

To: Community Priorities Advisory Committee

From: Mike Isom, Development Services Manager
Kathy Pease, Planning Manager

Date: October 19, 2017

Subject: October 25th Meeting Agenda Packet

The following materials are attached for committee review and consideration in advance of the October 25th CPAC meeting:

- 1. Meeting Agenda**
- 2. Responses to Fire Department Questions Received**
- 3. Fire Department Shift Schedule Memo**

Follow up materials for the Committee's information from previous meetings include:

- 4. October 11th Meeting Summary**

Hard copies of items #1-4 will be provided at the meeting.

If you have any questions prior to the meeting, please contact Mike Isom at (916) 774-5527 or misom@roseville.ca.us, or Kathy Pease (916) 774-5434 or kpease@roseville.ca.us.



EngageROSEVILLE

Community Priorities Advisory Committee

Meeting #8

Wednesday, October 25, 2017 / 6:00 pm – 8:00 pm

Mahany Meeting Rooms | 1501 Pleasant Grove Boulevard, Roseville, CA

A G E N D A

- 6:00 pm** **I. Welcome!**
- A. Roll Call
 - B. Agenda Overview
- 6:05** **II. Questions/Clarifications From Previous Meeting**
- *Rick Barte, Fire Chief*
- 6:20** **III. Fire Department Priorities**
- A. Review Online Survey Results
 - B. Committee Rankings/Discussion
- 7:45** **IV. Public Comment**
- Members of the public are invited to offer comments on any item within the purview of the CPAC. For those wishing to make oral comments, please complete a Speaker Card, turn it in to a staff member and wait for your name to be called. Speakers are asked to observe a 2-minute time limit.
- 7:55 pm** **V. Next Steps**
- 8:00 pm** **Adjourn**



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TO: Community Priorities Advisory Committee (CPAC)
FROM: Fire Chief Rick Bartee
DATE: October 17, 2017
SUBJECT: Responses to Committee Questions

1. What specific activities would you look to reduce or eliminate to achieve significant budget savings for the City in the RFD?

Over the past 10 years the Fire Department has made cuts to various programs to save money. Slides 47 – 49 demonstrate the management and cost savings. Services that would be reviewed, reduced or eliminated in order to achieve budget savings are outlined in the CPAC power point presentation slide 52.

2. What is the percentage of RFD calls for service are for medical calls (non-fire related)? What would be the department savings in dollars and personnel from contracting out medical response services to private companies, e.g., ambulance services such as AMR?

Medical aid calls consist of 63% of the Department's total call volume (slide 29). The last ambulance feasibility study was done in 2003. A new study would be necessary to determine the feasibility of contracting out medical emergency response services. The Department is actively looking at other opportunities to collect reimbursement for services provided by the Fire Department (First Responder Fee).

3. I have heard that the reason that the big ladder truck comes out for traffic accidents is that the equipment needed to respond to certain emergency situations is on that truck, e.g., the jaws of life. How many times per year for the last 10 years have the jaws of life been employed by the RFD?

The Fire Department does not track how often specific equipment is used but does track how often specific tasks are performed (See answer to question #5). Each apparatus is equipped with equipment to fulfill its functions and is often used in conjunction with other equipment. For example, an auto extrication from a vehicle accident may utilize EMS gear, stabilization blocks, jaws of life (which are a series of separate tools), flat head axe, sledge hammer, halligan tool, glass cutter, rescue blanket, step chock, air bags, seat belt cutter, extinguisher or hose line, and miscellaneous small hand tools. Slide 64 demonstrates another example of tasks performed by engines and trucks as it relates to structure fires.

4. **What is the cost and useful life of the big ladder truck, including the cost to equip it? What is the cost and useful life of RFD vehicles other than the big ladder truck, and how many staff the different type of RFD vehicles?**

The Fire Department's engines and trucks are on a 16 year replacement cycle. Due to a variety of factors, the Department typically replaces apparatus every 17 years. A ladder truck is \$1.2 million with \$333,000 of equipment. An engine is \$700,000 with \$150,000 of equipment. Ladder trucks are staffed with four personnel and engines are staffed with three personnel.

