



Fire Administration

Fire Department

BUDGET SUMMARY

	Actual Expenditures 2005-06	Adopted Budget 2006-07	Adopted Budget 2007-08	Proposed Budget 2008-09	Change From Year 2006-07 to 2007-08	%
						Change
Full Time Equivalent Positions	49.1	52.1	53.1	54.1	1.0	1.9%
Salaries & Benefits	\$ 6,101,787	\$ 6,870,534	\$ 7,636,263	\$ 8,013,446	\$ 765,729	11.1%
Supplies & Services	983,663	1,225,834	1,318,856	1,325,229	93,022	7.6%
Capital Acquisitions	12,025	41,000	-	6,000	(41,000)	-100.0%
Contributions to Other Funds	-	-	-	-	-	0.0%
Total	\$ 7,097,475	\$ 8,137,368	\$ 8,955,119	\$ 9,344,675	\$ 817,751	10.0%

Financing Sources

General Fund	7,097,475	8,137,368	8,955,119	9,344,675
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PERSONNEL SUMMARY

(shown in full time equivalents)

	Adopted Budget 2006-07	Adopted Budget 2007-08	Proposed Budget 2008-09
Administration			
Fire Chief	1	1	1
Fire Prevention Manager	1	1	1
Administrative Analyst I/II/III	1	1	1
Fire Safety Inspector	1	1	1
Administrative Assistant	1	1	1
Administrative Clerk I/II/III	1	1	1
<i>Subtotal</i>	6.0	6.0	6.0
Operations			
Fire Division Chief	1	1	1
Battalion Chief	3	3	3
Fire Captain	15	15	15
Recruit Firefighter I/II - Fire Apparatus Operator	27	28	29
Reserve Firefighters (15 volunteer firefighters)	0.1	0.1	0.1
<i>Subtotal</i>	46.1	47.1	48.1
Grand Total	52.1	53.1	54.1

Fire Administration

MISSION STATEMENT

The mission of the Yuba City Fire Department is to protect life, property, and the environment, through the delivery of innovative and efficient quality emergency management services in our community.

SERVICE DESCRIPTION

The Fire Administration & Support Division manages the financial, personnel, facilities, apparatus, fire code enforcement, and public education and fire investigation activities of the Department as well as coordinating the City's emergency preparedness efforts.

STRATEGIC ISSUES

1. Our growing community continues to increase the demands placed upon our Fire Department. We will remain committed to getting the right response personnel and equipment to the right place as quickly as possible.
2. Local, State and Federal requirements involving staffing, deployment and personnel issues will continue to impact our ability to provide essential services. Staffing levels and organizational structure, along with recruiting, training and retaining quality employees will continue to be a top priority.
3. Our community is accustomed to receiving high quality fire and life safety services. These services do come with a cost. Cost recovery, where appropriate, and revenue generation will continue to be a priority for the Fire Department.
4. Fire prevention efforts are well documented as being more cost effective than fire suppression efforts. Enhancing the requirements for built-in fire protection systems in Yuba City will be pursued.
5. Cooperating with neighboring fire and life safety service providers is in the best interests of our community. The Fire Department will

continue to evaluate and pursue cooperative service agreements when possible.

6. The current level of pre-hospital emergency medical care provided by the Fire Department is adequate. The Department will continue to evaluate the costs and benefits of enhancing its delivery of pre-hospital emergency medical care.
7. As the community grows within our Sphere of Influence, planning for additional fire stations should be initiated. The development of the southwest corner of the City's Sphere of Influence will likely require an additional fire station.

FY 2006-2007 ACCOMPLISHMENTS

- ❖ The Department received an Assistance to Firefighters Grant from the Department of Homeland Security for the installation of fire sprinklers at Fire Stations 1, 2 and 7.
 - ❖ The Department received An Assistance to Firefighters Grant from the Department of Homeland Security for the installation of vehicle exhaust gas removal systems for Fire Stations 1 and 3.
 - ❖ Working with the City's architect, the plans and documents for the construction of the relocated Fire Station 4 were completed.
 - ❖ The Department hired three new firefighter positions which allowed the minimum staffing at Fire Station 3 to be increased from two to three personnel.
 - ❖ Continued working with community groups to assure coordination and integration with local emergency response agencies.
 - ❖ Received a grant from the Department of Homeland Defense to acquire fire station security measures, radios, and specialized rescue equipment.
 - ❖ Provided fire and life safety education to over 8,000 school-aged children in our community.
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Fire Administration

- ❖ Inspected 1,010 businesses in Yuba City, correcting 800 violations.
- ❖ Performed all mandated State required Fire Inspections.
- ❖ Continued to emphasize the prevention of fire and other peril through effective code enforcement activities in Yuba City, including preparing for upcoming changes to the California State Fire Code.
- ❖ Continued with the process of facilities upgrades as necessary including working with the Administrative Services Department on the Fire Department's Facilities Management Plan.
- ❖ Partnered with other City Departments in producing the Annual 4th of July Children's Parade in downtown Yuba City.

