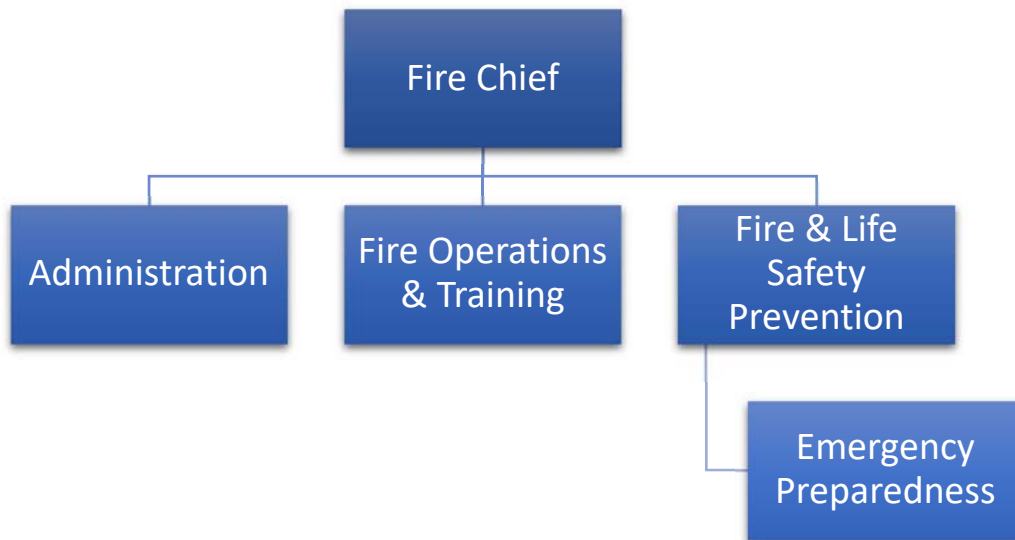


**Fire**

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# PUBLIC SAFETY

DEPARTMENT: Fire  
 DIVISION: Administration, Operations,  
 Prevention & Reimbursable

PROGRAM: Fire & Emergency Services  
 FUND: General Fund/Measure U2012

	Actual 2016-17	Adopted 2017-18	Year-End Estimated 2017-18	Proposed 2018-19	Proposed 2019-20
<b><u>PROGRAM EXPENSES/REVENUES</u></b>					
Salaries & Benefits	\$10,743,066	\$10,677,941	\$10,938,143	\$11,577,372	\$11,684,342
Services & Supplies	1,607,709	1,910,367	1,907,274	2,273,296	2,292,656
Total Operating Cost	12,350,775	12,588,308	12,845,417	13,850,668	13,976,998
Capital	124,361		138,492		
Debt Service	122,100	653,240	653,240	653,240	653,240
Transfers					
Total Cost	12,597,236	13,241,548	13,637,149	14,503,908	14,630,238
Less: Departmental Revenues	1,689,409	1,351,360	2,149,610	1,462,360	1,468,160
Net City Cost	\$10,907,827	\$11,890,188	\$11,487,539	\$13,041,548	\$13,162,078

## **SUMMARY OF SERVICE PROGRAMS**

Operations	\$ 9,677,270	\$10,374,604	\$10,300,830	\$11,508,105	\$11,616,689
Reimbursable Programs	1,221,750	1,113,859	1,548,460	1,204,953	1,229,273
General Service Programs	10,899,020	11,488,463	11,849,290	12,713,058	12,845,962
Measure U2012	1,698,216	1,753,085	1,787,859	1,790,850	1,784,276
Total Service Programs	\$12,597,236	\$13,241,548	\$13,637,149	\$14,503,908	\$14,630,238

## **SUMMARY OF POSITIONS**

### FULL-TIME

Fire Battalion Chief	4	4	4	4	4
Fire Captain	15	15	15	15	15
Fire Chief	1	1	1	1	1
Fire Engineer	18	18	18	18	18
Fire Marshal	1	1	1	1	1
Fire Fighter	18	18	18	18	18
Fire Prevention Officer I/II	2	2	2	2	2
Management Analyst I	1	1	1	1	1
Secretary	1	1	1	1	1
TOTAL	61	61	61	61	61

### PART-TIME

Emergency Services Specialist	1	1	1	1	1
TOTAL	1	1	1	1	1

## **GRAND TOTAL**

	<b>62</b>	<b>62</b>	<b>62</b>	<b>62</b>	<b>62</b>
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TEMPORARY (FTE)

