



PORTLAND FIRE & RESCUE



Randy Leonard, Commissioner
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REPORT TO COUNCIL

October 3, 2012

To: Commissioner Randy Leonard
From: Erin A. Janssens, Fire Chief

Subject: Accept the Report on Budget Note on Company Fire Inspection Program

The FY 2012-13 Adopted Budget Notes state:

Company Fire Inspection Program

Portland Fire & Rescue will provide a program performance report to Council by September 30, 2012. The report will include monthly data for the period of July 1, 2011 through June 30, 2012 disaggregated by Fire Management Area.

PROGRAM BACKGROUND

The Company Fire Inspection Program (CFIP) has been fully implemented since FY 2004-05. The CFIP reassigned approximately 8,800 scheduled, lower hazard inspections from Prevention Code Enforcement Inspectors to firefighters working in stations under the Emergency Operations Division.

Of the 30 fire stations in the Emergency Operations Division, all 39 companies participate in the CFIP. As outlined in the Portland Fire Fighter's Association (PFFA) July 1, 2002-June 30, 2005 labor agreement, the CFIP requires that each company or apparatus unit perform 72 inspections per year/per shift, unless offset by credits performed by the company for activities such as annual standpipe or wildland sprinkler inspections, or offset by two special grant-funded smoke alarm program that required an all-hands approach.

Both Prevention Code Enforcement and Emergency Operations were presumed to benefit from this reassignment. By diverting the 8,800 annual inspections to EOPS, the number of fire/life safety inspections Prevention Inspectors would be responsible for reduced by 50%, enabling them to focus on more complicated, scheduled inspections, and on unscheduled inspections generated from citizen requests or special situations (such as unlawful occupancy, dangerous buildings, illegal public assembly, chronic false alarms, and illegal burning). While seven Prevention Inspection positions were eliminated during this reassignment, the transfer would enhance Emergency Operations by increasing station personnel's awareness and knowledge of prevention-based activities. Firefighters working in stations would also benefit from an increased exposure to businesses within their Fire Management Area (FMA) and to the community they serve.

FY 2011-12 COMPANY INSPECTION ACTIVITIES

Figure 1 shows the company inspection monthly activities during FY 2011-12. As shown in the graph, fewer inspections occur in July, August and December, primarily due to a high level of vacation leaves scheduled during those months. The number of inspections completed peaks in June when the companies are working to meet their annual goals. It is important to note that many factors affect the number of company inspections completed each month, with vacation leave having the greatest impact.

