MARINWOOD FIRE COMMISSION
MEETING AGENDA
TUESDAY FEBRUARY 3, 2015
7:30 PM
MARINWOOD COMMUNITY CENTER

1. APPROVAL OF AGENDA

2. APPROVAL OF MINUTES
   - No quorum from December 2015 Meeting

3. REVIEW MONTHLY ACTIVITY SUMMARY
   - Review January 2015 Activity Summary
   - Review January 2015 Response Report
   - Review 2013 and 2014 Response numbers

4. CHIEF REPORT
   - Paramedic Update
   - District Manager Update
   - Draft 2015/26 FD Budget
   - Department Goals for 2015
   - Draft Light Duty Policy
   - Shared Services Update
   - Staffing Report

5. ADJOURNMENT
   - Date of next Board Meeting Tuesday February 10
   - Date of next Fire Commission Meeting TBD

ADVISE FIRE CHIEF IF UNABLE TO ATTEND
Work Phone 479-0122
Cell Phone 747-0848
Email troach@marinwood.org

January 30, 2015

To: Marinwood Board of Directors
From: Chief Tom Roach
Re: Activity Summary for January 2015 and Emergency Response Comparison between 2013 and 2014

FULL TIME PAID STAFFING

Eleven (11) full time paid personnel including:
Fire Chief Tom Roach
"A" shift- Captain Heine, Engineer Smith, Firefighter Brackett
"B" shift- Captain Bagala, Engineer Correa, Firefighter Selvitella
"C" shift- Captain White, Engineer Papanikolaou, Firefighter Cespedes
Relief Firefighter-Ross Anderson
Two firefighters off on extended workers compensation injury. Relief Firefighter moved on to shift. Jeff Smith has been hired as a temporary firefighter is also on shift. All sick/vacation/school coverage done with overtime.

VOLUNTEER STAFFING

18 Current Volunteers including:
One Volunteer Captain-one undergoing training
3 Volunteer Firefighter/AO's
10 Volunteer Firefighters qualified as "responders" (includes AO's & Captains)
8 Volunteer Firefighter qualified as a "non responder"

EMERGENCY CALLS

Below are emergency call comparisons between 2013 and 2014. In 2013 there was a scaled back automatic aid agreement with San Rafael where Marinwood did not respond to calls east of Highway 101. In April of 2014 the shared services agreement was signed which included Marinwood providing emergency response east of Highway 101.

2013 Response Report

	MA	PSA	FA/NN	FIRE	HAZMAT	COVER	TOTAL
Marinwood	227	73	31	17	0	na	348
CSA 13	67	20	6	1	0	na	94
New JPA (east of 101)	15	7	2	7	0	na	31
Old JPA (mont marin)	91	17	15	2	0	na	125
SR Mutual Aid	20	4	7	20	0	26	77
MC JPA	18	0	7	3	0	na	28
MC Mutual Aid	0	0	0	0	0	na	0
Novato Matrix	2	2	7	26	2	64	103
Others (list)							
Total number	440	123	75	76	2	90	806

2014 Response Report

	MA	PSA	FA/NN	FIRE	HAZMAT	COVER	TOTAL
Marinwood	215	67	44	9	1	na	336
CSA 13	64	20	7	1	0	na	92
New JPA (east of 101)	263	63	55	9	0	na	390
Old JPA (mont marin)	49	19	7	8	0	na	83
SR Mutual Aid	44	8	15	22	1	16	106
MC JPA	29	5	4	0	0	na	38
MC Mutual Aid	0	0	0	0	0	0	0
Novato Matrix	6	4	0	24	4	52	90
Others (list)							
Total number	670	186	132	73	6	68	1135

January 2015 Response Report (through 1/28)

	MA	PSA	FA/NN	FIRE	HAZMAT	COVER	TOTAL
Marinwood	17	2	1	1	0	na	21
CSA 13	7	0	1	0	0	na	8
New JPA (east of 101)	26	4	3	0	0	na	33
Old JPA (mont marin)	1	0	2	0	0	na	3
SR Mutual Aid	4	0	1	2	0	0	7
MC JPA	1	0	1	0	0	na	2
MC Mutual Aid	0	0	0	0	0	0	0
Novato Matrix	1	0	0	0	0	7	8
Others (list)							
Total number	**57**	**6**	**9**	**3**	**0**	**7**	**82**

COMMUNITY SERVICE/PREVENTION/ASSOCIATION MEETINGS

- I completed five final inspections of new solar systems in Marinwood during January.
- One fire commission meeting was held in December.
- The Department End of the Year Dinner was held in December at McGinnis Park Restaurant. Volunteer Captain Greg Stillson was promoted to Battalion Chief. The Volunteer of the Year Award was presented to Matt Rau and the Firefighter of the Year was presented to Ryan Brackett.
- The Marinwood Staff Holiday Lunch was held in December at HopMonk.
- The Department picked up toys from Miller Creek School for the Santa Cop Program and continued to collect drop off toys throughout December.
- Three volunteer firefighters made pancakes at the YMCA for their Breakfast with Santa Day.
- I attended the Old Dixie Schoolhouse Board meeting in January.
- I drove three kids to school in the engine on two separate occasions during January for fundraisers at various schools.
- The Marin Pirates swim team borrowed the department pancake griddles for their fundraising breakfast.
- I continued to work on a vegetation management grant through FireSafe Marin for Rotary Valley.

TRAINING

- Six minutes of Safety training was reviewed daily by on duty staff.
- A new volunteer orientation was held in December. Six new volunteer firefighters were hired.
- A county wide new volunteer academy begins at the end of January. It consists of eight consecutive Sunday training days during January through March.
- Este Cespedes continues to work on his paramedic skills but negotiations need to take place to finalize the position of Paramedic in Marinwood. See Chief Report for more.
- Department Personnel continued with the Target Safety Training Program January.
- One paid employee continued working on Officer Training.
- All three shifts participated in a multi company drill/training through the Central Marin Training Consortium in January. The topic was structural firefighting tactics.
- Four volunteer drills were held in January. Topics included structural firefighting tactics and new volunteer orientation.
- Three volunteers underwent responder testing during January. It included a written exam and practical firefighting evolutions. Two passed.

MAINTENANCE

- All 4 department vehicles underwent a comprehensive monthly check during January.
- All gas-powered equipment was checked weekly during the month.
- All vehicle batteries were serviced and charged on a weekly basis during the month.
- All radio batteries were rotated and charged on a weekly basis during the month.
- Engine 58 had a preventative maintenance check done in January.