FY 2007-2009 INITIATIVES

- ❖ Continue to train and exercise City employees in the management of large-scale emergencies.
- ❖ Continue working with the community groups to assure coordination and integration with local emergency response agencies.
- ❖ Continue to provide effective fire and life safety education to the school-aged children in our community.
- ❖ Continue to emphasize the prevention of fire and other peril through effective code enforcement activities in Yuba City, including reviewing and preparing for upcoming changes to the California State Fire Code.
- ❖ Continue with the process of facilities upgrades as necessary including working with the Administrative Services Department on updating the Fire Department's Facilities Management Plan.
- ❖ Continue with the process of Station No. 4 renovation/relocation.

- ❖ Continue working with the Administrative Services Department and Police Department to maintain and enhance the Public Safety Computer Aided Dispatch (CAD) System.
- ❖ Continue to research and apply for grant funds to maintain the City's ability to deal with incidents involving hazardous materials.
- ❖ Continue working with the Administrative Services Department relative to the future funding of capital and operational expenses for public safety services.
- ❖ Work with the Community Development Department relative to the future development of a fire station in the southwest portion of the City's Urban Sphere of Influence.
- ❖ As funding becomes available, increase staffing on City fire engines from two personnel to three personnel.
- ❖ Work with the City's Building Inspection Division to explore shared service opportunities.
- ❖ Work with other City Departments to produce the fourth annual 4th of July Children's Parade.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

1. Complete Fire Department plan checks within seven working days of receipt, with a target of completing 80 plan checks within seven working days during 2007-09.
2. Complete a minimum of 1,000 fire code business inspections (self and onsite inspections) during 2007-09.
3. Deliver a minimum of 12 Fire Safety House events during 2007-09.

Performance Measure	2005-	2006-	2007-
	2006	2007	2008
	Actual	Actual	Target
Measure 1 - Completed Fire Plan Checks	100	130	80
Measure 2 - Fire Code Inspections	824	1,010	1,000
Measure 3 - Fire Safety House Events	6	8	12



Fire Administration

100-2305

Appropriation Line-Item	Actual 2005-06	Adopted 2006-07	Adopted 2007-08	Proposed 2008-09
612 Salaries & Wages	\$ 425,392	\$ 467,659	\$ 515,046	\$ 530,194
613 Extra Help	11,146	7,500	7,500	7,500
614 Overtime	-	8,000	8,000	8,000
615 Total Benefits	236,263	223,826	254,837	265,235
Salaries & Benefits Sub - Total	672,801	706,985	785,383	810,929
622 Telephone	964	1,296	1,404	1,446
623 Postage & Freight	3,143	2,550	2,550	2,627
626 Printing & Binding	716	2,800	2,800	2,884
627 Professional Services	87,233	47,000	48,000	49,440
628 Travel & Meeting	4,648	17,260	16,312	16,801
635 Vehicle - O & M	9,681	12,760	9,936	10,234
636 Buildings & Facility - O & M	189	3,050	3,050	3,142
639 Training Programs	12,271	22,505	22,165	22,830
643 Insurance	9,670	11,078	9,042	10,835
658 Technology ISF	12,156	11,686	12,023	11,893
Supplies & Services Sub - Total	140,670	131,985	127,282	132,132
692 Equipment	-	-	-	-
Acquisitions Sub - Total	-	-	-	-
Total Appropriations	\$ 813,471	\$ 838,970	\$ 912,665	\$ 943,061



Fire Department

Fire Operations

SERVICE DESCRIPTION

The Fire Operations Division is responsible for the delivery of all emergency response services including pre-hospital emergency medical, fire suppression, hazardous materials, technical rescue, and water rescue. The Fire Operations Division is also responsible for the delivery of all Federal, State and locally mandated training in support of the services delivered. Fire Operations also coordinates with the Police Department and Information Technology regarding the Computer Aided Dispatch System and Records Management Systems.

FY 2006-2007 ACCOMPLISHMENTS

- ❖ Sent mutual aid resources in support of the major fires that occurred throughout California during the fire season.
- ❖ Completed annual fire engine, hose and ladder tests as required by standards.
- ❖ Completed all required continuing education training for Hazardous Materials First Responders and Hazardous Materials Specialists.
- ❖ Held a Fire Recruit Academy for four new firefighters hired and who are now assigned to Fire Station No. 3 (Gray Avenue)
- ❖ Provided continuing education training for the Advanced Technical Rescue (ATR) Team.
- ❖ Maintained all State required Emergency Medical Service (EMS) training for all operational staff personnel.
- ❖ Continued with the business pre-plan training program, which allows engine company personnel to walk through a business and gather important fire and life safety data.
- ❖ Provided over 10,750 hours of training to maintain and enhance the skills, knowledge and abilities of personnel.
- ❖ Worked in conjunction with the Police Department and Administrative

Services/Information Services, to upgrade the City Public Safety dispatch system, communication linkage, and data sharing.

