



City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: December 15, 2009

SUBJECT: Fire Department Monthly Report for October 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 October 2009.

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Fire Chief

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City Manager



Woodland Fire Department Monthly Status Report Summary –October 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	\$69,922.67	\$75,318.27	+\$5,395.60
Call Back Staffing	<u>3,519.49</u>	<u>1,301.20</u>	<u>-2,218.29</u>
Total	\$73,422.16	\$76,619.47	+\$3,177.31
Strike Team (reimbursable, and <u>not</u> included above)	36,029.59	0.00	-\$36,029.59
 Total Incident Responses			
Fire	21	14	-7
EMS/Rescue	288	245	-43
Hazardous Cond.	5	31	+26
Public Service	47	29	-18
Good Intentions	43	58	+15
False Alarms	<u>14</u>	<u>24</u>	<u>+10</u>
Total	418	401	-17
Mutual Aid/Auto Aid/Strike Tm	9	9	0
Concurrent Incidents	118	107	-11
 Fire Prevention			
Commercial Inspections	9	21	+12
Plan Reviews	14	6	-8
Business License Inspections	3	4	+1
Permitted Inspections	133	125	-8
Residential Inspections	42	22	-20
Resale Inspections	8	6	-2
Engine Company Inspections	<u>61</u>	<u>93</u>	<u>+32</u>
Total	270	277	+7
Weed Abatement	.5 hours	0 hours	-.5 hours
Arson Investigations	2 hours	4.25	+2.25
Pub Ed Events	7	7	0
 Training Hours	 609.5	 874	 +264.5

DIVISIONS

ADMINISTRATION:

Policy Coordination

Policies still under construction were:

- AED Use in Public Buildings
- Exposure Control Plan

Web Page

- Information Services (IS) created an **Emergency Management** link on the City homepage, and the Fire Department homepage, at the Fire Chief's request. This link will be used to post public information on current issues (i.e., H1N1) or projected emergencies (i.e. wind events or flooding from upcoming storms).

Emergency Management

- The City of Woodland and the Yolo County Health Department hosted a seasonal flu clinic for the general public at the Community and Senior Center on October 3. City Senior Management filled command roles in the clinic operating it much like our EOC would operate in an emergency. 2,285 local residents received Seasonal Influenza Vaccinations in 3 hours.
- 8-hours of EOC training was held at the back-up EOC at Fire Station 3 on October 29. Senior staff and management personnel from throughout the City participated in the training. Sue Vannucci served as the EOC Director in Mark's absence and did a great job. Mark participated in the one in West Sacramento days later instead and ended up acting as the EOC Director for their training event and he did a great job.
- Other activities included:
 - H1N1 updates were distributed to Senior Staff and All Staff as they become available
 - Continued coordination of the H1N1 vaccination of First Responders in late November
 - Continued coordination of a Mass Vaccination H1N1Clinic at the Community and Senior Center
 - Work continued on the revision of our Emergency Operations Plan

OPERATIONS:

Overtime Summary

There were a total of **2006.5** overtime hours worked during the month of October for a total cost of **\$80,034.01**. Of that, 81.5 hours were dedicated to ROP instructions for a cost of \$3,414.54 in overtime, **which is totally reimbursable** to the City, so this portion ultimately becomes a no-cost item. The remainder includes:

- **1,891.5** hours of **Minimum Staffing** at a cost of **\$75,318.27** for the month of October 2009. (.88 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 October 2008 to October 2009 was **1040.33** hours at a cost of **\$39,758.51**.

OPERATIONS – (CONT'D)

NOTE-The increase this month over last month, and October of last year can be attributed to our having fewer Firefighters on each shift today and the introduction of furloughs in late August.

- **33.5** hours were needed for **Call Back Staffing** at a total cost of **\$1,301.20** for the month of October 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 **173.83** hours used to provide Call Back Staffing at a cost of **\$7,071.19** for the period October 2008 to October 2009.

Incident Activity

The WFD responded to a total of **401** incidents in October. They included:

- **14 Fires**, for a current annual total of **163**. The **14 fires** included:
 - **5** building/cooking fire, fire other
 - **1** explosion (no fire), other
 - **4** dumpster, outside equipment fires
 - **4** vegetation, brush and grass fires
- **245 EMS/Rescues**, for a current annual total of **2,611**. The EMS/Rescues included:
 - **85** Calls requiring medical assistance
 - **131** EMS Calls for people with injuries
 - **12** vehicle accidents with injuries
 - **17** motor vehicle/pedestrian accidents with or without injuries
- There were **31** responses to **Hazardous Conditions** bringing the current annual total to **118**. The Hazardous Conditions included:
 - **2** gasoline, oil or chemical spills
 - **23** electrical wiring, arcing, power line down
 - **4** biological hazard, confirmed or suspected, other
 - **1** aircraft standby, general cleanup
 - **1** severe weather, natural disaster, other
- There were **29 Public Service** Calls, for a current annual total of **378**. The Public Services Calls included:
 - **3** calls to assist police or other governmental agencies
 - **11** calls for public service
 - **3** invalid public assistance calls
 - **12** cover assignment, standby, move up
- **58 Good Intentions** calls, for a current annual total of **484**. The calls included:
 - **35** calls that were cancelled en route or CAD error
 - **16** no incident found on arrivals
 - **7** Steam, smoke, odor of smoke, barbeque, authorized burning
- There were **24 False Alarm** Calls made in the month of October, for a current annual total of **153**.