January 30, 2015
To: Marinwood Board of Directors
From: Chief Roach

Re: Paramedic Update (paramedic tax), Call Comparison 2013 vs. 2014, Draft 2015/16 Budget, Department Goals, Draft Light Duty Policy, Staffing

Paramedic Update through Shared Services

Still in a holding pattern as the Union would like to first wrap up the current contract negotiations before moving forward with the new paramedic position.
Salary and benefits for the position need to be negotiated as well as an exit strategy for current Marinwood employees who wish to voluntarily move to a firefighter paramedic position. A draft Paramedic job description has been created and also needs to be discussed with the labor group. A letter has been sent from Tom Horne to the Marinwood Shop Steward asking to meet and confer about the Paramedic Position. A reply was received from the Union asking to wait until January to meet regarding the paramedic position so they could focus on the regular negotiations which hopefully will be completed by then. There are some definite labor issues that need to be worked out with the creating the paramedic position in Marinwood. San Rafael, Chief Gray, and Marin County EMS have done everything they can and are prepared anytime to assist Marinwood with moving forward with a paramedic engine company.

Note-Marinwood still has a paramedic tax ceiling of $85 per household. San Rafael and CSA 13 and CSA 19 all have a paramedic tax cap of $105 and currently pay $89. Marinwood did not increase the tax when San Rafael did a few years ago, mainly because of the issue of paramedics on engine companies-San Rafael had them, Marinwood did not. San Rafael has worked cooperatively with Marinwood recently to help make this happen. When Marinwood does finally have some paramedics working on the engine it may be good to consider raising the tax to be the same as the other jurisdictions within Paramedic operational area B.

Shared Services, Call Comparison, and Shift Cross over

Included in the Activity summary is a call comparison between 2013 and 2014. The difference being in 2013 Marinwood and San Rafael had a scaled back automatic aid agreement that only had Marinwood responding into the Mont Marin area on single engine responses. In April of 2014 the Shared Services Agreement was signed which called for a true boundary drop between the two agencies-this meaning the closest available engine would be dispatched to emergencies within the joint operational area. This expanded Marinwood's response zone to include the areas east of Highway 101. This can be recognized in the increased number of responses in the "new JPA Area (east of 101)". Other than that responses to areas and call types remained relatively consistent. I am working on a report for the Board on the Shared Services Agreement for the February Board Meeting. Number of calls, number of cross over shifts between the two agencies, fuel cost savings are among things to be included.

At the Commission meeting I will have a spread sheet of the crossover shifts that have happened between the two agencies and the cost associated with those shifts.

Draft 2015/16 Fire Department Budget
Included in the packet is a draft of the 2015/16 FD budget with the year to date expenditures from this years budget. The department is still waiting for strike team reimbursement from 3 of the 6 strike team assignments.

Draft Light Duty Policy
Included in the packet are light duty policies from Larkspur, Novato, and Tiburon. San Rafael's is almost identical to Tiburon's so I did not include it. I have prepared a draft copy of a Light Duty Policy for Marinwood. There are times when bringing an employee back who is off injured could be beneficial to both the Department and the employee. For example if there are particular administrative duties that can be accomplished and the injured employee has the skill set to assist with those duties light duty could be instituted. The employee would of course need to be cleared by his doctor and not have work restrictions that would interfere with the light duty work.

Staffing
A second department member has been placed off duty due to a work related injury. I expect his return to be in the March/April time frame as he is recovering from a surgery. At this time the department has two members off due to injury. A temporary firefighter has been hired to help backfill the staffing gaps. Jeff Smith, a long time volunteer who currently sits as number 1 on the department hiring list and meets all the requirements of a full time firefighter has been hired and working on shift. That still leaves the department short one employee-the vacation relief position is not currently staffed so sick and vacation time is filled by overtime.

And…Este Cespedes was offered a job with the San Rafael FD as a paramedic firefighter pending his medical and psychological exam. He would begin working for San Rafael the last week of February.

That leaves the department with two temporary vacancies with the two workers comp injuries and one full time vacancy with Este's departure. There are a couple different options-
*Hire Jeff Smith as a full time employee and hire another temporary employee from the firefighter or firefighter paramedic eligibility list. There are two volunteers on the firefighter eligibility list who meet the minimum requirements and could work as temporary hires. Both would need some training to get up speed. The top 2 candidates from the paramedic eligibility list have already been hired elsewhere. A temp hire could come off of the paramedic list but will need a few weeks of intensive training before they are ready to work as a third person on the engine. San Rafael has also offered a place in their fire academy for new recruits for any new employee Marinwood hires. Chief Gray has also offered their paramedic hiring list if the Marinwood paramedic list does not have suitable paramedics available.

*The department could hire only paramedics. Jeff Smith is an EMT and not a paramedic. The department does not currently have the paramedic position in place and there are some labor issues that need to be resolved/conquered. Jeff has been with the department as a volunteer for four years and has worked as a full time temp now for two months. He is trained and ready to fill both the firefighter and the acting engineer position. Any paramedics brought to the department will need approximately four weeks of intensive training in an academy setting prior to being able to work on the engine. Jeff has been a model employee and lives in the District with his wife and young daughter.

Department Goals

Below are some goals for the department for 2015. If you have any ideas or suggestions please call or email me.

*Complete servicing of all hydrants in the District in 2015
*Complete all business occupancy inspections for 2015
*Complete testing of all hose during month of May 2015
*Accept and place in service new Type 1 Apparatus during July/August 2015
*Maintain volunteer firefighting force. Have two hiring classes-1 in January 2015 and one in June 2015. Have both classes go through County wide Volunteer Firefighter Academy and Wildland Academy.
*Maintain a hiring eligibility list
*Adopt a 2015/16 Fire Department Budget and operate within the budget
*Continue working towards a paramedic budget
*Increase Paramedic tax
*Hold one Blood Drive
*Continue policy development and adoption of Employee Handbook
*Work with New District Manager on Recommendations in SDRMA Safety Management Report
*Hold Two Get Ready Classes
*Have the Fourth of July Pancake Breakfast
*Have Santa Detail
*Continue Shared Services Agreement and work with Chief's of San Rafael and Larkspur to enhance our operational area services.
*Look for ways to increase revenue including-cell site leasing, other billing options for emergencies, etc.

