

# City of Woodland

## REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR  
AND CITY COUNCIL

DATE: March 16, 2010

SUBJECT: Fire Department Monthly Report for January 2010

### **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 January 2010.

Prepared by: Shannon Collins  
Management Analyst

Reviewed by: Tod Reddish  
Fire Chief

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Mark G. Deven  
City Manager



# Woodland Fire Department Monthly Status Report Summary –January 2010



(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)
<b>Cost of Overtime</b>			
Maintain Minimum Staffing	\$50,246.22	\$64,354.04	+14,107.82
Call Back Staffing	<u>5,907.25</u>	<u>2,997.06</u>	<u>-2,910.19</u>
<b>Total</b>	<b>\$56,153.47</b>	<b>\$67,351.10</b>	<b>+11,197.63</b>
Strike Team (reimbursable, and <b>not</b> included above)	N/A	N/A	
<b>Total Incident Responses</b>			
Fire	15	12	-3
EMS/Rescue	235	243	+8
Hazardous Condition	9	9	0
Public Service	29	32	+3
Good Intentions	50	56	+6
False Alarms	<u>20</u>	<u>35</u>	<u>+15</u>
<b>Total</b>	<b>358</b>	<b>387</b>	<b>+29</b>
Mutual/Auto-Aid/Strike Team	8	8	0
Concurrent Incidents	89	87	-2
<b>Fire Prevention</b>			
Commercial Inspections	9	29	+20
Plan Reviews	9	0	-9
Business License Inspections	3	6	+3
Permitted Inspections	89	118	+29
Residential Inspections	9	8	-1
Resale Inspections	9	7	-2
Engine Company Inspections	<u>68</u>	<u>84</u>	<u>+16</u>
<b>Total</b>	<b>196</b>	<b>252</b>	<b>+56</b>
Weed Abatement	0 hours	0 hours	0
Arson Investigations	29.5 hours	15	-14.5
Pub Ed Events	1	3	+2
<b>Training Hours</b>	831	852.5	+21.5

## DIVISIONS

### ADMINISTRATION:

#### Policy Coordination

The finishing touches were put on the 78-page Exposure Control Plan (OSHA requirement) in preparation for staff training in February.

#### Web Page

There were no new activities in this area.

#### Emergency Management

The City of Woodland Emergency Operations Plan re-write project was completed using an outside consultant and federal homeland security funds. The Emergency Plans for the City of Davis and the City of Winters were also rewritten at the same time, using the same consultant and funding, as a means to standardize as many plans as possible within the County as part of this project.

### OPERATIONS:

#### Incident Activity

The WFD responded to a total of **387** incidents in January. They included:

- **12 Fires**, for a current annual total of **12**. The **12 fires** included:
  - **3** building/cooking fire, chimney, fire other
  - **3** passenger vehicle fire
  - **5** dumpster, outside rubbish, trash fires
  - **1** rupture/explosion
  
- **243 EMS/Rescues**, for a current annual total of **243**. The EMS/Rescues included:
  - **89** Calls requiring medical assistance
  - **134** EMS Calls for people with injuries
  - **5** vehicle accidents with injuries
  - **13** motor vehicle/pedestrian accidents with or without injuries
  - **2** lock-ins
  
- **9 Hazardous Conditions**, for a current annual total to **9**. The Hazardous Conditions included:
  - **3** gasoline, oil or chemical spills
  - **3** electrical wiring, arcing, power line down
  - **3** aircraft standby, hazardous conditions, other
  
- **32 Public Service** Calls, for a current annual total of **32**. The Public Services Calls included:
  - **9** calls to assist police or other governmental agencies
  - **11** calls for public service
  - **7** invalid public assistance calls
  - **5** cover assignment, standby, move up, water evacuation

## OPERATIONS – (CONT'D)

- **56 Good Intentions** calls, for a current annual total of **56**. The calls included:
  - **34** calls that were cancelled en route or CAD error
  - **15** no incident found on arrivals
  - **6** Steam, smoke, odor of smoke, barbeque, authorized burning
  - **1** EMS call, party transported by non-fire agency
  
- **35 False Alarm** calls, for a current annual total of **35**.

### 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 **5:17 Minutes** for fires and **4:45** for emergency medical services (EMS) calls.

**NOTE: 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 an incident and another unit farther away must be dispatched to the call.**

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

2 Engines committed simultaneously	=	55 times
3 Engines committed simultaneously	=	15 times
4 Engines committed simultaneously	=	17 times

The Woodland FD received **387** calls for service in January with **87** being Concurrent Alarms = **22.5%** of the time. There were **87** concurrent alarms in 2010 out of 387 total calls meaning 22.5%, or almost 1 out of every 4 calls would commit two or more fire units simultaneously.

