

## Stanislaus County Fire Authority Annual Report 2007-2008

On June 30, 2008 the Stanislaus County Fire Authority completed its second complete fiscal year. This report will outline some of the accomplishments that were achieved, both collectively and by each service provider on behalf of the fire agencies in Stanislaus County. All contracts for services were awarded and each service provider has included a brief outline of program objectives and projects.

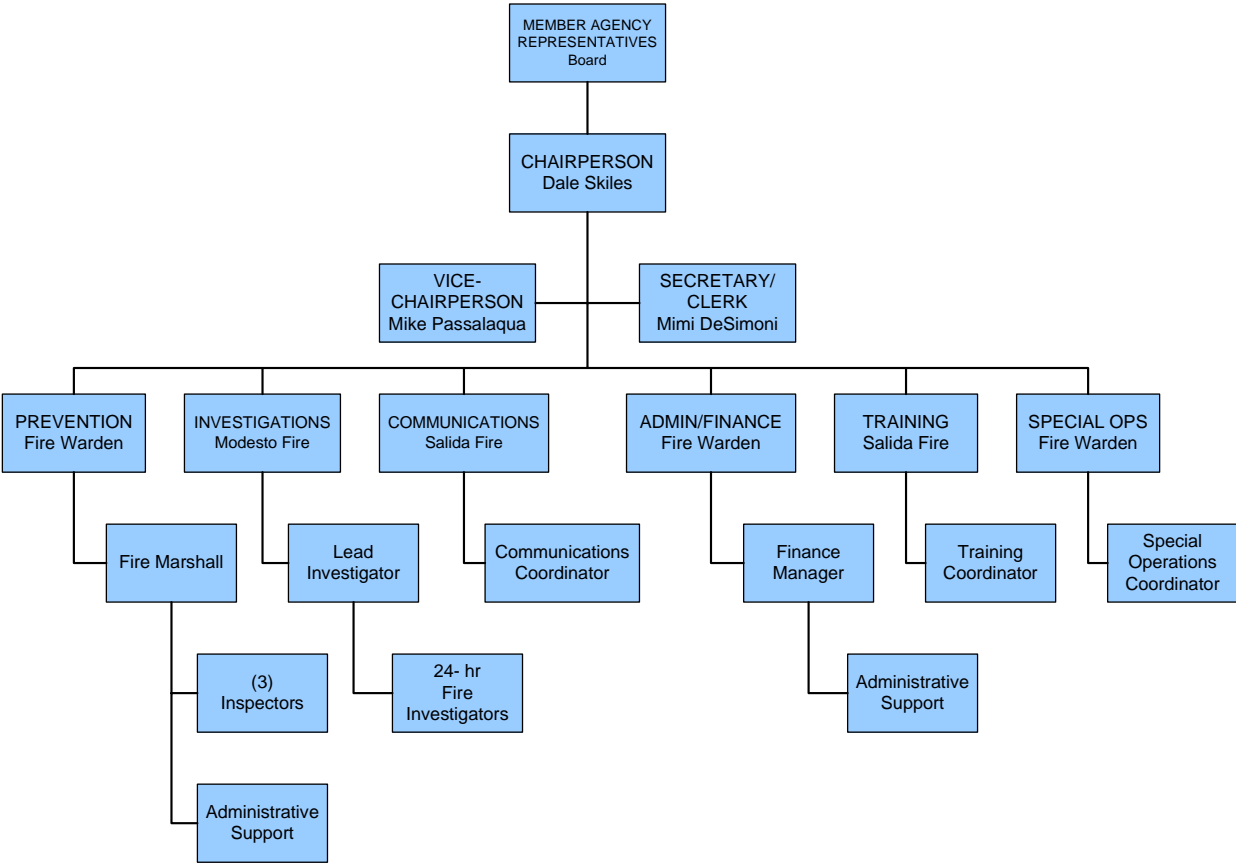
Organizationally, we continually strive to keep the Board of Supervisors educated and informed of the goals, objectives and functions of the Fire Authority. It is the belief of the Executive Committee that, in order for future success, we must keep the Board, as our partner, well aware of the needs of the fire service.