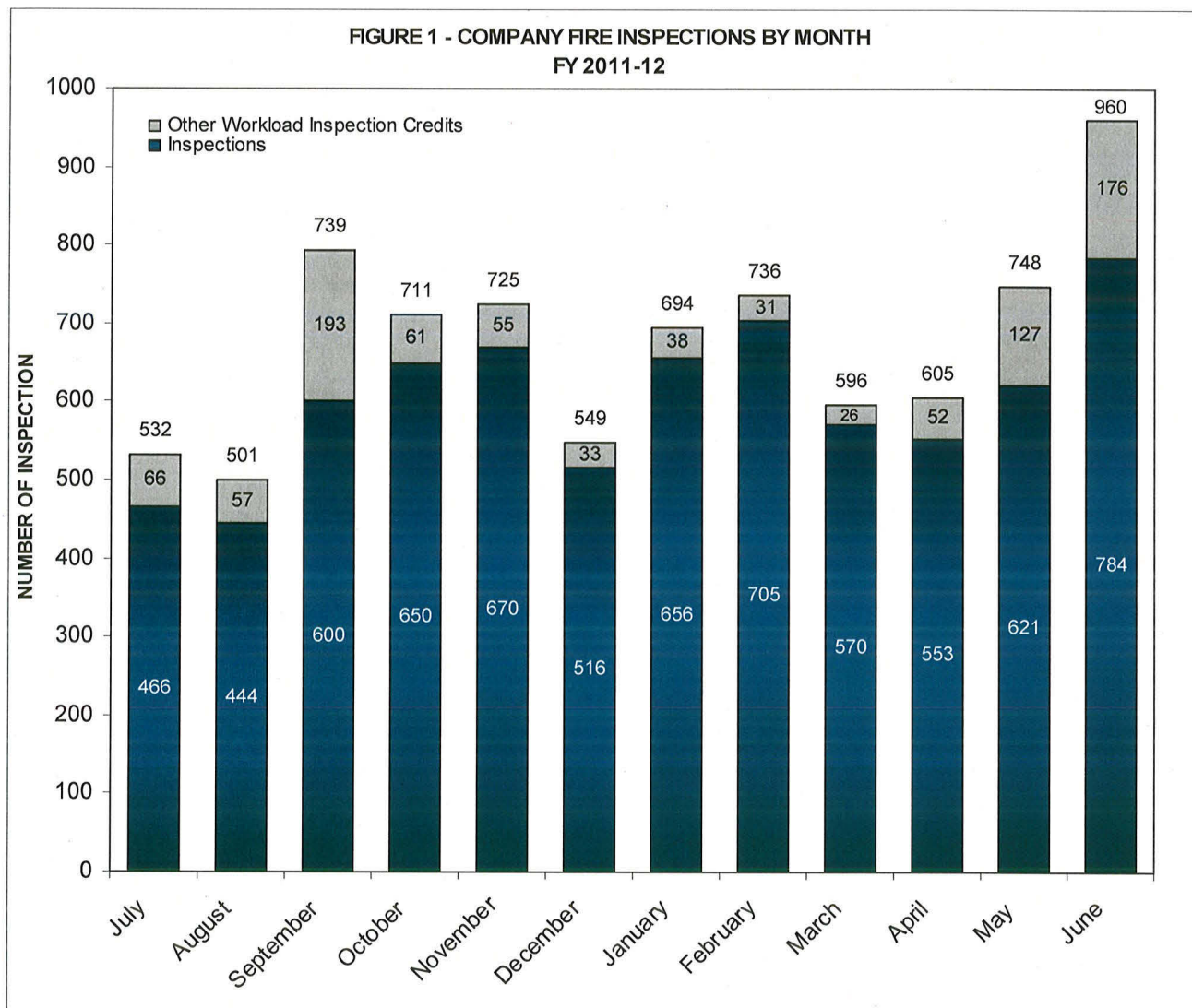


Figure 2 shows the annual company inspection goal, the annual company inspections completed and the percentage of planned annual inspections achieved. The significant decrease in the number of CFIP inspections down to a 72% completion rate in FY 2010-11 was largely due to credits granted to stations for participating in a federally funded smoke alarm program.

