

City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: July 7, 2009

SUBJECT: Fire Department Monthly Report for May 2009

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 May 2009.

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Fire Chief

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City Manager



Woodland Fire Department Monthly Status Report Summary –May 2009



(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	\$29,980.35	\$35,339.30	+5,358.95
Total Incident Responses			
Fire	13	9	-4
EMS/Rescue	275	280	+5
Mutual Aid/Auto Aid/Strike Tm	11	6	-5
Hazardous Cond.	12	8	-4
Public Service	25	27	+2
Good Intentions	37	43	+6
False Alarms	7	24	+17
Concurrent Incidents	49	47	-2
Fire Prevention			
Commercial Inspections	17	12	-5
Plan Reviews	6	31	+25
Business License Inspections	18	16	-2
Permitted Inspections	55	103	+48
Residential Inspections	44	42	-2
Resale Inspections	6	8	+2
Engine Company Inspections	45	34	-11
Weed Abatement	6 hours	15.25 hours	+9.25 hours
Arson Investigations	2 hours	3.75 hours	+1.75 hours
Pub Ed Events	6	15	+9
Training			
	1,985.5 hours	667 hours	-1318.5 hours

Administration:

Overtime costs for the Month of May are the highest they've been in the past 3 years, both in hours and dollar amounts to maintain minimum staffing, to hire back off-duty personnel to cover for on-duty staff attending the mutual aid drills, and for hiring back personnel to support the day-long Engineer's Test.

The Department bid farewell to long-time Fire Engineer Mike Calista on May 27. He will be missed!

Fire Prevention:

As the fiscal year-end draws closer, the Fire Prevention staff strives to complete the total assigned inspections. This month saw a marked increase in total permitted inspections and plan reviews completed.

The Fox 40 News morning show did a cooking segment called "Turn' in up the Heat" with Natalie Bomke at Fire Station 3 featuring Fire Captain Brian Grose.

Training:

In the Training Division this month there were two **Mass-Casualty Incident (MCI) Mutual Aid Drills** conducted at the old Conagra site in Davis. As part of our quarterly drills with our allied career departments, Woodland took the lead with the assistance of the City of Davis and UC Davis.

The Training Division also took the lead on our annual **TB testing** as they maintain all immunization records of our employees.

The **Fire Engineer Promotional Exam** took place in the month of May. It consisted of a written exam on one day, followed by a second full- day of manipulative testing including open-course driving through Woodland, an obstacle cone-course, a pumping from hydrant manipulative test, a pumping from static water supply manipulative test, a city geography map test, and an aerial ladder manipulative test. The Department used proctors donated by allied agencies such as the Rumsey-Rancheria FD, the West Sacramento FD, the Consumnes Fire Protection District (Elk Grove), and from Don Campbell in order to save money. While Mr. Campbell has been helping us for years and needs no introduction, the other departments assist us as we have assisted them in years past and will continue to do so. This spirit of cooperation during entry-level and promotional test s is invaluable. Eight candidates completed the test.

Operations:

Concurrent Incidents:

These are incidents that come in simultaneously or approximately the same time, or where apparatus and crews are committed to separate incidents at the same time. The significance of Concurrent Incidents is that we then have inadequate staffing and resources to respond to a structure fire or other major incident that may be heavily dependent on firefighters at the scene to accomplish required tasks. We must then rely on staffing recalls and allied agencies to assist us and none of those options are rapid. In the meantime our strategy and tactics must change to maximize firefighter safety first at the risk of public safety and property conservation.

Single-engine calls are the majority of our responses and include medical aids, investigation of a fire alarm sounding, lift assists, etc. The breakdown of single-engine calls occurring simultaneously is:

2 Engines committed simultaneously	=	29 times
3 Engines committed simultaneously	=	13times
4 Engines committed simultaneously	=	1 times

Multi-company calls are our higher hazard calls such as structure fires, vegetation fires, highway incidents, rescues, hazardous materials releases, traffic accidents requiring extrication, or mass casualty incidents (i.e., plane crash, bus accident, multiple-car collision on the freeway, etc).