Equally important, our membership plays a vital role in directing the services they have identified as priorities. Each year, all agencies are afforded an opportunity to evaluate, and provide, in a written format, their opinion on performance expectations and service levels, and how service levels can be improved or enhanced to better meet their needs. During the 30-day response period, there were no responses received.

There are 20 member agencies in the Fire Authority. Each agency has designated a representative, most have an alternate, authorized to vote on issues brought before the Board. The active participation of the membership is important to the success of the organization, and attendance and participation is encouraged. During the past year there were 10 regular meetings, the average attendance was just over 11 agencies per meeting. The following is a breakdown by agency:

Number of Agencies	Meetings Attended	% of Attendance
4	10	100%
2	9	90%
2	8	80%
3	6	60%
1	5	50%
2	4	40%
5	0	0%

# Stanislaus County Fire Authority



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Service:	<b>Finance Administration</b>
Provider:	Stanislaus County Fire Warden
	Salida Fire, Woodland Ave. Fire
Contract Period:	various
2007-2008 Program Cost:	\$131,914
Annual Increase	4% annually
Funding Source:	
General Fund	\$0
Fees	\$0
Less Than Countywide	\$131,914

Program Highlights

The Stanislaus County Fire Warden's Office provides financial and administrative support to the Fire Authority and the individual agencies with a Manager and administrative clerk. Also included in the Administrative and Finance service is the Chairman and Vice-Chairman of the Fire Authority. Some of the projects and accomplishments achieved this year include:

- Acted as budget manager for the County Fire Service Fund
- Developed 08-07 Business Plan for approval by Fire Authority
- Met with Board of Supervisors individually to advise them on the goals and objectives of the Fire Authority
- Met on a regular basis with Executive Committee for planning
- Completed implementation and monitoring of five year contracts between Stanislaus County and service providers
- Tracked annual revenues and expenditures of the County Fire Service Fund and reported to the Fire Authority.
- Led ad hoc committee to resolve issues with Districts/Building Department
- Administered the financial portion of the MDC program
- Assisted fire district with implementing developer fee study
- Implemented and tracked updated Fire Prevention fee schedule

- Worked with districts on budgeting, assessed valuation and dry period funding issues
- Managed all Fire Authority documents including Form 700s, agendas, minutes, agency representative designations, voting records, and reports.
- Provided information upon request from CEOs Office and Board of Supervisors regarding fire agencies and Fire Authority
- Provided support to Operational Area Coordinator function of the Fire Warden's Office

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Service:	<b>Fire Communications</b>
Provider:	Salida Fire District
Contract Period:	12/1/06 – 11/30/11
2007-2008 Program Cost:	\$135,696
Annual Increase	4% annually
Funding Source:	
General Fund	\$ 0
Fees	\$ 0
Less Than Countywide	\$ 135,696

Program Highlights

The Salida Fire Protection District has been providing Fire Communications services since December 2006. This was the first full year of service. Some of the services provided and accomplishments achieved during the 2007-2008 year include:

- Continued to assist with the development and implementation of a new CAD system for Stanislaus Regional 911
- Continued to support the Communications Advisory Committee.
- Provided support for the MDC Workgroup
- Continue to program radios and pagers for agencies within Stanislaus County
- Assisted with the completion and implementation of the Countywide Radio Maintenance contract
- Applied for regional communications equipment under the Assistance to Firefighters Grant
- Met with various vendors to discuss paging solutions that could be implemented and put into place for Stanislaus County
- Completed the development of the standardized paging tone scheme
- Became certified in ROSS, the federal government ordering system, and provided support to Stanislaus County with the application

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Service:	<b>Fire Investigations</b>
Provider:	Modesto Fire Department
Contract Period:	7/1/06 – 6/30/11
2007-2008 Program Cost:	\$478,328
Annual Increase	The greater of 4% or CPI annually
Funding Source:	
General Fund	\$ 0
Fees	\$ 0
Less Than Countywide	\$478,328

