

## ***Public Safety Program*** **Fire and Life Safety Department**

Public Safety Program includes the services and activities of two City departments:

- ◆ Fire and Life Safety Department, and
- ◆ Police Department.

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### **Fire and Life Safety Department**

#### **Programs:**

**Administration**  
**Emergency Medical Services**  
**Fire Marshall's Office**  
**Fire Operations**  
**Fire and Life Safety Training**  
**G.O. Capital Bonds**

The Fire and Life Safety Department is \$13,050,822 or 50.87% of the Public Safety Program total operating budget of \$25,654,917.

# Fire and Life Safety Department

## *Department Description*

The Fire and Life Safety Department provides services that prevent the loss of life and property, and protect the environment. Administrative responsibilities include planning, supporting and controlling a diversified service delivery system for the City, the urban growth boundary, and Lane Ambulance Service areas. Services include establishing, modifying and providing fire protection and prevention services, firefighting, basic and advanced life support and ambulance transportation, special rescue, hazardous materials control, fire safety education, code enforcement, and fire cause investigation. The department oversees the ambulance billing of multiple jurisdictions and the FireMed membership program for Lane Rural Fire/Rescue and Springfield.

## *Mission*

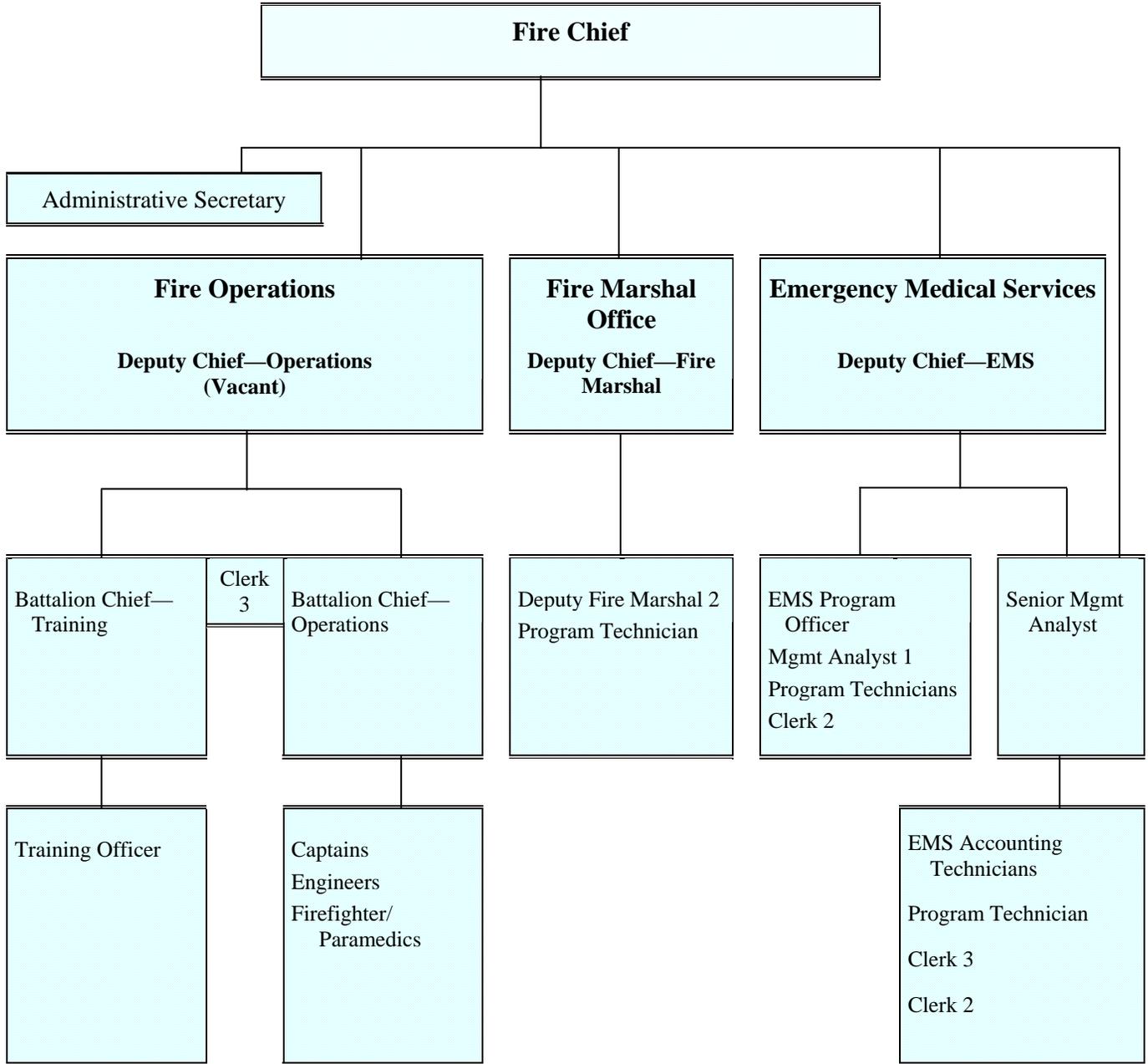
The Fire and Life Safety Department provides the personnel, training, specialized vehicles, equipment and supplies to respond to emergencies in the community that threaten life, property and the environment. The department is responsible for the development of continuing services aimed at providing and maintaining a high fire safety awareness in the community.

