

FIRE DEPARTMENT

STATEMENT OF PURPOSE

To ensure that the community's emergency resources and prevention services are effectively and efficiently delivered and managed. The fire department provides response to structural, vehicular and vegetation fires, emergency services, which include pre-hospital emergency medical services at the EMT-1D level (defibrillation); hazardous materials response, special operations (confined space, trench, low angle, and water rescue) public assistance and other emergencies. The Prevention Services we provide include fire and life safety inspections, plan review services; public education on fire safety and fire prevention; fire investigations, and youth fire diversion program. In order to provide excellent service in emergency response and prevention activities we have a training division that trains and prepares the firefighters to respond to a wide range of risks which may occur in the community.

EMERGENCY SERVICES MANAGEMENT— DIVISION 51

Supports all other divisions within the Fire Department in planning, organizing and directing the activities of the Fire Department. Develops policies and procedures consistent with adopted standards and city policy; evaluates service level requirements to ensure efficient delivery.

- Service Delivery Analysis
- Budget Preparation and Implementation
- Goals and Objectives
- Records Management
- Administrative Support to All Divisions
- Coordinate Citywide Emergency Operations



OPERATIONS— DIVISION 52

Provides for the emergency response and management of fires, medical emergencies, hazardous materials spills, natural disasters, public assistance, water rescue and other emergencies.

- Emergency Response
- Emergency Management
- Pre-fire Planning
- Apparatus Management
- Mutual Aid
- Equipment Management
- Automatic Aid
- Map Development
- Station Operations



Fire Marshal Reviewing Plans

PREVENTION – DIVISION 53

Ensures enforcement of state and local building and fire codes as they relate to fire safety.

- Fire Safety Inspections
- Fire Investigations
- Plan Review
- Public Education/Youth Fire Diversion
- Water Supply
- Weed Abatement
- Fire Code Permits
- Fire and Life Safety Advice



Engine Company Fire Prevention Training

TRAINING – DIVISION 54

Responsible for the delivery of training programs for the professional development of fire department employees. Prepares the employees to provide an effective response force to mitigate emergencies and potential emergencies. Also prepares the employee to provide prevention services to the public.

- Professional Development
- Automatic & Mutual Aid Training
- Communications Management
- Occupational Safety
- Davis Fire Corps



Confined Space Training – March 2010

Revenues by Fund

<u>Source of Funds</u>	08-09 Actual	09-10 Actual	10-11 Budget	11-12 Budget
General Fund Support	7,095,707	7,007,839	7,411,100	7,137,405
Enterprise Funds	78,421	109,540	144,524	138,901
General Fund Fees & Charges	869,545	870,265	813,775	847,361
General Fund Grants/Designated Revenue	314,544	251,464	0	0
Internal Service Funds	0	0	15,000	15,000
Public Safety Srv Fee/Tax	1,133,708	1,180,715	1,178,014	1,226,570
Total Revenues	9,491,925	9,419,823	9,562,413	9,365,237

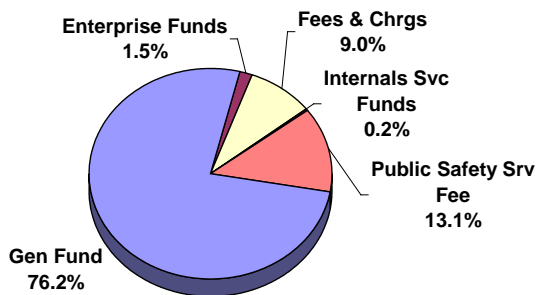
Expenses by Division

<u>Division</u>	08-09 Actual	09-10 Actual	10-11 Budget	11-12 Budget
Emergency Svcs Mgmt	578,315	501,702	519,905	391,576
Operations	7,112,048	7,284,350	7,301,867	7,245,365
Prevention	439,888	402,253	515,609	526,433
Training	1,361,674	1,361,674	1,261,063	1,201,863
Total Expenditures	9,491,925	9,419,823	9,562,413	9,365,237

