

# FIRE

## ADMINISTRATION (3701)

### OVERALL GOAL

To provide executive leadership, oversight, management, and budget control for five divisions, operating a 24 hour response from six locations, in order to direct the activities of 79 emergency response and support service employees.

### KEY OBJECTIVES

- Perform routine assessment and audit of department budget.
- Assess response time effectiveness and adjust deployment and staffing strategies to maximize effectiveness.
- Provide in depth analysis of department operations.
- Monitor department-wide support programs and projects.

### KEY PERFORMANCE MEASURES

- Conduct monthly review of department budget utilization.  
Target = 12                      Attained in 2005 = 12                      Attained in 2006 = 12
- Assess response data, prepare monthly report of activities for senior city managers and Rural Fire District #2.  
Target = 12                      Attained in 2005 = 12                      Attained in 2006 = 12
- Perform routine in depth analysis of department operations.  
Target = 12                      Attained in 2005 = 15                      Attained in 2006 = 20
- Monitor Finished Work of Program and Project managers for conformance with department objectives.  
Target = 12                      Attained in 2005 = 12                      Attained in 2006 = 12

### CAPITAL OUTLAY – FY 2008

None.

### CAPITAL OUTLAY – FY 2009

None.

- ✓ Completed hiring process for six new hires.

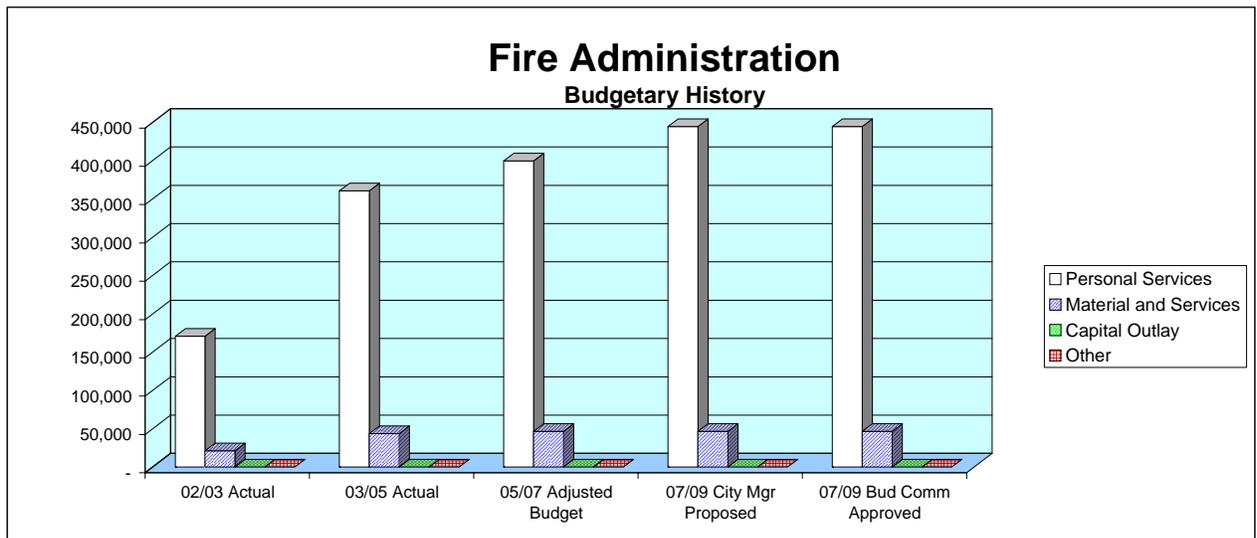




**Fire**

**Fire Administration (3701)**

Classification	02/03 Actual	03/05 Actual	05/07 Adjusted Budget	07/09 City Mgr Proposed	07/09 Bud Comm Approved	07/09 Council Adopted
Personal Services	170,649	360,322	399,530	444,290	444,290	444,290
Material and Services	20,913	43,626	46,280	46,280	46,280	46,280
Capital Outlay	-	-	-	-	-	-
Other	-	-	-	-	-	-
<b>Total</b>	<b>191,562</b>	<b>403,949</b>	<b>445,810</b>	<b>490,570</b>	<b>490,570</b>	<b>490,570</b>



