COUNTY OF MADERA BUDGET UNIT EXPENDITURE DETAIL BUDGET FOR THE FISCAL YEAR 2013-14

Department:

FIRE PREVENTION

(05000)

Function: Activity:

Public Protection Fire Protection

Fund: General

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CAO RECOMMENDED	
2013-14	
	
231,002	
10,000	
195,000	
77,854	
22,691	
68,653	
605,200	
25,000	
15,000	
66,974	
16,000	
1,143	
350,000	
23,000	
12,000	
9,500	
45,800	
3,302,949	
1,200	
3,000	
33,000	
3,000	
46,200	
750	
70,000	
4,024,516	

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Department:

FIRE PREVENTION

(05000)

Function: Activity: Public Protection Fire Protection

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		BOARD	i una.	inciai
ACCOUNT CLASSIFICATION	ACTUAL EXPENDITURES <u>2011-12</u>	APPROVED EXPENDITURES 2012-13	DEPARTMENT REQUEST <u>2013-14</u>	CAO RECOMMENDED <u>2013-14</u>
FIXED ASSETS 740300 Equipment/Furniture	94,001	0	0	0
TOTAL FIXED ASSETS	94,001	0	0	0
TOTAL - FIRE PREVENTION	4,529,010	4,512,101	4,629,716	4,629,716

COMMENTS

I. FIRE DEPARTMENT DUTIES

Mission Statement

The primary mission of the Madera County Fire Department is to provide a range of programs designed to protect the lives and property of the inhabitants of the County of Madera from the adverse effects of fire, sudden medical emergencies, or exposures to dangerous conditions created by either humans or nature.

Fire Department Description

The Madera County Fire Department is a proactive (Fire Prevention, Training) and reactive (Emergency Response) organization which provides a variety of emergency and non-emergency public services. It consists of sixteen (16) fire stations, approximately 165 volunteers, 30 permanent-paid personnel, and eight (8) seasonal personnel. Currently, the department has six (6) full-time paid fire stations: Station #1 - Madera, Station #3 - Madera Acres, Station #12 - Oakhurst, and Station #19 - Bonadelle, which are funded entirely by Madera County; funding for all personnel costs for Station #8 - Indian Lakes is provided by the Chukchansi Tribe of the Picayune Indians through a Memorandum of Understanding (MOU), and Children's Hospital of Central California funds two-thirds of the personnel and service costs at Station #9 - Rolling Hills through the County Service Area 22 - Zone B. The County provides an engine to the California Department of Corrections and Rehabilitation (CDCR) at the Central California Women's Facility (CCWF) through a cooperative agreement. In return, CDCR staffs the engine with operators and inmate firefighters and provides fire protection services to a portion of Madera County. Station #2 - Chowchilla, Station #4 - Dairyland, Station #10 - Yosemite Lakes Park, Station #11 - North Fork, Station #13 - Coarsegold, Station #14 - Bass Lake, Station #15 - Raymond, Station #16 - Ahwahnee, Station #17 - O'Neals, and Station #18 - Cedar Valley are staffed entirely by Paid Call Firefighters (PCFs).

The Madera County Fire Department is administered and managed through a cooperative contract with the California Department of Forestry and Fire Protection (CAL FIRE). They provide fire protection services to the western two-thirds of the County, while the eastern third of the County is protected by the U.S. Forest Service (Sierra National Forest). The contract for fire services between the County and State has existed since the mid-1920's. Currently, the County and CAL FIRE have two (2) principal agreements which constitute the contract for services: (1) Schedule "A" Contract (PRC-4142), and (2) Schedule "A" Amador Contract (PRC-4144). Therefore, the County contracts with CAL FIRE to staff County fire stations year-round; and to staff a CAL FIRE engine at CAL FIRE Ahwahnee, Bass Lake, Raymond and Rancheria Fire stations for the "Amador Plan" period, typically from November 15th to May 15th, improving the County's response during the winter period when CAL FIRE is down-staffed. The Amador Plan allows the County to utilize the CAL FIRE Fire Captains and Fire Apparatus Engineers (operators) at no charge when they are not on vacation, at training, or out sick or

COMMENTS (continued)

<u>Fire Department Description</u> (continued)

Injured during the Amador period. Since CAL FIRE requires a minimum two-person staffing at each Amador station during the Amador period, the County funds two additional seasonal Fire Fighter I positions per station.