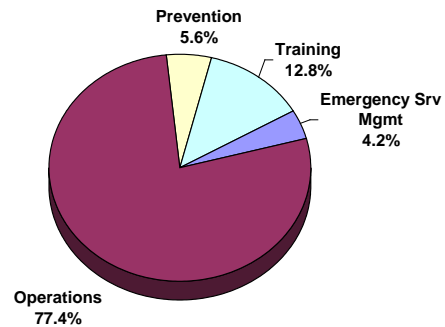
Expenses by Category

<u>Expenditures</u>	08-09 Actual	09-10 Actual	10-11 Budget	11-12 Budget
Capital Expenditures	24,412	30,018	15,000	15,000
Operating Expenditures	1,367,648	1,479,141	1,593,942	1,612,598
Salaries and Benefits	8,099,865	7,910,664	7,953,471	7,737,639
Total Expenditures	9,491,925	9,419,823	9,562,413	9,365,237

**Source of Funds for
2011-12 Budget**

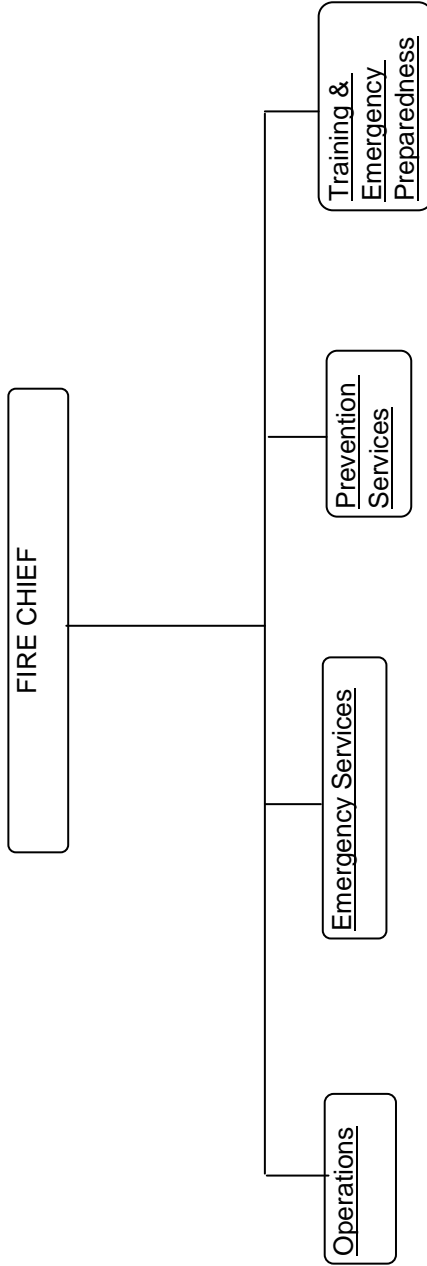


Expenses by Division



Department/Program	EXPENDITURES BY CATEGORY					FUNDING SOURCES					
	Salaries & Benefits w ot	Salaries & Benefits	Overtime	Professional Services	Other Expenses	Program Total	General Fund	General Fund Fees & Charges	General Fund Grants/ Designated Revenue	Total General Fund Support	Other Funds
FIRE											
5101 - Emergency Svcs Mgmt	275,966	275,966	0	0	115,610	391,576	376,536	40	0	376,576	15,000
5201 - Operations	4,927,756	4,680,429	247,327	0	766,054	5,693,810	3,718,416	748,824	0	4,467,240	1,226,570
5226 - Equipment & Facilities Maintenance	1,703,551	1,070,417	33,134	0	309,103	1,412,654	1,412,654	0	0	1,412,654	0
5235 - Haz Mat Clean Up	75,891	65,702	10,189	0	63,010	138,901	0	0	0	0	138,901
5301 - Prevention	154,575	133,915	20,660	1,750	85,349	241,674	238,074	3,600	0	241,674	0
5305 - Plan Checks & Inspections	268,305	263,666	4,639	14,000	2,454	284,759	189,862	94,897	0	284,759	0
5401 - Training	931,595	896,595	35,000	28,000	242,268	1,201,863	1,201,863	0	0	1,201,863	0
TOTAL FIRE	7,737,639	7,366,690	350,949	43,750	1,583,848	9,365,237	7,137,405	847,361	0	7,984,766	1,380,471