The breakdown of simultaneous incidents involving one or more multiple-company calls is:

3 engines were committed to 2 separate incidents	=	8 times
4 engines were committed to 2 separate incidents	=	5 times
6 engines were committed to 2 separate incidents	=	1 time**

** Occurred during a 90-minute period where multiple Woodland units, and one Davis unit was committed to a structure fire, and 5 other emergency calls for service came in during that time. When this occurs, we either have to rely on off-duty firefighters who have responded back to the station on a "recall", or additional units have to be requested from neighboring departments, or units have to be released from the fire to handle the simultaneous alarm. These options can be very slow and this delay increases our

response time which is directly related to the successful outcome of any medical or fire response. Releasing needed units from a structure fire is always our last resort because any progress made suppressing a fire may be lost or minimized, as is the safety of the occupants and our firefighters.

The total of **Concurrent Incidents** in May was **47**

Single-Incident, Multiple-Company Response:

The following numbers represent the number of times we had multiple engine companies committed to a single incident. Examples range from a small grass fire or a medical call requiring extra personnel to a major incident such as a structure fire, multiple-car accident, haz mat incident, or rescue. Committed means that units responded to the scene and determined that a significant emergency did exist (not a false or mistaken alarm) requiring them to take action and "commit" to that incident.

2 Engines	=	36 times
3 Engines	=	6 times
4 Engines	=	2 times
5 Engines**	=	Once

** The fifth engine in this case came from the City of Davis.

The total of **Single-Incident, Multiple-Company Responses** in May was **45**

The Woodland FD received **389** calls for service in May with 92 being Concurrent Alarms = **23.7%** of the time

Automatic or Mutual Aid:

The Woodland Fire Department is a signatory to the Yolo County Fire Mutual Aid Agreement whereby we provide help to agencies in need in Yolo County, with the expectation that they will reciprocate and provide us aid if we need it.

The WFD is also a participant in automatic aid with the career fire departments in Davis, Dixon, UC Davis, West Sacramento, and Rumsey Rancheria and the volunteer fire departments of Willow Oak, Yolo, and West Plainfield. We provide and receive assistance as a matter of regular practice as if we were all members of the same agency.