5. **If the big ladder truck were not to be sent out to many incidents such as traffic accidents, how many fire personnel would absolutely be needed to man the event? Specifically, if 4 firefighters staff the ladder truck, how many firefighters would really be needed to respond to the overwhelming majority of traffic accidents?**

The truck responds to multiple call types within its response district, including vehicle accidents. A truck responds to "High Level" vehicle accidents citywide, or calls that come in as reported head-on or roll-over accidents. Over the past three years the Department has averaged between 110 – 125 responses each year. On an event such as this, each member of the engine and truck have defined roles and tasks to accomplish. The Engine Captain is the initial Incident Commander until the Battalion Chief arrives and then transitions into Medical Group Supervisor. The Engineer from the engine ensures there are suppression-capable lines on the ground and is responsible to control hazardous fluids and debris before assisting the Medic. The Engine Medic has primary medical responsibility of the patients inside the vehicle. At the same time, the truck company on arrival will establish the extrication group, managed by the Captain. The Engineer is responsible for vehicle stabilization and glass removal while the two firefighters use the spreader tool and cutting tool in tandem to cut and pry the vehicle apart, gaining access to the patient.

6. **What are the staffing requirements of other fire agencies in this region, and for other comparable size cities in California?**

Please reference the comparable agencies (slide 66) on the PowerPoint for firefighters per 1,000 population. In the chart below you can see that Roseville Fire is staffed similar to all regional departments and comparable sized departments within the State of California.

	Engine Staffing	Truck Staffing
City of Fairfield	3	3
City of Folsom	3	4
City of Lincoln	2	N/A
City of Lodi	3	3
City of Redding	3	3
City of Rocklin	3	4
City of Sacramento	4	4
City of Vacaville	3	3
City of West Sacramento	3	4
Loomis Fire	3	N/A
Roseville Fire Department	3	4
Sacramento Metro	3	4
South Placer Fire	3	5

City of Pasadena	4	4
City of Fullerton	3 & 4	4
City of Salinas	3	4
City of Visalia	3	3
City of Santa Rosa	3	4

- 7. What would be the effect on RFD staffing, including overtime, if the department had only skeletal crews during the slowest periods, e.g., during the night, rather than having full crews staffing fire stations 24 hours a day?**

There are many factors involved in staffing levels of a department. As a response model, the Department is built on resiliency and the ability to meet the demands of the City regardless of the time of day. The impact would be in the Department's ability to assemble an effective response force and maintain acceptable response times. To perform a study of this magnitude will take significant time and analysis, if directed by management.

- 8. It was explained that our mutual aid ratio with neighboring cities is 85/15, which seems obvious that this is a lopsided, inefficient, unsustainable business model. Are there other fiscal or public safety benefits to Roseville residents to have this mutual aid agreement that the CPAC should consider? In its current state, it would appear this is a missed opportunity for revenue.**

An analysis of the 2016 calendar year, shows that Roseville Fire units responded to other regional agencies 497 times. Partnering agencies responded with Roseville through automatic or mutual aid 325 times. The 85/15 ratio is in reference to our more rural responses. There are substantial public safety benefits to the auto/mutual aid system to the citizens of Roseville. The Department does utilize our regional agencies under a local agreement to cover the City of Roseville as needed. Regional agencies have provided assistance during notable incidents such as the Galleria Fire, the Maidu Fire, and recently the Dick's Sporting Goods Fire. As a large community, the City of Roseville gains by the numerous single unit incidents that span our boundaries, and small communities benefit from having additional units to respond to large incidents that occur in their community. The mutual aid system provides small and large communities with the added value of shared resources. Currently, every fire agency in the region participates in the mutual aid system and are part of the Placer County Closest Resource Agreement (CRA). Just as Roseville Fire moves units to cover the City, this happens on a larger scale in the county as large incidents occur and resources are depleted. This concept is further expanded to the state level, as you have seen hundreds of fire departments coming to the aid of communities such as Santa Rosa during the recent fire storm.

- 9. RFD explained that there isn't enough staffing to cover for vacancies for training, sick time, vacation and presumably other factors such as disability, family leave, bereavement leave, etc, which could take employees out up to 3 months a year. When overtime is factored, is this the most efficient way to run a department? It seems that there are numerous negative impacts to operating this way such as morale, overtime, fatigue, etc. What other options have been explored and what were those results?**

In 2011, an independent study on Fire Department overtime was conducted by Citygate & Associates. Citygate's executive summary stated: "Roseville Fire is appropriately using overtime to backfill firefighter vacancies in lieu of overstaffing each duty shift with additional

personnel. In Roseville, both on a cost per hour basis and cumulatively, overtime is substantially the less expensive staffing model".
With the recent changes in employee benefits and salaries, a new study could be done to explore the impacts of overtime.

