



City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: February 2, 2010

SUBJECT: Fire Department Monthly Report for November 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 November 2009.

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Woodland Fire Department Monthly Status Report Summary –November 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	\$75,318.27	\$69,561.86	-5,756.41
Call Back Staffing	<u>1,301.20</u>	<u>0.00</u>	<u>-1,301.20</u>
Total	\$76,619.47	\$69,561.86	-7,057.61
Strike Team (reimbursable, and not included above)	N/A	N/A	
Total Incident Responses			
Fire	14	16	+2
EMS/Rescue	245	248	+3
Hazardous Cond.	31	25	-6
Public Service	29	34	+5
Good Intentions	58	49	-9
False Alarms	<u>24</u>	<u>13</u>	<u>-11</u>
Total	401	385	-16
Mutual Aid/Auto Aid/Strike Tm	9	7	-2
Concurrent Incidents	107	99	-8
Fire Prevention			
Commercial Inspections	21	14	-7
Plan Reviews	6	12	+6
Business License Inspections	4	4	0
Permitted Inspections	125	70	-55
Residential Inspections	22	18	-4
Resale Inspections	6	4	-2
Engine Company Inspections	<u>93</u>	<u>65</u>	<u>-28</u>
Total	277	187	-90
Weed Abatement	0 hours	1.5 hours	+1.5 hours
Arson Investigations	4.25 hours	6.5 hours	+2.25
Pub Ed Events	7	2	-5
Training Hours	874	1166.75	+292.75

DIVISIONS

ADMINISTRATION:

Policy Coordination

Work continued on the Exposure Control Plan (OSHA) and the public AED policy.

Web Page

No significant activity

Emergency Management

A First Responder H1N1 POD (point of dispensing) was hosted by the FD at Fire Station 3 on Monday November 30, from 5am-5pm. The Fire Chief coordinated the event with the Yolo County Public Health Department, and Fire Engineer Walter Scruggs took the lead on setting up the POD and managing it for the 12-hour operational period. Several hundred fire and law enforcement personnel were vaccinated throughout the day.

First responders are typically the first point of contact for our sick and injured as part of the pre-hospital emergency medical care system and so it was important that our first responders be vaccinated to protect themselves and their families from H1N1. This was the first of four PODs held throughout the County for first responders.

OPERATIONS:

Incident Activity

The WFD responded to a total of **385** incidents in November. They included:

- **16 Fires**, for a current annual total of **179**. The **16 fires** included:
 - **7** building/cooking fire, chimney, fire other
 - **2** (no fire), other
 - **5** dumpster, outside equipment fires
 - **2** vegetation, brush and grass fires
- **248 EMS/Rescues**, for a current annual total of **2,859**. The EMS/Rescues included:
 - **75** Calls requiring medical assistance
 - **153** EMS Calls for people with injuries
 - **2** vehicle accidents with injuries
 - **18** motor vehicle/pedestrian accidents with or without injuries
- There were **25** responses to **Hazardous Conditions** bringing the current annual total to **143**. The Hazardous Conditions included:
 - **18** gasoline, oil or chemical spills
 - **5** electrical wiring, arcing, power line down
 - **1** Accident, potential accident, other
 - **1** aircraft standby, general cleanup
- There were **34 Public Service** Calls, for a current annual total of **412**. The Public Services Calls included:
 - **6** calls to assist police or other governmental agencies

OPERATIONS – (CONT'D)

- 11 calls for public service
- 4 invalid public assistance calls
- 13 cover assignment, standby, move up, water evacuation

- 49 **Good Intentions** calls, for a current annual total of **533**. The calls included:
 - 25 calls that were cancelled en route or CAD error
 - 11 no incident found on arrivals
 - 12 Steam, smoke, odor of smoke, barbeque, authorized burning
 - 1 Hazmat release investigation w/no hazmat

- There were **13 False Alarm** Calls made in the month of November, for a current annual total of **166**.