**STAFFING**

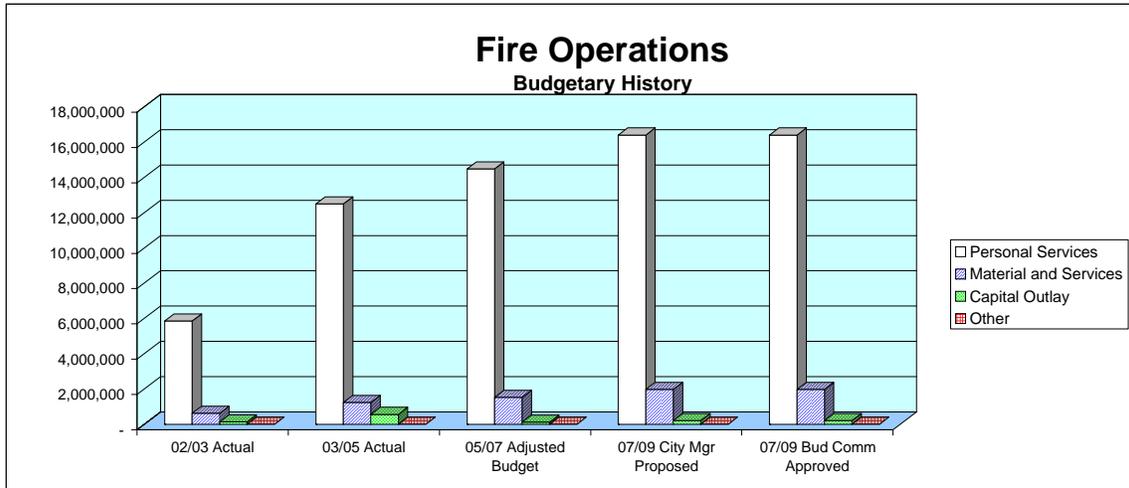
Classification	02-03 Actual	03-05 Actual	05-07 Adjusted	07-09 Cty Mgr Proposed	07-09 Council Adopted
110 Fire Chief	1.00	1.00	1.00	1.00	1.00
195 Financial Support Technician	0.85	0.85	0.85	1.00	1.00
<b>TOTAL FULL-TIME POSITIONS</b>	<b>1.85</b>	<b>1.85</b>	<b>1.85</b>	<b>2.00</b>	<b>2.00</b>
<b>FTE EQUIVALENCY - TEMPORARY LABOR</b>			-	-	-
<b>TOTAL POSITIONS</b>	<b>1.85</b>	<b>1.85</b>	<b>1.85</b>	<b>2.00</b>	<b>2.00</b>



**Fire**

**Fire Operations (3702)**

Classification	02/03 Actual	03/05 Actual	05/07 Adjusted Budget	07/09 City Mgr Proposed	07/09 Bud Comm Approved	07/09 Council Adopted
Personal Services	5,855,754	12,507,099	14,482,630	16,408,810	16,408,810	16,408,810
Material and Services	624,467	1,236,976	1,523,930	1,980,280	1,980,280	1,980,280
Capital Outlay	139,640	558,603	116,690	212,120	212,120	212,120
Other	-	-	-	-	-	-
<b>Total</b>	<b>6,619,862</b>	<b>14,302,678</b>	<b>16,123,250</b>	<b>18,601,210</b>	<b>18,601,210</b>	<b>18,601,210</b>