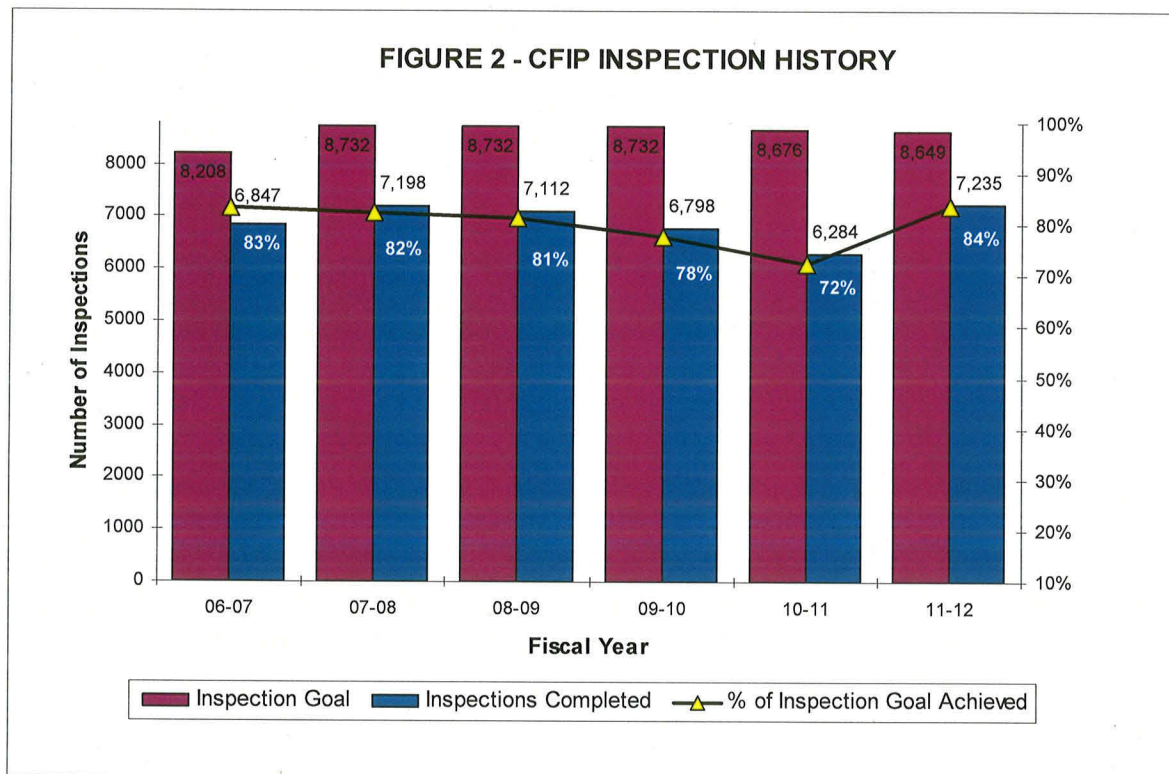


Table 1 on the next page presents the CFIP Inspections by Fire Management Area from July 1, 2011 thru June 30, 2012. As shown in the table, some of the stations receive inspection credits in accordance with the PFFA Labor Agreement for other work. Stations 6 and 17 receive credits for moorage standpipe inspections and Station 27 for wildland standpipe inspections. These types of inspections are significantly more complex and time consuming than the inspections assigned to the other companies. Taking into account the shared staffing with the City of Gresham at Station 31, PF&R is assigned fewer inspections. Station 2 is also PF&R's training facility and is partially exempt from the inspection requirement. Lastly, all of the stations receive an inspection credit if a company visits a business twice and is unable to conduct an inspection, at which point the inspection is referred to the Prevention Fire Inspectors.

When taking the inspection credits into account, the CFIP accomplished 92% of the 8,649 inspection goal during FY 2011-12. Without those credits, the CFIP completed 84% of the program goal. While this is the highest percentage of inspections completed since FY 2006-07, CFIP ultimately conducted 1,400 fewer inspections than planned.

TABLE 1 - CFIP INSPECTIONS BY Fire Management Area (FMA)
July 1, 2011 thru June 30, 2012