Incident #	DATE	DISP	ENROUTE	ON SCENE	IN SERVICE	ELAP	TYPE	INCIDENT	AREA	MRW SCN	SNR SCN	PARA	VSTA	VSCN	2ND UNIT	TMAN	MIN	FMA
15-0001	1/1/15	0:06	0:09	0:13	0:42	0:36	MA	Overdose	CSA 13	3	2	#+	0	0	E56	0:07	0:01	5889
15-0002	1/1/15	3:03	3:05	3:10	3:16	0:13	FA/NN	Fire Alarm	JPA-SR (N)	3	0		0	0	E56	3:04	0:01	5333
15-0003	1/1/15	18:21	18:22	18:27	18:45	0:24	MA	Unresponsive	JPA-SR (N)	3	2	#	0	0	E56	18:22	0:01	5334
15-0004	1/2/15	5:50	5:51	5:55	6:11	0:21	MA	Chest Pain	CSA 13	3	2	#+	0	0	E56	5:51	0:01	1503
15-0005	1/2/15	14:13	14:15	14:18	14:37	0:24	MA	Ground Level Fall	JPA-SR (N)	3	2	#+	0	0	E56	14:14	0:01	5330
15-0006	1/2/15	14:48	14:49	14:53	15:10	0:22	MA	Severed Toe	CSA 13	3	3	#+	0	0	E52	14:49	0:01	5888
15-0007	1/2/15	19:40	19:40	19:43	20:30	0:50	COVER	Cover-in	OUT (N)	3	0		0	0	E56	19:41	0:01	21105
15-0008	1/2/15	22:18	22:19	22:25	23:21	1:03	MA	Ground Level Fall	JPA-SR (N)	3	2	#+	0	0	E56	22:18	0:00	5333
15-0009	1/3/15	3:24	3:26		3:31	0:07	MA	Canceled In Route	JPA-SR (N)	0	0	#	0	0	E56	3:25	0:01	5333
15-0010	1/4/15	3:57	3:59	4:05	4:19	0:22	MA	Lift Asssit	JPA-SR (N)	3	0		0	0	E56	3:58	0:01	5333
15-0011	1/4/15	17:41	17:42	17:45	17:54	0:13	FIRE	Structure Fire	MW	3	3		0	0	E52	17:42	0:01	5881
15-0012	1/4/15	18:00	18:02	18:06	18:21	0:21	FA/NN	Fire Alarm	JPA-SR (N)	3	0		0	0	E59	18:01	0:01	5333
15-0013	1/5/15	13:34	13:35		13:39	0:05	FA/NN	ucture Fire / Cancelled in ro	OUT (SR)	3	12		0	0	E65	13:35	0:01	5666
15-0014	1/5/15	21:01	21:02	21:06	21:19	0:18	MA	Abdominal Pain	JPA-SR (N)	3	2	#+	0	0	E56	21:02	0:01	5338
15-0015	1/6/15	9:12	9:13	9:16	9:21	0:09	PSA	Lift Asssit	MW	3	0		0	0	E56	9:13	0:01	5882
15-0016	1/6/15	16:21	16:22	16:26	16:37	0:16	MA	Cardiac Related	JPA-SR (N)	3	2	#+	0	0	E56	16:22	0:01	5338
15-0017	1/6/15	21:36	21:37	21:39	21:50	0:14	MA	ALOC	MW	3	2	#+	0	0	E56	21:37	0:01	5883
15-0018	1/6/15	23:16	23:18	23:26	23:31	0:15	FIRE	Structure	OUT (SR)	3	12		0	0	E65	23:17	0:01	5779
15-0019	1/7/15	2:42	2:44	2:45	3:06	0:24	MA	Fall	MW	3	2	#&	0	0	E56	2:43	0:01	5884
15-0020	1/7/15	7:33	7:35		7:40	0:07	COVER	Cover-in	OUT (N)	3	12		0	0	E56	7:34	0:01	21105
15-0021	1/7/15	11:27	11:28	11:30	11:44	0:17	MA	Fall	MW	0	5	#	0	0	E56	11:28	0:01	5881
15-0022	1/7/15	16:07	16:08	16:13	16:27	0:20	MA	Sick Person	JPA-SR (N)	3	2	#	0	0	E56	16:08	0:01	5334
15-0023	1/7/15	18:40	18:41	18:45	19:03	0:23	MA	Cardiac Arrest	MW	3	2	#	7	1	E56	18:41	0:01	5880
15-0024	1/7/15	21:02	21:04	21:11	21:23	0:21	PSA	Lift Asssit	JPA-SR (N)	3	0		7	1	E56	21:04	0:02	5334
15-0025	1/8/15	0:09	0:11	0:15	0:32	0:23	PSA	Fall	JPA-SR (N)	3	2	#	0	0	E56	0:11	0:02	5333
15-0026	1/8/15	9:00	9:02	9:04	9:17	0:17	PSA	Lift Asssit	JPA-SR (N)	3	2	#	0	1	E56	9:17	0:17	5337
15-0027	1/8/15	14:43	14:44	14:49	15:02	0:19	MA	Dizzyness	MW	3	2	#+	0	1	E56	15:02	0:19	5883
15-0028	1/9/15	12:25	12:25	12:30	12:52	0:27	MA	Deceased	JPA-SR (N)	3	0		0	0	E56	12:26	0:01	5333
15-0029	1/9/15	13:18	13:19	13:22	13:34	0:16	MA	Hemorrhage	CSA 13	3	2	#+	0	0	E56	13:19	0:01	5888
15-0030	1/9/15	13:30	13:31		13:32	0:02	FA/NN	Canceled In Route	JPA (MC)	3	2		0	0	E56	13:31	0:01	1501
15-0031	1/9/15	14:57	14:59	15:04	15:16	0:19	MA	Fall	OUT (SR)	3	2	#+	0	0	E56	14:58	0:01	5661
15-0032	1/9/15	18:58	18:59	19:01	19:19	0:21	MA	Rib pain	MW	3	2	#&	0	0	E56	18:59	0:01	5881
15-0033	1/9/15	21:44	21:46	21:48	22:32	22:11	MA	Near Syncope	JPA-SR (O)	3	2	#+	0	0	E56	21:45	0:01	5337
15-0034	1/10/15	0:01	0:04	0:08	0:19	0:18	MA	ETOH Detox	JPA-SR (N)	3	2	#&	0	0	E56	0:02	0:01	5334

ALS Response (#)
ALS Transport (+)
No ALS Transport (&)

