

**Morongo Valley
Community Services District**

Fire Department 2011 Annual Report

Attachment 2e

Morongo Valley Community Services District

Fire Department Annual Report

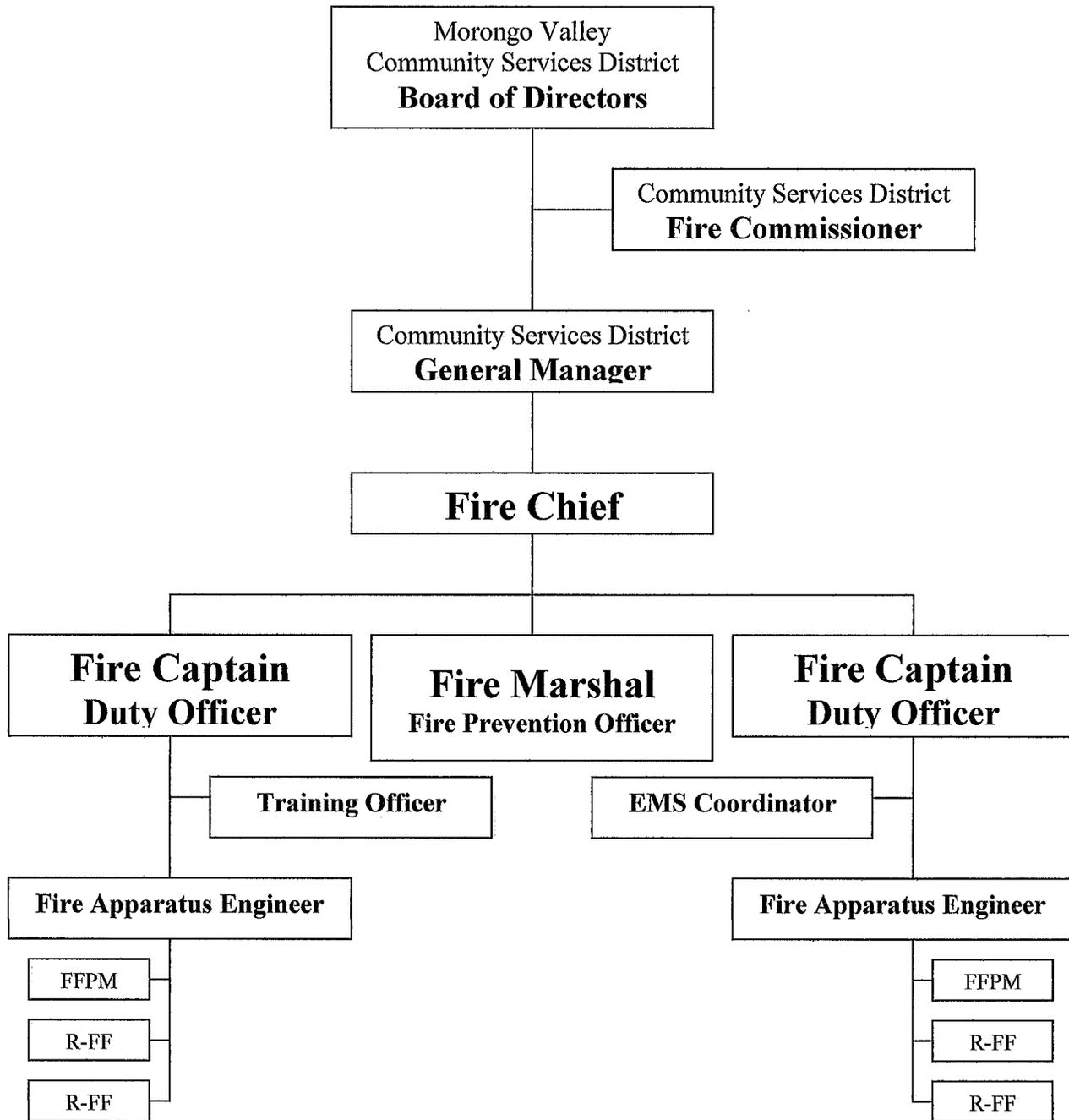
2011



Morongo Valley
Fire Department



Organizational Chart



MISSION STATEMENT

The mission of the Morongo Valley Fire Department is to save lives and protect property, provide an adequate level of service at a reasonable cost to the residents, workers and visitors of the Morongo Valley. This is accomplished through a sincere commitment to the community by a firefighting force that is dedicated to a continual training program and personal commitment to providing quality services to their community.