FIRE DEPARTMENT



Regular Full Time	50.00
Regular Part Time	0.75
Temporary Part Time	-
Total FTE's	50.75

Fire Department



Fire Department

Position	FTE 09/10	FTE 10/11	FTE 11/12
ADMINISTRATIVE AIDE - CONF	0.00	1.00	1.00
FIRE BUSINESS MANAGER	1.00	0.00	0.00
FIRE CAPTAIN	10.00	10.00	10.00
FIRE CHIEF	1.00	1.00	1.00
FIRE DIVISION CHIEF	2.00	2.00	2.00
FIREFIGHTER I	8.00	6.00	2.00
FIREFIGHTER II	28.00	30.00	33.00
OFFICE ASSISTANT II	1.00	1.00	1.00
Total Regular Full-Time FTE's	51.00	51.00	50.00
ADMINISTRATIVE AIDE	0.75	0.75	0.75
Total Regular Part-Time FTE's	0.75	0.75	0.75
INTERN (BUDGET)	0.04	0.00	0.00
Total Temporary Part-Time FTE's	0.04	0.00	0.00
Total Fire Department	51.79	51.75	50.75



EMERGENCY SERVICES MANAGEMENT – DIVISION 51

Mission Statement:

The Davis Fire Department is a service organization that provides emergency response and preventative services to the City of Davis, East Davis County Fire Protection District, the Springlake Fire Protection District Area “B” and the No Mans Land Fire Protection District. Our mission is to protect the life, property, and the environment in our service area. We will deliver these services to the community through an efficient and effective use of our resources, while always providing the highest quality of customer service.

Values:

The members of the Davis Fire Department are guided by the following principles:

- All employees are valued.
- Employees are encouraged to express opinions and offer suggestions and ideas.
- Responsible behavior and accountability from employees is expected.
- All employees will provide the highest quality of customer service.

Major Accomplishments in FY 2010-11

- Participated with Yolo County Automatic and Mutual Aid partners for cooperative regional mutual aid
- Continued planning efforts with City departments and allied agencies, through monthly Emergency Operations Planning Committee:
 - Updated Emergency Operations Plan (EOP) adopted by City Council;
 - Conducted two exercises to strengthen performance under emergency conditions;
 - Redesigned EOC layout and set-up procedures to facilitate updated EOP;
 - Conducted Training Day for EOC staffing orientation on new EOP and layout;
- Entered Management Services Agreement with UC Davis for shared cost of Fire Chief and shared services of command staff
- Organized and oversaw rank and file sub-committees creating integrated Standard Operating Guidelines/Training Manuals for field operations; and Policies for administration
- Technical sub-committees completed complex migration of UC Davis fire dispatch services from UC Davis, to co-location with City of Davis dispatch
- Participated in targeted consultant study, hosted by UC Davis, to advise on proposed management, deployment and governance models for merging fire services of the City and UC Davis
- Facilitated County-wide task force for shared services review of Yolo County Operational Area Office of Emergency Services
- Reorganized CERT (Citizens Emergency Response Team) program delivery model to partner with DJUSD
- Strengthened relationship with Yolo County ARES/RACES (Amateur Radio Emergency Services/Radio Amateur Civil Emergency Services) in support of community preparedness

Plans / Goals for FY 2011-12

- Continue effort to merge fire services of City of Davis and UC Davis in conjunction with internal sub-committees and targeted consulting
- Continue succession planning within the department through development and training
- Conduct advanced training of City employees to strengthen implementation of updated EOP
- Enhance community preparedness partnership with DJUSD with school-site training and exercises

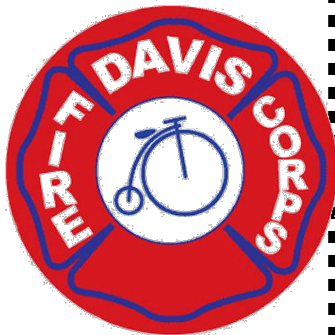
- Continue development of neighborhood-based CERT program in partnership with DJUSD
- Continue cooperative planning efforts in shared resources for large scale emergencies in the Operational Area; and daily operations of Yolo County Automatic and Mutual Aid partners
- Continue efforts to address unfunded needs of the Davis Fire Department for maintaining and enhancing service to the citizens of the City of Davis

How We Measure Up

The City of Davis has 3 fire stations. The administrative and support staff are located at the headquarters station at 530 5th St. Our goal is to respond to citizen requests for information within 3 working days 90% of the time.



