



City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: November 17, 2009

SUBJECT: Fire Department Monthly Report for September 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 September 2009.

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Management Analyst

Reviewed by: Tod Reddish
Fire Chief

Mark G. Deven
City Manager



Woodland Fire Department Monthly Status Report Summary –September 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			
Maintain Minimum Staffing	\$43,320.70	\$69,922.67	+\$34,681.13
Call Back Staffing	<u>1,646.91</u>	<u>3,519.49</u>	+1,872.58
Total	\$43,320.71	\$73,422.16	+\$30,121.45
Strike Team (reimbursable)	0.00	36,029.59	+\$36,029.59
 Total Incident Responses			
Fire	16	21	+5
EMS/Rescue	274	288	+14
Hazardous Cond.	9	5	-4
Public Service	45	47	+2
Good Intentions	51	43	-8
False Alarms	<u>11</u>	<u>14</u>	+3
Total	406	418	+12
Mutual Aid/Auto Aid/Strike Tm	5	9	+4
Concurrent Incidents	117	118	+1
 Fire Prevention			
Commercial Inspections	15	9	-6
Plan Reviews	13	14	+1
Business License Inspections	0	3	+3
Permitted Inspections	217	133	-84
Residential Inspections	41	42	+1
Resale Inspections	7	8	+1
Engine Company Inspections	<u>128</u>	<u>61</u>	-67
Total	421	270	-151
Weed Abatement	2 hours	.5 hours	-1.5
Arson Investigations	5.75 hours	2 hours	-3.75
Pub Ed Events	0	7	+7
 Training Hours	 722.5	 609.5	 -113

DIVISIONS

ADMINISTRATION:

Budget Issues

- An IOU from the State of California for \$36,569.55 for strike team participation in 2008 was redeemed with the State Treasurer's Office. The amount was repaid with 3% interest.
- The Fire Chief and members of fire department staff met with the Yolo County Grand Jury on September 18th to discuss response billing. The Grand Jury made this request of the Chief.
- Management Analyst Shannon Collins has been working with staff to begin a Fixed Asset Inventory to track equipment, and to plan for replacement.

Policy Coordination

Policies completed were:

- 196.00 Reserve Firefighter Program – outlining the change from a paid part-time employee program to a volunteer program.

Policies under construction:

- AED Use in Public Buildings – staff completed this and the draft was blessed by Dr. Forsyth at WHC. A review by YCPARMIA revealed some recommended changes and those are being addressed.
- Exposure Control Plan – new OSHA regulations dictated that we completely rewrite this policy and it has been several months in the making. Firefighter (Paramedic) Tara Daniels (2009 Top Chef) is the lead on this project and has been working very hard to complete the draft.

Web Page

- There was no new activity to report in this area.

Emergency Management

The Fire Chief serves as the Emergency Manager for the City of Woodland due to the absence of a Deputy Fire Chief. Activities in this area in September included:

- The revision of the City of Woodland Emergency Operations Plan is underway
- Coordination with the Yolo County Health Department include the following:
 - Mass Vaccination Flu Clinic set for October 3rd at the Community and Senior Center
 - Distribute H1N1 updates to All staff as they become available
 - Coordinate the H1N1 vaccination of Fire Responders in late November
 - Coordinate a Mass Vaccination H1N1 Clinic at the Community and Senior Center in December

OPERATIONS -

Overtime Summary

There were a total of **2751.5** overtime hours worked during the month of September for a total cost of **\$109,471.74**. Of that, 847 hours were dedicated to strike team responses for a cost of \$36,029.59 in overtime, **which is totally reimbursable** to the City, so this portion ultimately becomes a no-cost item. The remainder includes:

- **1820.5** hours of **Minimum Staffing** at a cost of **\$69,922.67** for the month of September 2009. (.85 FTE of an entry level Firefighter, wages and benefits). *In the City of Woodland, a minimum of four engine companies staffed with a minimum of 3 Firefighters each (1 Captain, 1 Engineer and 1 Firefighter) must be staffed daily per the MOU between the City and the Woodland Professional Firefighters Association.*
 - The average hours of overtime used for the period September 2008 to September 2009 was **847.29** hours at a cost of **\$32,102.25**.