Training

Morongo Valley Fire Department has conducted a reorganization of its training program. This reorganization of the training program included all areas needed to develop a premier training fire department. The training program consists of mandatory training, elective training and outside agency training. Mandatory training included: SDRMA (Special District Risk Management



Authority) training, Target Safety training (online), hands on simulated structure / vegetation fires, key fire service skill topics as well as emergency medical skills training. Elective training is managed by company officers on duty. The elective training consists of training areas that the supervisor feels necessary to train on. As examples: fire service ropes & knots, self contained breathing apparatus, vehicle extrication, vehicle fire simulations and other like skills. Outside agency training was conducted by having outside agencies present classes to firefighters within the local area. These classes included: fire officer classes, specialized rope rescue classes, hazardous materials classes and similar specialized training.

A minimum training hour standard is in place to ensure the department holds to their commitment of becoming a premier training department. The established monthly required training hours for the department is eighty hours. This total is taken from required individual training hours multiplied by the number of personnel participating. This requirement was been met throughout the year.

2012 Upcoming Fire Department Training

A new training officer for Morongo Valley Fire Department was selected and has assumed the role as of January 2012. Engineer Grafius will be running the training division and has made the same commitment to uphold the current training regiment as well as progress further with the fire departments current training curriculum. Engineer Grafius has made a commitment to utilize more hands on training as well as more interaction with neighboring agencies within the training setting. Mandatory, elective and out-side agency training will be continued. Plans for future training consist of live burn classes through 29 palms Base Fire Department, wildland training classes put on by the San Bernardino County Training Officers Association and neighboring agency drills such as truck / engine operations in Yucca Valley put on by the San Bernardino County Fire Department.



Training

The Morongo Valley Fire Department has a continued drive and passion for training within the fire service. The training that is conducted is cost effective as well as very nourishing to the Firefighters who are involved in the exercises. This drive for meeting high training expectations stems from the departments passion to deliver the best quality service for the citizens of this great community.

Morongo Valley Fire Department would be able to take the training of its members to the next level if certain items were acquired. These items include; land allotment to use as a training facility, training tower with live burn capabilities, vehicle fire prop, ventilation prop, vehicle on its side prop, and a confined space prop just to name a few.



Morongo Valley Fire Department's training division is always looking for the next specialized training opportunity for our community's fire department. Looking into the future for specialized training, Morongo Valley Fire Department would benefit tremendously from acquiring a designated training area as well as a facility. This is no small feat and would need the assistance of surrounding agencies in cooperation for the funding and operation of a facility. The Fire Department believes that having a designated area for specialized training would enhance the service delivery system for the community.

By having a "training center" Morongo Valley Fire Department would be able to train with local mutual-aid agencies, which the department relies heavily on for large incidents within Morongo Valley. A training center within Morongo Valley has the potential to reduce home owner's insurance rates as evaluated by the Insurance Services Office. The benefits appear to outweigh the very minimal negatives. Morongo Valley Fire Department encourages and endorses the idea of having a local training center or area within Morongo Valley.



Fire Prevention Bureau

Introduction

Geraldo (Jerry) Rodriguez is the Morongo Valley Fire Department's Prevention Officer. It is his privilege to oversee the Morongo Valley Fire Department Prevention's activities. The past several months he has had the opportunity to evaluate the department's fire prevention efforts and has determined how it could better serve the Morongo Valley Community. A summary of the 2011 Fire Prevention Bureau activities follows. Community members are invited to visit the fire prevention bureau to better understand the services provided by the department.

