

# Fire department





## Department Description

The Santa Cruz Fire Department provides exceptional emergency response services to all residents and visitors 24 hours a day, 7 days a week, responding to structure fires, emergency medical incidents, technical rescues, water rescues, hazardous materials incidents, automobile accidents and fires, wildland fires, Emergency Operation Center activations, Mutual Aid to other local and State agencies, and citizen requests. The Fire Department provides a full-service Community Risk Reduction Division featuring Fire Prevention, Fire Investigation, Public Education, and Training. Through the Fire Department's Marine Safety Division, lifeguard and water rescue services are delivered to Santa Cruz City, Santa Cruz Port District, and Capitola City beaches. Additionally, the Fire Department manages the City's Office of Emergency Services program and directs Emergency Operations Center (EOC) activations and disaster training, response, and recovery efforts.



# Goals & Accomplishments

Conducted four (4) 6-hr EOC training classes for the City's Logistics, Finance, Operations, and Planning staff to prepare city employees to respond to catastrophic disasters such as earthquakes, tsunamis, major fires, and floods.

Coordinated disaster cost recovery training for the City's finance staff and engineers to maximize cost recovery capabilities from catastrophic events impacting city infrastructure and response costs.

Designed and built a highly efficient and effective EOC located at the Santa Cruz Regional 911 Center. The EOC is the City's central command and control facility responsible for carrying out the principles of emergency preparedness and emergency management, or disaster management functions at a strategic level during an emergency, and ensuring the continuity of operation of the City of Santa Cruz.

Conducted two (2) 24-hr Community Emergency Response Training (CERT) classes. CERT educates individuals about disaster preparedness for hazards that may impact their area and trains them in basic disaster response skills such as fire safety, light search and rescue, team organization, and disaster medical operations.

Conducted tabling at public events including: Four (4) City Hall-to-You events, First Night Out, CERT fair, UCSC student housing fair, and the City's 150 year anniversary.

Began work on the City's five-year update of the Local Hazard Mitigation Plan. Hazard mitigation planning is the process used by state and local agencies to understand risks from natural hazards and develop long-term strategies to reduce the impacts of disasters on people, property, and the environment.

Coordinated and managed the initial application and list of projects for FEMA and Cal OES disaster cost recovery to public infrastructure impacts associated with the 2017 storms events.

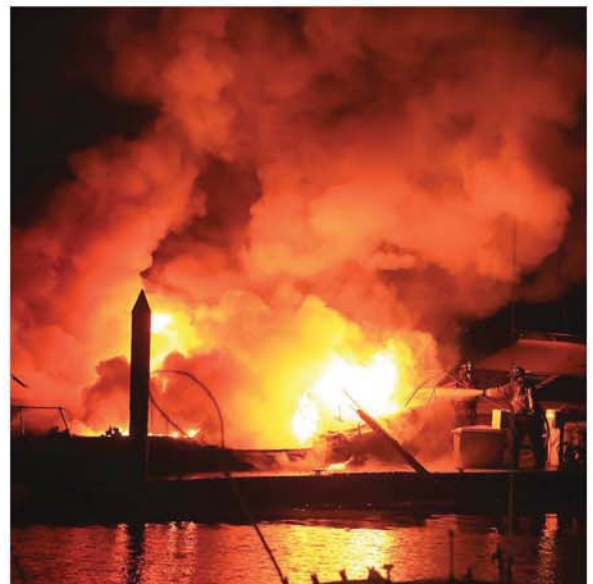
Activated the EOC twice in January and once in February in response to heavy rain, flooding, and wind which created widespread storm damage.

Cross-trained several Operations line personnel in Fire Prevention responsibilities, fostering a deeper understanding of roles and closer partnership with field personnel.

Initiated a mentorship program to develop mid-level and executive personnel which enhances career succession and organizational health.

Implemented changes to the ADU fire sprinkler requirements in alignment with SB 1069.

Completed 2016 California Fire Code adoption along with local ordinance updates.





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Completed a joint County Fire Academy resulting in three (3) new hires for the City of Santa Cruz Fire Department. The Academy included personnel from Santa Cruz City Fire, Central Fire Protection District, and Watsonville City Fire.













Renewed a one-year contract with the Port District for Lifeguard services and explored other areas of future synergy.

Implemented a new Records Management System to create a dynamic database for improved analysis and situational awareness.

Rewrote County-wide Multiple Casualty Incident (MCI) plan allowing for a rapid and seamless deployment of resources.

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## FY 2018 GOALS

-  Continue to build out the City's new EOC with new computers and display monitors to support the technological needs of EOC improving response and coordination capabilities.
-  Continue to train EOC staff and conduct disaster response exercises.
-  Continue to coordinate and manage the 2017 FEMA and Cal OES cost recovery activities from the impacts experienced in the
-  January and February storms events.
-  Implement electronic Fire Inspection records and reporting.
-  Implement online payment ability for permits.
-  Streamline special event permitting with the Special Event Coordinator at the City Manager's Office.
-  Provide more Fire Safety and Public Outreach.
-  Implement a new Computer Aided Dispatch (CAD) system in conjunction with Santa Cruz Regional 911 dispatch.
-  Create a County-wide Unified Response to Violent Incidents (URVI) policy and protocol.
-  Strengthen recruitment and retention of diverse work force.
-  Develop Fire Technology programs in conjunction with Cabrillo College.