| <i>UNIT</i> | <i>INSPECTION TARGET</i> | <i># OF INSPECTIONS COMPLETED</i> | <i>% OF INSPECTIONS COMPLETED</i> | <i>INSPECTION CREDITS</i> | <i>INSPECTIONS + CREDITS</i> | <i>% OF INSPECTIONS COMPLETED</i> |
|--------------------|------------------------------|---|---|-------------------------------|----------------------------------|---|
| BATTALION 1 | | | | | | |
| STATION 3 | 432 | 396 | 92% | 40 | 436 | 101% |
| STATION 4 | 432 | 392 | 91% | 30 | 422 | 98% |
| STATION 5 | 216 | 213 | 99% | 10 | 223 | 103% |
| STATION 10 | 216 | 212 | 98% | 6 | 218 | 101% |
| STATION 15 | 216 | 203 | 94% | 15 | 218 | 101% |
| STATION 16 | 216 | 203 | 94% | 16 | 219 | 101% |
| STATION 18 | 216 | 217 | 100% | 5 | 222 | 103% |
| STATION 27 | 216 | 15 | 7% | 117 | 132 | 61% |
| BATTALION 2 | | | | | | |
| STATION 6 | 216 | 134 | 62% | 72 | 206 | 95% |
| STATION 8 | 432 | 377 | 87% | 25 | 402 | 93% |
| STATION 14 | 216 | 200 | 93% | 4 | 204 | 94% |
| STATION 17 | 216 | 0 | 0% | 224 | 224 | 104% |
| STATION 21 | 216 | 199 | 92% | 13 | 212 | 98% |
| STATION 22 | 432 | 404 | 94% | 15 | 419 | 97% |
| STATION 24 | 216 | 197 | 91% | 2 | 199 | 92% |
| STATION 26 | 216 | 199 | 92% | 11 | 210 | 97% |
| BATTALION 3 | | | | | | |
| STATION 2 | 432 | 73 | 17% | 9 | 82 | 19% |
| STATION 7 | 432 | 298 | 69% | 2 | 300 | 69% |
| STATION 11 | 297 | 296 | 100% | 8 | 304 | 102% |
| STATION 12 | 216 | 207 | 96% | 6 | 213 | 99% |
| STATION 19 | 216 | 291 | 98% | 14 | 305 | 103% |
| STATION 29 | 216 | 198 | 92% | 7 | 205 | 95% |
| STATION 30 | 216 | 201 | 93% | 8 | 209 | 97% |
| STATION 31 | 144 | 135 | 94% | 0 | 135 | 94% |
| BATTALION 4 | | | | | | |
| STATION 1 | 648 | 540 | 83% | 84 | 624 | 96% |
| STATION 9 | 216 | 199 | 92% | 17 | 216 | 100% |
| STATION 13 | 432 | 398 | 92% | 23 | 421 | 97% |
| STATION 20 | 216 | 209 | 97% | 9 | 218 | 101% |
| STATION 25 | 432 | 413 | 96% | 11 | 424 | 98% |
| STATION 28 | 216 | 216 | 100% | 4 | 220 | 102% |
| TOTAL | 8649 | 7235 | 84% | 807 | 8042 | 92% |

CHALLENGES

The following outlines some of the issues PF&R has encountered with the program:

- Fire station personnel are limited by contract, training and certifications to perform basic inspections in certain occupancy types (e.g. small office buildings and apartments). To safeguard unit Response Reliability, station personnel are further limited geographically to inspection sites in close proximity to their fire management areas. Because of these two factors, many stations consistently don't have enough eligible occupancies to be inspected.
- The additional inspection credits given to the stations handling moorage and standpipe inspections result in the completed number of inspections to be overstated. While it's important to recognize the difference between these inspections and the amount of time required to complete them, it also results in the CFIP not completing the total number of inspections assigned.
- The CFIP was conceived in FY 2000-2001, when response workload totaled 59,652. Calls for service have since increased 16% to 68,988 incidents during FY 2011-12. This increased workload continues to be a challenge to the CFIP meeting its goals. Moreover, the CFIP was based on all fire companies performing the same number of fire inspections; yet, some stations have higher call volumes or specialized duties that limit the time available to perform inspections. Therefore, after two visits during normal operating hours, uncompleted inspections are referred from CFIP back to the Prevention Division.
- The CFIP didn't include staffing for the day-to-day management of the program; it quickly became apparent two FTE's were needed to handle the coordination, paperwork and customer follow-up associated with the program. As a result, two Prevention Fire Inspectors were diverted from their assigned inspection activities, which included the higher priority inspections, to manage this unanticipated workload.
- The CFIP assumed station personnel would be responsible for recording the inspection data directly into PF&R's FIRES 2000 inspection database. This proved difficult to manage, was prone to error and negatively impacted external customer service while also causing significant workload issues to be re-routed to Prevention. Consequently, the majority of data entry is now performed by Prevention personnel.