Fire Prevention Mission Statement

The mission statement of the Fire Prevention Bureau is to reduce the risk of loss of life, property value and infrastructures. We strive to promote fire safety, provide superior professional customer service and improve efficiency to the community of Morongo Valley through Education, Engineering, and Enforcement. Morongo Valley Fire Department strives to accomplish this mission by completing the following annual activities:

- Conduct annual commercial and residential fire safety inspection programs.
- Review plans for new construction projects for life and fire safety issues in concert with San Bernardino County Agencies.
- Review conditional land use and project proposals. As submitted through county Land Use, Planning and Building and Safety Agencies.
- Inspect new construction projects for life and fire safety issues, which may impact services delivery capabilities.
- Provide public fire safety education programs for members of the community and the schools on life and fire safety considerations.

Fire Prevention Bureau

Fire Prevention Statistics for 2011

CAL FIRE LE 100 Inspections (brush clearance and vegetation management program).

- 1,698 properties inspected

New Construction Applications Received

- 2 Residential
- 0 Commercial

New Construction Inspections Completed

- 4 Residential
- 0 Commercial

Plans Reviewed – (Installation of fire suppression / life safety systems)

- 4 Residential
- 0 Commercial

Commercial Structure Pre Fire Incident Planning

- 68 Structures

Special Events

- 2 Events (Fiesta Days and Firefighter Appreciation Day)

Miscellaneous Contacts

- 100 Contacts (meetings and public contacts)

Training Pertaining to Fire Prevention

- 40 Hours (employee furnished)

Fire Station Tours

- 0 Tours

School fire safety awareness Education Programs

- 0 Programs

Fire Prevention Bureau

Fire Prevention Bureau Challenges

1. The current record keeping system lacks organization to meet current needs requiring a commitment of many hours to reorganize the systems.
2. Documentation for year to year comparison of activities will require revision to the current reporting process.
3. Due to budget limitations, prevention personnel are employed part time and have dual responsibilities within the department (first roll fire engine responsibilities and fire prevention responsibilities). The priority is to fulfill the duties of the first roll engine responsibilities and if time permits to fulfill the duties of the Fire Prevention Bureau. Where other fire agencies employ full time fire prevention positions to successfully perform the duties in fire prevention, Morongo Valley's effort is limited to approximately four hours per week dedicated to fulfilling prevention responsibilities.
4. The fire prevention bureau currently has limited access to referenced material, including the California Fire Code, California Building Code, California Residential Code and Standards of the National Fire Protection Association (NFPA). Of the referenced material that is currently accessible, a majority of it is not current which will require changes in practice for the coming year.
5. There is presently limited storage space available (filing cabinets) in the fire prevention office to retain documents and records needed for the Fire Prevention Bureau efforts. An opportunity to use office space in the CSD Administrative building will assist in overcoming this challenge.
6. Keys the MVFD has obtained from the company Knox Box program to gain entrance to local businesses for emergency purposes during closed hours will require a revision to the key accountability program to enhance future successful use.
7. Currently, MVFD lacks specialized training associated with fire prevention such as courses from the California State Fire Marshal's Office, the National Fire Academy, National Fire Protection Association, local fire prevention affiliates or other organizations. A commitment to improve collaboration with local agencies and the San Bernardino County Fire Prevention Officers Association is highly anticipated in the coming year.
8. There was a projection that the fire prevention bureau could generate revenue of \$10,000 to \$15,000 in the past fiscal year by performing specialized fire prevention inspections activities. While the program faltered in the past year, efforts to improve the revenue generation of specialized programs will be reviewed in the coming year to analyze where such improvements may be made.

The annual business inspection program was postponed due to the need to organize the fire prevention files and await the approval of the Morongo Valley Community Services District adopted Fire Code for 2012. Construction projects requiring fire department involvement have been challenging. An adopted official Fee Schedule for MVCSD or MVFD is required to specify fees associated for the services provided by the fire department. While fees may range from \$300 to \$500 per project, they require clarification on specific fees for specified services in order for the Fire Department to recoup some of their costs for services provided.

