



City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: June 29, 2010

SUBJECT: Fire Department Monthly Report for May 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 May 2010.

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City Manager



Woodland Fire Department Monthly Status Report Summary –May 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)
Cost of Overtime			
Maintain Minimum Staffing	\$66,860.35	\$64,638.35	-\$2,222.00
Call Back Staffing	<u>\$4,766.76</u>	<u>\$0.00</u>	<u>-\$4,766.76</u>
Total	\$71,627.11	\$64,638.35	-\$6,988.76
Strike Team (reimbursable, and not included above)	N/A	N/A	
Total Incident Responses			
Fire	23	16	-7
EMS/Rescue	222	240	+18
Hazardous Condition	9	12	+3
Public Service	40	34	-6
Good Intentions	44	34	-10
False Alarms	<u>21</u>	<u>20</u>	<u>-1</u>
Total	359	356	-3
Mutual/Auto-Aid/Strike Team	10	6	-4
Concurrent Incidents	109	102	-7
Fire Prevention			
Commercial Inspections	19	16	-3
Plan Reviews	2	12	+10
Business License Inspections	9	14	+5
Permitted Inspections	60	76	+16
Residential Inspections	4	9	+5
Resale Inspections	10	16	+6
Engine Company Inspections	<u>120</u>	<u>73</u>	<u>-47</u>
Total	224		
Weed Abatement	9 hours	15.5 hours	+6.5
Fire Investigations	10.5 hours	0	-10.5
Pub Ed Events	4	9	+5
Training Hours	1109.5	1414.50	+305

Department Highlights:

The Department submitted an application to the FEMA Assistance to Firefighters Grant (AFG) program for a new fire engine. Woodland was included in a regional AFG hosted by West Sacramento for portable radios. Woodland was also given the approval to purchase over \$24,000 in portable radios through the Homeland Security Grant Program (HSGP).

DIVISIONS

ADMINISTRATION:

Policy Coordination – Nothing to report.

Web Page -

Work included updating photos, the FAQ page, and fixing the link to Press Releases

Emergency Management

Reverse 911 training for City staff at Yolo County OES May 25 and 27.

OPERATIONS:

Incident Activity

The WFD responded to a total of **356** incidents in May. They included:

- **16 Fires**, for a current annual total of **82**. The **16 fires** included:
 - **3** building/cooking fire, chimney, fire other
 - **2** passenger vehicle fire
 - **8** dumpster, outside rubbish, trash fires
 - **3** grass fire, vegetation fire
- **240 EMS/Rescues**, for a current annual total of **1,196**. The EMS/Rescues included:
 - **91** Calls requiring medical assistance
 - **120** EMS Calls for people with injuries
 - **12** vehicle accidents with injuries
 - **17** motor vehicle/pedestrian accidents with or without injuries
- **12 Hazardous Conditions**, for a current annual total to **44**. The Hazardous Conditions included:
 - **7** toxic conditions, oil or chemical spills, hazardous conditions, other
 - **1** electrical wiring, arcing, power line down
 - **4** hazardous condition, other
- **34 Public Service Calls**, for a current annual total of **176**. The Public Services Calls included:
 - **14** calls to assist police or other governmental agencies
 - **3** calls for public service
 - **6** invalid public assistance calls
 - **10** cover assignment, standby, move up, water evacuation
 - **1** person in distress, smoke, water evacuation, lock-out
- **34 Good Intentions** calls, for a current annual total of **226**. The calls included:
 - **23** calls that were cancelled en route or CAD error
 - **5** no incident found on arrivals
 - **3** Steam, smoke, odor of smoke, barbeque, authorized burning
 - **3** hazmat release investigation w/no hazmat
- **20 False Alarm** calls, for a current annual total of **112**.