- 10. Why are our firefighters operating on a 56 hour work week (2 days on, 4 off) rather than shift work, such as day, swing, night shifts? If we changed to three shifts a day, in a 40 hour work week model, what impact would it have on the budget?**

The current staffing model, which is a national standard, provides 24 hour shift coverage, seven days a week. If the shifts were reduced to a 40 hour work week, the Department would still have an additional 48 hours to cover. To do this, the City would need to hire additional employees. To perform a study of this magnitude will take significant time and analysis, if directed by management.

- 11. AMR Transportation, is this a missed opportunity for our city to provide this service? Has this been explored and/or has the city negotiated what they feel is their best contract?**

An Ambulance Transport Study was conducted in 2003 by Citygate & Associates for the City of Roseville. The report stated that an effective public/private partnership could be developed to enhance the level of service and benefit the citizens of Roseville.

AMR currently operates under an Ambulance Transport Provider Agreement in Placer County with the Local EMS Authority or LEMSA, Sierra-Sacramento Valley EMS Authority. The current agreement grants AMR an Exclusive Operating Area (EOA) throughout Placer County, inclusive of the City of Roseville, which runs through 2020. The City of Roseville intends to study the feasibility of providing transport services in the future to enhance the level of service and generate revenue.

- 12. The Training Center is "leased" to other agencies for training and this is presented a revenue off-set, however the white paper suggests that only \$71,000 is collected. How many days per year is the Training Center utilized by other agencies? How is the cost charge determined? Is this a "loaded" cost meaning that it is also recovering a pro-rata share of City overhead charges (i.e. City Managers office, City Attorney, etc.).**

The Fire Training Center (FTC) is not leased, rather use agreements are developed between agencies that utilize the facility. Sierra College utilizes the facility it for their Regional Fire Academy and pays a defined rate per student hour. That rate is calculated inclusive of costs, such as utilities, specified equipment, etc. Several local agencies that use the FTC for regional training provide instructors, logistics, and allow Roseville Fire members tuition free participation. Outside agencies on occasion pay set user rates.

The Fire Training Center was used by outside agencies, including Sierra College, a total of 160 days last year. As a result of grant funded improvements to the facility, next year the facility will begin hosting regional Hazmat Training, with rates that include full cost recovery and may increase revenue for the Fire Department Budget.

- 13. Please provide a summary by category of calls for service. The material presented indicates just over 15,000 calls for service, with the following data (rounded) for categories, medical: 9,000, fires: 330, hazmat: 240, rescue: 760. There seems to be**

about 5,000 calls not categorized. Are these non-emergency calls?

The remainder of the calls are in five other categories:

- *Service calls that can include lift assists of the elderly or invalid, flooding and water damage from broken fire sprinklers or pipes, and assisting our Police Department on a variety of calls*
- *Good Intent calls where a citizen felt there was some type of emergency that needed to be investigated by the Fire Department, such as a smoke scare or the smell of smoke or gas*
- *False Alarm calls when fire alarm systems or smoke detectors activate or malfunction and there was no fire*
- *Severe Weather and Natural Disaster calls*
- *Special Incident Type or Uncategorized calls*

14. Is the PIO position required? Why can't a Capt. or Battalion Chief, or other senior department member serve this position?

The PIO position is not required, but is part of the Department Incident Command Staff. The PIO has a defined role during an incident, allowing Captains and Battalion Chiefs to concentrate on their incident responsibilities. The Fire Department's PIO is a multi-faceted position not solely responsible for Incident information and press-releases. The PIO is also responsible for coordinating all of our Public Outreach and Education and overseeing the Public Education Coordinators, Neighborhood Association Liaison, Emergency Preparedness Support, and is Fire's Citywide Communications Team Department Representative.

15. Can more information be provided regarding the need for an Urban Search & Rescue Team? Are these specialized staff? Is membership on this team a paid (in addition to regular salary)?

Urban Search and Rescue is a component of being a full service, all hazard department. As described in the presentation (slide 28) there are a variety of call types where technical rescue skills are needed. These high risk, low frequency calls require specialized equipment and training. Individuals within the department, with requisite training and education, are consolidated at Station 7 to form a team. Assigned as a task force, they are able to train with the equipment on Rescue 7 and respond immediately with the OSHA required number of responders. Each member does receive a specialty pay incentive negotiated by the City and the labor bargaining unit, which is defined in the Roseville Firefighter's MOU for being a member assigned to the team.