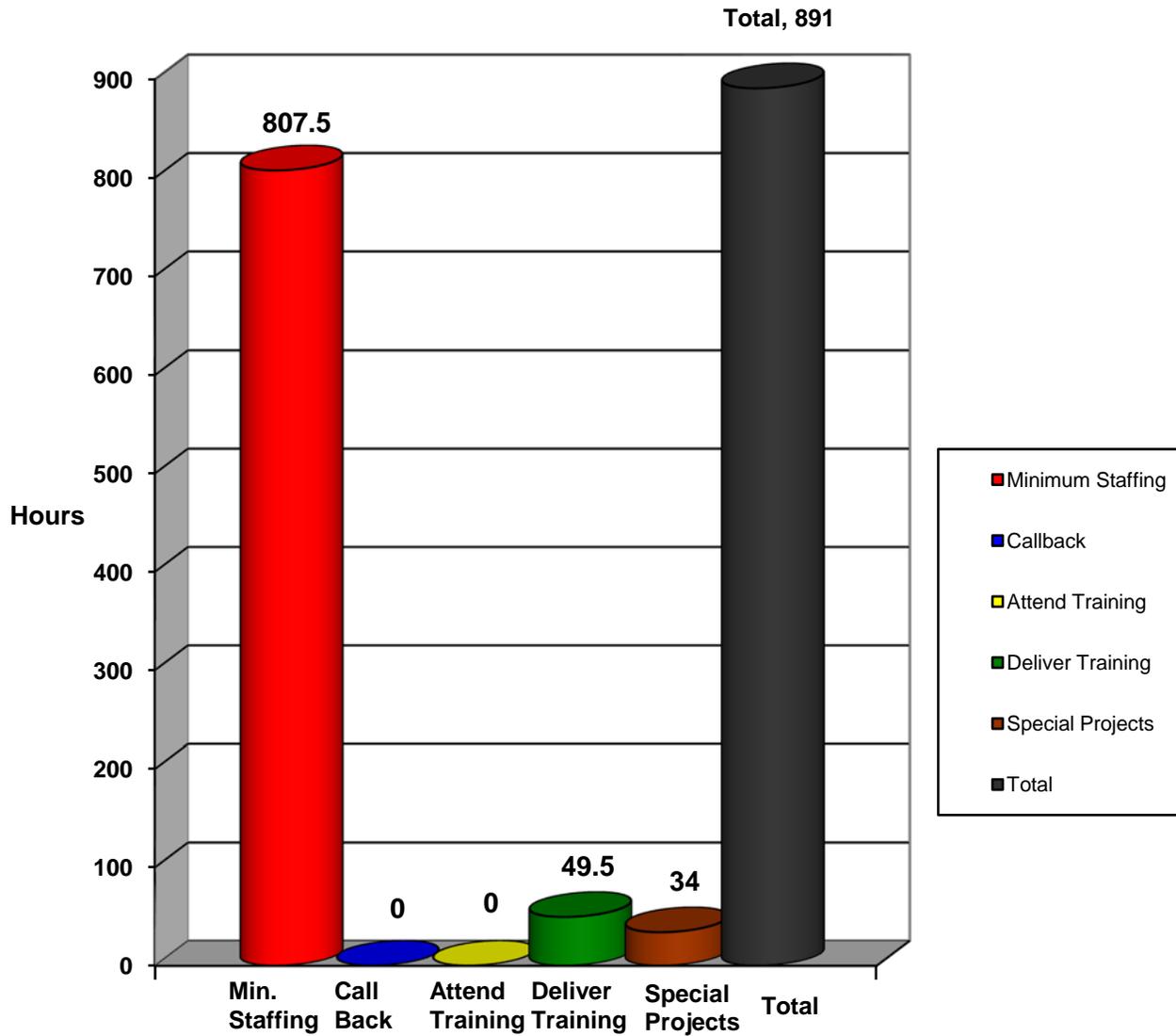
Aid Given:	0
Aid Received:	5 times

Operations Activities - Misc:

Annual ground and aerial ladder testing was conducted this month using an outside vendor. This is a requirement of the National Fire Protection Association (NFPA).

Activity

ADMINISTRATION - The Cost of Overtime for the month of May was **\$35,339.30**



The graph above is a visual summary of the overtime staffing needs for the Fire Department during the weeks of May 1, through May 31, 2009.

ADMINISTRATION *(CONT'D)*

There were a total of **891**-overtime hours worked during the month of May for a total cost of **\$35,339.30**. They include:

- **807.5-hours of Minimum Staffing** at a total cost of **\$31,909.31** for the month of May 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*).
 - In addition to the need to use overtime to maintain minimum staffing for the month, the Department participated in two mutual aid drills in Davis, and one at Rumsey Rancheria which all required the use of overtime to maintain staffing levels here in town. We sent and backfilled for two engines to each Davis drill, and only one engine up to the Rumsey Drill. As we get closer to peak vacation periods and fire season, these numbers will increase to compensate for the backfilling of staff. The average hours for the period May 2008 to May 2009 was **776.88** hours at a cost of **\$29,526.15**.
- **0-hours were needed for Call Back Staffing** at a total cost of **\$0.00** for the month of May 2009. (*Call Back Staffing is necessary to backfill the stations when a major incident occurs that depletes the minimum staffing levels*).
 - There were no call-backs in the month of May. There was an average of **121.75** hours used to provide Call Back Staffing at a cost of **\$4,762.44** for the period May 2008 to May 2009.
- **0-hours were needed for Attending Training** at a total cost of **\$0.00** for the month of May 2009. (*Attending Training means to send a firefighter to training on his/her days off. This overtime usage is necessary to ensure that all mandatory training requirements for both full-time and reserve personnel are completed*).
 - There were **26.04** average hours used to attend training at a cost of **\$984.89** per month for the period May 2008 to May 2009.
- **49.5-hours were needed to Deliver Training** at a cost of **\$2,220.27** for the month of May 2009. (*This is overtime used to hire a firefighter back on his/her days off to teach a class to firefighters on our other two shifts. On-going training beyond the recruit level keeps skills current, enhances teamwork among crew members, develops our personnel as trainers, and encourages the introduction of new ideas and techniques to the Department*).
 - Hours here were dedicated to hiring back off-duty firefighters to provide required training for our on-duty crews and for our Engineer test candidates as they readied themselves for the written and practical exams. During the month of May 2009 costs in this area decreased slightly. The average of **67.17** hours spent delivering training, at an average cost of **\$2763.98** per month for the period May 2008 –May 2009.
- **34-hours were needed for Special Projects** at a cost of **\$1,209.72**. (Many firefighters have “collateral duties” which are additional assignments to their normal duties. Collateral duties are normally completed “on-duty”, but when time-critical issues arise on a firefighter’s days off (i.e, fire specific software problems), or a firefighter can’t accomplish this work on-duty due to other demands (i.e., training, inspections or emergency calls) and a deadline approaches, then having a firefighter do this work off-duty and pay overtime may be required).
 - Hours here were dedicated to supporting the Engineer’s Exam by hiring back off-duty personnel to assist the proctors. Hours in this category decreased in the month of May 2009. There was an average of **63.05** hours spent for replacement labor, at an average cost of **\$2,301.63** per month for the period May 2008 –May 2009.