The Madera County Fire Department's automotive fleet consists of sixty (60) vehicles, including fire engines of varying capacities, water tenders, squads, a fire ladder truck, a hazard material tow vehicle and trailer, Mobile Support Unit and support vehicles.

In May 1993, Madera County and the City of Madera entered into an automatic aid agreement which provides for automatic responses of County apparatus into the City apparatus into the surrounding unincorporated areas of the County.

Fire Department Functions

The Fire Department is organized into five main functional divisions:

- 1. Administration: department management, personnel management, procurement, budgeting, and cost accounting.
- 2. Operations: emergency and non-emergency public services, equipment repair and maintenance, and facilities.
- 3. Training: training needs assessment, theory and principles presentation, skills development, and in-service & out-service program coordination.
- 4. Prevention: education and information, hazard reduction, fire cause determination, and investigation.
- 5. Communications: dispatch of personnel and equipment, coordination of emergency resources, and incident support.

II. FIRE DEPARTMENT'S WORK PROGRAM

The primary duty of the Madera County Fire Department is to respond to calls for assistance from the public. These calls are unscheduled, mostly unpredictable, and therefore difficult to plan around. In addition to emergency responses, the Fire Department does maintain several staff programs designed to reduce the frequency of unwanted fire, to enhance fire suppression efforts and to reduce losses from fires that do occur. These programs include: Emergency Dispatching, Arson Investigation, Fire Prevention Information and Education, Childhood Education Programs, Occupancy Inspections, Weed Abatement, Fire Training, Pre-Fire Planning, and Automotive Maintenance and Repair.

COMMENTS (continued)

II. FIRE DEPARTMENT'S WORK PROGRAM (continued)

All Fire Department staff have responsibilities that extend beyond emergency response.

Paid Call Firefighters

The Madera County Fire Department continues to be concerned about Paid Call Firefighter (PCF) participation and response. Reduced PCF participation has become especially prevalent during fire season when several dependable responders and Resident Apprentices are lost to seasonal firefighter positions elsewhere in the State.

Residence Apprentice Program

This program allows people who do not live in Madera County the opportunity to stay at our fire stations and respond to calls with our operators. They meet or exceed the Fire Department's training standards and participate in training, equipment preparation, and cleanup. Their presence improves firefighter safety and enables the department to be more effective at most incidents.

III. REVENUE

The Madera County Fire Department generates revenue primarily from four (4) sources: suppression cost collection for negligently caused fires; Federal and State reimbursement for County equipment and personnel used to fight State and Federal responsibility fires; Weed Abatement program; and CSA 22 Zone "B". The following is a breakdown of the actual and anticipated revenues generated by the Fire Department:

	Actual	Estimated	Projected
	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>
Suppression Cost Collection	\$2,860	\$3,000	\$3,000
Federal, State & Local Reimbursement	225,833	130,000	170,000
Madera County Weed Abatement	39,778	30,000	30,000
CSA 22 Zone of Benefit "B"	<u>181,523</u>	200,000	<u>195,000</u>
Total	\$ 4 49,99 4	\$363,000	\$398,000

The Madera County Fire Department also generates revenue through two other sources, which are not included in this budget; these are Fire Mitigation Fees and College Contract Fees, both of which are contained within separate funds.

2012 14 Decemberded

IV. STAFFING

	2012-13 Authorized		2013-14 Recommended	
<u>Permanent</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>
Administrative Assistant	1		1	
Account Clerk II	0	1	0	1
Office Assistant II	1		1	
Fire Master Mechanic	2		2	
Fire Equipment Manager	<u>1</u>	_	<u>1</u>	_
Total Permanent	5	1	5	1

2012 12 Authorized

V. EXTRA HELP

Extra Help - Weed Abatement Officer

The Extra Help Weed Abatement Officer position is responsible for conducting inspections, issuing notices, scheduling contract discing, and preparing the report to the County Tax Collector. This position also maintains records of County discing for reimbursement purposes. A considerable amount of time is expended by this position handling citizen and homeowner complaints. In order to properly address this program, one person needs to be assigned, full time, during the high activity months. Extra Help funding enables the department to assign an individual to this program with no other responsibilities, lending consistency to the program and reducing the potential for complaints requiring Board of Supervisors' action.