16. Does UP, or any other site that handles hazardous materials, compensate the City for having a Type 1 Haz Mat team? Does participation by FF in the Department earn them greater pay?

Haz Mat is a component of being a full service all hazard department. The City does not receive compensation for having a Type 1 team. The Department does have cost recovery mechanisms in place for Haz Mat incidents. Union Pacific Railroad does contribute substantially to our Haz Mat program through the donation of tools, equipment, and training. Individuals within the department, with requisite training and education, are consolidated at Station 1 to form a team. Assigned as a task force, they are able to train with the equipment on Haz Mat 1 and respond immediately with the OSHA required number of responders. Each

member does receive a specialty pay incentive negotiated by the City and the labor bargaining unit and as defined in the Roseville Firefighter's MOU for being a member assigned to the team.

17. Do the 759 rescues each year require a Type 2 team? Are these different than rescues conducted by a Truck Company?

No, not all rescue call types require the Type 2 Rescue Task Force from Station 7. Both of the Department's truck companies perform numerous rescue duties including those listed on slide 64.

18. What does an ISO 2 versus a 3 mean to a resident? What does going through the rating process cost the City, to get the certification, and for going/recurring costs?

Potentially lower insurance rate for our residents, however these rates may vary from insurance agency to insurance agency. There is no cost to the City to for the certification and no reoccurring costs.

19. I understand that each station has a fire engine. Two stations also have a fire truck and some stations have one or more wildland fire engines as well. Further, we have eight stations geographically distributed across the city with a ninth being planned for West Roseville. If well over 60% of the calls for service from the last seven years were for medical emergencies and less than 3% during that same time were for fires, would it be more cost effective to have a smaller, more agile medical response vehicle at some stations instead of an engine?

Fire engines and trucks carry all of the needed tools and equipment to respond to any emergency. When fires do occur (3% or every 77 hours) these units, regardless of their location, have everything needed with them. The current deployment model has fire engines and trucks responding to all emergencies as an all hazard, all risk model. To perform a study of this magnitude will take significant time and analysis, if directed by management.

20. It was shared that the Buckle Up Baby program offers car seat assistance for residents and there were about 200 requests for assistance last year. Since this service is also provided by local hospitals, other child health agencies in the area and even CSAA, would it make sense to eliminate this service from the Fire Department and instead make referrals to the other service providers?

Resources within Roseville for parents looking to ensure the proper installation of their child's safety seats are limited. Kaiser provides this service to its special needs Kaiser members. Sutter Roseville does not provide this service to its members and refers them to Roseville Fire. CSAA provides car seat installations at their Roseville, Sacramento, Citrus Heights, and Folsom locations with limited hours; however, they do not have a program for those in need of car seats. Lighthouse Family Resource Center in Lincoln, provides car seat installations and car seats for those in need. If eliminated from the Fire Department, residents looking to ensure the proper installation of their child's safety seats may have to travel farther for this service.

- 21. In the presentation, the Chief referenced “savable” lives and property. I know you have regular debriefing sessions after incidents and continuous training. I am curious as to how effectiveness in this area is measured. How are “savable” lives and property calculated? After incidents, how is a determination made that the response was adequate? Is there something more than a qualitative assessment to identify the level of success when deploying resources (both personnel and equipment)?**

Per the Roseville Fire Department Standard Operating Guidelines, “Actions in a calculated manner require the following:

- *Incident Command established*
- *Proper personal protective equipment*
- *Accountability system established*
- *Safety procedures in place*
- *Continuous risk assessment by all members*

Operational Information:

- *When considering the SURVIVAL profile of any victims, members must consider the conditions present in the “compartment” or area of fire involvement or other conditions affecting survival.*
- *A fire in a rear bedroom of a house, with smoke throughout the house may allow a survivable environment if a search and rescue effort is initiated quickly. We may extend risk, in a calculated manner, with these conditions.*
- *A significant fire in a residence with dense smoke under pressure to floor level throughout the building likely means victims could not survive. A very cautious, calculated rescue and fire control operation would be warranted.*
- *A well-involved building would likely represent a zero survivability profile. Similar conditions in an abandoned building would indicate little survivability and little property to be saved and members should avoid an offensive fire fight.*
- *Victims buried by a trench collapse or under water for 10 minutes or more, would be unlikely to survive therefore an extremely cautious and a well-planned, safe, recovery operation is required.*
- *Rescuers should consider notification time, dispatch processing time, response time, and time on-scene as part of the calculation.”*

Roseville Fire Department’s Standards of Cover is a comprehensive report that highlights community demographics, risk, resource deployment, concentration of personnel and response reliability. It is the result of a review process known as deployment analysis.