Consultant I	0.5	0.5	0.5	0.5	0.5
<b>TOTAL TEMPORARY (FTE)</b>	<b>0.5</b>	<b>0.5</b>	<b>0.5</b>	<b>0.5</b>	<b>0.5</b>



Santa Maria Fire Department personnel practice their skills for vehicle extrication

# **PUBLIC SAFETY**

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## **PROGRAM DESCRIPTION**

As an “all risk” public safety agency, the Santa Maria Fire Department is responsible for: fire, rescue, emergency medical services; reduction of the community’s fire and life safety risks; prevention and investigation of fires; public safety education; and, planning, coordinating, training and implementing the City’s Emergency Preparedness Plan. The Department fulfills these responsibilities by providing a full range of fire and life safety programs to the City, and its residents, businesses, and visitors.

## **SUBPROGRAMS AND THEIR OBJECTIVES**

### Fire Administration

Provides leadership and executive oversight of the Department’s functions. Manages policy administration, public relations, inter-agency relations, personnel administration and succession planning, budget and grant administration, financial, accounting and related business analysis, strategic planning, research and technology, and administers the Community Risk Reduction program as part of the Department’s strategic plan. The objectives of this sub-group are to:

Provide strategic and advance short-, mid- and long-range plans to effectively guide the Department’s delivery system;

Provide the necessary administrative and clerical support for all Departmental programs, other City departments, individuals, and neighboring fire agencies to ensure achievement of agency goals;

Provide appropriate public information as it pertains to the Department, emergency services, fire and life safety, and other related issues;

Ensure that appropriate plans, programs, and implementation strategies are effective in meeting fire operational requirements for resource needs, capital improvement plans, and emergency operating policies; and

Implement appropriate policy as directed by City Administration and the public through their elected officials, as it pertains to fire, life safety, and emergency services.

### Fire Operations and Training

Manages firefighting and emergency response services. Maintains a state of readiness for prompt response to calls for service. Oversees Emergency Medical Services, HazMat services, technical and water rescue services, and safety services. Provides mandated training to meet legislative requirements and instruction to broaden the organizational skill set. This is accomplished by utilizing modern and recognized fire suppression standards, extinguish fires as early as possible to minimize loss of life, damage to property and the environment, and economic impacts upon the community. The objectives of this sub-program are to:

Provide effective pre-hospital emergency medical services at the Emergency Medical Technician I level utilizing modern and recognized standards of care. Due to the Department’s strategic deployment of resources and station locations, its prompt response times are generally equivalent to or better than the paramedic ambulances. This ensures effective delivery of definitive medical care in a pre-hospital setting and improves the quality of life as a result of improved patient outcomes;

Provide effective technical rescue services ensuring that personnel are trained and equipped in specialized operations including: vehicle extrication; confined space rescue; Urban Search and Rescue (USAR); shore-based water rescue; and trench rescue by maintaining a cooperative effort with other participating agencies in the Counties of Santa Barbara, San Luis Obispo, and Ventura.

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Provide effective scene management along with basic hazardous materials services at the first responder operational level to enable recognition and defensive protective actions until more technical services arrive on scene. The Department will continue to work with other appropriate agencies and departments including Public Works and Police to provide the most effective system for hazard mitigation relating to public and private property and the environment;

Provide, under contract, Aircraft Rescue and Fire Fighting and airport inspection services to the Santa Maria Public Airport;

Provide community-based fire protection through pre-incident planning, public education, and training programs as well as related non-emergency services;

Ensure that all personnel are properly trained to recognize professional standards of competence in the diverse areas of fire and emergency service that are demanded by the community; and

Provide property conservation measures to the greatest extent possible during emergency incidents including fires, storms, high winds, flooding, and other natural and man-made disasters.