Concurrent alarms prevent the fire department from responding 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 safety at the risk of public safety and property conservation.

## **OPERATIONS – (CONT'D)**

### **Automatic or Mutual Aid:**

Automatic Aid is provided to another agency through formal 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 January: 8**

**Aid Given: 4**

- 2 West Plainfield Fire Protection District
- 2 Elkhorn Fire Protection District

**Aid Received: 4**

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

Current annual total is **8**.

**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 1<sup>st</sup> Alarm structure fire (“Working” refers to an actual fire requiring firefighters to extinguish the fire, and “1<sup>st</sup> 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 “2<sup>nd</sup> 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. 3<sup>rd</sup> and 4<sup>th</sup> 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 **1,686** overtime hours worked during the month of January for a total cost of **\$67,351.10**. This includes:

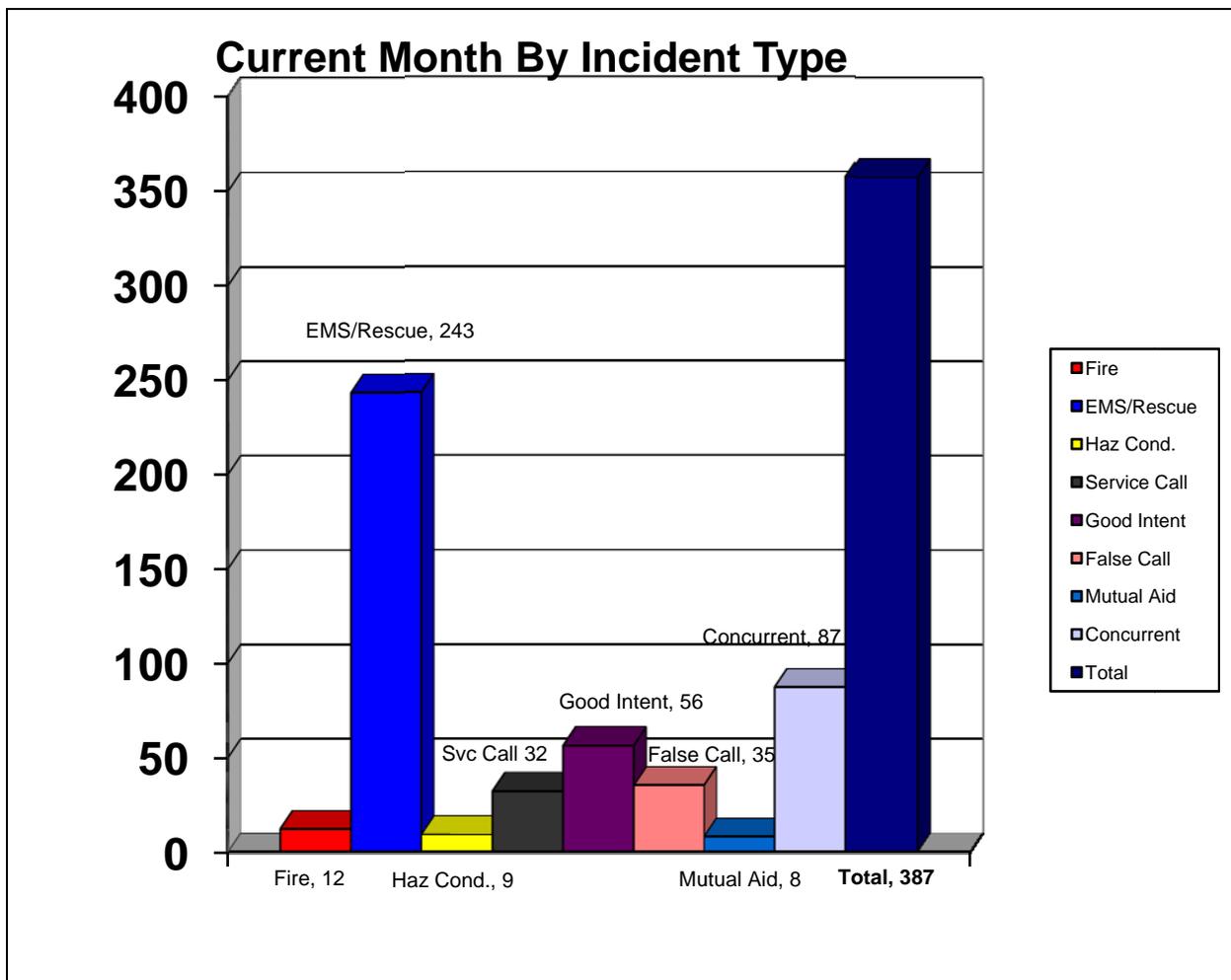
- **1,610** hours of **Minimum Staffing** at a cost of **\$64,354.04** for the month of January 2010. (.75 FTE of an entry level Firefighter, wages and benefits). *In the City of Woodland, a minimum of four engine companies staffed with a minimum of 3 Firefighters each (1 Captain, 1 Engineer and 1 Firefighter) 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 January 2009 to January 2010 was **1,200.13** hours at a cost of **\$46,939.26**.