ADDITIONAL COMMENTS CONCERNING CAL FIRE CONTRACT

The CAL FIRE contract FY 2013-2014 includes the following items:

- The current staff benefit rate for CAL FIRE Peace Officer/Firefighter (POF) staff is 65.73%, up from the FY 2012-13 final rate of 62.79%.
- The current staff benefit rate for CAL FIRE POF Extended Duty Week Compensation (EDWC) staff is 32.40%, up from the FY 2012-13 final rate of 29.15%.
- The current CAL FIRE administrative rate is 11.49%, down from the FY 2012-13 final rate of 11.51%.

FIRE PREVENTION

VI. WORKLOAD

STATIONS	CY 2009*	CY 2010*	CY 2011*	CY 2012*
Battalion 13 (Madera Battalion)				
Station #1 Madera (Company 1) CAL FIRE Staffed	1,034	999	924	935
Station #2 Chowchilla (Company 2)	369	340	369	404
Station #3 Madera Acres (Company 3) CAL FIRE Staffed	899	788	790	745
Station #4 Dairyland (Company 4)	24	1	158	0
Station #5 Central California Women's Facility (Company 5)				
CCWF Staffed	385	334	370	302
Station #9 Rolling Hills (Company 9) CAL FIRE Staffed	233	200	256	257
Station #19 Bonadelle (Company 19) CAL FIRE Staffed	596	637	598	436
Battalion 4214 (Ahwahnee Battalion)				
Station #12 Oakhurst (Company 12) CAL FIRE Staffed	478	578	536	428
Station #14 Bass Lake (Company 14)	198	211	99	148
Station #15 Raymond (Company 15)	65	88	78	107
Station #16 Ahwahnee (Company 16)	200	203	90	155
Station #18 Cedar Valley (Company 18)	103	162	68	98
Battalion 4215 (Coarsegold Battalion)				
Station #8 Indian Lakes (Company 8) (Casino)				
CAL FIRE Staffed	517	588	641	659
Station #10 Yosemite Lakes Park (Company 10)	332	317	147	282
Station #11 North Fork (Company 11)	280	273	81	216
Station #13 Coarsegold (Company 13)	220	221	259	256
Station #17 O'Neals (Company 17)	<u>96</u>	<u>88</u>	<u>103</u>	<u>122</u>
TOTAL FOR COUNTY STATIONS	6,029	6,028	5,567	5,550

VI. WORKLOAD (continued)

AMADOR Stations (Amador coverage period only)	CY 2009	CY 2010*	CY 2011*	CY 2012*
Ahwahnee CAL FIRE	146	28	188	151
Bass Lake CAL FIRE	137	122	138	118
Rancheria CAL FIRE	168	122	160	138
Raymond CAL FIRE	<u>49</u>	<u>3</u>	<u>28</u>	<u>66</u>
TOTAL FOR CAL FIRE STATIONS	500	275	514	473
TOTAL FOR ALL STATIONS	6,529	6,303	6,081	6,023

^{*}Responses to all fire and non-fire calls.

STAFFING - (CAL FIRE) (Schedule A Staff)

CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION (CAL FIRE) STAFFING PAID BY MADERA COUNTY

Estimated 12-Month
EmployeeSalary&Staff Benefit Cost
(Includes Salary, EDWC & Benefits – not Admin)
2013-2014

		2010 2011
Current CAL FIRE Positions	<u>Duty Station</u>	<u>Recommended</u>
(1) Captain	Station #1 Madera - Company 1	\$ 138,958
(2) Engineers	Station #1 Madera - Company 1	239,586
(1) Captain	Station #3 Madera Acres - Company 3	138,958
(2) Engineers	Station #3 Madera Acres - Company 3	239,586
(1) Captain	Station #9 Rolling Hills - Company 9	138,958
(2) Engineers	Station #9 Rolling Hills - Company 9	239,586
(1) Captain	Station #12 Oakhurst - Company 12	138,958
(2) Engineers	Station #12 Oakhurst - Company 12	239,586
(1) Captain	Station #19 Bonadelle - Company 19	138,958
(2) Engineers	Station #19 Bonadelle - Company 19	239,586
(2) Battalion Chief	B13 and Administrative BC	327,255

STAFFING - (CAL FIRE) (Schedule A Staff - Continued)

Current CAL FIRE Positions	Duty Station	Recommended
(1) Captain	Madera – Training	0
(2) Communication Operators	Mariposa - Emergency Command Center	167,101
(1) Office Technician (half-time)	Mariposa - Support Services	32,151
(1) Office Assistant (half-time)	Mariposa - Support Services	27,837
(1) Engineer – Relief	County-wide	<u>0</u>
TOTAL CAL FIRE STAFFING COST (N	ot including AMADOR & Station #8 Costs)	\$2,447,064