## Fire and Life Safety

Provides management of fire code enforcement and inspection services, performs plan checks, provides public fire safety and injury prevention education and information, and manages records. The objectives of this sub-group are to:

Provide fire prevention services through public education and regular fire inspections of businesses and places of assembly. This is accomplished through a community-based partnership where the Department provides fire safety and disaster preparedness education and awareness, and community members apply those principles in their daily lives. The focus of this partnership includes school programs, participation in community events, and advisory visits to businesses;

Provide fire cause and origin investigative services and, in concert with the Police Department and the District Attorney, develop criminal cases involving arson and other violations of law; and

Prevent or reduce the occurrence of hostile fires and other emergencies through the enforcement of State and local fire and life safety codes. This is accomplished through plan review of new construction, tenant improvements, and related activities. Enforcement of fire and life safety codes is performed through the Department's hazard inspection and complaint program. Fire Prevention staff provides State-mandated inspections of multi-family residential units, including hotels, motels, apartments, and boarding houses per California Health and Safety Code. These activities are provided to the greatest extent possible within the fiscal limits established by the City.



Santa Maria Firefighters knock-down a structure fire

# PUBLIC SAFETY

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## Emergency Preparedness

Maintains 24/7 operational readiness of the Emergency Operations Center (EOC) that supports all hazard incidents. Responsible for the overall coordination of resources, from multiple disciplines, in the operation and management of the EOC during an EOC activation and in the recovery and reimbursement process. Participates in City homeland security objectives ensuring compliance with State and Federal emergency planning requirements, development of emergency plans and providing training to personnel, residents, businesses and volunteers. The objectives of this sub-group are to:

Provide administration, coordination, collaboration and management of the City's Emergency Operations Plan, Hazard Mitigation Plan, supporting documents, and the Integrated Regional Multi-Hazard Emergency Response Plan for the Cities of Santa Maria and Guadalupe;

Provide appropriate management of the City's Emergency Operations Center (EOC) when activated;

Provide administration, coordination and management of Memorandums of Understanding and other cooperative instruments with community and regional partners to further the goals of the program and support the preparedness, response and recovery goals of the City;

Provide exceptional public education and customer service to targeted community groups, City staff and families by utilizing available resources from all divisions of the Department and other allied agencies to teach fire safety and disaster preparedness that includes: Community Emergency Response Training, Listos and "Ready" Santa Maria training, which is provided in both English and Spanish;

Provide opportunities for whole community engagement by the use of available resources from the Department, other agencies and community partners through community collaborations, presentations, training and exercises to support emergency and disaster preparedness; and

Collaborate with regional partners to create, support and implement shared emergency management goals and objectives.

<b>PERFORMANCE/WORKLOAD MEASURES</b>	<b>ACTUAL 2014-16</b>	<b>ESTIMATED 2016-18</b>	<b>PROJECTED 2018-20</b>
<b>DEMAND/WORKLOAD</b>			
Emergency Calls for Service	19,554	20,006	20,486
Total Unit Responses	22,283	22,544	23,107
Fire Inspectors Response	114	116	119
Fire Inspections	2,318	1,734	1,800
Fire Investigations	27	89	80
Fire Suppression Training Hours	29,010	26,399	27,885
Mutual/Automatic Aid Given	301	312	287
Plan Checks	908	1,088	1,100
State Title 19 Inspections	135	127	137
<b>EFFECTIVENESS/EFFICIENCIES</b>			
CERT Program Participants	126	163	145
Emergency Response (within 5:00 Minutes)	71.3%	66.7%	70%
Emergency Response (within 7:00 Minutes)	85.7%	84.7%	90%
Plan Check Turnaround (within 7 Days)	40.4%	74.1%	58.0%

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## **GOALS AND OBJECTIVES**

- Continue to review and refine the Department's Strategic Plan which provides short- and long-term direction and optimizes the use of resources, thereby setting goals and objectives while also creating an internal communications process that promotes and ensures the effectiveness of top-down/bottom-up communication.
- Utilizing information in the Department's Strategic Plan, update the Standards of Response Coverage encompassing the adoption of written policies and procedures that determine the distribution, concentration, and reliability of fixed and mobile response forces necessary to provide services to an "all-risk" public safety agency.
- Coordinate a City-wide exercise designed to familiarize City departments with the City's adopted Multi-Hazard Functional Plan and position functions of the Emergency Operations Center. In addition, meet with EOC representatives from other agencies to coordinate response plans.
- Conduct an analysis of the types of on-the-job injuries, their causes, apparatus or equipment involved, and cost related to loss of work and medical treatment, and develop strategies to reduce their occurrence and severity, including behavioral health concerns.
- Update the City Municipal Code to reflect a more equitable means for non-profit organizations to participate in the sale of Safe and Sane Fireworks within the Santa Maria City limits.
- Continue to participate as part of a multi-department collaborative taskforce to implement a Computer Automated Dispatch system and radio system that meets the ongoing needs of the various City departments.
- Develop an Internship Program in collaboration with Allan Hancock College, providing students the opportunity to gain fire experience and college credit, and in doing so develop a new resource for the Santa Maria Fire Department.
- Streamline promotional testing processes for the ranks of Fire Engineer and Fire Captain. Where appropriate, testing components would be implemented through the Acting qualification process thereby validating the program and providing a larger applicant pool for promotional tests.
- Provide the Santa Maria Community Emergency Response Team (CERT) program training to City employees during working hours in an effort to provide more resources during large-scale events.
- Replace the department's aging 110-foot aerial ladder truck with a new Pierce 105-foot tractor drawn aerial ladder truck that will be better able to maneuver narrow and tight areas of the City streets.