Community Emergency Response Team



FireCorps Member at Public Safety

No. 51

Revenues by Fund				
<u>Source of Funds</u>	08-09 Actual	09-10 Actual	10-11 Budget	11-12 Budget
General Fund Support	578,009	500,839	504,810	376,536
General Fund Fees & Charges	95	42	95	40
General Fund Grants/Designated Revenue	211	821	0	0
Internal Service Funds	0	0	15,000	15,000
Total Revenues	578,315	501,702	519,905	391,576

Expenses by Category				
<u>Expenditures</u>	08-09 Actual	09-10 Actual	10-11 Budget	11-12 Budget
Capital Expenditures	0	0	15,000	15,000
Operating Expenditures	92,408	100,226	124,556	100,610
Salaries and Benefits	485,907	401,476	380,349	275,966
Total Expenditures	578,315	501,702	519,905	391,576

**SUMMARY OF MAJOR
BUDGET CHANGES**

There are no major budget changes.



OPERATIONS – DIVISION 52

Major Accomplishments in FY 2010-11

- Created successful plan for administration changes
- Maintained and updated policies and procedures during administrative changes
- Continued to maintain the highest quality of emergency response during extreme budget restrictions
- Adjusted Mutual Aid responses during times of budget restrictions
- Adjusted Auto Aid matrix so that we may receive and respond to meet all jurisdictions emergency response needs



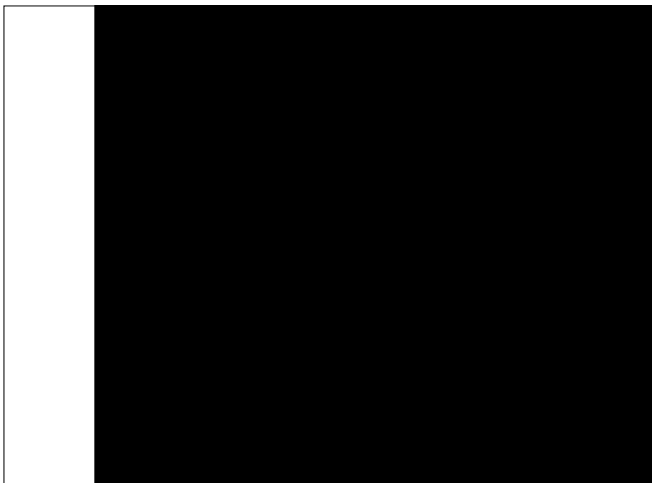
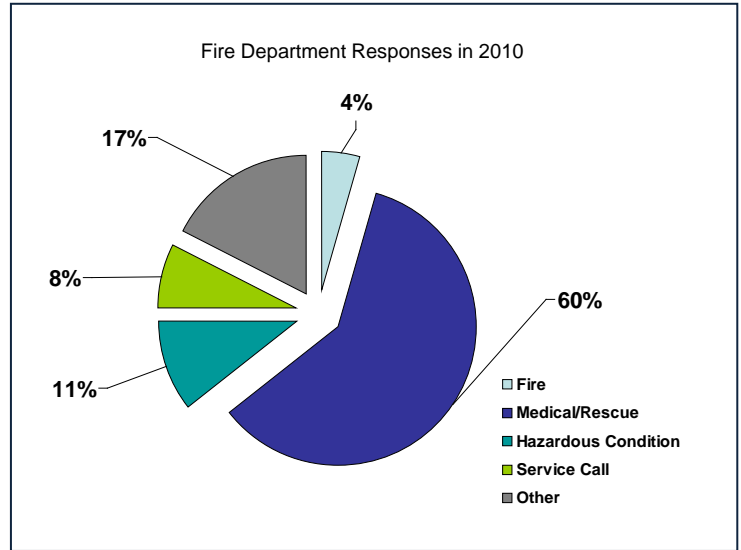
Plans / Goals for FY 2011-12