Concurrent Incidents:

These are incidents that come in simultaneously where apparatus and crews are either all committed to the same incident, or committed to separate incidents at the same time called **concurrent incidents**. 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 response time standard (driving time to the scene) in Woodland is 4-minutes. 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. The 4-minute standard is critical in medical emergencies where brain death will start to occur in a person not breathing in 4-6 minutes, or in a fire situation where the fire grows exponentially in a structure with each passing minute extinguishment is delayed making the atmosphere inside of a structure much more dangerous for firefighters to enter.

This month, our response time average for getting an initial fire engine on-scene is **6:28 Minutes** for fires, and **4:52** for an emergency medical call or EMS. ***Delays in response times occur when we don't have fire stations located within a 1.5 mile driving distance from all locations within the City (i.e., Spring Lake development), and when concurrent incidents occur where the primary response engine to a particular location is already committed to another incident and another unit farther away must be dispatched to the call.***

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

2 Engines committed simultaneously	=	57 times
3 Engines committed simultaneously	=	28 times
4 Engines committed simultaneously	=	9 times
5 Engines committed simultaneously	=	4 times
7 Engines committed simultaneously	=	1 time

The Woodland FD received **392** calls for service in November with **99** being Concurrent Alarms = **26%** of the time. There have been **962** concurrent alarms so far in 2009.

Concurrent alarms also inhibit the fire department's ability to respond adequate staffing and resources 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

OPERATIONS – (CONT'D)

safety at the risk of public safety and property conservation.

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 November: 7

Aid Given: 2

- 1 Yolo Fire Protection District
- 1 Elkhorn Fire Protection District

Aid Received: 5

- 1 Davis Fire Department
- 1 Elkhorn Fire Protection District
- 3 Willow Oak Fire Protection District

Current annual total is **82**.

***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.*

Overtime Summary

Our overtime expenses here have to do with daily staffing and emergency call-backs for large events. As our staffing has been reduced due to attrition, our ability to absorb vacancies due to illness, vacation, injury, and now furloughs with on-duty relief staffing has been all but eliminated. We were once able to absorb vacancies with on-duty relief staff that we are no longer capable of doing. Instead, when a vacancy occurs, we must hire back off-duty personnel on overtime to cover those vacancies. Reduced staffing on-duty each day also increases our reliance on **call-back staffing** when a large event, or multiple small events, occurs that drain our on-duty resources.

There were a total of **1,949** overtime hours worked during the month of November for a total cost of **\$80,173.93**. This includes:

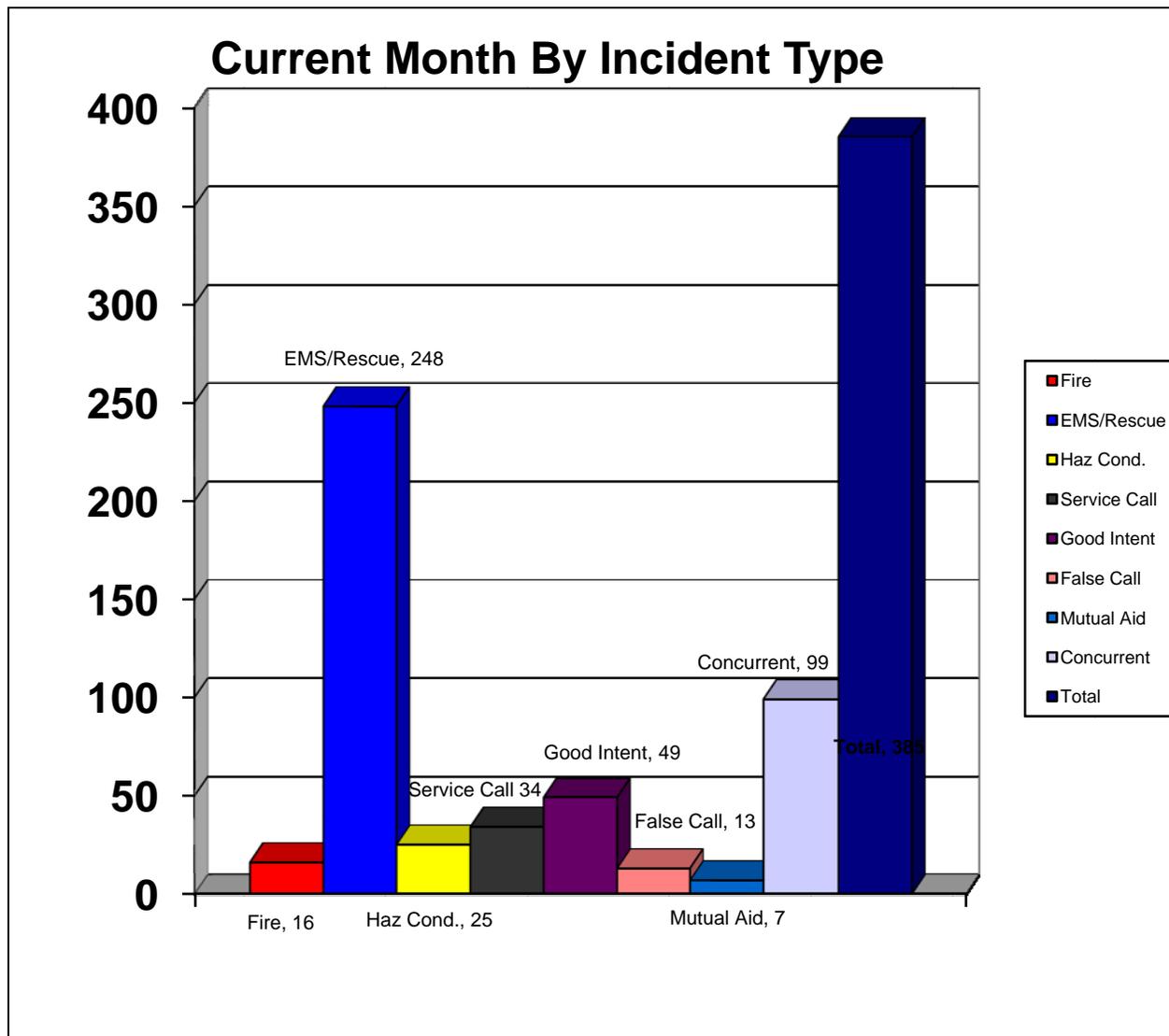
- **1,684** hours of **Minimum Staffing** at a cost of **\$69,561.86** for the month of November 2009. (.88 FTE of an entry level Firefighter, wages and benefits). *In the City of Woodland, a minimum of four engine companies staffed with a minimum of 3 Firefighters each (1 Captain, 1 Engineer and 1 Firefighter) 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 November 2008 to November 2009 was **1088.88** hours at a cost of **\$42,059.99**.

OPERATIONS – (CONT'D)

- 0 hours were needed for **Call-Back Staffing** at a total cost of **\$0.00** for the month of November 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 **142.17** hours used to provide Call Back Staffing at a cost of **\$5,856.02** for the period November 2008 to November 2009.

Strike Team Reimbursement

The FD is waiting for \$96,223.04 in reimbursements for the 2009 fire season. This reimbursement will offset our overtime expenses related to our strike team response and generate an additional 16.5% over and above our actual costs. This administrative fee of 16.5% is added to each of our strike team reimbursements as a benefit to us for our participation in the California Fire Assistance Agreement.



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

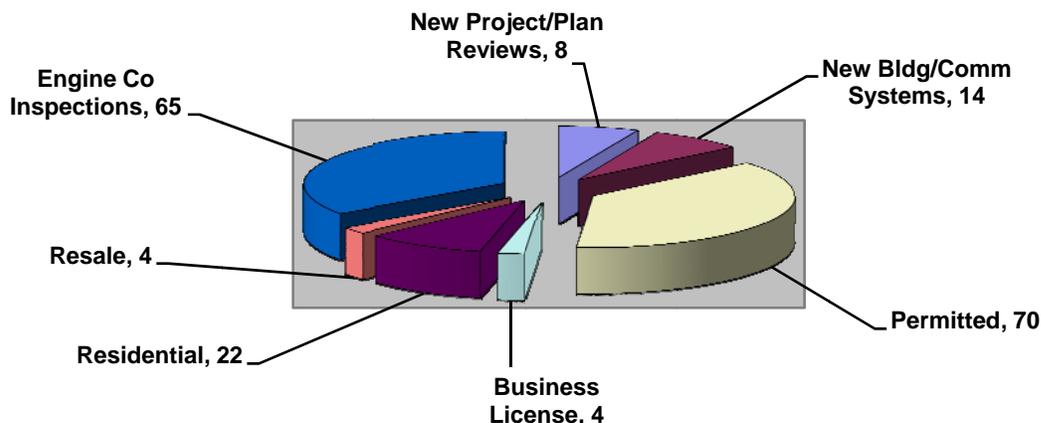
OPERATIONS – (CONT'D)