Note: Trends analysis projections derived from actual hours and costs during the period: May 2008 –May 2009.

ADMINISTRATION *(CONT'D)*

Budget Issues

Staff continues to work with Finance and the bargaining units to address the City's budgetary shortfalls.

Policy Coordination

O & P Sections 305- General Provisions, 385- Job Injuries, and 615-Protective Clothing were reviewed and published.

Web Page

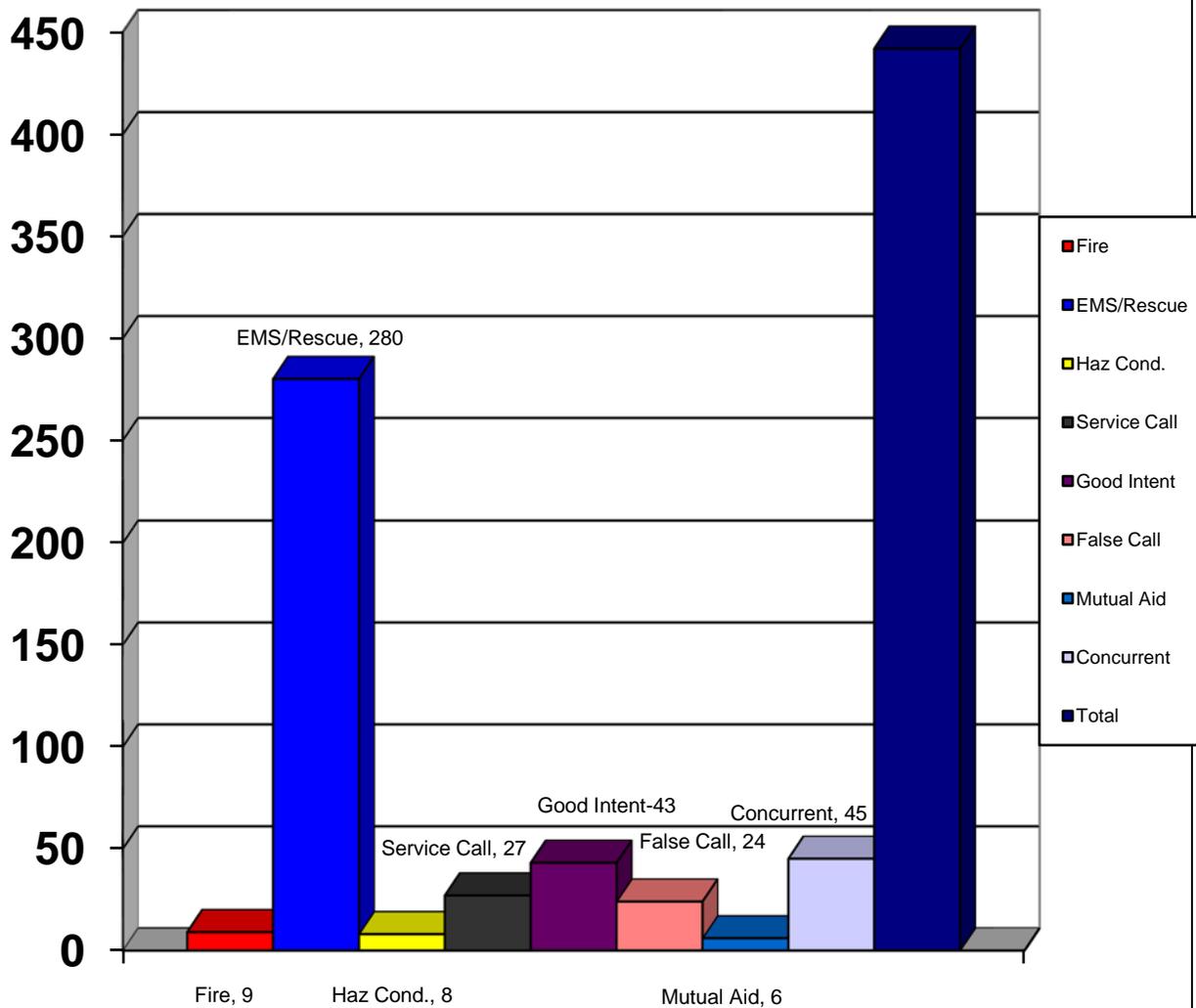
O & P Sections 305- General Provisions, 385- Job Injuries, and 615-Protective Clothing were updated and set in PDF format and posted on the intranet site.