Incident #	DATE	DISP	ENROUTE	ON SCENE	IN SERVICE	ELAP	TYPE	INCIDENT	AREA	MRW SCN	SNR SCN	PARA	VSTA	VSCN	2ND UNIT	TMAN	MIN	FMA
15-0035	1/10/15	10:31	10:32	10:35	10:46	0:15	MA	Difficulty Breathing	JPA-SR (N)	3	2	#+	0	1	E56	10:32	0:01	5338
15-0036	1/10/15	16:02			16:27	0:25	COVER	Structure Fire	OUT (N)	3	0		0	0	E52	16:03	0:01	21105
15-0037	1/10/15	16:10	16:10	16:12	16:17	0:07	MA	Laceration to Hand	OUT (N)	3	2	#+	0	0	E52	16:11	0:01	21105
15-0038	1/11/15	13:51	13:52	13:56	14:08	0:17	MA	General weakness	MW	3	2	#+	0	0	E56	13:52	0:01	5884
15-0039	1/11/15	21:48	21:50		21:52	0:04	COVER	Move-up	OUT (N)	3	0		0	0	E56	21:49	0:01	21105
15-0040	1/12/15	8:17	8:19	8:22	8:29	0:12	MA	Near Syncope	JPA-SR (N)	3	2	#&	1	1	E56	8:18	0:01	5330
15-0041	1/12/15	12:49	12:49	12:52	13:07	0:18	MA	Anxiety attack	MW	3	2	#+	1	1	E56	12:50	0:01	5882
15-0042	1/12/15	13:30	13:31	13:35	14:00	0:30	MA	Hip pain	MW	3	2	#+	1	1	E56	13:31	0:01	5882
15-0043	1/12/15	16:09	16:11	16:14	16:45	0:36	MA	MVA	CSA 13	3	2	#+	1	1	E56	16:10	0:01	5889
15-0044	1/12/15	23:49	23:51	23:54	0:37	0:48	MA	ALOC	MW	3	2	#+	1	1	E56	23:50	0:01	5882
15-0045	1/13/15	9:50	9:51		9:52	0:02	FA/NN	hoke Alarm/Canceled in Ro	JPA-SR (N)	3	0		0	2	E56	9:51	0:01	5333
15-0046	1/13/15	14:38	14:39	14:45	15:08	0:30	MA	Foot Injury	JPA-SR (N)	3	2	#	2	1	E56	14:39	0:01	5334
15-0047	1/14/15	9:45	9:47	9:51	10:10	0:25	MA	Ground Level Fall	JPA-SR (N)	3	2	#+	3	0	E56	9:46	0:01	5333
15-0048	1/15/15	7:45	7:48	7:54	8:20	0:35	MA	Weakness	JPA-SR (N)	3	2	#+	0	0	E56	7:45	0:00	5333
15-0049	1/15/15	8:52	8:53	8:57	9:06	0:14	MA	SOB	CSA 13	3	2	#+	0	0	E56	8:52	0:00	5888
15-0050	1/15/15	9:16	9:16	9:20	9:42	0:26	MA	Traumatic Injuries	JPA-SR (N)	3	2	#+	0	0	E56	9:16	0:00	5333
15-0051	1/15/15	10:14	10:16		10:23	0:09	MA	Canceled In Route	CSA 13	0	5		0	0	E51	10:14	0:00	5888
15-0052	1/15/15	11:28	11:29	11:33	11:48	0:20	FIRE	Smoke in a Building	OUT (SR)	3	12		0	0	E51	11:28	0:00	5600
15-0053	1/15/15	21:31	21:33	21:36	21:41	0:10	FA/NN	Smoke Detector	JPA-SR (O)	3	0		0	0	E59	21:31	0:00	5331
15-0054	1/16/15	16:11	16:12		16:12	0:01	FA/NN	Fire Alarm-Canceled	JPA-SR (O)	0	0		0	0	E59	16:11	0:00	5331
15-0055	1/16/15	16:21	16:21	16:24	16:41	0:20	MA	Fall	JPA-SR (N)	3	2	#+	0	0	E59	16:21	0:00	5333
15-0056	1/17/15	0:10	0:12	0:16	0:31	0:21	MA	Fall	JPA-SR (N)	3	0		0	0	E56	0:31	0:21	5334
15-0057	1/17/15	16:03	16:04	16:10	16:23	0:20	MA	Difficulty Breathing	MW	3	2	#+	0	0	E56	16:04	0:01	5880
15-0058	1/17/15	17:04	17:05		17:08	0:04	FA/NN	Fire Alarm	MW	3	0		0	0	E56	17:05	0:01	5880
15-0059	1/17/15	20:09	20:10	20:16	20:24	0:15	MA	Vomiting Blood	JPA-SR (N)	3	2	#+	0	0	E56	20:10	0:01	5334
15-0060	1/18/15	14:11	14:12	14:16	14:29	0:18	MA	Deceased	MW	3	2	#&	0	0	E56	14:12	0:01	5882
15-0061	1/18/15	20:07	20:09	20:14	20:43	0:36	COVER	Move-up	OUT (N)	3	0		0	0	E56	20:08	0:01	21105
15-0062	1/19/15	0:58	1:00	1:04	1:16	0:18	MA	Vomiting	JPA-SR (N)	3	2	#&	0	0	E56	0:59	0:01	5334
15-0063	1/19/15	9:07			9:08	0:01	MA	Chest Pain/Cancelled	OUT (SR)	3	2	#&	0	0	E56	9:08	0:01	5667
15-0064	1/19/15	9:52	9:54	9:58	10:10	0:18	MA	Back Pain	MW	3	2	#&	0	1	E56	9:53	0:01	5889
15-0065	1/19/15	12:26	12:26	12:30	12:39	0:13	MA	Vehicle Accident	OUT (SR)	3	3	#	0	1	E56	12:27	0:01	5330
15-0066	1/19/15	19:18	19:19	19:25	19:37	0:19	PSA	Lift Asssit	JPA-SR (N)	3	0		0	1	E56	19:19	0:01	5333
15-0067	1/20/15	9:58	9:58		10:24	0:26	COVER	Cover-in	OUT (N)	3	0		0	1	E52	9:59	0:01	21105
15-0068	1/20/15	12:10	12:11	12:13	12:22	0:12	PSA	Medical Alarm	MW	3	2	#	0	1	E56	12:11	0:01	5882

ALS Response (#)
ALS Transport (+)
No ALS Transport (&)

Incident #	DATE	DISP	ENROUTE	ON SCENE	IN SERVICE	ELAP	TYPE	INCIDENT	AREA	MRW SCN	SNR SCN	PARA	VSTA	VSCN	2ND UNIT	TIMAN	MIN	FMA
15-0069	1/21/15	10:21	10:22	10:27	10:34	0:13	MA	Fall	OUT (SR)	3	2	#	0	2	E52	10:34	0:13	5668
15-0070	1/21/15	12:23	12:23	12:28	12:42	0:19	MA	ALOC	JPA-SR (N)	3	2	#+	0	2	E56	12:42	0:19	5333
15-0071	1/21/15	17:26	17:27	17:31	17:46	0:20	MA	ALOC	JPA-SR (N)	3	2	#+	0	2	E56	17:46	0:20	5334
15-0072	1/22/15	12:57	12:58	12:59	13:22	0:25	MA	ALOC	MW	3	2	#+	0	1	E56	13:22	0:25	5884
15-0073	1/22/15	17:49	17:51	17:55	18:06	0:17	FA/NN	Fire Alarm	CSA 13	3	0		0	1	E56	18:06	0:17	5889
15-0074	1/23/15	3:54	3:56	4:00	4:12	0:18	MA	Abdominal Pain	JPA-SR (N)	3	2	#+	0	1	E56	4:12	0:18	5338
15-0075	1/23/15	17:17	17:19	17:23	17:33	0:16	MA	Vehicle Accident	MW	3	2		0	0	E56	17:33	0:16	5882
15-0076	1/24/15	8:39	8:40	8:45	8:57	0:18	MA	Fall	JPA-SR (N)	3	2	#+	0	1	E56	8:40	0:01	5333
15-0077	1/24/15	17:19	17:20	17:26	17:38	0:19	MA	Hyperventillation	OUT (MC)	3	2	#&	0	2	E56	17:20	0:01	1501
15-0078	1/24/15	22:29	22:32	22:35	22:51	0:22	MA	MVA	MW	3	2	#&	0	2	E56	22:30	0:01	5882
15-0079	1/25/15	13:42	13:43	13:46	13:58	0:16	MA	Overdose	JPA-SR (N)	3	2	#+	0	2	E56	13:43	0:01	5333
15-0080	1/25/15	18:14	18:14	18:20	18:59	0:45	COVER	Nov. St. 64	OUT (N)	3	0		0	2	E56	18:15	0:01	21105
15-0081	1/25/15	20:32	20:33	20:37	20:54	0:22	MA	SOB	JPA-SR (N)	3	2	#+	0	2	E56	20:33	0:01	5338
15-0082	1/26/15	3:01	3:02	3:07	3:21	0:20	MA	Abdominal Pain	JPA-SR (N)	3	2	#+	0	2	E56	3:02	0:01	5338