**OPERATIONS – (CONT'D)**

- **76 hours** were needed for **Call-Back Staffing** at a total cost of **\$2,997.06** for the month of January 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 **123.33** hours used to provide Call Back Staffing at a cost of **\$5,118.38** for the period January 2009 to January 2010.

**Strike Team Reimbursement**

The FD received \$96,957.28 in reimbursements for the 2009 fire season. This reimbursement, along with the \$36,763.83, will offset our overtime expenses for this fiscal year 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.



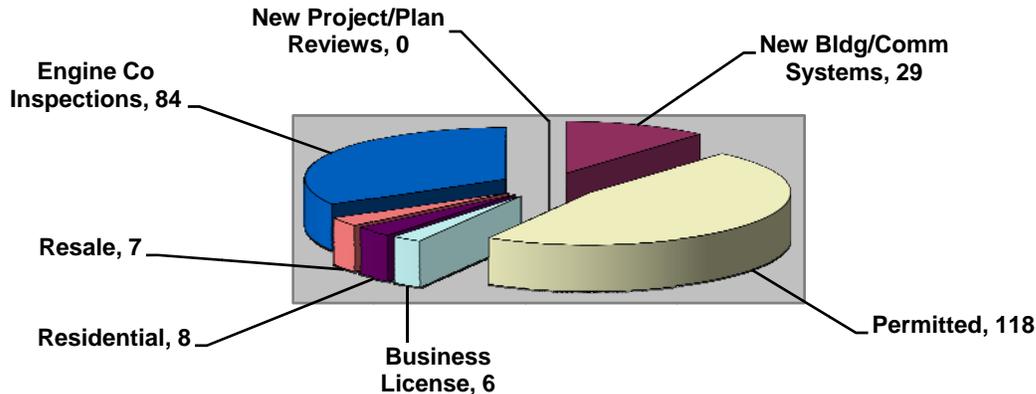
The graph above is a visual summary of the number of incidents that the Fire Department responded to during the weeks January 1, through January 31, 2010.

**Total Incidents to Date for 2010 - 387**

**Average Response Time for First Due Units: Fire: 5:17    EMS: 4:45**

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

Commercial	
0	New Project Development Reviews
0	Plan Reviews
7	New Building Inspections
22	Commercial Fire Protection Systems
Permit	
118	Fire Permitted Annual Inspections
Business License	
6	Business License Inspections
Residential	
0	Residential Automatic Sprinkler System Plan Reviews
8	Residential Automatic Sprinkler System Inspections
7	Resale Residential Sprinkler Inspections
Engine Company	
84	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

- **0** hours were spent on weed abatement activities in the month of January.

**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

- **15 hours** of investigation were performed in the month of January.

### Public Education

- Maxwell School (01/26/10) Station Tour (ages 6-7) 30 kids
- Woodland High School (01/27/10) Career Day (teens) large group
- Holy Rosary School (01/28/10) Station Tour (ages 5-6) 15 kids

**Note:** Funding for public education was eliminated in FY09/10 thereby cancelling our 1<sup>st</sup> 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 in this area

## **TRAINING:**

The following is a summary of training activities conducted in the Fire Training Division during the weeks of January 1, through January 31<sup>th</sup>, 2010. During the month of January the following activities occurred at the Woodland Fire Department Training Division:

Training conducted at the Training Center including:

- 12 hours of Swift Water Rescue
- 12 hours of EMS / Skills Testing
- 10 + hours Engine Company Inspections
- 12 hours of Haz Mat Training
- Completed Annual Hearing Testing
- 20 + hours of Outside Training / Classes

Career staff reported a total of **734.5** hours of training, resulting in an average of **20.4** hours of training per person.

The reserve staff reported a total of **74** hours of training for an average of **8.2** hours of training per person. The reserve staff completed RIC Training (rescue of a downed firefighter), EMS, and Maps/Computer Literacy.

Battalion Chiefs had a total of **16.5** hours of training, and the Fire Prevention Staff had a total of **27.5** hours of training.

**TRAINING (CONT):**

**Highlights for the month of January:**

- This month the Woodland Fire Department hosted a Swift Water Rescue class.

**January ~ 2009 Training Hour(s):**

Line staff	734.5
Battalion Chiefs	16.5
Fire Prevention	27.5
Reserves	74.0