The June Training schedule, vehicle checkout procedures and ladder training manual were all posted.

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 May 1, through May 31, 2009. This is in comparison to the annual totals of each type of incident.

OPERATIONS

Incident Activity (cont'd)

There were a total of **442 Incidents** that the Fire Department responded to in the month of May. They included:

- **9 Fires** that took place in the month of May, for a current annual total of **64**. The **9 fires** included:
 - **1- building fire**
 - **3-passenger or road freight vehicle fires**
 - **1-dumpster, outside equipment fires**
 - **4-grass fires**

- **280 EMS/Rescues** took place in the month of May, for a current annual total of **1,271**. The EMS/Rescues included:
 - **78-Calls requiring medical assistance**
 - **174-EMS Calls for people with injuries**
 - **10-vehicle accidents with injuries**
 - **17-motor vehicle accidents with or without injuries**
 - **1-lock-in**

- There were **8 responses** that involved **Hazardous Conditions**, bringing the current annual total to **53**. The Hazardous Conditions included:
 - **4-gasoline, oil or chemical spills**
 - **1- power line down**
 - **1-aircraft standby**
 - **2-hazardous conditions, other**

- There were **27 Public Service Calls** handled in the month of May, for a current annual total of **165**. The Public Services Calls included:
 - **7-Calls to assist police or other governmental agencies**
 - **4-calls for public service**
 - **8-invalid public assistance calls**
 - **5-cover assignment, standby, move up**
 - **3-lock-out, ring/water problem, other**

- **43 Good Intentions** calls were responded to in the month of May, for a current annual total of **225**. The calls included:
 - **19-calls that were cancelled en route or CAD error**
 - **18-no incident found on arrivals**
 - **2-hazmat release investigation w/no hazmat**
 - **2-Steam, smoke, odor of smoke, barbeque, authorized burning**
 - **2-Good intent call, other**

- **6 Mutual Aid Calls** were responded to in the month of May, for a current annual total of **32**. The calls included aid to:
 - **3- Davis Fire Department**
 - **2-Willow Oak Fire Protection District**
 - **2-Elkhorn Fire Protection District**

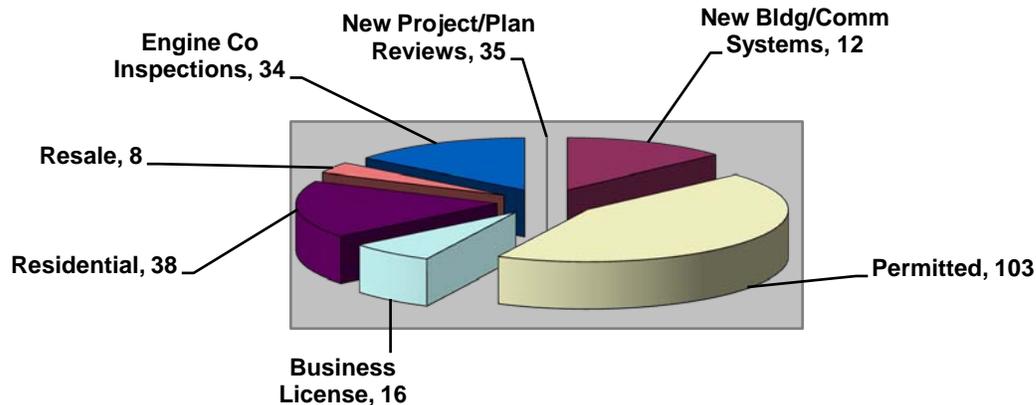
- There were **24 False Alarm Calls** made in the month of May, for a current annual total of **76**.