**STAFFING**

Classification	02-03 Actual	03-05 Actual	05-07 Adjusted	07-09 Cty Mgr Proposed	07-09 Council Adopted
127 Fire Battalion Chief	3.00	3.00	3.00	3.00	3.00
135 Fire Captain	5.00	5.00	5.00	3.00	3.00
156 Fire Engineer	-	-	-	1.00	1.00
167 Firefighter	1.00	1.00	1.00	1.00	1.00
230 Firefighter Basic EMT	-	2.00	2.00	2.00	2.00
231 Firefighter Intermediate EMT	17.00	5.00	5.00	4.00	4.00
232 Firefighter Paramedic EMT	12.00	2.00	6.00	7.00	7.00
233 Fire Engineer Basic EMT	5.00	3.00	3.00	3.00	3.00
234 Fire Engineer Intermediate EMT	8.00	-	-	-	-
235 Fire Engineer Paramedic EMT	2.00	1.00	1.00	1.00	1.00
236 Fire Captain Basic	1.00	1.00	1.00	-	-
237 Fire Captain Intermediate	6.00	2.00	2.00	3.00	3.00
238 Fire Captain Paramedic	3.00	-	-	-	-
240 Executive Support Specialist	-	1.00	1.00	1.00	1.00
264 Administrative Support Technician	1.00	-	-	-	-
270 Deputy Fire Chief	1.70	1.70	1.70	2.00	2.00
277 FS Firefighter Basic	-	2.00	2.00	2.00	2.00
278 FS Firefighter Intermediate	-	12.00	12.00	12.00	12.00
279 FS Firefighter Paramedic	-	6.00	7.00	7.00	7.00
280 FS Fire Engineer	-	1.00	1.00	1.00	1.00
282 FS Fire Engineer Intermediate	-	7.00	7.00	7.00	7.00
283 FS Fire Engineer Paramedic	-	2.00	2.00	2.00	2.00
288 FS Captain	-	2.00	2.00	1.00	1.00
289 FS Captain Basic	-	1.00	1.00	1.00	1.00
290 FS Captain Intermediate	-	4.00	4.00	6.00	6.00
291 FS Captain Paramedic	-	1.00	1.00	1.00	1.00
<b>TOTAL FULL-TIME POSITIONS</b>	<b>65.70</b>	<b>65.70</b>	<b>70.70</b>	<b>71.00</b>	<b>71.00</b>
<b>FTE EQUIVALENCY - TEMPORARY LABOR</b>			<b>1.50</b>	<b>2.12</b>	<b>2.12</b>
<b>TOTAL POSITIONS</b>	<b>65.70</b>	<b>65.70</b>	<b>72.20</b>	<b>73.12</b>	<b>73.12</b>

# FIRE

## PREVENTION (3703)

### OVERALL GOAL

To educate citizens and visitors of Medford, prevent fires, provide protection when fires occur, and investigate fires for origin and cause.

### KEY OBJECTIVES

- Enforce Life Safety codes.
- Provide fire and life safety plan reviews.
- Enforce required fire apparatus access and water supply for all new development.
- Provide on site inspections for new and existing buildings.
- Conduct community fire prevention education programs.
- Investigate all fires.
- Train and develop personnel to control and mitigate dangerous conditions.
- Be proactive in early suppression of all residential fires.
- Maintain leadership role in Safe Kids Coalition.

### KEY PERFORMANCE MEASURES

- Issue permits in accordance with the Uniform Fire code  
Target = 100%                      Attained in 2005 = 144                      Attained in 2006 = 142
- Perform and record fire sprinkler and alarm plan reviews  
Target = 100%                      Attained in 2005 = 359                      Attained in 2006 = 377
- Provide community awareness event throughout Medford Fire and Rescue Protection District.  
Target = 100%                      Attained in 2005 = 357                      Attained in 2006 = 254
- Determine fire origin, cause, and document investigation.  
Target = 100%                      Attained in 2005 = 340                      Attained in 2006 = 347
- Fire code violations.  
Target = 100%                      Attained in 2005 = 1173                      Attained in 2006 = 1121
- Target = all occupancies on a scheduled basis. A's, E's, F's, H's, & I's yearly. M's, R's, S's every 2 years. B's every three years.  
Target = 4400                      Attained in 2005 = 1482                      Attained in 2006 = 1467

### CAPITAL OUTLAY – FY 2008

None.

### CAPITAL OUTLAY – FY 2009

None.