ALS Response (#)
ALS Transport (+)
No ALS Transport (&)

Marinwood Fire Department

Light Duty Policy

The purpose of this policy is to define the fire department's administration of light duty assignments for employees who incur an industrial or non-industrial injury or illness which otherwise prevents the employee from performing his/her regularly assigned duties.

1. It shall be the policy of this department to consider all light duty assignments on a case by case basis. Such assignments will generally be the exception rather than the rule.

2. Light duty assignments may be approved by the Fire Chief subject to the following guidelines:

a) Written authorization from a qualified physician shall be required prior to any assignment to light duty for a non-industrial injury or illness, or from the employee's treating physician for an industrial injury or illness.

b) Such authorization from a physician must include a specific date of anticipated return to full duty. Such dates may be adjusted based upon a more rapid recovery than anticipated or a longer period of recovery due to aggravated circumstances.

c) Final approval of all light duty assignments shall rest with the Fire Chief.

3. Assignment to light duty may be initiated either by request from the employee or in the form of a directive from the Fire Chief. In cases where the employee requests light duty, he/she shall submit the request in writing to the Fire Chief with the appropriate authorization described in paragraph 2a-b.

4. All light duty work details will be approved by the Operations Chief. Employees on light duty shall receive supervision from the company officer or chief officer to whom he/she is assigned.

5. Employees assigned to light duty shall be evaluated in writing by the supervisor every two weeks. A progress report shall be submitted to the Operations Chief to determine the effectiveness of the light duty assignment.

6. Light duty assignments shall be restricted to functions within the scope of the fire department's mission and which are related to the individual employee's skills, knowledge and abilities. Training may be provided to enable an employee to carry out assigned tasks.

7. Since the intent of this policy is to keep employees working but not subject them to circumstances that might aggravate their existing medical condition, employees on light duty are to use good judgment in carrying out all assigned tasks.

8. When one or more employee is available for assignment to light duty at the same time and there is only sufficient work available to accommodate one employee, the most senior employee shall be offered the assignment first.

9. Employees assigned to light duty shall work a 40-hour work week which follows the work schedule of management and administrative employees, or a flexible work schedule totaling 40 hours per week as determined by the assignment.

10. Time off for follow-up examinations by a treating physician or for other treatments directly related to the employee's current medical restriction from normal duties shall be permitted. However, an employee assigned to light duty for non-industrial injury or illness shall be required to use sick leave benefits for such appointments.

11. All paid leave used (vacation, sick leave, etc.) while on light duty shall be deducted from the employee's leave accruals at a rate of 1.6 times the actual time off in order to compensate for the effect of paid leave being accrued on the 56 hour/week schedule.

10.01 Purpose

A. To provide, where appropriate, limited duty assignments to members with temporary work limitations as determined by a physician.

B. To provide a safe and cost effective system of utilizing personnel resources who are injured on or off duty.

C. To limit and control the nature of duties assigned to personnel with known temporary medical limitations.

D. To maintain an orderly procedure for monitoring members on transitional duty assignments.

E. Definitions

1. Limited Duty Assignment: A temporary alternate duty assignment for a member recovering from an industrial or non-industrial injury or illness that can be performed in conformance with the member's medical restrictions. Limited duty assignments allow the member to remain gainfully employed during the recovery period.

2. Reasonable Accommodation: Any change in the work environment or in the way the work is customarily performed that enables a qualified individual with a disability, as defined by the Americans with Disabilities Act (ADA) and the Fair Employment and Housing Act (FEHA), to perform the essential functions of a position. Examples may include job restructuring, identifying part-time or modified work schedules, reassignment to a vacant position, acquisition of special equipment or devices, redesigning workload patterns, or making any other reasonable change that enables the qualified individual to perform the essential functions of the job.

10.02 Policy

A. Members who are recovering from a temporary injury or illness and cannot resume the full work requirements of their regular position may request, through the Fire Chief or designee, a transitional duty assignment. Transitional duty is applicable to industrial and non-industrial injuries/illnesses.

B. Members may be assigned to appropriate transitional duty in their assigned division or in other District divisions. Operational issues such as budget constraints, staffing requirements, scheduling, etc., will be considered prior to approval.

C. The Human Resources Manager shall initiate transitional duty assignments for medically cleared members.

D. Members may begin working light duty five (5) calendar days from the date of injury.

E. Scope

1. A member's entitlement to or denial of benefits under this program shall be in compliance with California Workers' Compensation law, applicable District policies and State and Federal law.

2. Transitional duty may be provided to accommodate a temporary illness or injury. It is incumbent upon the employee to follow all restrictions set forth by their treating physician. At no time shall the employee engage in any activity that shall violate the restrictions.

3. Reasonable accommodation should be requested for disabilities that limit the individual's ability to perform a major life activity as defined in the Americans with Disabilities Act and/or the Fair Employment and Housing Act.

4. If an employee is released to a limited duty56 hour work week ("shift work") the employee shall report to their assigned station at the start of the shift to complete their assignment. Persons on limited duty shall follow chain of command and may be assigned to other duties around the District as needed. If an employee is released to limited duty of less than 56 hours, they shall attempt to complete those hours on their assigned shift and station. Persons on limited duty shall not be allowed to respond Code 3 in district apparatus and shall not be allowed on active emergency scenes.