OPERATIONS – (CONT'D)

Concurrent Incidents:

These are incidents that come in simultaneously where apparatus and crews are either all committed to the same incident, or separate incidents at the same time. When this occurs we do **NOT** have adequate 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 recalling off-duty Firefighters and/or requesting allied agencies to assist us with additional calls (both of which are slow) and then we fail to meet our 4-minute response time standard. In the meantime our strategy and tactics must change to maximize firefighter safety first at the risk of public safety and property conservation.

This 4-minute response time standard, set by the National Fire Protection Association (NFPA), was adopted by the Woodland City Council in the **City of Woodland Fire Department Organizational Assessment and Master Plan** (Master Plan) on January 16, 2001, and in the **Woodland General Plan Policy Document**, adopted by City Council on December 17, 2002.

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 October is:

2 Engines committed simultaneously	=	59 times
3 Engines committed simultaneously	=	23 times
4 Engines committed simultaneously	=	19 times
5 Engines committed simultaneously	=	5 times
6 Engines committed simultaneously	=	1 times

The Woodland FD received **401** calls for service in October with 107 being Concurrent Alarms = **26.8%** of the time. There have been **863** concurrent alarms so far in 2009.

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 October: 9

Aid Given: 5

- **2** Willow Oak Fire Protection District
- **1** Dunnigan Fire Protection District
- **1** Esparto Fire Protection District
- **1** Elkhorn Fire Protection District

OPERATIONS *—(CONT'D)*

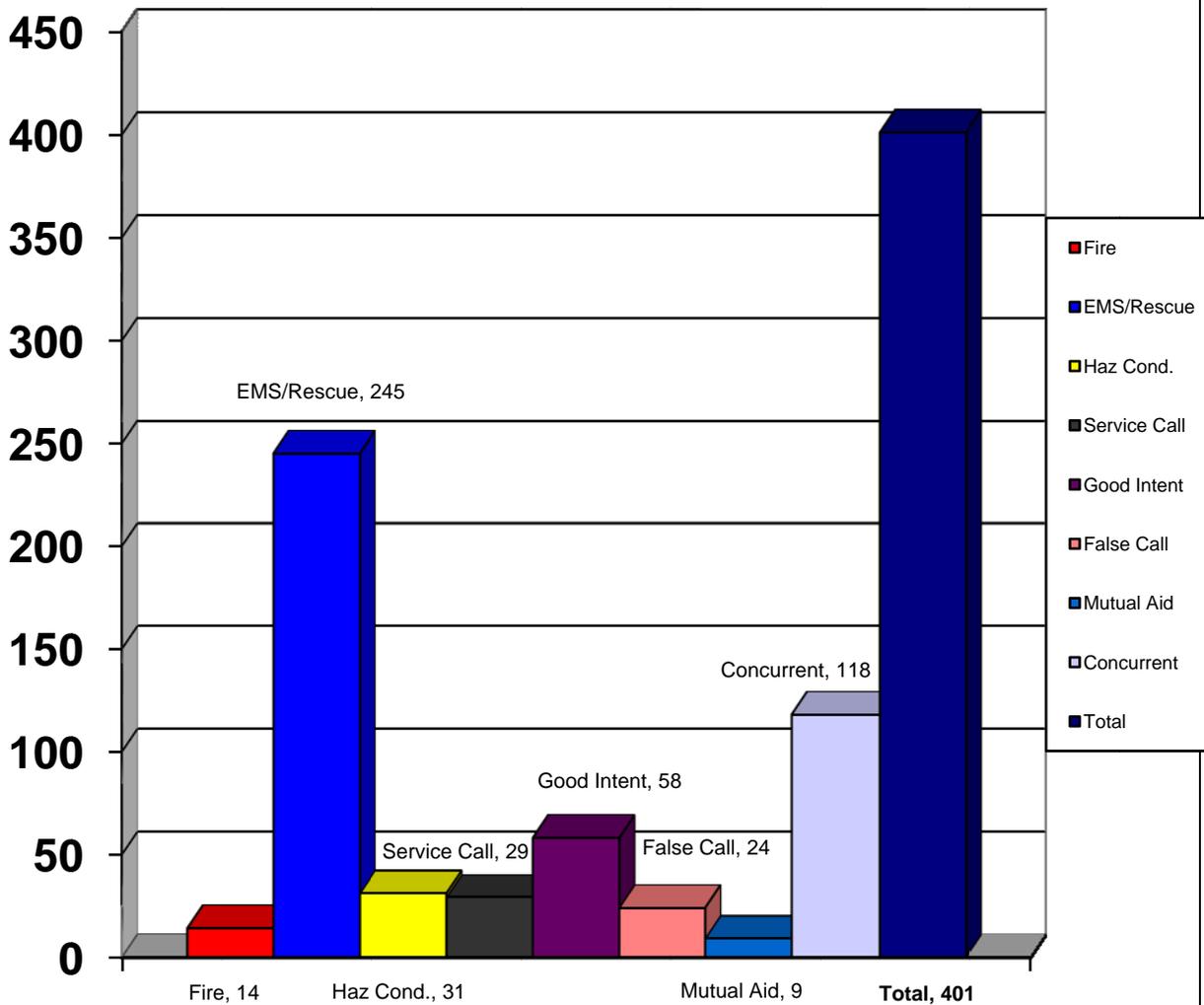
Aid Received: **4**

- **2** Davis Fire Department
- **1** Willow Oak Fire Protection District
- **1** Yolo Fire Protection District

Current annual total is **75**.