- 🚒 Develop plans for the replacement of Lifeguard Headquarters working closely with Economic Development, Parks and Rec, Public Works, and Police to create a Public Safety facility that enhances Wharf security and user experience.
- 🚒 Continue the strategic planning process which clearly identifies current service delivery, areas for improvement, and recommended actions.
- 🚒 Continue to develop plans for the replacement of Fire Station 2 (Eastside) ensuring future needs of the community and the Fire Department can be adequately met. This is a three to five year project.
- 🚒 Continue the planning process for the creation of a Fire Training Facility using collaborative efforts and partners. This is a three to five year project.



DEPARTMENT SUMMARY

	Fiscal Year* 2016 Actuals	Fiscal Year 2017			Fiscal Year 2018 Adopted
		Adopted Budget	Amended* Budget	Estimated Actual	
<b>EXPENDITURES BY CHARACTER:</b>					
Personnel Services	14,888,498	14,671,960	14,671,960	15,403,875	15,970,389
Services, Supplies, and Other Charges	1,753,675	1,958,258	1,983,486	2,007,651	2,201,390
Capital Outlay	25,102	25,000	25,000	25,000	25,000
Total Expenditures	<u>16,667,275</u>	<u>16,655,218</u>	<u>16,680,446</u>	<u>17,436,526</u>	<u>18,196,779</u>
<b>EXPENDITURES BY ACTIVITY:</b>					
Fire Administration	2201 649,108	755,320	755,320	835,914	930,334
Fire/EMS Operations	2202 14,361,154	14,031,486	14,056,228	14,994,920	15,309,615
Fire Prevention	2203 776,960	817,183	817,183	697,158	899,154
Office of Emergency Services (OES)	2205 <u>144,621</u>	<u>213,555</u>	<u>214,042</u>	<u>121,341</u>	<u>169,366</u>
Subtotal General Fund	15,931,842	15,817,544	15,842,772	16,649,333	17,308,469
Marine Rescue Program	2204 <u>735,433</u>	<u>837,674</u>	<u>837,674</u>	<u>787,193</u>	<u>888,310</u>
Subtotal Other General Funds	735,433	837,674	837,674	787,193	888,310
Total Expenditures	<u>16,667,275</u>	<u>16,655,218</u>	<u>16,680,446</u>	<u>17,436,526</u>	<u>18,196,779</u>
<b>RESOURCES BY FUND</b>					
General Fund	101 3,155,301	3,066,260	3,066,260	3,569,110	3,881,110
Municipal Wharf	104 84,482	83,500	83,500	75,788	97,288
Total Resources	<u>3,239,783</u>	<u>3,149,760</u>	<u>3,149,760</u>	<u>3,644,898</u>	<u>3,978,398</u>
<b>Net General Fund Cost</b>	<u><b>(12,776,541)</b></u>	<u><b>(12,751,284)</b></u>	<u><b>(12,776,512)</b></u>	<u><b>(13,080,223)</b></u>	<u><b>(13,427,359)</b></u>
	<b>FY 2016</b>			<b>FY 2017</b>	<b>FY 2018</b>
<b>TOTAL AUTHORIZED PERSONNEL:</b>	<u>65.00</u>			<u>65.00</u>	<u>66.00</u>

\*Sums may have discrepancies due to rounding

# Fire Administration

Activity Number: 2201  
 Fund(s): General Fund (101)  
 Department: 21

## ACTIVITY SUMMARY

**Activity Description:**

The administration division is responsible for the overall administration, planning, management, and supervision of departmental operations. Additionally, the division coordinates disaster preparedness activities among City departments.

	Fiscal Year 2016 Actuals	Fiscal Year 2017			Fiscal Year 2018 Adopted
		Adopted Budget	Amended Budget	Estimated Actual	
<b>EXPENDITURES BY ACTIVITY:</b>					
Personnel Services	453,609	475,245	475,245	560,875	591,955
Services, Supplies, and Other Charges	190,122	268,075	268,075	263,039	326,379
Capital Outlay	5,377	12,000	12,000	12,000	12,000
Total Expenditures	649,108	755,320	755,320	835,914	930,334
<b>ACTIVITY RESOURCES:</b>					
Grants	1,826	-	-	-	-
Rents, & Misc Revenues	-	1,000	1,000	1,000	1,000
Total Resources	1,826	1,000	1,000	1,000	1,000

\*Sums may have discrepancies due to rounding

# Fire/EMS Operations

Activity Number: 2202  
 Fund(s): General Fund (101)  
 Department: 21

## ACTIVITY SUMMARY

**Activity Description:**

The division is responsible for providing fire suppression, rescue, hazardous materials responses, emergency medical services at basic and advanced life support levels, and fire prevention activities. This is accomplished by aggressively confining and extinguishing fires to minimize loss of life and property; by providing paramedic level emergency medical services; by assisting with building inspections and enforcement of life safety codes; and by minimizing the loss of life and property from earthquakes, floods, and other disasters through a wide variety of public education programs. These objectives are furthered by daily training and maintenance of fire equipment, apparatus and fire station facilities.