Despite PF&R's continuing effort to improve program productivity, the CFIP has not achieved the success that was originally anticipated. Because the CFIP was designed and implemented through a collective bargaining process, any substantive changes are subject to labor negotiations.

CONCLUSION

The CFIP has to some extent been successful in FY 2011-12, completing the highest percent of inspection goals since FY 2006-07. Unfortunately, stations struggle to complete the number of actual inspections (without credits) originally planned.

Prior to the reassignment of inspections from Prevention to Emergency Operations, the goal of PF&R's Code Enforcement program was to inspect all inspectable occupancies every two years. However, the shift of approximately 8,800 inspections to firefighters working in stations has resulted in an extension of the inspection cycle to approximately 3 years. In an effort to improve program productivity, two additional Prevention Inspectors have been diverted from conducting more complicated inspections and currently provide management and support of lower hazard CFIP inspections.

We recommend that Council accept the report.



Erin A. Janssens, Fire Chief

TO THE COUNCIL

The Commissioner of Public Safety concurs with the recommendations of the Chief of Portland Fire & Rescue and

RECOMMENDS:

That the Council accept the report.

Respectfully submitted,


FOR COMMISSIONER LEONARD

Randy Leonard
Commissioner of Public Safety

Agenda No.
REPORT NO.
 Title

Accept the Report on Budget Note on Company Fire Inspection Program (Report)

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|--|--|
| <p>INTRODUCED BY Commissioner/Auditor: Commissioner Randy Leonard</p> | <p>CLERK USE: DATE FILED <u>OCT 05 2012</u></p> |
| <p>COMMISSIONER APPROVAL</p> <p>Mayor—Finance and Administration - Adams</p> <p>Position 1/Utilities - Fritz</p> <p>Position 2/Works - Fish</p> <p>Position 3/Affairs - Saltzman</p> <p>Position 4/Safety - Leonard <i>Randy Leonard</i></p> | <p style="text-align: center;">LaVonne Griffin-Valade Auditor of the City of Portland</p> <p>By: <u><i>[Signature]</i></u> Deputy</p> |
| <p>BUREAU APPROVAL</p> <p>Bureau: Portland Fire & Rescue Bureau Head: Erin A. Janssens, Fire Chief <i>Erin A. Janssens</i></p> <p>Prepared by: Carol Ann Boucher Date Prepared: 09/24/2012</p> <p>Financial Impact & Public Involvement Statement Completed <input checked="" type="checkbox"/> Amends Budget <input type="checkbox"/></p> <p>Council Meeting Date October 10, 2012</p> <p>City Attorney Approval: required for contract, code, easement, franchise, charter, Comp Plan</p> | <p>ACTION TAKEN:</p> <p>OCT 10 2012 ACCEPTED</p> |

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|--|
| AGENDA |
| <p>TIME CERTAIN <input type="checkbox"/></p> <p>Start time: _____</p> <p>Total amount of time needed: _____ (for presentation, testimony and discussion)</p> |
| <p>CONSENT <input checked="" type="checkbox"/></p> |
| <p>REGULAR <input type="checkbox"/></p> <p>Total amount of time needed: _____ (for presentation, testimony and discussion)</p> |

| FOUR-FIFTHS AGENDA | COMMISSIONERS VOTED AS FOLLOWS: | | |
|--------------------|---------------------------------|------|------|
| | | YEAS | NAYS |
| 1. Fritz | 1. Fritz | ✓ | |
| 2. Fish | 2. Fish | ✓ | |
| 3. Saltzman | 3. Saltzman | ✓ | |
| 4. Leonard | 4. Leonard | ✓ | |
| Adams | Adams | ✓ | |