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

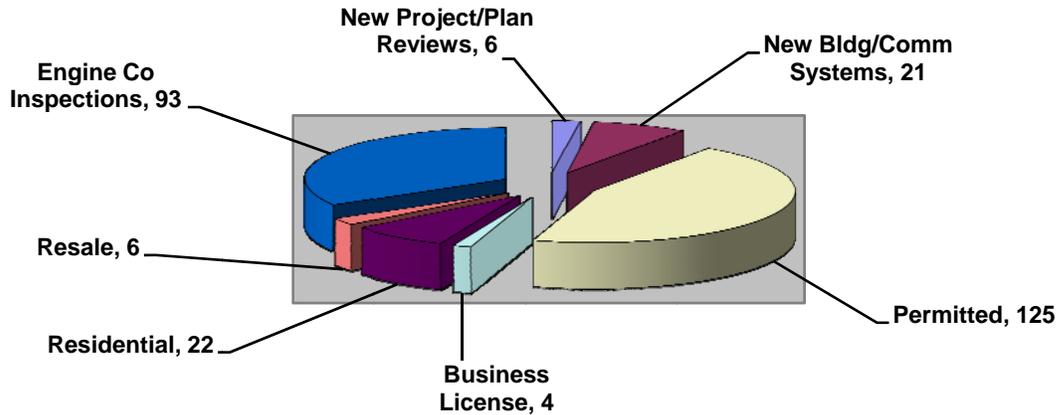


The graph above is a visual summary of the number of incidents that the Fire Department responded to during the weeks October 1, through October 31, 2009. This is in comparison to the annual totals of each type of incident.

Total Incidents to Date for 2009 - 3,837
Average Response Time for First Due Units: Fire: 6:11 Minutes EMS: 4:53

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

Commercial	
0	New Project Development Reviews
6	Plan Reviews
6	New Building Inspections
15	Commercial Fire Protection Systems
Permit	
125	Fire Permitted Annual Inspections
Business License	
4	Business License Inspections
Residential	
0	Residential Automatic Sprinkler System Plan Reviews
22	Residential Automatic Sprinkler System Inspections
6	Resale Residential Sprinkler Inspections
Engine Company	
93	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

- There were no hours spent on weed abatement activities in the month of October.

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

- **4.25 hours** of investigation were performed in the month of October.

Public Education

- The Californian (10/6/09) Fire Safety (ages 2-4) 20 kids
- Relay for Life (10/10/09) First Aid Station – community event
- Great Day Preschool (10/14/09) Fire Safety (age 4) 30 kids
- Dingle Elementary (10/22/09) Fire Safety (age 3) 23 kids
- Great Day Preschool (10/22/09) Fire Safety (age 3) 23 kids
- Komula's Cousin (10/23/09) Station Tour (ages 3-5) 30 kids
- Zamora Elementary (10/29/09) Station Tour (ages 5-6) 75 kids

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 for the month of October.

TRAINING:

The following is a summary of training activities conducted in the Fire Training Division during the weeks of October 1, through October 31st, 2009.

Training conducted at the Training Center including:

- 24 hours of RIC Training
- 12 hours of EMS / Diabetic & Neurological Emergencies
- 10 + hours Engine Company Inspections
- 12 hours of Electronic Timecard training
- 12 hours of MDC / Mobile Data Computer Training
- 12 hours of Low Angle Rescue Training
- 40 + hours of Outside Training / Classes
- 8 + hours of EOC / Emergency Operation Center

TRAINING (CONT):

During the month of October, career staff reported a total of **678** hours of training, resulting in an average of **17.8** hours of training per person.

The volunteer/reserve staff reported a total of **36** hours of training for an average of **4** hours of training per person. They completed training in Planning Procedures, EMS, and helped staff the First Aid booth at the Relay for Life event.

There were **69** total hours of training for the Battalion Chiefs and **91** total hours of training for Fire Prevention staff.

Highlights for the month of October:

- WFD organized/participated in the Flu Clinic held at the Woodland Community Center
- 10th Annual Relay for Life
 - WFD staffed the First Aid Booth for the full 24 hrs
 - WPFA cooked breakfast for walkers
 - City of Woodland Team met their \$5,000 fundraising goal!

October ~ 2009 Training Hour(s):

Line staff	678 Hours
Battalion Chiefs	69 Hours
Fire Prevention	91 Hours
Reserves	36 Hours