Program Highlights

The Fire Investigation Unit (FIU) of the Modesto Fire Department began providing fire investigation services in the unincorporated areas of the County on July 1, 2006. During the 2007-2008 year, the FIU consisted of one 40hr/week supervisor, three shift investigators, one clerical support person and four relief investigators normally assigned to suppression crews. The FIU is managed by the Fire Marshal.. The following is a summary of services provided during the fiscal year:

- From July 1, 2007 to June 30, 2008 a total of 420 investigations were performed in the County contract areas.
- 279 were determined to be arson (66.4%)
- 65 were determined to be accidental (15.4%)
- 76 fires the cause could not be determined (18%).
- Department SOP's have been developed to implement a "page out system" which allows an additional investigator to respond to subsequent requests should the shift investigator have a delayed response.
- The FIU averaged over 61 hours of follow-up investigation per month.
- This effort along with the cooperation of the Stanislaus County Sheriff's Department resulted in 16 arrests throughout the county.
- A report of all activities, broken down by jurisdiction, was provided every month at the Fire Authority meetings.

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Service:	<b>Fire Prevention</b>
Provider:	Stanislaus County Fire Warden
Contract Period:	7/1/06 – 6/30/11
2007-2008 Program Cost:	\$546,000
Annual Increase	4% annually
Funding Source:	
General Fund	\$293,000
Fees	\$125,000
Less Than Countywide	\$128,000

Program Highlights

The Stanislaus County Fire Warden’s Office has provided fire prevention services on since July 1, 2006. The Fire Prevention Bureau is currently staffed with a full time Fire Marshal, 3 Fire Prevention Specialists, 1 full time Administrative Clerk and is also supported by a Deputy Fire Warden as well as a finance manager. Additionally, work has been done on policies and procedures and other special projects by an employee under a personal services contract. Some of the projects and accomplishments achieved during this year include:

- Adoption by the County and 9 fire districts of the 2007 State Fire Code and amendments including the Fire Sprinkler Ordinance. This adoption included public workshops and support to all districts for the adoption process
- Purchased and began implementation of an electronic records management system
- Electronically archived and catalogued 7 years of systems plans for easy reference and the ability to link to the RMS
- Implemented the updated fee schedule for cost recovery
- Provided monthly reports to all fire districts of services performed in their jurisdiction, and a total of all hours of activities
- Represented districts at Environmental Review Committee meetings and provided documentation to districts of all comments made to the ERC on their behalf
- Implemented a more aggressive force clean program for hazardous vegetation

- Provided several training opportunities for fire prevention staff to enhance skills and knowledge
- Assisted the City of Riverbank and Stanislaus Consolidated Fire District in transitioning fire prevention services to those agencies

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Service:	<b>Fire Training</b>
Provider:	Salida Fire District
Contract Period:	2/1/07 – 11/30/12
2007-2008 Program Cost:	\$161,976
Annual Increase	4% annually
Funding Source:	
General Fund	\$ 0
Fees	\$ 0
Less Than Countywide	\$ 161,976

Program Highlights

The Salida Fire Protection District is in its second year of providing regional training. The District continues to support and encourage the development of a standardized platform for regional training. During the 2007-2008 year, the Training Coordinator provided various opportunities for training and training program development. Some of the accomplishments during the second year of the contract include the following:

- Planned and delivered the annual wildland drill. This event included the participation of over 100 participants and support staff. The training was provided by local personnel as well as support and training cadre from the US Forest Service, CAL-FIRE, OES and Department of Fish and Game.
- Over 35 State Fire Training certified courses, covering hundreds of hours, and reaching well over one hundred firefighters were delivered. Topics included: Auto Extrication, Driver Operator 1A and 1B, Hazardous Materials First Responder Operations and Decontamination, Rapid Intervention Crew Tactics and ICS 200 courses.
- The training coordinator assisted numerous agencies in the development of department training plans and calendars. This cooperation has allowed many agencies to work towards a higher level of mutual aid training, as well as develop a common training standard countywide.