- 22. Is Roseville comparable to cities in Orange County such as Fullerton? In the Comparable Chart, their cost per capita is less than Roseville, can you explain further?**

When developing comparisons with other fire departments, there are many variables to consider in order to establish “true comparisons”. For example, the City of Fullerton is a contractual arrangement for administrative services with the City of Brea. Combining these cities gives a more reasonable comparison to Roseville. Combined, the two agencies have a \$32 million dollar budget. Additionally, Paramedic Fees offset the Fullerton budget by about 7% or \$1.5 million. The square miles covered by the two cities combined is smaller than that of Roseville with a higher population density. This allows those agencies to cover a larger number of residents with same number of firefighters as Roseville, without a reduction to response reliability, or increased response times. If Fullerton/Brea had more square miles to

cover, they would need to increase staffing which would bring their per capita spending in line with Roseville. By comparison regionally the Roseville Fire Department is considered median.

23. What is the benefit of Accreditation?

As stated in the presentation, this process has allowed the Department to identify areas where we could find efficiencies and save money. Slides 47- 49 demonstrate how the size of the Department has not grown during significant growth within the City, and was able to keep the Department's material, services and supplies budget flat over a ten year period. Accreditation allows the department to continually evaluate our processes.

24. What are the duties of the Battalion chief? Does it include filling in for a firefighter when someone is out of the office? Does it include being the supervisor for other than Monday-Friday when escalation is needed? I'm assuming that other administrators are available Monday-Friday.

The Battalion Chief duties are, but not limited to, planning, organizing and directing the activities of an assigned battalion within the Fire Department including fire suppression, fire prevention, emergency response and/or medical services, hazardous materials services, training, and apparatus and facilities maintenance; to coordinate battalion activities with other divisions and departments; and to provide highly complex staff assistance to the Assistant Fire Chief."

The Battalion Chief responds to and/or performs as Incident Commander in especially serious or difficult alarm situations such as Haz-Mat, Multi Causality Incident (MCI) and other large scale incidents; direct firefighting and/or emergency response staff; determine best methods of response and need for additional and/or specialized apparatus and equipment related to conditions.

25. Are there shifts that require lower staffing because there are typically fewer calls requiring response? Are there shifts that require higher staffing because there are more calls? For example, Fourth of July weekend. Do you allow staff to schedule vacation on high call volume days?

As in Question 7, there are many factors involved in staffing levels of a department. As a response model, the Department is built on resiliency and the ability to meet the demands of the City regardless of the time of day. The impact would be in the Department's ability to assemble an effective response force and maintain acceptable response times. To perform a study of this magnitude will take significant time and analysis, if directed by management. The Department does up-staff during potentially high call volume days such as the Fourth of July.

26. Is the mutual aid agreement a reasonably even tradeoff? That is, does Roseville receive a similar number of assistance calls as we provide? Since we seem to provide the expertise for some specialties such as hazardous material or SWAT, can we be compensated for maintaining and providing this capability?

Please reference Question 8 for the response regarding mutual aid.

Roseville Fire Department responds to, on average, to over 240 Haz Mat incidents per year.

The Department has responded to only five Haz Mat incidents outside the City limits since the beginning of 2016. The City does not receive compensation for having a Haz Mat Type 1 Team. The Department does have cost recovery mechanisms in place for Haz Mat incidents. Union Pacific Railroad does contribute substantially to our Haz Mat program through the donation of tools, equipment, and training.

27. Number of fireworks related calls per year?

The Department has responded to 242 fireworks related calls to date this year.

28. Percentage of resident versus non-resident calls?

The Department does not track this type of data. It would take a significant amount of data analysis to find the answer. Which would require digging into every individual report for all 15,065 call for service

29. Approximate savings per resident for accreditation?

Accreditation is a self-evaluation process to identify efficiencies and best practices. Slide 49 of the presentation gives a representation of savings trends from the FY06/07 to FY16/17. Looking at the green line you can see a per-capita reduction. In actual dollars, the amount reduced from \$3,454,899 to \$2,502,101. This is a reduction to the budget of \$953,798. The accreditation process is a tool we use to help make budgeting decisions. If you were to pass this on to the individual residences (51,882), it would be roughly \$18 per household annually.