SALARIES & EMPLOYEE BENEFITS

710102	Permanent Salaries (\$231,002	2) is recommended increased \$20,624 based on the cost of recommended staffing.
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- **710103** Extra Help (\$10,000) is recommended unchanged for approximately five (5) to six (6) months of extra-help staff to assist in the Weed Abatement Program.
- 710104 <u>Temporary Salaries PCFs</u> (\$195,000) is recommended reduced \$15,000 for PCFs to respond to all emergency calls, except in-house medical aids. Pay rate is \$10 per hour for Extra Help Paid Call Firefighters and \$12 per hour for Extra Help Paid Call Driver Operators. PCFs are not paid for training.
- 710200 Retirement reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300 Health Insurance reflects the employer's share of health insurance premiums.
- 710400 Workers' Compensation reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

Clothing & Personal Supplies (\$25,000) is recommended unchanged for new and replacement clothing (helmets, face shields, goggles, turnout jackets and pants, nomex jackets and pants, boots, gloves, and personal alarms) for approximately 165 volunteers and 30 permanent staff. To completely outfit individuals with the required CAL-OSHA clothing, the cost is approximately \$3,000 each.

- **Communications** (\$15,000) is recommended unchanged for all telephone costs at fourteen (14) stations and Headquarters, cell phone services, internet, and the wireless data transfer.
- **Microwave Radio Services** (\$66,974) is recommended increased \$5,390 for the Fire Department's pro-rata share of the County's Microwave Radio Service allowing use of a local emergency frequency.
- **T20500** Household Expense (\$16,000) is recommended unchanged for consumable household supplies, and for replacement of items such as dishes, cooking utensils, towels, and sheets, other household expenses, and refuse disposal.
- **720600** Insurance reflects the Department's contribution to the County's Self-Insured Liability Program.
- **Maintenance Equipment** (\$350,000) is recommended unchanged for fuel and maintenance of various types of automotive equipment, maintenance of generators, mobile radios, and rescue and office equipment. A breakdown of this account is as follows:

General Vehicle Maintenance - \$320,000 to purchase fuel, oil, tires, batteries, parts, repairs, etc.

Equipment Maintenance - \$15,000 to maintain pumps, generators, fire fighting and office equipment, and breathing apparatus

Mobile Radio and Pager - \$12,000 to maintain mobile radios and pagers

<u>Vehicle Rebuilding</u> - \$3,000 to rebuild projects as allowed or for additional vehicle maintenance

- **720900** Maintenance Structures and Grounds (\$23,000) is recommended unchanged for maintenance and repairs at aging fire stations.
- **Memberships** (\$12,000) is recommended unchanged based on current expenditures for the California State Firemen's Association membership for all of the 165 volunteer firefighters. This membership provides the volunteers with an enhanced disability insurance program should they be injured while performing their duties as a volunteer.
- **Office Expense** (\$9,500) is recommended unchanged for the printing of weed abatement notices, general office supplies, copying costs, and minor computer supplies and equipment. Approximately \$3,500 of this account provides funds to mail weed abatement notices.

721400 Professional & Specialized Services (\$45,800) is recommended unchanged for the following services:

<u>Weed Abatement Program</u> (\$30,000) is recommended unchanged to contract for the removal of weeds; the costs are reimbursed by the property owners.

<u>Automatic-Aid-Firebaugh Contract</u> (\$7,800) is recommended unchanged to pay the Firebaugh Fire Department on a percall basis for the Eastside Acres area.

Paid Call Firefighter Physical (\$8,000) is recommended unchanged for respiratory exams and physicals.

721460 Professional & Specialized – CDF Contract (\$3,302,949) is recommended increased \$58,630, as per the following accounts:

CAL FIRE Contract* (SCHEDULE A)	2010-11 <u>Authorized</u>	2011-12 <u>Authorized</u>	2012-13 Authorized	2013-14 <u>Recommended</u>
Permanent Salaries & Benefits	\$1,678,019	\$1,660,313	\$1,781,612	\$1,811,775
HAZMAT Premium Pay Differential	15,729	24,377	25,395	25,854
EDWC Payment (Planned Overtime)	554,603	606,630	619,703	635,298
Uniform Allowance	23,594	23,362	23,411	23,934
Overtime (Unplanned)	29,421	29,421	29,421	29,421
Travel Expense/Training/Office Expense/Utilities	11,260	11,260	11,285	11,285
Paid Call Firefighters	150,000	0	0	0
Administration Fee	272,366	281,701	286,694	291,566
Amador –FF staffing, Command Support				
Unplanned OT	(2 stations)	(4 Stations)	(4Stations)	(4 Stations)
(Including Administrative Charge)	221,572	<u>452,855</u>	466,798	473,816
TOTAL CAL FIRE CONTRACT (Not including Station #8)	\$2,956,564	\$3,089,919	\$3,244,319	\$3,302,949

Professional & Specialized Services (continued)

RECAP OF State CAL FIRE Schedule A Contract:

<u>Permanent Salaries & Benefits</u> (\$1,811,775) are recommended increased \$30,163 for CAL FIRE staffing for Station #1 - Madera, Station #3 - Madera Acres, Station #9 - Rolling Hills, Station #19 - Bonadelle, Station #12 - Oakhurst, and clerical and dispatch staff at CAL FIRE Madera-Mariposa-Merced Headquarters in Mariposa.

Hazmat Differential Pay (\$25,854) is recommended increased \$459.

<u>EDWC Payment</u> (\$635,298) is recommended increased \$15,595 for CAL FIRE employees who work in accordance with the FLSA regulations and their negotiated State labor agreement.

Uniform Allowance (\$23,934) is recommended increased \$523 for uniform allowance for CAL FIRE personnel.

Overtime - Unplanned (\$29,421) is recommended unchanged based on projected CAL FIRE overtime.

<u>Travel, Training and Office Expense</u> (\$11,285) is recommended unchanged for relief operators' mileage between stations, training conferences for permanent staff, and incidental office expense.

Administration Charge (\$291,566) is recommended increased \$4,872 for the various administrative costs the State incurs in the operation of CAL FIRE contracts which includes Statewide Pro Rata and CAL FIRE Indirect Costs. The 2013-2014 preliminary administration charge is 11.49%.

Amador Stations and Support Command Cost (\$473,816) is recommended increased \$7,018. This account represents the cost of the Amador Plan Stations (CAL FIRE Ahwahnee, Bass Lake, Rancheria and Raymond), with two-person staffing at each of the four stations. The Amador Stations were established in 1999-2000. These funds pay for CAL FIRE seasonal Fire Fighter is during the Amador period (non-fire season). An 11.49% administrative charge is also included in this account.

721500 Publications & Legal Notices (\$1,200) is recommended unchanged for weed abatement notices and recruitment of Paid Call Firefighters.

- **721600** Rents & Leases Equipment (\$3,000) is recommended unchanged for the rental of copiers and oxygen cylinder bottles.
- **721700** Rents & Leases Buildings (\$33,000) is recommended unchanged for the rental of the Ahwahnee, Cedar Valley and Madera Acres fire station facilities.
- **721800** Small Tools & Instruments (\$3,000) is recommended unchanged for necessary hand tools.
- **Special Departmental Expense** (\$46,200) is recommended increased \$1,200 for firefighting supplies based on prior year expenditures. The general breakdown is:

<u>Fire-Fighting Supplies</u> - \$22,000 to purchase general supplies including ladders, nozzles, air tanks, foam, pagers, axes, valves, etc. Many of these items need to replaced annually due to normal wear and damage.

<u>Medical Aid Supplies</u> - \$4,000 to purchase supplies to restock kits, supplies to protect against communicable disease, and supplies for the automated external defibrillators.

<u>Food</u> - \$3,300 to purchase food to feed firefighters on extended fires when the employees and/or Paid Call Firefighters are working through meal times.

<u>Training Programs & Supplies</u> -\$6,500 to purchase training devices and materials for the Paid Call Firefighters including manuals, films, slides, brochures and other training aides; materials for the Fire Prevention Program and specialized training; equipment and courses, including school programs and other public relations events in the County.

<u>Fire Hose</u> - \$6,000 to purchase replacement hose.

<u>Hazardous Materials and Confined Space Certificates and Specialized Equipment</u> - \$4,400 to purchase supplies and replacement gear for the Hazmat trailer.

- **Transportation & Travel** (\$750) is recommended unchanged for County staff travel and for PCF training and travel.
- **722100** <u>Utilities</u> (\$70,000) is recommended unchanged based on projected need for utilities at fourteen (14) stations and Headquarters.