- The Training Officer developed a working partnership with local, state and federal agencies to provide assistance and expertise in training materials and instructors.
- Developed a regional captain's academy. This program will be delivered in the fall of 2009.
- Designed a plan to deliver regional Technical Rescue training
- Developed a cadre of instructors locally and state-wide to assist in delivery of regional training courses.

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Service:	<b>Special Operations</b>
Provider:	Stanislaus County Fire Warden's Office
Contract Period:	12/1/06 – 11/30/11
2007-2008 Program Cost:	\$ 147,475
Annual Increase	4% annually
Funding Source:	
General Fund	\$ 0
Fees	\$ 0
Less Than Countywide	\$ 147,475

Program Highlights

The Stanislaus County Fire Warden's Office provides the Special Operations Coordinator position. This position was filled in October 2007 and work began to compile data on the current resources and capabilities available in this County with respect to swift water rescue, confined space rescue, haz-mat response, and other aspects of special operations. The following is a list of current projects and accomplishments:

- Completed a countywide risk analysis in December of 2007
- Identified Standards and Training Requirements for all Special Operations Fields using NFPA, Fire Scope, Title 8 of CCR's and CFR's 1910 and 1926
- Led the development of Swift Water Rescue Emergency Operations Plan
- Currently working on the policies and procedures for the Technical Rescue Team
- Wrote the Memorandum of Understanding template for any equipment purchased by the Stanislaus County Fire Warden's office, and assigned to outside fire agencies.

- Assisted with the deployment of the Bauer Air Supply Trailer to Westport Fire Protection District
- Working on seeking funding opportunities to support equipment, training and operational needs
- Attended classes on ICS 440 (Plans Chief) and Hazardous Materials Incident Commander

Stanislaus County Fire Authority  
2007-2008 Budget

	2007-2008 Budgeted	2007-2008 Actual	% of Projected	
<b>REVENUES</b>				
Total Property Tax Revenue	\$ 1,220,000.00	\$ 1,296,287.00	106%	
Total Intergovernmental Revenue	\$ 16,854.00	\$ 15,951.00	95%	
Reimbursements- MDC Program	\$ 16,000.00	\$ 12,768.00	80%	
Total Charges for services	\$ 125,000.00	\$ 172,985.00	138%	
Misc Rebate		\$ 1,755.00		
Fund Balance	\$ 840.00			
County Match	\$ 300,000.00	\$ 294,000.00	98%	
<b>Total Revenues</b>	<b>\$ 1,678,694.00</b>	<b>\$ 1,793,746.00</b>	<b>107%</b>	
<b>EXPENSES</b>				
				<b>Encumbrances</b>
Services and Supplies	\$ 20,050.00	\$ 22,320.47		
MDC Costs	\$ 16,000.00	\$ 14,979.24		
County Counsel	\$ 9,620.00	\$ 9,210.25		
Cap Charges	\$ 6,709.00	\$ 4,026.87		
<b>Contracted Services</b>				
Fire Prevention	\$ 546,000.00	\$ 524,348.77	\$ 52,332.48	**
Investigations	\$ 488,328.00	\$ 478,328.00		
Finance Admin	\$ 146,840.00	\$ 135,733.93		
Communications	\$ 135,696.00	\$ 135,696.00		
Training	\$ 161,976.00	\$ 161,976.00		
Special Operations	\$ 147,475.00	\$ 147,021.28	\$ 12,166.69	**
<b>Total Expenses</b>	<b>\$ 1,678,694.00</b>	<b>\$ 1,633,640.81</b>	<b>\$ 64,499.17</b>	<b>\$ 1,698,139.98</b>

\*\* encumbrances are for P.O.s open at year end

Fund Balance \$ 1,217,531.99  
Includes Capital Acquisition Reserve \$ 160,000.00  
for future vehicle replacement