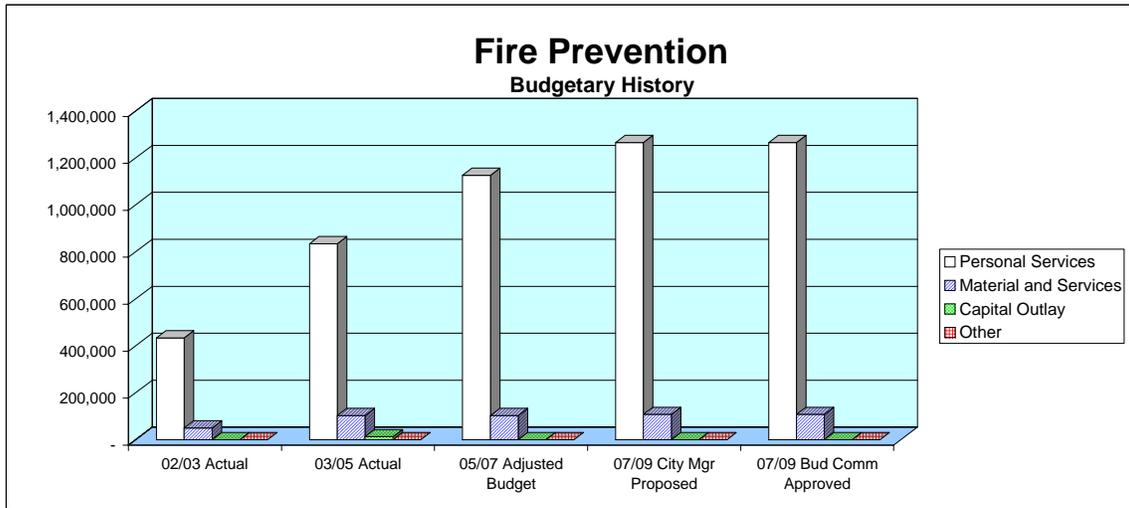
- ✓ Secured funding for five additional firefighters.



**Fire**

**Fire Prevention (3703)**

Classification	02/03 Actual	03/05 Actual	05/07 Adjusted Budget	07/09 City Mgr Proposed	07/09 Bud Comm Approved	07/09 Council Adopted
Personal Services	434,150	834,721	1,126,200	1,265,840	1,265,840	1,265,840
Material and Services	50,391	103,598	103,620	108,220	108,220	108,220
Capital Outlay	-	13,380	-	-	-	-
Other	-	-	-	-	-	-
<b>Total</b>	<b>484,541</b>	<b>951,700</b>	<b>1,229,820</b>	<b>1,374,060</b>	<b>1,374,060</b>	<b>1,374,060</b>



**STAFFING**

Classification	02-03 Actual	03-05 Actual	05-07 Adjusted	07-09 Cty Mgr Proposed	07-09 Council Adopted
111 Fire Battalion Chief (Fire Marshal)	1.00	1.00	1.00	1.00	1.00
134 Fire Inspector	1.00	1.00	-	-	-
239 Fire Inspector Basic EMT	2.00	1.00	-	-	-
241 Fire Inspector Intermediate EMT	1.00	-	-	-	-
284 FS Fire Inspector	-	1.00	-	-	-
286 FS Fire Inspector Intermediate	-	1.00	-	-	-
313 Fire Inspector II	-	-	1.00	1.00	1.00
314 Fire Inspector III	-	-	1.00	1.00	1.00
317 FS Fire Inspector III	-	-	2.00	2.00	2.00
<b>TOTAL FULL-TIME POSITIONS</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>
<b>FTE EQUIVALENCY - TEMPORARY LABOR</b>			<b>0.50</b>	<b>0.53</b>	<b>0.53</b>
<b>TOTAL POSITIONS</b>	<b>5.00</b>	<b>5.00</b>	<b>5.50</b>	<b>5.53</b>	<b>5.53</b>

# FIRE

## TRAINING (3704)

### OVERALL GOAL

Prepare, develop, and enhance the ability of fire department personnel to deliver the highest possible level of service with the maximum level of personal safety using the resources provided.

### KEY OBJECTIVES

- Maintain and develop the required knowledge, skills, and abilities of all fire department personnel, including certifications for fire, hazardous materials, emergency medical, and prevention.
- Through succession planning, prepare fire department personnel for advancement within the organization.
- Conduct entrance and promotional assessment centers to establish qualified eligibility lists for various positions in the fire department.
- Prepare new Firefighters for their assignment as a contributing member of an engine or truck company.