## **NOTEWORTHY BUDGET HIGHLIGHTS**

- The portion of the Citywide General Fund budget reduction target for the Fire Department is \$188,885 in 2018-19 and \$209,662 in 2019-20. To achieve the reduction target, the Department proposed elimination of two Fire Prevention Officer positions. This would result in the need to contract with a third party vendor to conduct Fire Department plan checks, requiring developers to bear the cost; new construction inspections would be reassigned to the Building Division; the Fire Marshal would be required to conduct over 150 State and Federally mandated inspections in addition to his administrative and fire investigation responsibilities; and the Department would be unable to comply with Fire Code-required business and high-density residential inspections. In addition, the proposed elimination of the Emergency Services Specialist position would result in the elimination of the CERT and Listos disaster preparedness training programs; responsibility for preparation of the Hazard Mitigation Plan and coordination of the Emergency Operations Center and disaster preparedness would revert to City Manager's Office staff; and public

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outreach/education would be significantly reduced. To forestall these impacts, one-time General Fund reserves are being used to maintain the service levels.

- The Fleet Replacement fund has insufficient funding to replace vehicles as anticipated. Vehicles time in service are being extended and assessment of importance to core services to residents is being assessed. As a result, the Type 3 wildland apparatus is not being replaced as anticipated. This will result in fewer statewide deployments and deployment priorities being limited to the local region.
- Beginning 2018-19, the department will see an appropriations adjustment to contract reimbursement programs. The existing 25 percent revenue allocation from service contracts with outside agencies will increase to 50 percent to help offset the loss of revenue from not replacing the Type 3 wildland apparatus. Should the Type 3 apparatus be funded in the 2018-20 budget, the manufacturing of and outfitting of the apparatus would mean it would not be put in service until the 2020 fire season. During this build-up period, the 50 percent reimbursement revenue allocation will remain in effect through the 2018-20 fiscal years, after which the allocation is anticipated to revert back to 25 percent.
- The City-wide facility Fire Extinguisher Maintenance Program and funding, which has been managed in the Fire Department for the past several years, will be transferred back to the Facilities Maintenance Division of Public Works.
- The Department will replace its worn 1999 aerial ladder truck that is prone to mechanical problems and rising repair costs, with a modern 105-foot-long ladder truck purchased with a nearly \$1 million Federal grant awarded in August 2017. The City will utilize available funds and combine them with the grant award. Compared to the old truck, the new Pierce tractor-drawn aerial truck can drive through tighter access areas, has a much quicker set-up time, has more compartment space, and is a lighter weight. It will be able to serve the City's recent building developments ranging from large commercial structures, mixed-use with residential above commercial, multi-family residential complexes, and downtown plans that have tighter lot clearances.
- To achieve enhanced efficiencies, the Department has identified an online program for employees to learn required/standardized SEMS/NIMS training, rather than requiring employees to attend the courses in a classroom setting at a set time. In addition, there will be one-on-one individual training for employees with positions in the Emergency Operations Center (EOC).
- Department Performance/Workload Measures reflect a significant decrease in the number of inspections conducted by Fire Department personnel. This decrease is the result of streamlining the residential inspection process to reduce the overall number of trips required by Fire Inspectors and minimize the impact on developers' schedules. Increases in Emergency Calls for Service and Total Unit Responses reflect higher than anticipated demand for public safety services, due in part to high density residential construction and increased responses to care facilities. Increased plan check numbers reflect increased development activity in the City during a robust economy. A slight decrease in Community Emergency Response Team (CERT) Program participants is expected due to a change in presentation format.