- There were **47 Concurrent Incidents** in the month of May, for a current annual total of **294**.

<p>Total Incidents to Date for 2009 - 1,933 Average Response Time for First Due Units: Fire: 6:48 Minutes EMS: 4:53</p>

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 May 2009 the Fire Prevention Specialists conducted the following inspections and plan reviews:

Commercial	
0	New Project Development Reviews
31	Plan Reviews
0	New Building Inspections
12	Commercial Fire Protection Systems
Permit	
103	Fire Permitted Annual Inspections
Business License	
16	Business License Inspections
Residential	
4	Residential Automatic Sprinkler System Plan Reviews
38	Residential Automatic Sprinkler System Inspections
8	Resale Residential Sprinkler Inspections
Engine Company	
34	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

- Letters were mailed out to area residents alerting them to the fire danger associated with weeds and given until May 15 to clear the weeds from their property. Staff spent a total of **15.25** hours on weed abatement activities in the month of May.

Arson Investigation

- **3.75 hours** of investigation were performed in the month of May.

Public Education

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

- Dingle Elementary (5/6/09) Station Tour (ages 5-6) 22 kids
- Freeman Elementary (5/7/09) Station Tour (ages 4-5) 24 kids
- Girl Scout Troup 941 (5/8/09) Station Tour (ages 7-8) 10 kids
- Boy Scouts – Den 7 (5/11/09) Station Tour (age 9) 8 kids
- Dingle Elementary (5/13/09) Station Tour (ages 5-6) 22 kids
- Plainfield Elementary (5/14/09) Station Tour (ages 7-8) 22 kids
- Terracena Apartments (5/16/09) Fire Safety (ages 5-18) 100 kids
- Planned Parenthood (5/19/09) Extinguisher Training (20 adults)
- Dingle Elementary (5/20/09) Station Tour (ages 5-6) 22 kids
- Prairie Elementary (5/22/09) Station Tour (ages 7-8) 40 kids
- Woodland Preschool (5/26/09) Station Tour (ages 3-5) 36 kids
- Prairie Elementary (5/28/09) Station Tour (ages 7-8) 40 kids
- Douglas Middle School (5/29/09) Fire Safety (ages 13-15) 800 kids
- Tafoya Elementary (5/29/09) Carnival (5-13) 500 kids

Mapping

There is no new activity to report in this area.

TRAINING

The following is a summary of training activities conducted in the Fire Training Division during the weeks of May 1, through May 31st, 2009. During the month of May the following activities occurred at the Woodland Fire Department Training Division:

Training conducted at the Training Center including:

- 10 + hours Engine Company Inspections
- 8 hours MCI / Mutual Aid Drill (Davis & Rumsey)
- 12 hours SCBA Training / Engine Co.
- 12 hours Aerial Set up / Ops Training
- 12 hours of Pump Theory & Operations
- 12 hours Open/Closed Course Driving
- 12 hours Communicable Disease / Swine Flu
- 40 + hours of Outside Training / Classes

During the month of May, career staff reported a total of **575.5** hours of training resulting in an average of **14.8** hours of training per person.

The reserve staff reported a total of **54** hours of training for an average of **6** hours of training per person. The reserve staff completed ladder training, EMS and SCBA Training.

There were **35** hours of training for the Battalion Chiefs, and **2.5** hours of training for the Fire Prevention Staff.

Highlights for the month of May: Mutual Aid Drills, Annual TB Testing, "Turn' in Up The Heat" with Natalie Bomke with Fox 40 News – Featuring Captain Grose and WFD bid farewell to longtime Engineer Mike Calista. He will be missed!

May ~ 2009 Training Hour(s):

Line staff	575.5
Battalion Chiefs	35.0
Fire Prevention	2.5
Reserves	54.0