### KEY PERFORMANCE MEASURES

- Develop a two year training plan, send personnel to outside classes, seminars and conferences, deliver training, and conduct performance evaluations in quarterly components. Minimum required annual training per employee:
  - Firefighting/Hazardous Materials – 60 hours.
  - Instructor – 4 hours.
  - Prevention – 12 hours.
  - OSHA required policy/procedure review – 6 hours.
  - EMT – Basic – 25 hours.
  - EMT – Intermediate – 14 hrs plus 5 task performances.
  - EMT – Paramedic – 24 hours plus 6 task performances.
- Specify outside education and deliver training to prepare personnel for Engineer, Captain, and Battalion Chief Positions.
- Successful establishment of entrance and promotional lists as required by new positions and existing vacancies.
- Deliver training for and conduct evaluations of all new hire Firefighters during their probationary year:
  - 4-6 week Firefighter 1 academy prior to crew assignment.
  - Firefighter 1 and 2 written exams during probation.
  - 2-3 week Firefighter 2 academy prior to completion of probation.

### CAPITAL OUTLAY – FY 2008

None.

### CAPITAL OUTLAY – FY 2009

None.

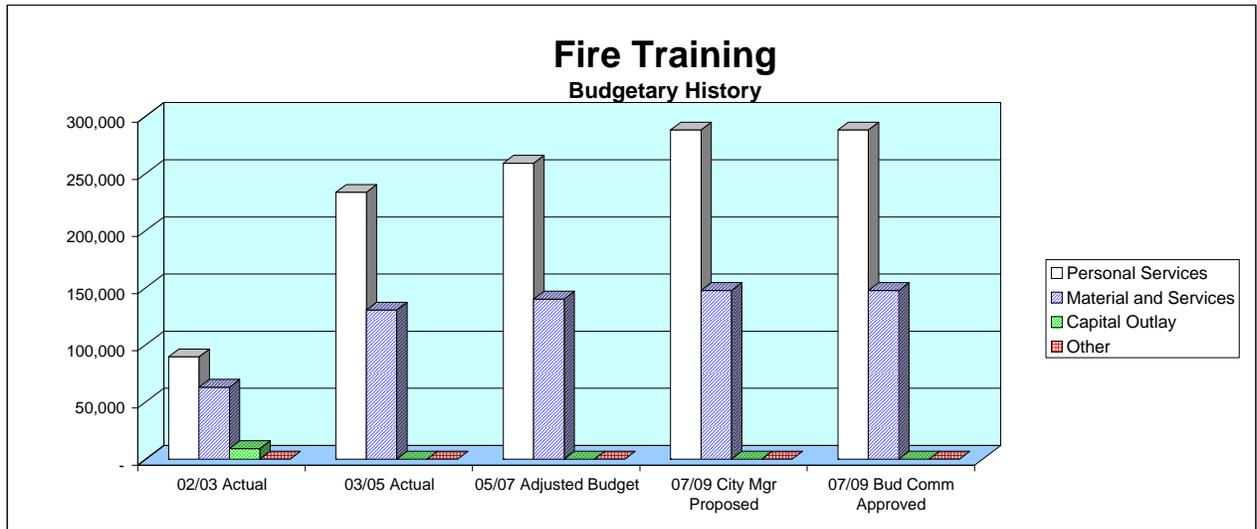
- ✓ Hands on multi-agency, multi-patient mass casualty drill for all three shifts



**Fire**

**Fire Training (3704)**

Classification	02/03 Actual	03/05 Actual	05/07 Adjusted Budget	07/09 City Mgr Proposed	07/09 Bud Comm Approved	07/09 Council Adopted
Personal Services	89,588	233,540	259,040	288,140	288,140	288,140
Material and Services	63,052	130,490	140,080	147,720	147,720	147,720
Capital Outlay	9,253	-	-	-	-	-
Other	-	-	-	-	-	-
<b>Total</b>	<b>161,892</b>	<b>364,030</b>	<b>399,120</b>	<b>435,860</b>	<b>435,860</b>	<b>435,860</b>