30. You mention receiving a little over 15,000 calls for service in 2016. I count only about 10,000 of those calls that are accounted for by medical, fire, hazardous materials and rescue needs – what are the other 5,000? If they are non-injury incidents, could some of them be responded to by some other type of community service vehicle?

The first part of this question is answered in question #13. The second part of this questions is answered in question #19.

31. Has the use of a “rapid response” vehicle ever been considered to tend to calls that don’t require the big truck?

There are Fire departments throughout the country that are doing as we are doing in this region, looking to provide high quality services for the lowest cost. There are multiple agencies, such as San Diego Fire, that have augmented their responses in underserved areas by adding an additional unit. The additional unit often called a fast response squad or rapid response unit is staffed as part of a grant funded community paramedic program. We are following these pilot programs for applicability in our growing City.

32. How much does it cost, either per hour or per trip, to use the fire trucks (the ones that answer every call, big or small)? In other words, what is the cost of operating the truck, including the personnel?

Please refer to slide 24 from the PowerPoint presentation.

33. When answering a medical call where they firefighters arrive on scene before ambulance, how many firefighters are dispatched?

According to the Department's Standards of Cover document pages 65-66, the Department responds to low and moderate risk EMS calls with a total Effective Response Force (ERF) of five, which includes three members from the Fire Department and two from the ambulance provider. For high risk EMS calls, the ERF is eighteen personnel which includes a minimum of fifteen members from Roseville Fire and three personnel from the ambulance provider. Below outlines the critical tasks being performed by each member during the different call types.

Critical Tasks Low & Moderate Risk EMS

Critical Tasks Low & Moderate Risk EMS Response	Personnel Required
Number of Staff Command / Safety / Family Liaison	1
Patient Assessment / Patient Interview	1
Documentation / Medical Control	1
Patient Care / Handling / Equipment	2
Total ERF Low & Moderate EMS	5

Critical Tasks High Risk EMS

Critical Task High Risk EMS Response	Personnel Required
Number of Staff Command	1
Scene Safety	3
Triage	2
Treatment	7
Transportation	2
Medical Communications (Med Com)	2
Ambulance Staging	1
Total ERF High Risk EMS	18

34. What is the number and percentage of calls answered that actually require the use of the fire trucks? (fires)

Please reference question 19.

[END]

To: Community Priorities Advisory Committee
From: Dominick Casey, Assistant City Manager
Date: October 18, 2017
Subject: Fire Personnel Shift Scheduling

In response to questions raised by the CPAC, the following provides additional background regarding Roseville Fire Department work schedules and applicability of Fair Labor Standards Act (FLSA) Section 207k (referred to as the 7(k) exemption) as it relates to overtime for the Firefighter/Paramedic, Fire Engineer, and Fire Captain job classifications.

What is FLSA?

The Fair Labor Standards Act of 1938 is a United States labor law that creates the right to a minimum wage and “time-and-a-half” overtime pay for work over forty hours a week.

What is the FLSA 7(k) exemption?

The 207(k) exemption allows employers to compute overtime for law enforcement and firefighters on the basis of an extended work schedule. Under 207(k), nonexempt Fire employees must work 212 hours in 28 calendar days before the employer becomes liable for overtime.

How are Roseville Fire Department’s Shifts Structured?

Shift workers for the Roseville Fire Department work 24-hour shifts. Their normal work schedule is a 48/96 pattern, which means they work two 24-hour shifts on and then get four 24-hour shifts off. This pattern allows them to work approximately **10 days per month**. A typical week in that month would look like this:

	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday
Week 1	24	24					24
Week 2	24					24	24
Week 3					24	24	
Week 4				24	24		

The City of Roseville pays overtime for any hours over an employee's normal shift. This is governed by the FLSA and Memorandum of Understanding with the Roseville Fire Fighters (RFF). In the above example, if any shifts were worked on the blank days, the employee would get paid overtime for the shift. This shift schedule is designed to have an Effective Response Force 24 hours a day, 7 days a week within the city of Roseville.



Community Priorities Advisory Committee Summary of Meeting #7

October 11, 2017

Prepared by:



Moore Iacofano Goltsman, Inc.
800 Hearst Avenue
Berkeley, CA 94710

October 2017

I. Welcome and Introductions

Welcoming Remarks, Roll Call and Agenda Overview

The seventh meeting of the Engage Roseville Community Priorities Advisory Committee (CPAC or Committee) was held on Wednesday, October 11, 2017, from 6:00 p.m. to 8:00 p.m. at the Mahany Meeting Rooms, 1501 Pleasant Grove Boulevard, Roseville, California. The purpose of the CPAC is to develop recommendations for the City Council regarding service-level priorities and potential service reductions for the five City departments whose operation constitutes the majority of General Fund expenses.