- Create a plan for the possible merger of City of Davis and UC Davis response personnel
- Rewrite Policy and Procedures to include UC Davis
- Replace outdated rescue tools
- Develop recommendations for implementing a 24/7 duty chief coverage program
- Create specifications for a new fire apparatus
- Surplus one old Type 1 Engine and replace with our reserve apparatus



OPERATIONS DIVISION

Total Number of Incidents in 2010: 4,073

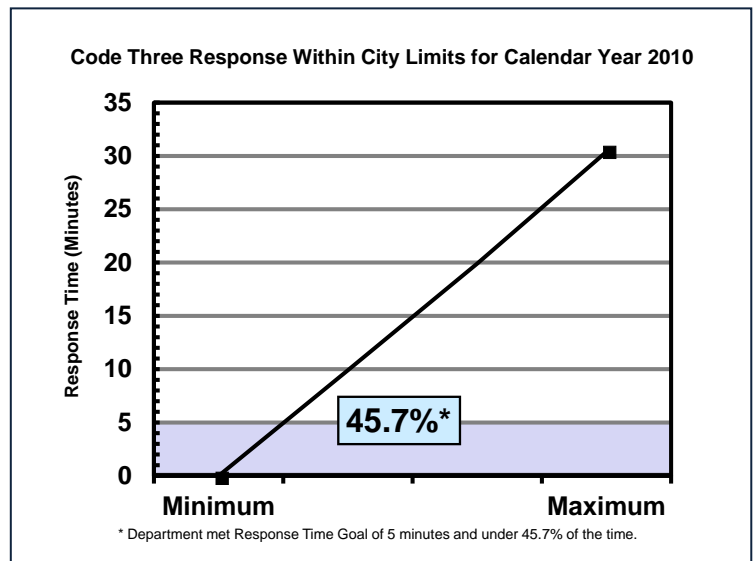


Number of Calls Occurring in Station Response Area

Station 31 (Fifth St.)	2,102
Station 32 (Arlington Blvd.)	1,000
Station 33 (Mace Blvd.)	878
Out of District	93

**Calls by Response Code in Service Area
(City of Davis and Districts)**

Code 3 (Emergency Response)	3,777
Code 2 (Non-Emergency Response)	296



Revenues by Fund				
<u>Source of Funds</u>	08-09 Actual	09-10 Actual	10-11 Budget	11-12 Budget
General Fund Support	4,852,744	4,975,503	5,249,829	5,131,070
Enterprise Funds	78,421	109,540	144,524	138,901
General Fund Fees & Charges	733,789	767,949	729,500	748,824
General Fund Grants/Designated Revenue	313,386	250,643	0	0
Public Safety Srv Fee/Tax	1,133,708	1,180,715	1,178,014	1,226,570
Total Revenues	7,112,048	7,284,350	7,301,867	7,245,365

Expenses by Category				
<u>Expenditures</u>	08-09 Actual	09-10 Actual	10-11 Budget	11-12 Budget
Capital Expenditures	24,412	30,018	0	0
Operating Expenditures	950,888	1,046,493	1,107,193	1,138,167
Salaries and Benefits	6,136,748	6,207,839	6,194,674	6,107,198
Total Expenditures	7,112,048	7,284,350	7,301,867	7,245,365

**SUMMARY OF MAJOR
BUDGET CHANGES**

There are no major budget changes.

PREVENTION – DIVISION 53



Major Accomplishments in FY 2010-11

- Acting Fire Marshal inspected 13% of all public and private schools for compliance with the Fire Code and State Fire Marshal's regulations
- Fire suppression members inspected 1,321 addresses for compliance with the Fire Code and State Fire Marshal's regulations
- The Fire Investigation Team, consisting of 6 engine company members, investigated 2 fires
- Fire Prevention Bureau processed 165 plan reviews for compliance with fire and panic safety requirements
- Engine Companies visited 21 pre-schools and gave 72 public education presentations
- With other City departments, participated in six significant long-range site plan reviews