## *Outcomes*

- ◆ Provide high quality, cost effective pre-hospital emergency medical treatment and ambulance transportation throughout the City of Springfield and Eastern Lane County financed through user fees, insurance reimbursement, and sale of services to other agencies.
- ◆ Ensure uniformed personnel are trained and certified to provide safe and effective fire and emergency medical services and that certification is maintained through continuous training and education.
- ◆ Maintain the City's Emergency Management Plan and department readiness to respond to threats from natural and man-made disasters.
- ◆ Reduce life and property loss and damage to the environment through fire safety and hazardous materials awareness and response readiness in the community. Awareness is facilitated through live safety inspections, fire cause investigations, code enforcement, correction of violations in buildings, and the issuance of required fire licenses and permits.

# Fire and Life Safety Department

## Organization Chart



**PUBLIC SAFETY PROGRAM****Fire and Life Safety Department****Program:** Fire Administration**Program Description:**

Fire Administration ensures that City Council goals and targets are met and provides management and support to the entire department in order to maintain a high level of community fire and life safety.

**Budget Highlights and Service Level Changes:**

**Highlights:** : Fire Administration staff will need to provide more assistance to the Emergency Medical Services (EMS) and Operations Divisions, because key staff positions were eliminated or are being held vacant. During FY06, Fire Administration will continue concentrating on further education or cost saving measures, reversing financial problems in the EMS Fund, developing a Standards of Coverage plan, and building support for continued funding of the 28<sup>th</sup> and Centennial fire engine staffing.

**Service Level Changes:** As part of the City balancing strategy, the Deputy Chief of Operations and one Training Officer position are being held vacant in Fire, which will impact Fire Administration staff.

<b>Program Outcomes and Indicators:</b>	<b>Actual FY03</b>	<b>Actual FY04</b>	<b>Estimated FY05</b>	<b>Adopted FY06</b>
<b>Establish the long-range strategic direction for the department.</b>				
◆ Conduct research and development necessary to formulate and maintain the long-range plan	50%	100%	100%	100%
<b>Maintain high level of communications within the department.</b>				
◆ Conduct nine Chief's reports and/or Chief's communication bulletins for all department employees	90%	100%	100%	100%
<b>Leadership participation in Citywide policy decision-making and carry out Citywide directives.</b>				
◆ Attend and participate in City Executive Team	100%	100%	100%	100%
<b>Complete performance evaluations of all Fire Management Team members and their divisions.</b>				
◆ Complete performance evaluations	100%	100%	100%	100%

**PUBLIC SAFETY PROGRAM****Fire and Life Safety Department****Program:** G.O. Capital Bond**Program Description:**

In November 1995, the citizens approved a General Obligation Capital Bond. The balance remaining for the Fire and Life Safety Department was originally designated for the purchase of computer hardware and software for Fire and EMS apparatus. However, it was necessary to utilize the funding to offset required General Fund contributions for Federal firefighting equipment grants.