NOTE-The increase this month over last month, and September of last year can be attributed to our having fewer Firefighters on each shift today and the introduction of furloughs in late August. The City Manager, Fire Chief, Finance and Human Resources staff are engaged in this issue and options to address this issue are being developed.

- **84** hours were needed for **Call Back Staffing** at a total cost of **\$3,519.49** for the month of September 2009. *(Call Back Staffing is necessary to backfill the stations when a major incident occurs that depletes the minimum staffing levels).*
 - There was an average of **108** hours used to provide Call Back Staffing at a cost of **\$4,233.84** for the period September 2008 to September 2009.

Incident Activity

The WFD responded to a total of **418** incidents in September. They included:

- **21 Fires** that took place in the month of September, for a current annual total of **149**. The **21 fires** included:
 - **2** building/cooking fire, fire other
 - **3** passenger or road freight vehicle fires
 - **6** dumpster, outside equipment fires
 - **10** vegetation, brush and grass fires
- **288 EMS/Rescues** took place in the month of September, for a current annual total of **2,366**. The EMS/Rescues included:
 - **104** Calls requiring medical assistance
 - **168** EMS Calls for people with injuries
 - **8** vehicle accidents with injuries
 - **8** motor vehicle/pedestrian accidents with or without injuries
- There were **5** responses that involved **Hazardous Conditions**, bringing the current annual total to **87**. The Hazardous Conditions included:
 - **1** gasoline, oil or chemical spills
 - **2** electrical wiring, arcing, power line down
 - **2** aircraft standby, general cleanup

OPERATIONS – (CONT'D)

- There were **47 Public Service Calls** handled in the month of September, for a current annual total of **349**. The Public Services Calls included:
 - **6** calls to assist police or other governmental agencies
 - **10** calls for public service
 - **6** invalid public assistance calls
 - **22** cover assignment, standby, move up
 - **1** unauthorized burning
 - **2** water problem, service calls, other

- **43 Good Intentions** calls were responded to in the month of September, for a current annual total of **426**. The calls included:
 - **21** calls that were cancelled en route or CAD error
 - **15** no incident found on arrivals
 - **4** Steam, smoke, odor of smoke, barbeque, authorized burning
 - **3** Good intent call, other

- There were **14 False Alarm Calls** made in the month of September, for a current annual total of **129**.

Concurrent Incidents:

These are incidents that come in simultaneously or at 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 would 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.

Concurrent incidents occur as **single-engine calls**, (i.e., medical aids, investigation of a fire alarm sounding, lift assists, etc) or as **multi-company calls** where more than one engine is committed to the same incident (i.e., higher hazard calls such as structure fires, vegetation fires, highway incidents, rescues, hazardous materials releases, traffic accidents requiring extrication, or mass casualty incidents).

The breakdown of **concurrent incidents** for September is:

2 Engines committed simultaneously	=	71 times
3 Engines committed simultaneously	=	34 times
4 Engines committed simultaneously	=	9 times
5 Engines committed simultaneously	=	4 times

The Woodland FD received **418** calls for service in September with 118 being Concurrent Alarms = **28.3%** of the time. There have been **756** concurrent alarms so far in 2009,

OPERATIONS *—(CONT'D)*

Automatic or Mutual Aid:

Automatic Aid is provided to another agency through an agreement and occurs automatically without any special request. The agencies we participate in automatic aid with are Davis, Dixon, UC Davis, West Sacramento, Rumsey Rancheria and the volunteer fire departments of Willow Oak, Yolo, and West Plainfield.

Mutual aid occurs when fire departments provide help to one another upon special request due to a large incident, or multiple small incidents. Every fire agency in Yolo County is a signatory to this agreement.