Fire Prevention Bureau

Accomplishments

CAL FIRE LE100 Inspections

- The LE 100 inspections in Morongo Valley are normally conducted by the CAL FIRE, San Bernardino Unit. Agreements in previous years by fire department management and CAL FIRE to allow MVFD to conduct the inspections under the supervision of CAL FIRE appears to have been successful and will be reviewed in the coming year.

MVFD inspected 1,698 residences initially; with an addition 663 follow up inspections conducted. The LE 100 inspections were conducted within 4 months. This was the first year the department was able to successfully inspect all residential properties within the Fire Department's jurisdiction and produce an accurate record of the inspections. The estimated MVFD totals were more than double the CAL FIRE totals for their closest fire station to Morongo Valley.

This project involved full cooperation from all members of the Fire Department. Some of the issues encountered with the inspections were the extended man hours needed to record the inspections results and the maintenance required for department vehicles used in the inspections. These similar challenges are anticipated for the coming year if we are successful in providing a cooperative service with the San Bernardino Unit of CAL FIRE.

Commercial Structure Pre plans

The Commercial Structure Preplans project's purpose was to obtain information from vacant and occupied buildings that were used as businesses within the jurisdiction to be referred to during emergency incidents at these locations. Some of the information obtained included after hours emergency contacts, known hazardous materials stored on site, and potential hazards to first responders. Additionally, locations of components of fire suppression systems and alarm systems are reviewed. A sketch of the building and immediate area is created to orientate MVFD personnel of the location of all items during an emergency incident.

The project required the cooperation of all MVFD members. The project was completed within 4 months and a total of 68 buildings were pre-planned. The prior preplans in the fire prevention files were created 2-10 years ago. This project required extended man hours to complete during the occupancies business hours and generated some overtime expenditures.