**Budget Highlights and Service Level Changes:**

**Highlights:** The remainder of the G.O. Capital Bond funds are being utilized as the 30% match for Fire Act Grant for firefighter protective equipment. During FY04, Fire & Life Safety was awarded two FEMA grants totaling \$281,054. This required a local “match” of \$120,452, for a total of \$401,506. These grants are for the purchase of firefighter protective equipment including self contained breathing apparatus, radio equipment, and other safety equipment to meet new OSHA standards for respiratory protection. During FY05, \$85,150 of the matching portion has been expended. The next stage is the evaluation and assignment of radio frequencies, followed by actual purchase of radio equipment.

**Service Level Changes:** No FY06 changes.

<b>Program Outcomes and Indicators:</b>	<b>Actual FY03</b>	<b>Actual FY04</b>	<b>Estimated FY05</b>	<b>Adopted FY06</b>
♦ Equip frontline apparatus with fully functioning mobile data computers.	Continuing	Continuing	Continuing	Continuing

**PUBLIC SAFETY PROGRAM****Fire and Life Safety Department****Program:** Emergency Medical Services**Program Description:**

The Emergency Medical Services (EMS) program provides high-quality pre-hospital emergency medical treatment and ambulance transportation throughout the City of Springfield and much of Eastern Lane County. The FireMed program offers an ambulance membership to provide coverage for portions of the patient's ambulance charge. The Account Services program bills patients and their insurance coverage and collects the user fees and insurance reimbursements for Springfield patients and our for our contract agencies.

**Budget Highlights and Service Level Changes:**

**Highlights:** The EMS program continues to struggle to match expenses to revenue. The proposed FY06 budget has been reduced by approximately 9% from the FY05 budget. A consultant has been hired to analyze the financial health of the EMS Fund.

**Service Level Changes:** In addition to reducing several materials and services line items, 0.50 FTE Deputy Chief of Operations is being held vacant, which will impact EMS Administration staff.

<b>Program Outcomes and Indicators:</b>	<b>Actual FY03</b>	<b>Actual FY04</b>	<b>Estimated FY05</b>	<b>Adopted FY06</b>
<b>Optimize outcomes for patients by arriving at the scene of emergency medical incidents that occur within the Springfield City limits, within nationally recognized response time criteria.</b>				
♦ Percentage of emergency ambulance responses achieved within eight minutes or less	93%	93%	93%	95%
<b>Provide affordable, medically necessary ambulance services to the community through the FireMed ambulance membership program.</b>				
♦ Percentage of eligible households in Springfield and Lane Rural Fire/Rescue ambulance service areas covered by FireMed	27.5%	32.5%	33%	33%
♦ Average savings to FireMed patients served (per patient)	\$246.40	\$344.13	\$350.00	\$350.00
<b>Optimize the collection of amounts due for services rendered by the City of Springfield and for contract agencies.</b>				
♦ Average number of days in accounts receivable	68	71	75	75
♦ Net historical collection percentage	88.6%	82.9%	80%	80%

**Program:** Fire Marshal’s Office

**Program Description:**

The Fire Marshal’s Office is responsible for services aimed at providing and maintaining a high fire safety awareness in the community. These services are presented to the public through code enforcement, control of hazardous materials use, life safety inspections, educational classes, fire cause investigations, issuance of licenses and permits, and correction of fire code violations in buildings with the primary goal of reducing life and property loss. This program meets the minimum requirements for State Mandated Exempt Status (**ORS 476.030(3)** ,**OAR 837-039-0010**). The program also meets hazardous materials mandates as outlined by federal and state governments.

**Budget Highlights and Service Level Changes:**

**Highlights:** The division has been providing the minimum functions that relate to the City of Springfield’s exemption status and will maintain that status in FY06. Some mandated inspections are delayed due to the current staffing level and customer service for developers, contractors and fire code enforcement is applied on a priority basis. Trends in arson activity and associated investigation and prosecution costs have increased steadily over the last 3 years. We’re hopeful the successful conviction of a long standing serial arsonist in 2005 may reduce the arson activity. Current staffing expertise is adequate to react to arson investigations requests. Record levels of construction and development activity in the City are currently being experienced with active input from the Fire Marshal’s Office ensuring a smooth transition between the authority of the Building Official and construction requirements of the Building Code to the Fire Marshal and the maintenance requirements of the Fire Code at occupancy.