OPERATIONS— (CONT'D)

Concurrent Incidents:

These are incidents that come in simultaneously where apparatus and companies (a crew consisting of a Fire Captain, Engineer, and Firefighter) 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)
- **Multi-company calls** where more than one engine is committed to the same incident (i.e., high 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) adopted by Council on January 16, 2001
- **Woodland General Plan Policy Document**, adopted by City Council on December 17, 2002
- **Spring Lake Specific Plan**, adopted by Council December 18, 2001.

Rapid fire response 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 “flashover” (the point at which everything inside of a structure reaches it’s ignition temperature and ignites all at once) can occur in 10 minutes or less. The fire service strives to arrive quickly to stop the harm caused by a medical or fire emergency.

This month, our response time average for getting an initial fire engine on-scene is **5:38 Minutes** for fires and **4:44** 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 May is:

2 companies committed simultaneously =	83 times
3 companies committed simultaneously =	13 times
4 companies committed simultaneously =	5 times
5 companies committed simultaneously =	1 time

¹ *The Woodland FD staffs four companies so any incident requiring more than 4 companies must include neighboring fire departments through automatic-aid or mutual-aid agreements.*

The Woodland FD received **356** calls for service in May with **102** being Concurrent Alarms = **28.8%** of the time. There were **516** concurrent alarms in 2010 out of **1,836** total calls meaning 28.10%, or almost 1 out of every 5 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 on **significant events** 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 when a **significant event(s)** (large incident or multiple small incidents) take place. Every fire agency in Yolo County is a signatory to this agreement.

Total Number of Aid Given/Received Incidents in May: 6

Aid Given: 5

- 1 Knights Landing Fire Department
- 1 Willow Oak Fire Protection District
- 3 Elkhorn Fire Protection District

Aid Received: 1

- 1 Davis Fire Department

Current annual total is **55**.

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

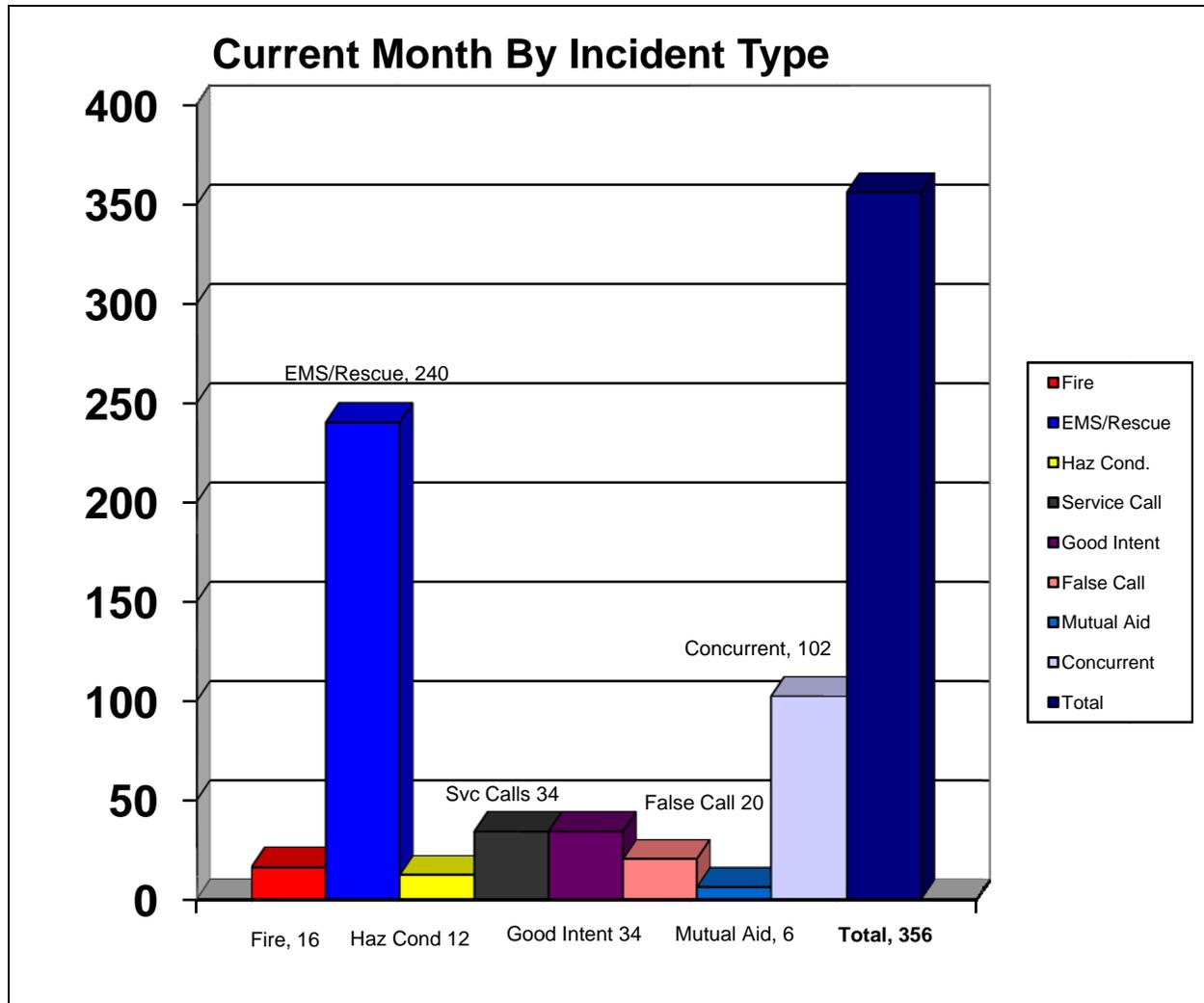
Our overtime expenses here have to do with daily staffing and emergency call-backs for large events. As our staffing has been reduced due to attrition, our ability to absorb vacancies due to illness, vacation, injury, and now furloughs with on-duty relief staffing has been all but eliminated. We were 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 **1,665** overtime hours worked during the month of May for a total cost of **\$64,638.35**. This includes:

- **1,665** hours of **Minimum Staffing** at a cost of **\$64,638.35** for the month of May 2010. (1.0 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 May 2009 to May 2010 was **1,611** hours at a cost of **\$62,869.07**.

OPERATIONS – (CONT'D)

- **0** hours were needed for **Call-Back Staffing** at a total cost of **\$0.00** for the month of May 2010. *(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 **123.08** hours used to provide Call Back Staffing at a cost of **\$5,139.07** for the period May 2009 to May 2010.



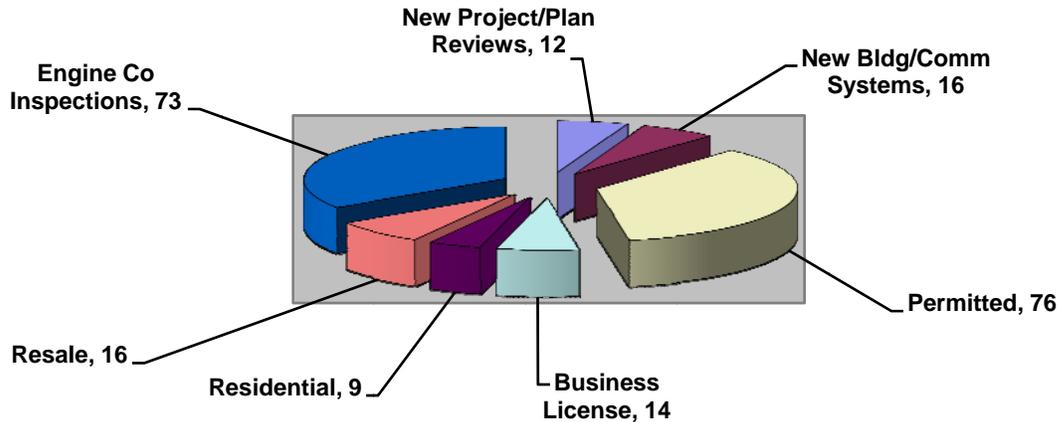
The graph above is a visual summary of the number of incidents that the Fire Department responded to during the weeks May 1, through May 30, 2010.