This summary is intended as a succinct synopsis of the meeting's presentations and discussion. More detail on all items, plus meeting materials and a schedule, can be found on the City's Engage Roseville webpage at http://www.roseville.ca.us/council/engage_roseville/default.asp.

CPAC Chair Krista Bernasconi officially opened the meeting and took a roll call of the CPAC members.

CPAC Members/Designated Alternates Present:

Krista Bernasconi, Matthew Bridge, Ellaisson Carroll, Pete Constant, Stephanie Dement, Richard Duffy, Jack Ellison, Derk Garcia, Valerie Gross, Julie Hirota, Kathryn Kitchell, Marcus Lo Duca, John Mason, Tracy Mendonsa, Jason Probst, Richard Rocucci, Dennis Snelling, Roy Sterns, John Tallman, Elaine Webb, Randall Wilson

CPAC Members/Designated Alternates Absent:

Kristine Dohner, Wendy Gerig, Bruce Houdesheldt, Joe Landon, Michael Laperche, Sr., David Nelson, Sergey Terebkov

Agenda Overview

Krista explained that the evening's agenda focuses on a presentation by the City of Roseville Fire Department and a period for questions from the CPAC, as well as allowing time at the end of the evening for public comments. She then welcomed **Jay Panzica**, the City of Roseville's Chief Financial Officer, to the podium. Jay reminded CPAC members of the context of this ongoing process. Although the CPAC is more than halfway through the informational portion of this process, there will be three additional meetings to discuss and refine the Committee's final recommendations to the City Council on priorities for General Fund Discretionary Services.

II. Fire Department Services Overview

Fire Chief **Rick Barte**, assisted by Assistant Chief Operations **Greg James** and Assistant Chief Support Services **Brian Diemer**, provided a detailed overview of Fire Department services and the related General Fund Discretionary costs.

CPAC Comments

CPAC members provided the following comments and questions regarding the Fire Department's presentation:

- Does the Fire Department recover any of their costs for services provided?
 - *They are often able to recover some portion of costs. There is an added cost for inspections.*
- What do the balance of calls other than fire and life safety consist of?
 - *They include such things as non-medical calls, requests for public assistance, calls to check odors, etc.*
- How are non-structure fires defined?
 - *Anything that is not a building—cars, grass fires, barbecues, etc.*
- In terms of the mutual aid program, what is the mix of Roseville's assisting other municipalities in comparison to others assisting Roseville?
 - *Approximately 85% of mutual aid time is spent assisting other municipalities versus approximately 15% of time spent receiving assistance from others. [STAFF NOTE: Subsequent analysis revealed a ratio closer to 65/35, with Roseville responding with other regional agencies 497 times, and partnering agencies responding with Roseville 325 times.]*
- What are the disadvantages and advantages of using volunteer firefighters to augment staffing?
 - *Volunteers have different expectations, including a lower standard of response.*
- Is Roseville reimbursed for its costs incurred in supporting other municipalities?
 - *No, it is mutual aid, wherein the fire department closest to the scene responds, and therefore not reciprocally reimbursed. Additionally, Roseville is larger and has more resources than the majority of other communities it assists. Costs for fighting wildfires are an exception, falling under the Statewide mutual aid agreement, and are fully reimbursed by the State.*
- If everyone is working 56 hours a week, does that mean they're working a lot of overtime?
 - *Only if there are vacancies or if someone from another shift needs to cover for absent staff. The 56-hour figure includes working 48 hours, then taking four days off before working another 48 hours, which adds up to 56 hours per week maximum.*

- Are staff typically scheduled for overtime all the time, or just to cover vacancies?
 - *It's difficult to answer simply. There are variable situations.*
- What is the advantage of Fire Department accreditation? Does it lead to lower fire insurance costs for residents? Is there an additional cost for related paperwork, etc.?
 - *Yes, accreditation correlates to lower fire insurance premiums. And yes, there is an additional cost for gathering data and doing the necessary paperwork.*
- Is there an opportunity to consider whether the City could provide the emergency transport currently provided by AMR?
 - *This possibility was studied in 2003—it could be revisited. Currently, there are two years left in our contract with AMR.*
- Would you consider saving costs by sharing Human Resources services with the City?
 - *The Fire Department's Human Resources functions are not carried out separately; they overlap with City HR services.*

Info Requests

CPAC members made the following requests for further information which will require follow-up by the Fire Department.