**STAFFING**

Classification	02-03 Actual	03-05 Actual	05-07 Adjusted	07-09 Cty Mgr Proposed	07-09 Council Adopted
127 Fire Battalion Chief	1.00	1.00	1.00	1.00	1.00
<b>TOTAL FULL-TIME POSITIONS</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>
<b>FTE EQUIVALENCY - TEMPORARY LABOR</b>				-	-
<b>TOTAL POSITIONS</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>

# FIRE

## EMERGENCY MANAGEMENT (3707)

### OVERALL GOAL

To be prepared to respond to natural and manmade disasters within the City of Medford and Medford Rural Fire District #2 service area in order to manage, mitigate, and recover from the affects of a manmade or natural disaster. Utilize a multi-agency integrated approach to facilitate mitigation and recovery operations.

### KEY OBJECTIVES

- Maintain and update the City of Medford Emergency Management Plan.
- Maintain Emergency Coordination Center in state of readiness.
- Coordinate all hazards training to selected City staff as required by the Department of Homeland Security (DHS).

### KEY PERFORMANCE MEASURES

- Ongoing review and revision of the City of Medford Emergency Management Plan.
- Purchase and install required Emergency Coordination Center related equipment.
- Increase level of awareness training and response for accelerated terrorism risk.  
Target = 2                                      Attained in 2005 = 2                                      Attained in 2006 = 1

### CAPITAL OUTLAY – FY 2008

Emergency Broadcasting Equipment	\$20,000
Replacement station generator	\$27,500

### CAPITAL OUTLAY – FY 2009

Replacement station generator	\$27,500
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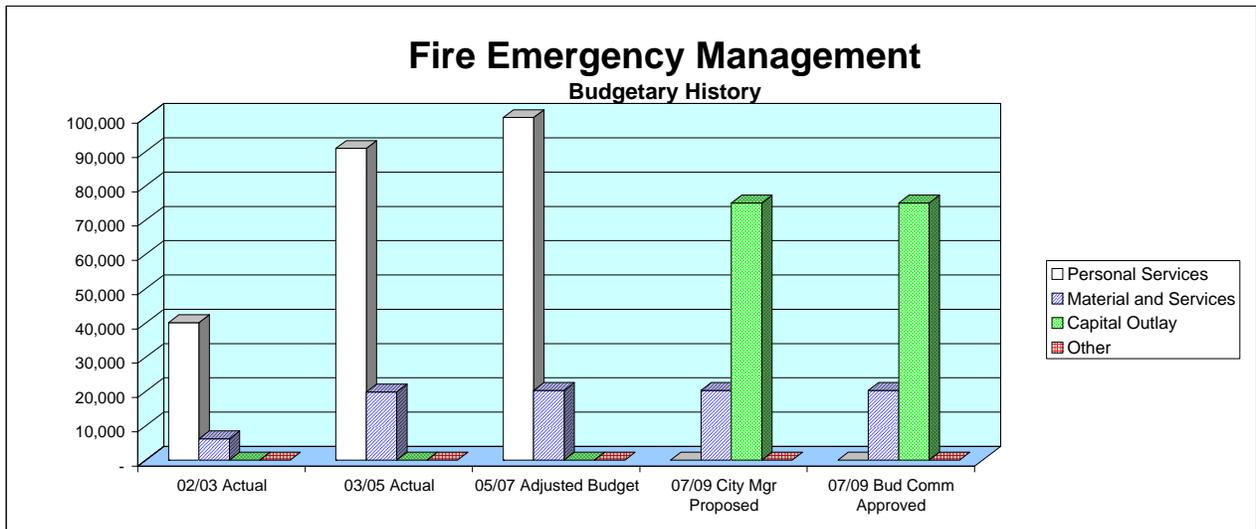
- ✓ Police, Fire and Technology Services constructed regional radio tower to improve area communications for public safety.