**Service Level Changes:** The Fire Marshal’s Office (FMO) continues to cope with overtime cost control since the loss of 1.0 FTE Deputy Fire Marshal position in FY03. The elimination of .25 FTE Deputy Fire Marshal from the General Fund in fiscal 2005 and this year’s assignment of .75 Fire Marshal to the RIS/AIRS Fire Records Management System procurement and implementation project has resulted in a loss of capacity in the Fire Marshal’s Office. High profile construction projects such as Williams Bakery, Caribbean Cruise Lines Call Center, Kohl’s Department Store and the expansion of Wal-Mart will require a greater input from Fire Marshal’s Office staff than our current staff can contribute. There is currently no plan to staff-up for this increased construction demand. Some delays to development review, plan review input and construction inspections will occur. Finally new competency requirements required by the Oregon Sate Fire Marshal will require additional training for both Fire Marshal Staff and all Engine Company Inspectors. This increased level of training has not been budgeted for but may be required prior to the end of the fiscal year.

<b>Program Outcomes and Indicators:</b>	<b>Actual FY03</b>	<b>Actual FY04</b>	<b>Estimated FY05</b>	<b>Adopted FY06</b>
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**Maintain compliance with Fire and Haz Mat standards in order to facilitate a safe community.**

♦ Percent of high-hazard occupancies in compliance with fire safety rules and regulations at time of initial inspection	47%	45%	40%	52%
♦ Percent of deficiencies corrected upon re-inspection	100%	100%	100%	100%

<b>Program Outcomes and Indicators:</b>	<b>Actual FY03</b>	<b>Actual FY04</b>	<b>Estimated FY05</b>	<b>Adopted FY06</b>
<b>Protect the community by ensuring adherence to Fire Code Standards for new construction and remodel projects.</b>				
♦ Conduct safety plan checks and inspections of new construction and remodels	100%	100%	100%	100%
<b>Achieve the lowest possible fire death rate, within the City's fire protection, and be consistently less than the state 10-year average of 8.5 deaths per million population.</b>				
♦ Through fire safety education, reduce the number of fire deaths per-million over a 10 year period	1993/2002 11.8	1994/2003 7.7	1995/2004 8.5	1996/2005 7.5

**Program:** Fire Operations

**Program Description:**

Fire Operations provides fire engine company response to citizen calls for assistance in a variety of emergencies. This program provides the personnel, training, specialized vehicles, equipment and supplies to respond to emergencies in the community that threaten life, property, and the environment. This includes fires, rescues, natural and man made disasters, hazardous material incidents, medical emergencies, and ambulance transportation. In addition, personnel perform work assigned by Administration, Fire Marshal’s Office, and Emergency Medical Services programs and keep all equipment and apparatus maintained and ready for emergency response.

Fire Operations is also responsible for administering and procuring grant program funds. In FY05, the department received a Fire Act Grant to purchase and replace safety equipment and a Home Land Security Grant to improve response capabilities. The FY05 Special Revenue carryover amount for these grants is \$144,072.

**Budget Highlights and Service Level Changes:**

**Highlights:** Fire Operations has experienced a service level change with the staffing of an engine at Fire Station 3, through a Public Safety Levy approved by voters in November 2002. This has improved response times for all areas of the city and resulted in a higher level of community fire safety. Operations has received a FEMA Fire Act Grant in the amount of \$45,600 which requires 30% matching funds, and a Homeland Security Grant with no matching funds in the amount of \$69,760. These funds will replace firefighting safety equipment that would otherwise have to be funded through the general fund within the next 2-3 years, and to prepare for homeland security.

**Service Level Changes:** Program funding was increased in the General Fund by \$13,836 for the costs associated with emergency vehicle maintenance bringing the total vehicle maintenance amount to \$91,951. The Fire dispatch contract with City of Eugene was increased by \$89,868 for a total of \$245,307. Fuel costs were increased by \$14,500 bringing the total Gasoline and Oil amount to \$27,500. Medical Supplies costs are being allocated to the General Fund for supplies used by the engine companies in the amount of \$50,500.