- How many fireworks calls do you typically receive?
 - *It's not a large number. I don't currently have the exact numbers, but we'll get them to you.*
- Slide 66 shows a huge influx of non-residents. What is the percentage of residential versus non-residential calls?
- Also with reference to Slide 66—why is the operations cost per capita so much less for Fullerton than for Roseville despite their being similar in size?
- What are the approximate savings per resident for accreditation?
- What are the benefits of accreditation?
- If you were to hire more staff—is there an optimum number that would enable you to reduce your overtime costs?
 - *We could hire more people, but that would not necessarily reduce costs. We'll look into it and provide more information.*
- You mention receiving a little over 15,000 calls for service in 2016. I count only about 10,000 of those calls that are accounted for by medical, fire, hazardous materials and rescue needs—what are the other 5,000? If they are non-injury incidents, could some of them be responded to by some other type of community service vehicle?

III. Public Comment

Members of the public were invited to offer comments or ask questions regarding any item within the purview of the CPAC. The following comments were offered by members of the public:

- A member of the public spoke to urge CPAC members and others present to support locally controlled funding to provide a kids/family help line. He noted that standards of fire and police service have improved, emphasized the importance of protecting our children's future, and provided copies of a proposal.

IV. Next Steps

The next meeting will take place on Wednesday, October 25, 2017, from 6:00 p.m. to 8:00 p.m. at the Mahany Meeting Rooms, 1501 Pleasant Grove Boulevard, Roseville.

Wallgraphic notes taken at the meeting are attached.

Engage ROSEVILLE
Mtg. #7 FIRE DEPT.
10-11-17

CPAC QUESTIONS

- ▶ COST RECOVERY?
 - SOME, ADDED COST FOR INSPECTIONS
- ▶ BALANCE OF CALLS?
 - NON-MEDICAL, PUBLIC ASSIST, CHECKING ODORS, ETC.
- ▶ NON-STRUCTURE?
 - CAR, GRASS, BBQS, ETC.
- ▶ MIX OF MUTUAL AID?
 - 15% TO 85% (APPROX)
↳ ASSISTING OTHERS
- ▶ DISADV. VS. ADV. OF VOLUNTEERS?
 - VOL. DIFF/LOWER RESPONSE EXPECTATION

- ▶ REIMBURSED FOR SUPPORT?
 - NO-MUTUAL
 - WE ARE BIGGER
 - WILDFIRES STATEWIDE - ARE FULLY REIMB.
- ▶ LOTS OF OVERTIME?
 - NOT IF ALL HERE - IN SHIFTS
- ▶ SCHED. FOR OT? 56 HRS
 - VARIABLE
- ▶ ACCRED. - LOWER INS.? MORE PAPERWORK?
 - EXTRA COST
- ▶ OPPTY TO LOOK AT CITY RUNNING AMR?
 - STUDIED IN 2003, COULD STUDY AGAIN
 - CONTRACT 2 YRS. LEFT
- ▶ CONSIDER SHARED HR SVCS.?
 - THEY DO OVERLAP W/CITY - NOT SEP
- ▶ LOOK @ NON-INJURY CALLS
 - GETTING LOTS OF LABOR!

INFO REQUESTS

- ▶ # OF FIREWORKS CALLS?
 - WILL GET INFO, NOT LARGE #S
- ▶ SLIDE 66 - HUGE INFLUX NON-RES
 - % OF RES. VS NON-RES. CALLS?
- ▶ SLIDE 66 - SIZE OF ROSEVILLE - WHY SIMILAR CITY (FULLERTON/ ORANGE CO.) COST LESS?
- ▶ SVGS. PER RESIDENT FOR ACCRED?
- ▶ WHAT IS BENEFIT OF ACCREDITATION?
- ▶ OPTION TO REDUCE OT/COSTS? • HIRE MORE
- ▶ 15,000 CALLS - SOURCE OF NUMBERS?

PUBLIC COMMENT

- ▶ STANDARDS FIRE/POUCE HAVE IMPROVED
- ▶ CHILDREN'S FUTURE
- ▶ PROPOSAL APPROVED BY SCHOOL SUPR.

Engage Roseville CPAC Meeting #7, October 11, 2017
Discussion Notes