Total Number of Aid Given/Received Incidents in September:9

Aid Given: 6

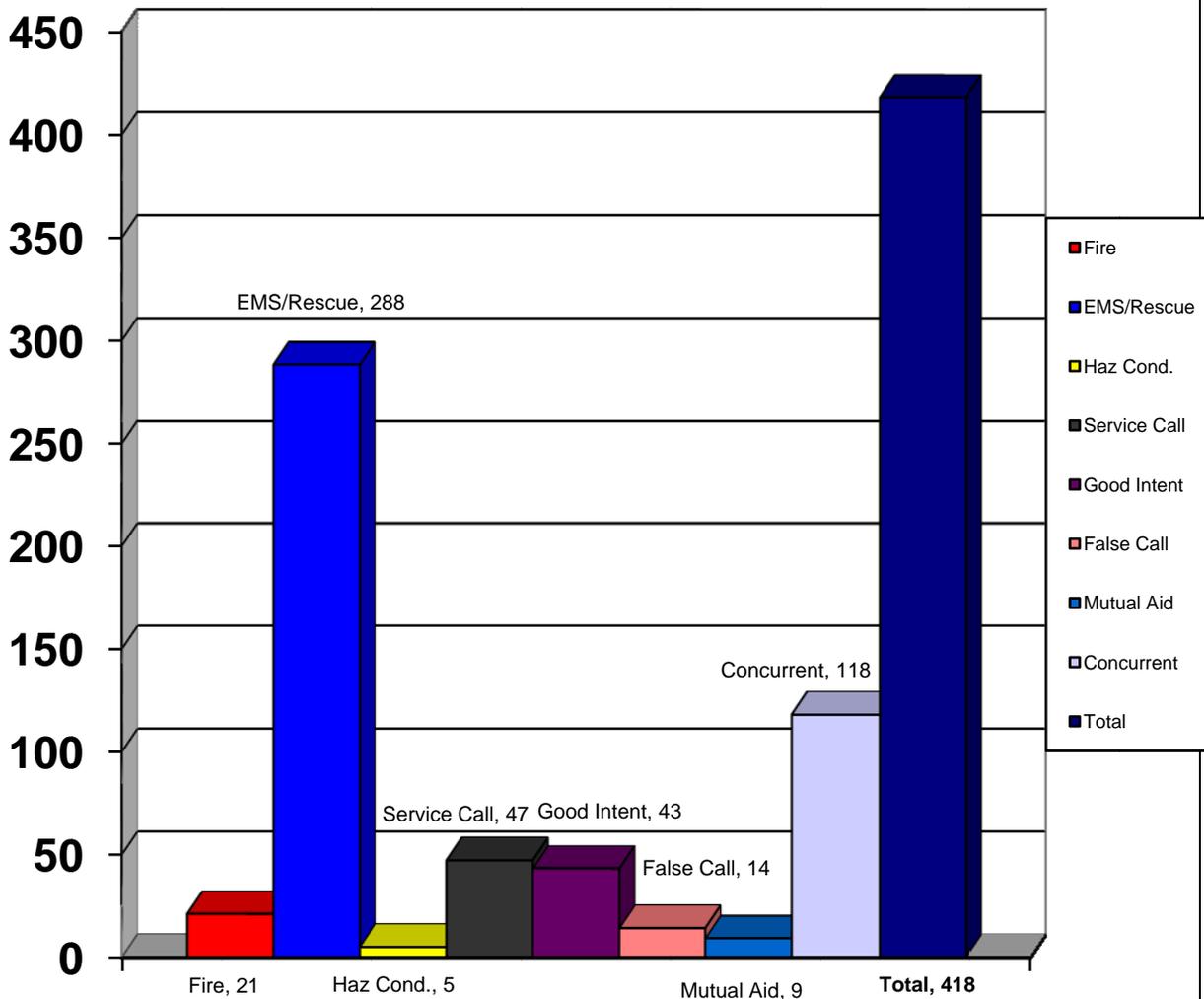
- **2** Willow Oak Fire Protection District
- **2** Yolo Fire Protection District
- **1** U.C. Davis Fire Department
- **1** Knights Landing Fire Department

Aid Received: 3 Davis Fire Department

Current annual total is **66**.

Note: *Our automatic aid agreements with neighboring fire departments have strengthened so that we now automatically receive a Davis FD engine to cover our southern-most station (Station 2 on West St) whenever we have a working 1st Alarm structure fire (“Working” refers to an actual fire requiring firefighters to extinguish the fire, and “1st Alarm” means the units that respond upon the “first” report of a fire). If the Incident Commander decides he/she needs more resources, he/she then requests a “2nd Alarm” through our Dispatch Center and more resources are summoned to the scene. At this point we draw the Davis FD, the Willow Oak FD, and the UC Davis FD to the actual fire scene to help us. 3rd and 4th Alarm fires draw even more resources to the fire from our neighboring departments.*