<b>Program Outcomes and Indicators:</b>	<b>Actual FY03</b>	<b>Actual FY04</b>	<b>Estimated FY05</b>	<b>Adopted FY06</b>
<b>Maximize the potential for saving life and protecting property by complying with nationally recognized standards to respond to City emergency requests in 4 minutes and 59 seconds or less, 80% of the time.</b>				
♦ Respond less than 5 minutes Citywide	68.1%	69.6%	73%	80%

**Program Outcomes and Indicators:**  
**continued**

<b>Actual FY03</b>	<b>Actual FY04</b>	<b>Estimated FY05</b>	<b>Adopted FY06</b>
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**Maintain high level of community fire safety compliance by inspecting all regulated facilities.**

♦ Percent of regulated facilities inspected	100%	100%	100%	100%
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**Document information on high hazard occupancies in order to increase safety conditions for firefighters and enhance effectiveness of fire fighting efforts.**

♦ Complete new comprehensive pre-fire plans	20	53	40	40
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**Program:** Fire Training**Program Description:**

The Fire Training program provides all uniformed department personnel with the training necessary to develop and maintain the skills, knowledge, abilities and certifications required to provide safe and effective fire and emergency medical services. Training includes classroom sessions and practical exercises using qualified/certified instructors, appropriate training programs and equipment. The program attempts to meet all mandates as outlined by the appropriate regulating agencies, and provides other training necessary for successful, efficient, and safe service delivery to the community.

**Budget Highlights and Service Level Changes:**

**Highlights:** The Training program maintains skills of all Fire Operations personnel, and provides training for personnel replacing senior employees who are expected to retire.

**Service Level Changes:** As part of the proposed FY06 Emergency Medical Services Fund balancing strategy, 1.0 FTE Training Officer position will be held vacant for a savings of \$104,340. This will result in lowered overall skill level for all firefighting disciplines, and in delayed replacement hiring causing increased overtime costs.

**Program Outcomes and Indicators:  
continued**

	<b>Actual FY03</b>	<b>Actual FY04</b>	<b>Estimated FY05</b>	<b>Adopted FY06</b>
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**Conduct promotional examinations in order to maintain a list of professionally qualified individuals to fill vacancies that may occur.**

♦ Examinations for promoting to a higher rank.	1	1	1	1
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**Provide training to maintain and enhance required knowledge, skills, and abilities.**

♦ Percent of personnel meeting minimum firefighter requirements in the areas of firefighting, rescue, pump operations, emergency vehicle driving, truck operations, incident command and control, safety and survival, and wildland firefighting.	100%	100%	70%	70%
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<b>Program Outcomes and Indicators:</b>	<b>Actual FY03</b>	<b>Actual FY04</b>	<b>Estimated FY05</b>	<b>Adopted FY06</b>
<b>Provide training for annual and bi-annual EMT certification and other medical certifications as required.</b>				
◆ Percent of personnel meeting minimum basic or advanced life support certification levels	100%	100%	100%	100%
◆ Percent of personnel certified in Advanced Cardiac Life Support	75%	80%	80%	80%
<b>Provide the necessary funding for personnel to attend advanced seminars and conferences.</b>				
◆ Personnel receiving certification for attendance at advanced seminars or conferences	15	5	0	0
◆ Number of personnel receiving new certification in technical rescue	0	6	6	6
◆ Number of personnel re-certified in technical rescue	8	0	8	8
<b>Provide training which equips personnel to prevent, control, and mitigate dangerous conditions relating to hazardous materials.</b>				
◆ Percent of personnel meeting minimum, annual state requirements	100%	100%	100%	100%

## Fire and Life Safety Department

### *FTE Summary by Fund*

Number of Full-Time Equivalents	Adopted FY04	Adopted FY05	Adopted FY06
General	60.00	58.75	59.25
Emergency Medical Services	38.55	35.55	33.05
Fire Local Option Levy	9.00	9.00	9.00
Riverbend Development Fund	.00	.25	.25
<b>Total</b>	<b>107.55</b>	<b>103.55</b>	<b>101.55</b>