Plans / Goals for FY 2011-12



- Inspect 100% of all public and private schools by Fire Prevention Bureau personnel
- Inspect 90% of all assigned addresses (by fire suppression members) for compliance with Fire Code and state fire Marshal's regulations
- Review building plans within the ten working day turnaround goal with 90% compliance
- Have all Fire Investigator Team members trained to Fire Investigator 1 certification by the Office of the State Fire Marshal
- Implement fire and life safety presentations for target hazards
- Implement an electronic record keeping system
- Develop and implement a private hydrant maintenance program
- Maintain training provided to engine company personnel

How We Measure Up

The Fire Prevention Bureau, which consists of one Captain/Acting Fire Marshal and a shared Office Assistant, completed the following: maintained 1700 Engine Company Inspection files; processed 165 plan review documents; scheduled over 72 Public Education presentations, maintained Fire Prevention files and records, and achieved a 27% compliance for a ten-day turnaround time when reviewing plans for code compliance.

Fire safety inspections are performed by uniformed Fire Department members to reduce the number and severity of fires in the Department's jurisdiction. This program utilizes suppression personnel assigned to fire engines and the Fire Marshal. All properties except single family dwellings are visited annually. The program, which emphasizes citizen education regarding fire safety, reduces the chance of fires in places of assembly, apartment houses and the business community. In 2010, 1,321 of 1,806 assigned addresses (73%) were inspected. Engine companies also installed 4 smoke alarms in residences that could not otherwise obtain them.

Revenues by Fund

<u>Source of Funds</u>	08-09 Actual	09-10 Actual	10-11 Budget	11-12 Budget
General Fund Support	304,227	299,979	431,429	427,936
General Fund Fees & Charges	135,661	102,274	84,180	98,497

Total Revenues	439,888	402,253	515,609	526,433
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Expenses by Category

<u>Expenditures</u>	08-09 Actual	09-10 Actual	10-11 Budget	11-12 Budget
Operating Expenditures	89,331	92,726	86,579	103,553
Salaries and Benefits	350,557	309,527	429,030	422,880

Total Expenditures	439,888	402,253	515,609	526,433
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**SUMMARY OF MAJOR
BUDGET CHANGES**

There are no major budget changes.

TRAINING – DIVISION 54



Auto Extrication Training – May 2010

Major Accomplishments in FY 2010-11

- Conducted multi company training with UC Davis
- Conducted heavy rescue awareness training
- Completed low angle and mid angle rope rescue training
- Completed explosives awareness training
- Conducted training on First Responder Safety on railroads
- Completed Firefighter Survival training for the City of Davis and UC Davis
- Conducted multi jurisdiction training with Auto Aid partners



Large Animal Rescue Training– June

Plans / Goals for FY 2011-12

- Conduct CERT recruitment and refresher training
- Improve existing roof ventilation training prop
- Review Water Rescue Operations training
- Conduct mobile computer orientation training
- Complete Yolo County hazardous materials field exercise training
- Expand multi jurisdiction training with Auto Aid Aid partners
- Conduct joint operations training with UC Davis

How We Measure Up

Training is provided for all probable risks, the training is both manipulative and cognitive. The number of training hours varies as firefighters move through career development stages.



Method of Training	Hours
Didactic Tested	711.50
Didactic Untested	795.7
Directed Study Tested	7.0
Directed Study Untested	6.0
Manipulative Tested	122.0
Manipulative Untested	1,022.0
Total Class Hours	2,664.2

Revenues by Fund				
<u>Source of Funds</u>	08-09 Actual	09-10 Actual	10-11 Budget	11-12 Budget
General Fund Support	1,360,727	1,231,518	1,225,032	1,201,863
General Fund Grants/Designated Revenue	947	0	0	0
Total Revenues	1,361,674	1,231,518	1,225,032	1,201,863

Expenses by Category				
<u>Expenditures</u>	08-09 Actual	09-10 Actual	10-11 Budget	11-12 Budget
Operating Expenditures	235,021	239,696	275,614	270,268
Salaries and Benefits	1,126,653	991,822	949,418	931,595
Total Expenditures	1,361,674	1,231,518	1,225,032	1,201,863

**SUMMARY OF MAJOR
BUDGET CHANGES**

There are no major budget changes.