5. If a day employee is released to a limited duty 40 hour work week the employee shall report to their assigned station at the start of the shift to complete their assignment. Persons on limited duty shall follow chain of command and may be assigned to other duties around the District as needed. If a day employee is released to limited duty of less than 40 hours, they shall attempt to complete those hours on their assigned shift and station. Persons on limited duty shall not be allowed to respond Code 3 in district apparatus and shall not be allowed on active emergency scenes.

6. This policy is not intended to create greater rights or benefits than those contained in the Memorandum of Understanding for the bargaining unit representing the affected member.

F. Program

1. The Human Resources Manager is responsible for the administration of limited duty assignments.

2. The District reserves the right to exercise its prerogative to protect itself against excessive future liability and insurance risk, and the member against further aggravation and/or injury.

10.03 <u>Procedures</u>

A. A member, released by his or her treating physician or other health care provider to return to limited duty shall notify the Human Resources Manager immediately and provide a copy of their physician's certificate, NFD Form AD-19, indicating the member's physical restrictions.

B. The Human Resources Manager shall notify the Deputy Chief, the member's Battalion Chief or direct supervisor, the Accounting Specialist, and Telestaff. A copy of the AD19 shall be placed into the member's Worker's Compensation file.

C. The Human Resources Manager shall consult in advance with the members Battalion Chief or direct supervisor about the member's availability for a limited duty assignment.

D. Working conditions, including the number of hours worked and classifications of the member assigned to limited duty may be varied to meet the objectives of this program.

E. If no limited duty is available within the restrictions set by the physician, the member will remain on "no work" status.

F. Assignments to limited duty shall be for a period of up to six months unless the member and the District agree to a longer period of time, and as long as medical evidence indicates the member is improving and is likely to return to full duty. The –Fire Chief or designee may revoke any transitional duty assignment if the member's medical condition, based on medical documentation, is not improving. The Human Resources Manager will periodically review the status of members assigned to transitional duty to ensure compliance with all work limitations and that the member is meeting all medical appointments. Members assigned to temporary transitional duty shall conform to the work procedures, practices, dress requirements and regulations of the workplace or division where assigned, and shall perform all work in conformance with their medical restrictions. Failure of the member to satisfactorily perform the required duties will terminate the transitional duty assignment.

G. The Human Resources Manager will assure that all members working in transition assignments sign an agreement to work within the restriction established by their treating physician. Failure of the member to sign the agreement will result in denial of the transitional duty assignment.

H. If the member's medical condition is determined to be permanent, or permanent and stationary, precluding work for which the member was hired, the member's assignment, if any, will be governed by applicable District policies, Workers' Compensation law and/or state and federal law. If the member believes he or she is eligible for reasonable accommodation under the ADA or FEHA, the Human Resources Manager will coordinate a meeting with the member and the member's division head to evaluate the member's eligibility and determine whether or not a reasonable accommodation is available. The member may invite a labor representative to attend this meeting with them, if they wish.

I. Once a member has been on a continuous transitional duty assignment for a period of 90 days, the Human Resources Manager will set up a meeting with the member and the division head to which they area assigned to determine the status of the member's recovery and whether the Transitional Duty assignment will continue. The member may invite a labor representative to attend this meeting with them, if they wish. A transitional duty assignment may extend beyond the six month period only if medical evidence indicates the member's return to work is imminent.

J. If at any time while a member is on a temporary transitional duty assignment the treating physician determines that the member is able to perform regular work activities within current work restrictions or without restriction, the member shall return to his or her regular duties.

K. Compensation

1. While temporarily assigned to transitional duty, the member will be paid his or her regular base pay and benefits even though the member may be assigned to another division.

2. Members working transitional duty due to industrial injuries may take time taken off from work for physician appointments or physical therapy at no cost to themselves.

3. Members working transitional duty will be allowed to take vacation and CTO leave with approval of their Shift Battalion Chief. Their respective leave account will be charged on an hour for hour basis for the time taken off.

4. This will be a trail period for a 56 hour work week transitional duty plan (instead of 40 hour work week) and shall be reviewed at the end of one calendar year for effectiveness. The District reserves the right to revert back to the previous light duty arrangements at any time during this period if any disservice is found to the district.

APPROVED _____ INITIATOR Deputy Chief Brolan

Temporary Modified Duty Assignments

F 1066.1 PURPOSE AND SCOPE

The purpose of this policy is to describe the procedure for assigning employees to temporary modified duty when injuries sustained on- or off-duty result in physical limitations as diagnosed by a qualified health care professional.

F 1066.2 POLICY

It is the policy of the Tiburon Fire Protection District to assist injured employees in returning to work as soon as they are medically able to perform meaningful work for the District. In some instances, the return to work may result in a temporary modified-duty assignment.

F 1066.3 PROCEDURE

Temporary modified-duty assignments are intended to provide employees who have sustained a work-related occupational or non-occupational injury that temporarily limits their ability to perform their regularly assigned duties with an opportunity to return to work. The ability of the District to offer an employee a temporary modified-duty assignment will be based on the limitations of the employee and the needs of the District, and will generally not exceed six months. The process for evaluating an employee for a modified-duty assignment after being medically cleared with restrictions from an injury occurring on- or off-duty, or an illness as a result of an exposure, shall be as follows:

(a) The employee's treating health care professional must have provided the employee with written clearance stating that the employee is able to work modified duty with identified work restrictions.

(b) The employee must provide the clearance document to the Fire Chief as soon as practicable.

(c) The Fire Chief should contact the respective Battalion Chief or the authorized designee to determine the availability of a temporary modified-duty assignment that is commensurate with the employee's work restrictions. There may be instances when a temporary modified-duty position within the employee's work restrictions is not available.

(d) If a temporary modified-duty assignment is available, the employee may be required to schedule an appointment with the district's occupational medical provider for final medical clearance before reporting for duty.

(e) Temporary modified-duty assignments shall not exceed six months without approval from the Fire Chief or the authorized designee. Extensions will be based on the employee's need for continued temporary modified duty and the district's need for continued work in the task assigned. Extensions are not guaranteed. Extensions in a temporary modified-duty assignment will be granted on a case-by-case basis and at the sole discretion of management. An authorized extension will not expand any temporary modified duty into a permanent assignment and will not be considered as precedent for any other extensions.

(f) With the exception of employees who are disabled, as defined by the Americans With Disabilities Act (ADA) or the California Fair Employment and Housing Act (Government Code § 12940 et seq.), temporary modified-duty assignments normally will end at the point when the injured employee's condition is declared permanent and stationary.

Adopted: 2013/04/10 © 1995-2013 Lexipol, LLC

Return to Work

F 1070.1 PURPOSE AND SCOPE

The purpose of this policy is to establish the process through which an employee, who has been off work for an extended period of time due to an injury or illness, may return to work.

F 1070.1.1 DEFINITIONS

Definitions related to this policy include:

Interactive process - An informal meeting between employer and employee, designed to identify the precise limitations resulting from a disability and any potential reasonable accommodations that could overcome those limitations and allow the employee to return to work, either in their usual and customary position or some other type of work.