- ❖ Provided comprehensive training on "Health and Wellness for the Individual," specifically focusing on fitness for duty, preventing injuries, physical demands on a fire fighter, nutritional needs for a fire fighter.
- ❖ Provided training on "Hazards Materials Categorization, testing and Identification," for the members of the Yuba City Fire Department (YCFD) Hazardous Materials Team.
- ❖ Hosted a three day CSTI (California Specialized Training Institute) class titled, "Hazardous Materials Incident Commander," for all command staff in the YCFD. Other participants included YCFD Hazardous Materials Team members, various Fire Captains in the YCFD as well as other members from other departments throughout Northern California.

FY 2007-2009 INITIATIVES

- ❖ Continue to provide all Fire Department personnel with Federal, State and locally mandated training relating to the services they provide, including preparing future supervisors and managers for possible promotion and a Recruit Fire Academy for new firefighters.
 - ❖ Take delivery and assist in placing into service the new Type 4 (vegetation/wildland) fire engine.
 - ❖ Take delivery and assist in placing into service the new Type 1 fire engine.
 - ❖ Participate in the development and implementation of the Yuba City Fire Department's Strategic Planning process.
 - ❖ Work with Yuba College to provide cost effective training to emergency response personnel including State Fire Marshal's Office certified training classes.
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Fire Operations

- ❖ Continue to evaluate emergency response data to ensure that response times are minimized where possible.
- ❖ Continue working with the Yuba City and Sutter County Public Safety Dispatch Centers regarding the effective and efficient dispatching of Department resources.
- ❖ Continue to provide for the equipment and materials necessary for successful service delivery.
- ❖ Continue working with the Information Technology Division to maintain and enhance the availability of critical emergency response data through the use of Mobile Data Terminals (MDT's).
- ❖ Continue to provide the necessary equipment and training to ensure that all firefighters can operate as safely and effectively as possible.
- ❖ Provide required specialized training to all specialized emergency response team personnel to maintain and enhance their skills.
- ❖ Participate in Citywide emergency preparedness training and exercises.
- ❖ Assist in the development and administration of hiring and promotional evaluations.
- ❖ Provide specialized training for those interested in promotional opportunities.

CONTINUOUS IMPROVEMENT PERFORMANCE MEASURES

1. For pre-hospital emergency medical service calls, the first unit shall arrive within five minutes from Fire Department notification, 90% of the time.
2. For moderate risk structure fires, the first unit shall arrive within five minutes from Fire Department notification, 90% of the time. Remaining units, including the Incident Commander, shall arrive within ten minutes total reflex time, 90% of the time.

Performance Measure	2005- 2006	2006- 2007	2007- 2008
	Actual	Actual	Target
Measure 1 - Pre-Hospital Responses	79%	80%	90%
Measure 2 - Structural Fire Responses	78%	79%	90%

Fire Operations

100-2310

Appropriation Line-Item	Actual 2005-06	Adopted 2006-07	Adopted 2007-08	Proposed 2008-09
612 Salaries & Wages	\$ 2,901,642	\$ 3,308,636	\$ 3,741,127	\$ 3,916,036
613 Extra Help	-	-	-	-
614 Overtime	716,137	778,070	860,888	869,845
615 Total Benefits	1,811,207	2,076,843	2,248,865	2,416,636
Salaries & Benefits Sub - Total	5,428,986	6,163,549	6,850,880	7,202,517
621 Heat & Power	64,414	52,500	68,600	70,658
622 Telephone	32,734	45,960	48,552	50,009
625 Forms & Supplies	8,913	16,300	14,550	14,987
627 Professional Services	20,035	20,200	20,500	21,115
628 Travel & Meeting	-	580	580	597
631 Dues & Subscriptions	1,224	2,000	2,000	2,060
633 Equipment - O & M	9,670	16,600	16,600	17,098
634 Special Equipment - O & M	25,909	58,650	52,758	54,341
635 Vehicle - O & M	394,783	452,979	498,869	513,835
636 Buildings & Facility - O & M	48,473	69,100	75,720	71,878
638 Small Tools & Supplies	52,932	42,700	58,295	47,349
639 Training Programs	56,319	133,596	152,091	130,173
642 Uniform Clothing	19,710	61,200	61,200	63,036
643 Insurance	77,529	89,347	81,467	94,763
658 Technology ISF	30,348	32,137	39,792	41,200
Supplies & Services Sub - Total	842,993	1,093,849	1,191,574	1,193,097
692 Equipment	12,025	41,000	-	6,000
Acquisitions Sub - Total	12,025	41,000	-	6,000
Total Appropriations	\$ 6,284,004	\$ 7,298,398	\$ 8,042,454	\$ 8,401,614

