour (age – 7) 8 kids-8 adults
- Gibson Elementary (11/17/08) Fire Safety (ages 6-8) 70 kids
- Prairie Elementary (11/19/08) Station Tour (age 7) 20 kids
- Bayside Church of Woodland (11/23/08) Fire Safety – community event

Mapping

- Completed Northern maps # 28, 68 and 88
- Re-devised and improved the preplan for 1680 Tide Court, due to the numerous false alarms and the large tank of Cryogenic Oxygen located at this facility.
- Prepared minor year-end map corrections discovered by the captains, CDD or myself.
- Created a new Dispatch Computer Correction Form to correct dispatches that occur due to wrong map page, wrong engine, wrong address, or wrong intersection.
- Finished the addresses on Map 86 that were previously skipped.

TRAINING

The following is a summary of training activities conducted in the Fire Training Division during the weeks of November 1, through November 30th, 2008. During the month of November the following activities occurred at the Woodland Fire Department Training Division:

A total of **300 +** hours of training were conducted at the Training Center including:

- 12 hours of Rescue Training
- 12 hours of EMS / Musculoskeletal Care
- 24 hours of Mutual Aid Drill / Multi Co. Evolution Drill
- 10 + hours Engine Company Inspections
- 8 + hours SCBA Procedures
- 12 hours Pump/Evolutions

During the month of November, career staff reported a total of **332.5** hours of training, resulting in an average of **8.5** hours of training per person.

The reserve staff reported a total of **50** hours of training for an average of **4.55** hours of training per person. The reserve staff completed training EMS, Rescue Tools, Rapid Intervention (RIC) Training.

Highlights for the month of November:

- Woodland Fire Dept. hosted Driver Operator 1B class;
- Served as Election Polling station for the Yolo County;
- Participated in Mutual Aid Drill with other local agencies;
- Promotional badge pinning for Battalion Chief Sander, Captain Komula, Captain Turk, Engineer Warren and Engineer LeBlanc – Congratulation's!

November ~ 2008 Training Hour(s):

Line Staff:	332.5
Battalion Chiefs:	134
Fire Prevention	32
Reserves:	50