Fire Prevention Bureau

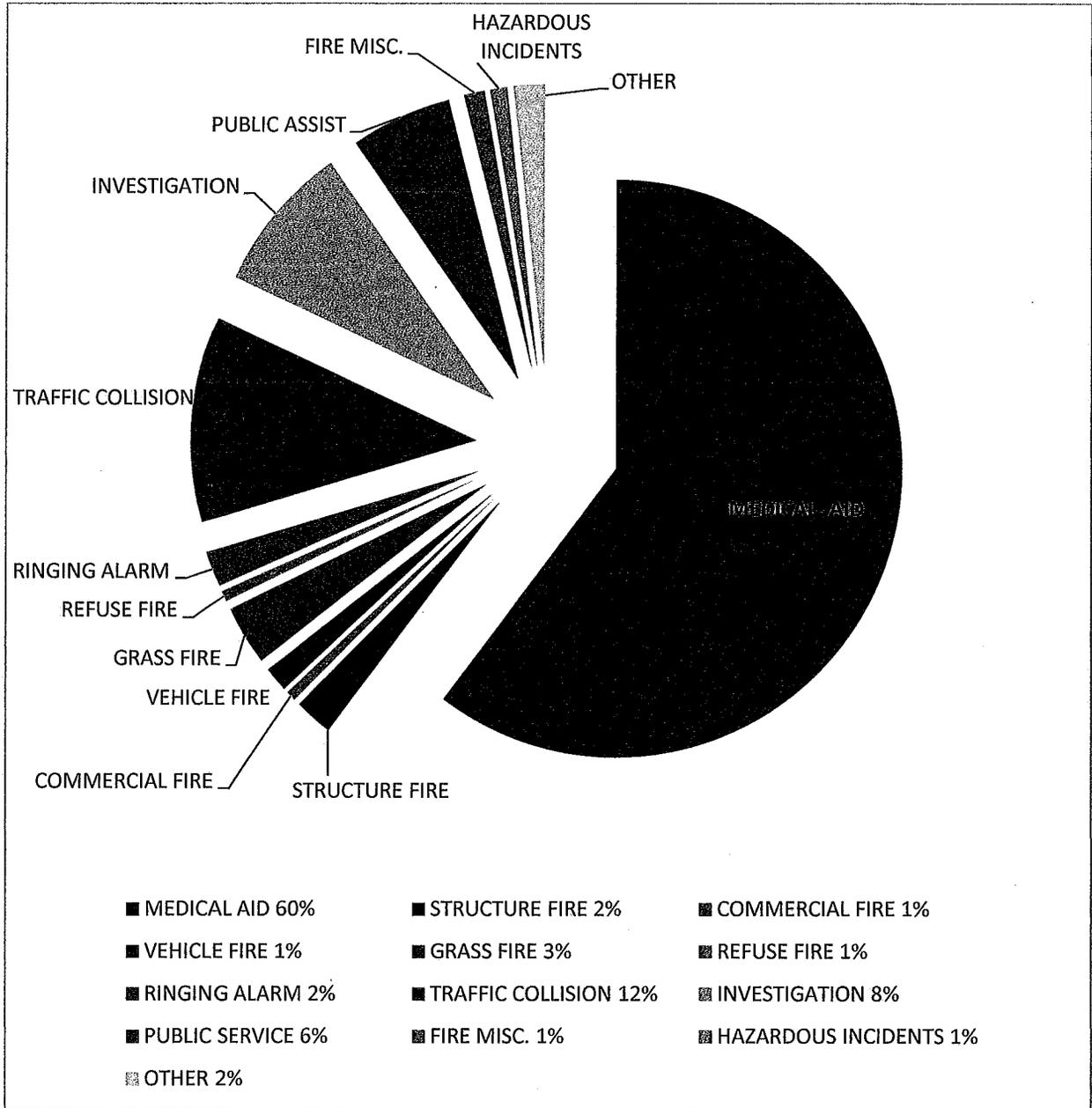
PLANNED PREVENTION PROJECTS FOR 2012

- Organize (update) existing fire prevention files.
- Increase the availability of updated reference material available to the Fire Prevention Bureau.
- Increase the storage space availability for fire prevention files.
- Revise the accountability system for MVFD's Knox Box keys and update the Knox Box program.
- Restart the annual inspection program for community commercial and home-based businesses.
- Coordinate with fire department management to reorganize MVFD participations in CAL FIRE's LE 100 Inspection to reduce man hours and vehicle maintenance.
- Review neighboring agencies permits fee schedules for recommendations to management.
- Continue to update pre plans of commercial structures.
- Reorganize MVFD Burn Permit Program to coordinate with CAL FIRE's Burn Permit Program.
- Research the availability of networking with local fire prevention associations and neighboring agencies.

IF TIME AND RESOURCES PERMIT

- Develop a fire awareness education program for elementary school students to be delivered during National Fire Prevention Week in October 2012.
- Identification and mapping of all target hazards facilities, occupancy, and wildland areas in the community.
- Develop an Operational Permit Program for businesses conducting specialized operations within their businesses as is required under the California Fire Code.
- Develop a Construction Permit Program for projects requiring installation or alteration of fire and life safety systems.

INCIDENT RESPONSE



<u>TYPE</u>	<u>TOTAL</u>	<u>RESPONSE TIME AVERAGES</u>
EMS	353	6.21
FIRE	19	5.85
TRAFFIC	41	7.51
OTHER	91	7.13
	504	6.65

EMS Division

EMS Mission

The mission of the Morongo Valley Fire Department EMS Division is to provide the highest quality paramedics and the most competent and caring aid to the victims of emergencies in our community, through prevention, education, and emergency services. The mission of the EMS Division includes cooperating with other services and aggressively seeking ways to better protect and treat the public we serve.

EMS Vision for Growth

It is the vision of Morongo Valley Fire Department EMS Division, to provide the highest level of pre-hospital care by maintaining the integrity of our staff. Through programs of advanced training and education, we will achieve our goal of being a premier EMS service in the region. Working as a team to meet the needs of our community by employing those who believe in our values, we will be able to change as our environment changes to better serve our community. We will create opportunities for our personnel to advance in careers and improve our ability to provide excellent service while ensuring the future stability of the organization.

EMS Values

We will instill in our personnel the drive to make the right decisions and always act in the best interests of the patient.