Total Incidents to Date for 2009 - 4,222

Average Response Time for First Due Units: Fire: 6:28 Minutes EMS: 4:52

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

Commercial	
0	New Project Development Reviews
8	Plan Reviews
5	New Building Inspections
9	Commercial Fire Protection Systems
Permit	
70	Fire Permitted Annual Inspections
Business License	
4	Business License Inspections
Residential	
4	Residential Automatic Sprinkler System Plan Reviews
18	Residential Automatic Sprinkler System Inspections
4	Resale Residential Sprinkler Inspections
Engine Company	
65	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**.

Weed Abatement

- **1.5** hours were spent on weed abatement activities in the month of November.

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

- **6.5 hours** of investigation were performed in the month of November.

Public Education

- Amerimax Company (11/4/09) Fire Extinguisher Training – 48 Adults
- Bayside Church (11/22/09) Heroes Luncheon Presentation

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

- Maps training occurred in November

TRAINING:

The following is a summary of training activities conducted in the Fire Training Division during the weeks of November 1, through November 30th, 2009. During the month of November the following activities occurred at the Woodland Fire Department Training Division:

Training conducted at the Training Center including:

- 12 hours of Multi Co Evolutions
- 12 hours of EMS / Pediatric Emergencies
- 10 + hours Engine Company Inspections
- 12 hours of Ventilation Training
- 12 hours of MCI Drill
- 12 hours of Maps
- 40 + hours of Outside Training / Classes

Career staff reported a total of **769** hours of training, resulting in an average of **20.2** hours of training per person.

TRAINING (CONT):

The reserve staff reported a total of **130.25** hours of training for an average of **14.47** hours of training per person. The reserve staff completed RIC Training, live-fire training as part of the Department's state certified Fire Control 3 class, EMS, and Maps/Computer Literacy.

Battalion Chiefs had a total of **192.5** hours of training, and the Fire Prevention Staff had a total of **75** hours of training.

Highlights for the month of November:

The most significant event of the month was the California State Fire Marshal's Office (CSFMO) certified Fire Control 3 Class. The focus of this course was to teach firefighters how to prepare and host live-fire training in California to meet the many state and national safety standards established to prevent a firefighter fatality. Aside from the fact that this course is rare, this was the first offering of the newly revised CSFMO curriculum so this course drew firefighters from all over northern California. The site was a 5,000 square foot, single-story, single-family residence on Kentucky donated to the fire department to burn. This project demanded months of preparation in order to meet the many safety mandates and legal requirements. The 3-day course consisted of a detailed discussion of why the pre-burn preparation was so important, a detailed discussion of the safety mandates, a detailed discussion of the anticipated fire behavior in each room of the house, a session on how to set-up the live burns in each room of the house, and the actual burning in the structure (room by room) for live-fire training purposes. A Deputy State Fire Marshal from their Training Division was present throughout the class to audit and monitor the new curriculum. This person was very impressed with how well prepared Woodland was for this class.

The class was a huge success due to the coordination by Battalion Chief-Training Officer Jim Burau and the countless hours of preparation performed by Jon Guse of our staff, and the firefighters themselves.

Other activities included:

- Police vs. Fire Dept. football game – Fire Won!

November ~ 2009 Training Hour(s):

Line staff	769
Battalion Chiefs	192.5
Fire Prevention	75
Reserves	130.25