F 1070.2 POLICY

It is the policy of the Tiburon Fire Protection District to assist injured employees, to the extent reasonably practicable, in returning to work as soon as they are medically able to perform meaningful work for the District.

F 1070.3 EMPLOYEE RESPONSIBILITIES

It is the employee's responsibility to inform the District of his/her absence and to immediately advise the District when the employee believes that he/she will be medically released to return to work, with or without restrictions. If practicable, the employee shall provide advance notice of his/her potential return to work and shall provide written medical verification of the clearance and any restrictions.

If an employee has restrictions prescribed by a qualified health care professional, it is the responsibility of the employee to ensure he/she is not performing work that violates any restriction. If the employee believes he/she has been requested or directed to perform work that violates the restrictions, the employee should make a prompt report to the Fire Chief.

F 1070.4 DISTRICT RESPONSIBILITIES

The District will evaluate the employee's request to return to work and the written medical verification, and will consult with the Fire Chief in order to make a determination whether:

(a) The employee may return to full duty based on the medical verification provided by the employee.

(b) The employee may return to work to a temporary modified-duty assignment and whether the District has a need that fits with the employee's restrictions.

(c) The employee should have a fitness-for-duty evaluation.

(d) The employee has reached a permanent and stationary rating and it is necessary to engage in an interactive process to determine a reasonable accommodation.

The Fire Chief, in consultation with the district representative, should make a recommendation to the Fire Chief or the authorized designee regarding the status of the employee. The Fire Chief should communicate with the employee about plans for the employee to return to work, after consulting with the Fire Chief or the authorized designee.

Adopted: 2013/04/10 © 1995-2013 Lexipol, LLC

Subject: **Light Duty Policy**	
Section: ADMINISTRATIVE	
Effective Date: February 15, 1992	Page 1 of 2

The purpose of this policy is to define the fire department's administration of light duty assignments for employees who incur an industrial or non-industrial injury or illness which otherwise prevents the employee from performing his/her regularly assigned duties.

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4. All light duty work details will be approved by the Operations Chief. Employees on light duty shall receive supervision from the company officer or chief officer to whom he/she is assigned.

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7. Since the intent of this policy is to keep employees working but not subject them to circumstances that might aggravate their existing medical condition, employees on light duty are to use good judgment in carrying out all assigned tasks.

8. When one or more employee is available for assignment to light duty at the same time and there is only sufficient work available to accommodate one employee, the most senior employee shall be offered the assignment first.

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11. All paid leave used (vacation, sick leave, etc.) while on light duty shall be deducted from the employee's leave accruals at a rate of 1.6 times the actual time off in order to compensate for the effect of paid leave being accrued on the 56 hour/week schedule.

MARINWOOD COMMUNITY SERVICES DISTRICT

FIRE DEPARTMENT BUDGET FOR FISCAL YEAR 2015-16

Cost Center 6103013100 *Draft* *1/29/15*

SAP	Functional Area	Expense Object	Budget 2014-15	Actual 1/28/2015	% Var Percent	Budget 2015-16	% Change
EXPENDITURES:		**SALARIES & EMPLOYEE BENEFITS**					
5110110		Regular Salaries					
	101000	Sal. Administration (Dist Mgr 50%)	48,504	35,231.19	*72.6%*	48,504	*0.0%*
	103000	Sal. Fire Regular (Schedule A)	944,127	509,190.24	*53.9%*	947,464	*0.4%*
5110313	103000	Holiday Pay	37,346	16,031.40	*42.9%*	37,511	*0.4%*
5110319	103000	FLSA Work-week Adjustment	21,219	15,834.37	*74.6%*	21,313	*0.4%*
5120110	103000	Overtime -partly offset by OES reimbursement	85,000	205,406.03	*241.7%*	85,000	*0.0%*
		Total Regular Salaries	1,136,196	781,693.23	*68.8%*	1,139,791	*0.3%*
5110210		Extra Hire Salaries					
	101000	CSD Office hourly	10,494	7,543.31	*71.9%*	10,494	*0.0%*
	103000	Cadet Program/Extra Hire	0	0.00	-	-	
		Total Extra Hire Salaries	10,494	7,543.31	*71.9%*	10,494	*0.0%*
	Total salaries		1,146,689	789,236.54	*68.8%*	1,150,285	*0.3%*
5130120	103000	Group Insurance	266,965	171,301.14	*64.2%*	261,625	*-2.0%*
5130510	103000	PERS	339,413	169,222.31	*49.9%*	340,181	*0.2%*
5140115	103000	Workers Compensation	95,269	54,336.37	*57.0%*	96,150	*0.9%*
5140130	103000	Physicians Services	4,100		*0.0%*	4,100	*0.0%*
5140140	103000	Social Security/Medicare	87,722	52,709.01	*60.1%*	87,997	*0.3%*
5140145	103000	Unemployment Insurance	3,108	2,580.91	*83.0%*	3,108	*0.0%*
	Total Benefits & Employer Expense		796,577	450,149.74	*56.5%*	793,161	*-0.4%*
5100000	**TOTAL SALARIES & EMPLOYEE BENEFITS**		1,943,267	1,239,386.28	*63.8%*	1,943,446	*0.0%*
EXPENDITURES:		**SERVICES AND SUPPLIES**					
5210120	103000	Consultant fees	1,000	13,520.60	*1352.1%*	1,000	*0.0%*
5210128	103000	Fingerprinting	300	496.00	*165.3%*	300	*0.0%*
5210131	103000	Legal Expense	10,000	1,905.25	*19.1%*	10,000	*0.0%*
5210210	101000	Audit	6,400	6,222.50	*97.2%*	6,400	*0.0%*
5210215	103000	Banking fees	600	29.58	*4.9%*	600	*0.0%*
5210230	103000	Payroll services	4,000	2,698.92	*67.5%*	4,000	*0.0%*
5210525	103000	General Insurance	13,502	11,441.63	*84.7%*	13,502	*0.0%*
5210530	101000	Legal settlements					
5210725	103000	Telephone, broadband, cell	8,000	3,726.20	*46.6%*	8,000	*0.0%*
5210810	103000	Power	9,000	6,871.99	*76.4%*	9,000	*0.0%*
5210815	101000	Garbage Removal	2,720	1,457.33	*53.6%*	2,720	*0.0%*
5210835	103000	Water ($100/mo) & Sewer (40%)	1,800	1,044.05	*58.0%*	1,800	*0.0%*
5210910	103000	Vehicle maintenance	25,000	13,692.59	*54.8%*	25,000	*0.0%*
5210920	103000	MERA operation (90% of total)	15,000	13,628.70	*90.9%*	15,000	*0.0%*
5210925	103000	Radio Maintenance & Equipment	3,418	2,764.46	*80.9%*	3,918	*14.6%*
5211140	103000	Vegetation management project matching funds					
5211310	103000	Special progams, awards & incentives	3,000	2,200.55	*73.4%*	3,000	*0.0%*
5211320	103000	Educational Materials (Train/Prev/NERT)	5,000	3,882.82	*77.7%*	5,000	*0.0%*
5211325	103000	Conferences & meeting expense	1,000		*0.0%*	1,000	*0.0%*
5211330	103000	Memberships, Dues (offset by payroll ded.)	2,500	1,904.97	*76.2%*	2,500	*0.0%*