	Fiscal Year 2016 Actuals	Fiscal Year 2017			Fiscal Year 2018 Adopted
		Adopted Budget	Amended Budget	Estimated Actual	
<b>EXPENDITURES BY ACTIVITY:</b>					
Personnel Services	13,077,018	12,669,227	12,669,227	13,607,571	13,855,374
Services, Supplies, and Other Charges	1,264,410	1,350,259	1,375,001	1,375,349	1,442,241
Capital Outlay	19,725	12,000	12,000	12,000	12,000
Total Expenditures	14,361,154	14,031,486	14,056,228	14,994,920	15,309,615
<b>ACTIVITY RESOURCES:</b>					
Charges for Services	2,978,773	2,901,000	2,901,000	3,272,000	3,392,000
Rents, & Misc Revenues	25	110	110	110	110
Total Resources	2,978,798	2,901,110	2,901,110	3,272,110	3,392,110

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# Fire Prevention

Activity Number: 2203  
 Fund(s): General Fund (101)  
 Department: 21

## ACTIVITY SUMMARY

**Activity Description:**

The fire prevention division is responsible for: plan review for new construction within the City, public safety education, consulting with and securing the cooperation of individuals and property owners regarding fire and life safety matters; for inspection and testing of new fire protection equipment installations such as automatic fire sprinkler and fire alarm systems; for enforcement of fire related federal and State laws, local ordinances and administrative orders for public safety in City schools, public/private institutions and places of public assembly; and for investigation of fires in order to determine their cause and origin.

	Fiscal Year 2016 Actuals	Fiscal Year 2017			Fiscal Year 2018 Adopted
		Adopted Budget	Amended Budget	Estimated Actual	
<b>EXPENDITURES BY ACTIVITY:</b>					
Personnel Services	680,588	707,143	707,143	567,892	759,705
Services, Supplies, and Other Charges	96,372	110,040	110,040	129,266	139,449
Total Expenditures	776,960	817,183	817,183	697,158	899,154
<b>ACTIVITY RESOURCES:</b>					
Charges for Services	49,741	54,150	54,150	186,000	367,000
Total Resources	49,741	54,150	54,150	186,000	367,000

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# Marine Rescue Program

Activity Number: 2204

## ACTIVITY SUMMARY

Fund(s): Municipal Wharf (101 & 104)

Department: 21

**Activity Description:**

Provides programs associated with the seasonal beach lifeguard program and year-round marine rescue program.

	Fiscal Year 2016 Actuals	Fiscal Year 2017			Fiscal Year 2018 Adopted
		Adopted Budget	Amended Budget	Estimated Actual	
<b>EXPENDITURES BY ACTIVITY:</b>					
Personnel Services	574,682	670,040	670,040	591,446	679,239
Services, Supplies, and Other Charges	160,751	167,634	167,634	195,747	209,071
Total Expenditures	735,433	837,674	837,674	787,193	888,310
<b>ACTIVITY RESOURCES:</b>					
Charges for Services	84,482	83,500	83,500	75,788	97,288
Total Resources	84,482	83,500	83,500	75,788	97,288

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# Office of Emergency Services (OES)

Activity Number: 2205  
 Fund(s): General Fund (101)  
 Department: 21

## ACTIVITY SUMMARY

**Activity Description:**

The Fire Department O.E.S. plans, coordinates and implements programs for emergency preparedness for the City of Santa Cruz. It does this by researching, developing, and maintaining written comprehensive emergency plans. Coordinates the development of departmental response plans and assists department heads, city officials, government agencies, volunteer organizations, and the public in emergency preparedness activities. Prepares, conducts and evaluates emergency exercises to test the effectiveness of emergency plans and equipment while maintaining administrative records and inventory of disaster equipment. The Fire Department O.E.S. is also responsible for activating and operating the Emergency Operation Center (EOC) during emergencies. The EOC is activated as necessary to support field level response to emergencies in our community.

	Fiscal Year 2016 Actuals	Fiscal Year 2017			Fiscal Year 2018 Adopted
		Adopted Budget	Amended Budget	Estimated Actual	
<b>EXPENDITURES BY ACTIVITY:</b>					
Personnel Services	102,600	150,305	150,305	76,091	84,116
Services, Supplies, and Other Charges	42,020	62,250	62,737	44,250	84,250
Capital Outlay	-	1,000	1,000	1,000	1,000
Total Expenditures	144,621	213,555	214,042	121,341	169,366
<b>ACTIVITY RESOURCES:</b>					
Charges for Services	-	-	-	-	11,000
Total Resources	-	-	-	-	11,000

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