Total Incidents to Date for 2010 - 1,836

Average Response Time for First Due Units: Fire: 5:38 EMS: 4:44

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 2010 the Fire Prevention Specialists conducted the following inspections and plan reviews:

Commercial	
6	New Project Development Reviews
6	Plan Reviews
0	New Building Inspections
16	Commercial Fire Protection Systems
Permit	
76	Fire Permitted Annual Inspections
Business License	
14	Business License Inspections
Residential	
0	Residential Automatic Sprinkler System Plan Reviews
9	Residential Automatic Sprinkler System Inspections
16	Resale Residential Sprinkler Inspections
Engine Company	
73	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

- **15.5** hours were spent on weed abatement activities in the month of May.

Note: Due to the rainfall this year, we are seeing a much bigger problem with weeds. We believe that the Department will have to commit more staff time to this in the coming months, and that we will have to hire contractors to abate some properties for which we have no funds. The process to abate property requires Council approval.

Fire Investigation

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

Public Education

- Dingle Elementary (5/14/10) Station Tour #1
- Prairie Elementary (5/17/10) Station Tour #3
- Woodland Christian (5/18/10 & 5/20/10) Fire Safety – Pre School Program
- Gibson Elementary (5/21/10) School Carnival
- Dingle Elementary (5/25/10) Station Tour #1
- Prairie Elementary (5/25/10) Station Tour #3
- Whitehead Elementary (5/28/10) School Field Day Event

Note: Funding for public education was 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 in this area.

TRAINING:

The following is a summary of training activities conducted in the Fire Training Division during the weeks of May 1st, through May 31st, 2010. During the month of May the following activities occurred at the Woodland Fire Department Training Division:

Training conducted at the Training Center for staff included:

- 12 hours of Engine Evolutions #8
- 12 hours of EMS / Soft Tissue Injuries
- 10 + hours Engine Company Inspections

▪ **TRAINING – (CONT'D)**

- 40 + hours of Outside Training / Classes (Management 1A, EVOC etc)
- 12 hours of Maps
- 12 hours of Rope Rescue

During the month of May, **career firefighters** reported a total of **1199** hours of training (App. A), resulting in an average of **33.3** hours of training per person.

The **reserve firefighters** reported a total of **74.5** hours of training for an average of **9.31** hours of training per person. The reserve staff completed EMS training, shift ride-a-longs, and ladders.

There were a total of **95.5** hours of training for the **Battalion Chiefs**, and the **Fire Prevention Staff** completed a total of **45.5** hours of training.

Training Highlights for the month of May:

- WFD hosted the CA State Fire Marshal's Office Management 1A class at our Training Center
- WFD participated in the "**Golden Guardian**" Drill at the Port of Sacramento
 - Simulated terrorist attack and fire onboard a ship
 - Funded with Homeland Security Funds
- Eight (8) personnel attended the 2-day Emergency Vehicle Operations Course (EVOC) at the Sacramento Regional Training Center. This is a hands-on defensive driving course that will hopefully reduce the likelihood we will have an accident involving a fire engine or fire truck.

May~ 2010 Training Hour(s):

Line staff	1199
Battalion Chiefs	95.5
Fire Prevention	45.5
Reserves	74.5

Other Highlights:

- The thermal imaging cameras we use in hazardous atmospheres to read the "heat signature" of a human body, or failing structural members, have been causing us some problems. We have been researching options of replacing or remanufacturing the units. We found a vendor that will replace the core of the unit and refurbish it for a fraction of the replacement cost and we will begin rotating our units through this company for retrofit.
- The Department has begun repairing our own small power tools (i.e., chainsaws) in an effort to save money and to relieve Fleet Services of this additional workload. We either repair these units ourselves or send that work to local shops as a cost-savings measure.