SAP	Functional Area	Expense Object	Budget 2014-15	Actual 1/28/2015	% Var Percent	Budget 2015-16	% Change
5211340	103000	Training / Testing (inc.EMT,CPR, FPO, TO)	8,000	1,320.89	*16.5%*	8,000	*0.0%*
5211440	103000	Routine Travel	700	908.33	*129.8%*	1,000	*42.9%*
5211520	103000	Publications, Legal Notices	400		*0.0%*	400	*0.0%*
5211545	101000	Election Exp. (Board, Paramedic)	6,000		*0.0%*	6,000	*0.0%*
5211610	103000	County fees, LAFCO share, Hazmat	5,960	2,654.04	*44.5%*	5,960	*0.0%*
5220110	103000	Office expense	5,000	7,427.76	*148.6%*	7,000	*40.0%*
5220130	101000	Reprod. costs - Xerox 30%	2,000	1,714.15	*85.7%*	3,000	*50.0%*
5220210	103000	In-house apparatus & equipment maintenance	5,000	2,700.19	*54.0%*	5,000	*0.0%*
5220215	103000	Hydrant Maint.	1,500	60.82	*4.1%*	1,500	*0.0%*
5220220	103000	Small tools	500	208.55	*41.7%*	500	*0.0%*
5220310	103000	Building Maintenance	***8,000***	6,240.48	*78.0%*	9,400	*17.5%*
5220610	103000	Gasoline, fuel	8,000	6,956.21	*87.0%*	9,000	*12.5%*
5220810	103000	Miscellaneous supplies	23,248	17,209.42	*74.0%*	24,586	*5.8%*
5220825	103000	Uniforms & personal Supplies	***7,062***	4,758.67	*67.4%*	7,062	*0.0%*
5220826	103000	Food, emergency supplies	1,500	2,003.55	*133.6%*	1,500	*0.0%*
5220827	103000	Janitorial & Building Supplies	3,000	2,512.04	*83.7%*	3,000	*0.0%*
		TOTAL SERVICES & SUPPLIES	198,110	144,163.24	*72.8%*	205,648	*3.8%*
EXPENDITURES:		**DEBT SERVICE**					
5211710	103000	**Long-term debt principal**	62,944	62,831.12	*99.8%*	62,944	*0.0%*
		MERA bond share - 12944					
		Building loan - 50000					
5211715	103000	**Long-term debt interest**	14,607	11,577.70	*79.3%*	14,607	*0.0%*
		MERA bond share - 4435					
		Building loan - 10175					
		TOTAL LOAN PAYMENT	77,551	74,408.82	*95.9%*	77,551	*0.0%*
EXPENDITURES:		**FIXED ASSETS**					
5220910	103000	**Improvements**	6,238			15,838	
5220916	103000	**Other equipment - new fire engine lease**	53,000	128,135.00		53,000	
		TOTAL FIXED ASSETS	59,238	128,135.00		68,838	
EXPENDITURES:		**CONTINGENCIES & RESERVES**					
		Reserves for equipment replacement	*proposed*				
		Type I engine	*40,000*				
		Type III engine	*20,000*				
		Utility vehicle	*6,000*				
		Chief's vehicle	*4,000*				
		Heaterer & air condition, Firehouse	*8,000*				
		Total	*78,000*				
		Conting. General (fund bal. unbudgeted)					
		Contingency for wage increases:					
		TOTAL CONTINGENCIES & RESERVES	0			-	
		TOTAL BUDGET	2,278,166	1,586,093.34	*69.6%*	2,295,483	*0.8%*

REVENUE: **BUDGET FUNDING - FIRE DEPT.**

Estimated Property Tax Revenue:

SAP	Functional Area	Expense Object	Budget 2014-15	Actual 1/28/2015	% Var Percent	Budget 2015-16	% Change
4110110	103000	Current Secured	*603,730*	339,609.77	*56.3%*	603,730	
4110111	103000	Admin fee for tax collection	-10,867	(4,811.28)		-10,867	
4110115	103000	Unitary	3,841		*0.0%*	3,841	
4110120	103000	Current Unsecured	12,518	12,115.22	*96.8%*	12,518	
4110140	103000	Excess ERAF	76,919	40,403.04	*52.5%*	76,919	
4110145	103000	P/Y ERAF /Reverse ERAF	0	3,878.57	*0.0%*	0	
4110210	103000	Supplemental Assessment, Current	*0*	4,313.60		0	
4110215	103000	Supplemental Assessment, Unsecured	13,263	99.95	*0.8%*	13,263	
4110225	103000	Supplemental Assessment, Redem.	303	345.29	*114.0%*	303	
4110310	103000	Prior Year Secured	985			985	
4110510	103000	Prior Unsecured	0	632.09		0	
4560110	103000	In-lieu, Housing	0			0	
		Total Estimated Property Tax Revenue:	700,692	396,586.25	*56.6%*	700,692	
4120610	103000	Special Tax	966,936	532,413.77	*55.1%*	992,346	*2.6%*
4120611	103000	Admin fee for Special Tax collection	-3,600	(1,963.22)		(3,600)	*0.0%*
4220115		Plan Review fees	5,000	1,207.00		5,000	
4410125		Interest - Pooled Investments	500		*0.0%*	500	
4410127		Interest - excess ERAF					
4511210	103000	HOPTR	0	571.24		0	
4530527		Grants - two vegetation management projects					
4570110		Expense reimbursements		2,227.00			
4631145		Contracts for service	80,243	67,067.00	*83.6%*	82,112	*2.3%*
		County Farm - 75000					
4631740		Emergency Response Fees (billable)	10,000			10,000	
4640321		CSA 13 contract	572,434	411,981.00	*72.0%*	583,494	*1.9%*
4640415		OES reimbursement		94,690.59			
4710615		Donations					
4710642		Miscellaneous revenue	100			100	*0.0%*
		TOTAL FIRE BUDGET FUNDING	2,332,305	1,504,780.63	*64.5%*	2,370,644	*1.6%*
		TOTAL FIRE BUDGET	2,278,166	1,586,093.34	*69.6%*	2,295,483	

To be provided from property tax and fund balance: (75,161)