### *Position Summary*

Job Title/Classification:	Adopted FY03	Adopted FY04	Adopted FY05	Adopted FY06
Administrative Secretary	1.00	1.00	1.00	1.00
Battalion Chief – Operations	3.00	3.00	3.00	3.00
Battalion Chief - Training	1.00	1.00	1.00	1.00
Clerk 2	1.75	1.75	.75	.75
Clerk 3	1.00	1.50	1.50	1.50
Deputy Chief – EMS	1.00	1.00	1.00	1.00
Deputy Chief – Operations	1.00	1.00	1.00	.00
Deputy Chief – Fire Marshal/HazMat	1.00	1.00	1.00	1.00
Deputy Fire Marshal 1	.00	1.00	1.00	.00
Deputy Fire Marshal 2	3.00	2.00	2.00	3.00
EMS Accounting Supervisor	1.00	1.00	.50	.00
EMS Accounting Technician	7.00	8.00	6.00	6.00
EMS Program Officer	1.00	1.00	1.00	1.00
Fire Captain	15.00	15.00	15.00	15.00
Fire Chief	1.00	1.00	1.00	1.00
Fire Engineer	12.00	12.00	15.00	15.00
Firefighter	1.00	1.00	.00	.00
Firefighter/Paramedic	38.00	47.00	45.00	45.00
Program Technician	4.00	3.50	3.50	3.50
Management Analyst I	.80	.80	.80	.80
Management Analyst, Senior	1.00	1.00	.50	1.00
Training Officer	2.00	2.00	2.00	1.00
<b>Total FTE</b>	<b>97.55</b>	<b>107.55</b>	<b>103.55</b>	<b>101.55</b>

# Fire and Life Safety Department

## *Financial Summary*

	Actual FY03	Actual FY04	Adopted FY05	Adopted FY06
<b>Expenditures by Category:</b>				
Personal Services	\$ 8,076,894	\$ 9,544,233	\$ 10,084,785	\$ 10,383,366
Materials and Services	\$ 2,118,122	\$ 2,051,773	\$ 2,172,439	\$ 2,289,359
Capital Outlay	\$ 629,645	\$ 494,071	\$ 362,015	\$ 378,097
<b>Total</b>	<b><u>\$ 10,824,661</u></b>	<b><u>\$ 12,090,077</u></b>	<b><u>\$ 12,619,239</u></b>	<b><u>\$ 13,050,822</u></b>
<b>Expenditures by Fund:</b>				
General	\$ 6,116,043	\$ 6,828,571	\$ 7,009,501	\$ 7,421,320
Emergency Medical Services	\$ 4,139,971	\$ 4,049,065	\$ 4,340,490	\$ 4,099,622
Fire Local Option Levy	\$ -	\$ 775,939	\$ 897,588	\$ 1,036,576
Vehicle and Equipment	\$ 538,647	\$ 319,421	\$ 190,881	\$ 215,496
Special Revenue Fund	\$ -	\$ 59,184	\$ 149,134	\$ 144,072
RiverBend Development Fund	\$ -	\$ 10,882	\$ 31,645	\$ 35,368
G.O. Bond Capital Projects	\$ 30,000	\$ 47,015	\$ -	\$ 98,368
<b>Total</b>	<b><u>\$ 10,824,661</u></b>	<b><u>\$ 12,090,077</u></b>	<b><u>\$ 12,619,239</u></b>	<b><u>\$ 13,050,822</u></b>
<b>Expenditures by Sub-Program:</b>				
Fire Administration	\$ 250,291	\$ 269,567	\$ 271,627	\$ 279,378
Emergency Medical Services				
Emergency Medical Services	\$ 2,804,761	\$ 3,010,379	\$ 3,446,271	\$ 3,335,844
EMS Account Services	\$ 731,864	\$ 598,733	\$ 518,922	\$ 502,534
FireMed	\$ 436,923	\$ 290,601	\$ 317,989	\$ 314,332
Fire Marshal				
Fire Prevention	\$ 300,462	\$ 368,406	\$ 379,738	\$ 385,406
Haz-Mat	\$ 163,406	\$ 169,671	\$ 186,639	\$ 194,389
Fire Operations	\$ 5,771,135	\$ 7,027,571	\$ 7,148,180	\$ 7,641,591
Fire and Life Safety Training	\$ 363,907	\$ 314,188	\$ 349,873	\$ 298,980
G. O. Capital Bond	\$ 1,911	\$ 40,960	\$ -	\$ 98,368
<b>Total</b>	<b><u>\$ 10,824,661</u></b>	<b><u>\$ 12,090,077</u></b>	<b><u>\$ 12,619,239</u></b>	<b><u>\$ 13,050,822</u></b>