The Morongo Valley Fire EMS Division encourages independent thinking for our staff members, and encourages personnel to continue their education, enhancing their ability as caregivers as well as Firefighters.

We are an organization where members thrive on learning and teaching each other, as well as those in our community who are interested in learning.

EMS Division

EMS Contributions to Society

Morongo Valley Fire strives to become an organization that contributes to the community through outreach and public education that will be an invaluable asset to those we serve. The team at Morongo Valley Fire will be an active partner with other emergency service organizations in EMS care through an aggressive program of preplanning and training.

EMS Training: CAN WE KEEP UP?

Morongo Valley Fire Department has been traditionally relaxed in the EMS training department. Under new guidelines, Morongo Valley Fire is now training daily, weekly and monthly. Additionally, the Department is keeping close tabs on EMS certifications which need to be maintained by all emergency responding personnel providing medical care within the community.

In collaboration with other departments and local EMS agencies, they are very instrumental and supportive of our EMS training and have noticed a major improvement in the past 6 months.

The Morongo Valley Firefighters and Paramedics are proud of how far they have come, and can envision a top notch EMS Department in the near future.

The Morongo Basin Ambulance Company has been instrumental in our EMS training and hiring efforts and continues to contribute to the Department's EMS success.

EMS Multi-Agency Response

More and more emergencies require a multi-disciplinary response, demanding EMS, police and fire department personnel working together at the scene of an emergency. Morongo Valley Fire is currently developing training with other agencies in neighboring cities to ensure satisfactory responses.

In May of 2012 Morongo Valley Fire participated in a county-wide "Bump and Run" drill. The drill took place at the Arrowhead Springs Resort and involved many cooperative agencies. The purpose of the drill was to test the fire department's ability to undergo and manage emergency operations. Although this drill was primarily geared toward wildland operations, it was integral to Multi-Agency cooperation. Overall, the operations of the responders gained high remarks. The critique of the drill showed there were some minor improvements needed and Morongo Valley Fire continues to work with other agencies to refine these tasks and continue to grow.

EMS Division

EMS QUALITY ASSURANCE

Quality Assurance is a goal for 100% of all medical calls. Each call is reviewed by our EMS coordinator and anything in question is documented and the personnel are allowed to justify any discrepancies documented.

The Fire Department remains open to suggestions on how to improve our EMS service delivery system for the benefit of our community and all who travel through Morongo Valley.

All Quality Assurance and Quality Improvement are in compliance with Morongo Valley Fire Departments EMS governing agency (Inland Counties Emergency Medical Authority), and any potential problems are handled within Morongo Valley Fire, ICEMA or the State of California EMS system. Doctor Todd Salenbach, the Morongo Valley Fire Department Medical Director from Hi-Desert Medical Center is an integral part of both our training and EMS evaluation processes.

Summation from EMS Coordinator Chuck Spencer

From my personal point of view and through comments made to me by other agency employees, Morongo Valley Fire is definitely on the right track with both Fire and EMS activities.

The Department is moving in a positive direction. As we make progress, I would like to see "comment cards" for employee evaluation and overall service evaluation. I believe that our Governing Board would be very impressed with the results.

As can be seen by the 2011 response statistics, 60% of Morongo Valley Fire Departments call volume is medical in nature. The need for 4 personnel on the fire engine with a minimum of 3 makes a tremendous difference verses 2 personnel on the fire engine for the following reasons:

- Traffic accidents in Morongo Valley are usually high impact in nature causing severe injuries along with a higher possibility that the patient(s) will require extrication.
- Cardiac Arrest incidents are very difficult to handle with only 2 personnel on the fire engine. In some cases we may ask citizen bystanders for assistance with CPR; while the paramedic tends to advanced life saving skills, and the engineer acquires as much documentation as possible relating to the possible causes of the arrest. To effectively perform CPR and advanced life saving skills during a cardiac arrest, the fire engine should be staffed with a minimum of 4 personnel at all times. At this point in time, we are evaluating the use of additional reserve personnel to meet this need.