**Fire**

**Fire Emergency Management (3707)**

Classification	02/03 Actual	03/05 Actual	05/07 Adjusted Budget	07/09 City Mgr Proposed	07/09 Bud Comm Approved	07/09 Council Adopted
Personal Services	40,141	90,950	99,940	-	-	-
Material and Services	6,201	19,862	20,360	20,360	20,360	20,360
Capital Outlay	-	-	-	75,000	75,000	75,000
Other	-	-	-	-	-	-
<b>Total</b>	<b>46,342</b>	<b>110,812</b>	<b>120,300</b>	<b>95,360</b>	<b>95,360</b>	<b>95,360</b>



**STAFFING**

Classification	02-03 Actual	03-05 Actual	05-07 Adjusted	07-09 Cty Mgr Proposed	07-09 Council Adopted
195 Financial Support Technician	0.15	0.15	0.15	-	-
270 Deputy Fire Chief	0.30	0.30	0.30	-	-
<b>TOTAL FULL-TIME POSITIONS</b>	<b>0.45</b>	<b>0.45</b>	<b>0.45</b>	<b>-</b>	<b>-</b>
<b>FTE EQUIVALENCY - TEMPORARY LABOR</b>			-	-	-
<b>TOTAL POSITIONS</b>	<b>0.45</b>	<b>0.45</b>	<b>0.45</b>	<b>-</b>	<b>-</b>

# FIRE

## FIRE CIP (3705)

**PROJECT NUMBERS: FR0019, FR0020, FR0021**

### DESCRIPTION

This project is to seismically retrofit three fire stations. It is funded by a FEMA Grant. This grant is a "matching" grant which means for every \$100 of federal funds, the City must contribute \$33.

### PURPOSE AND JUSTIFICATION

Fire stations are classified as essential facilities. FEMA funds were awarded to the City of Medford to seismically retrofit fire stations 3, 4, and 5. This grant was awarded and initial work was accomplished in biennium 05-07. The funding requested will reallocate the remaining balance of funds to the biennium 07-09 to finish the project.

### PURPOSE AND JUSTIFICATION

	Carry Forward*	FY 2008 Budget	FY 2009 Budget	07/09 Council Adopted
Fire Station #3	304,320			304,320
Fire Station #4	258,850			258,850
Fire Station #5	79,120			79,120
<b>TOTAL</b>	<b>\$642,290</b>	<b>\$0</b>	<b>\$0</b>	<b>\$642,290</b>

### PROJECT RESOURCES

	Carry Forward*	FY 2008 Budget	FY 2009 Budget	07/09 Council Adopted
General Fund	642,290			642,290
<b>TOTAL</b>	<b>\$642,290</b>	<b>\$0</b>	<b>\$0</b>	<b>\$642,290</b>

\*These projects were approved as part of a previous budget cycle and have not been completed or fully implemented.

# FIRE

## FIRE CIP (3705)

### **PROJECT NUMBER: FR0023 Fire Station #4 Parking Lot/Training Tower Repaving**

#### **DESCRIPTION**

This project is to repair/replace damaged sections of the Fire Station #4 parking lot and training grounds (Railroad Park).

#### **PURPOSE AND JUSTIFICATION**

The pavement surrounding Fire Station #4 and the training tower is continuing to break up due to standing water on the surface, poor drainage, and freezing. This Capital Improvement Project repairs 20,206 square feet of damaged asphalt around the station and 11,688 around the training tower. These areas are regularly traveled and will continue to degrade unless repaired.

#### **PROJECT REQUIREMENTS**

	Carry Forward*	FY 2008 Budget	FY 2009 Budget	07/09 Council Adopted
Fire Station #4 Paving		192,500		192,500
<b>TOTAL</b>	<b>\$0</b>	<b>\$192,500</b>	<b>\$0</b>	<b>\$ 192,500</b>

#### **PROJECT RESOURCES**

	Carry Forward*	FY 2008 Budget	FY 2009 Budget	07/09 Council Adopted
General Fund		192,500		192,500
<b>TOTAL</b>	<b>\$0</b>	<b>\$192,500</b>	<b>\$0</b>	<b>\$ 192,500</b>

\*These projects were approved as part of a previous budget cycle and have not been completed or fully implemented.