Current Month By Incident Type

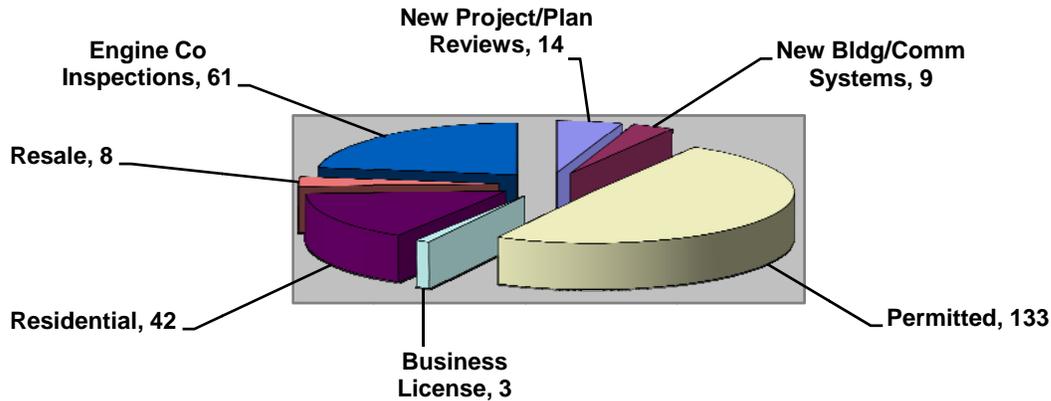


The graph above is a visual summary of the number of incidents that the Fire Department responded to during the weeks September 1, through September 31, 2009. This is in comparison to the annual totals of each type of incident.

Total Incidents to Date for 2009 - 3,837
Average Response Time for First Due Units: Fire: 5:34 Minutes EMS: 4:59

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

Commercial	
0	New Project Development Reviews
14	Plan Reviews
0	New Building Inspections
9	Commercial Fire Protection Systems
Permit	
133	Fire Permitted Annual Inspections
Business License	
3	Business License Inspections
Residential	
3	Residential Automatic Sprinkler System Plan Reviews
39	Residential Automatic Sprinkler System Inspections
8	Resale Residential Sprinkler Inspections
Engine Company	
61	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

- Staff spent a total of .5 hours on weed abatement activities in the month of September.

Note: Funding for weed abatement has been eliminated in FY09/10, which pays for hiring a contractor to abate property in the event the property owner fails to comply with a weed abatement notice.

Arson Investigation

- **2 hours** of investigation were performed in the month of September.

Public Education

- Target (9/10/09) Disaster Preparedness Event – community event
- Latino Health Fair (9/12/09) Fire Safety (ages 1-18) 100 kids
- Costco Safety Day (9/18/09) Fire Safety (ages 1-18) 100 kids
- Alphabet Soup Daycare (9/22/09) Fire Safety (ages 2-4) 20 kids
- YMCA (9/23/09) Fire Safety (ages 2-5) 70 kids
- Computer Club (9/28/09) Fire Safety (Adults – 50+) – community event
- Woodland High School (9/29/09) Career Talk (ages 14-18) 100 teens

Note: Funding for public education has been eliminated in FY09/10 thereby cancelling our 1st Grade school program. The WFD will still visit schools and classrooms upon request, conduct station tours upon request, and attend public events upon request.

Mapping

- There was 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 period September 1, through September 30th, 2009:

Career staff had a total of **456** hours of training, resulting in an average of **12** hours of training per person.

- This training included:
 - **12** hours of Multi Company Evolutions
 - **12** hours of EMS / Communicable Disease
 - **10+** hours of Engine Company Inspections
 - **12** hours of On-Line Driving (www.sacfire.org)
 - **4** hours of Hazardous Materials / Shooter Training (UCD)
 - **40+** hours of Outside Training / Classes

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 training in the following areas:
 - Planning / Policy – Procedures
 - EMS, and
 - RIC Rapid Intervention Crew training

Battalion Chiefs had a total of **91.5** total hours of training.

Fire Prevention Staff had a total of **8** hours of training.

Highlights for the month of September:

- The ROP Fire Science Academy started
- The Explorers had an Open House

September ~ 2009 Training Hour(s):

Line staff	456
Battalion Chiefs	91.5
Fire Prevention	8
Reserves	54