

Presented to the  
Central Yavapai Fire District  
Board of Directors



# DIVISION REPORTS

Agenda Item 5-D

December 19, 2011

## CHIEF'S REPORT By Chief Nies

This month marked a significant event in Yavapai County fire service. CYFD hosted the first ever Yavapai County fire chief meeting. This gathering was well attended by fire chiefs from towns, cities, districts, and federal agencies. Many issues were identified including mutual aid, communications, grant funding and future meetings. This group has the potential for great regional accomplishments. The consensus was to meet quarterly. The next meeting is scheduled for February in Cottonwood.

The District has been struggling with an increase in health insurance costs. The Wage and Benefit Committee has been working with Sedona Financial to minimize the impact to the employees and the District. While the initial outlook was a 26% increase in premiums, we may be able to provide similar coverage for less than a 9% increase. Certainly any increase in employee benefit costs is a serious issue; however, mitigating that impact is extremely important given our fiscal environment.

I was interviewed by Prescott Valley Chamber of Commerce President Marne Uhl on KPPV. We spoke about Christmas tree safety and other holiday safety issues.

Chief Bliss and I met with Prescott Valley Police Commander Edelstein to discuss planning a tabletop mass casualty exercise between Prescott Valley Police Department and CYFD. The first exercise will be a command evaluation and will start to address issues inherent to joint command between police and fire agencies. We look forward to actual exercises and to disseminate the lessons we will learn from the command event to our battalion chiefs and field providers.

Chief Bliss and I are conducting a series of meetings with Prescott Fire Chief Martinez concerning the future of computer aided dispatch in the area. We have identified several mutual operational concerns that are not currently being addressed by the software presently in use. We will be looking at long, medium, and short-term solutions to these challenges.



[www.centralyavapaifire.org](http://www.centralyavapaifire.org)

# Merry Christmas

## ADMINISTRATION by Assistant Chief Dalton

Administrative Assistant Laura Mowrer has continued to fill in for Office Assistant Mandy Ayars in assisting the Community Risk Management Division with their administrative tasks. This has been a valuable cross-training opportunity for Laura, and by all reports, she is doing an outstanding job. Some of the new tasks that Laura has been involved with include: preparing the teaching material for the Fire Pal Program, updating the FireHouse database as inspections are completed on existing and new businesses, and assisting with correspondence to businesses with violations. Additionally, she is still doing some of her previous duties such as preparing the Board packet and fire protection agreement processing.

With Laura assisting CRMD, we have been short-staffed in the Administrative Office. Therefore, we have hired Aileen Casillas to fill in on a temporary basis. Although Aileen is only with us on a part-time basis, we have really enjoyed all her assistance and are very impressed with her knowledge and skills. We have appreciated her positive outlook and her initiative to continually search out opportunities to help.

We have also temporarily increased Karen Butler's scheduled hours. Karen was hired in October 2010 as an apprentice for our Finance Section. Karen is an accounting student at Yavapai College. She has been learning accounts payable, accounts receivable, and payroll. Karen has been working 31 hours a week, and has been an integral part of our accounting processes. In addition to the accounting duties, Karen helps the front reception area by answering the phone and greeting visitors at the front window. Because Karen has the opportunity to help in the front

reception area, she has learned a tremendous amount of information about CYFD.

I would like to thank Laura, Aileen, and Karen for their willingness to take on extra tasks and put in the extra hours that we have needed to meet our deadlines and legal requirements. On a regular basis I am receiving a host of positive comments about all three of these individuals performance, from co-workers, supervisors, and citizens.

Iveth Castro has been with CYFD since September 2000. She is currently serving the District as our Human Resource Assistant. Iveth has decided to pursue her education full-time. While we wish her the best of luck in her endeavors, we will also miss her. We have begun our recruiting process, and hope to have completed the testing and hiring of a new Human Resource Specialist by mid-January.



## ADMINISTRATION *continued*

We have recently completed our Engineer and Battalion Chief testing and are now preparing for Firefighter and Captains promotional testing in January and February respectively. The Firefighter promotional process consists of a written exam and an oral board. The Battalion Chief and Company Officer promotional testing also includes an assessment center consisting of a battery of exercises designed to accurately gauge a candidate's knowledge, skills, and abilities through position related workplace simulations. The meta analysis conducted by eight independent studies found the validity (degree to which a measure accurately predicts job performance) of assessment centers to be 80%, with structured interviews at 62% and unstructured interviews at 31%. Therefore, we have continued to utilize our assessment center process, even though they are extremely labor intensive to prepare and administer. Chief Cordes and Administrative Manager Wright have continued to produce a

quality testing process, resulting in many of our outside evaluators being impressed with CYFD's testing procedures.

In addition to the above activities, we have been working towards some of our long-term strategic plans. This past month, we met with Ron Fain to discuss acquiring future fire station property and address concerns we have with the current drainage and property lines on the south side of our CYRTA property. I have been involved with several state legislative issues. I recently met with House Speaker Andy Tobin to discuss various pressing issues that fire districts are now grappling with. The meeting went very well, and we are optimistic about a positive outcome at the end of this year's legislative session.



# OPERATIONS By Assistant Chief Bliss

November was a much slower month than October. Only one structure fire response occurred and damage was significant but limited to the area of the house that contained the wood burning stove. Fires involving wood stoves, fireplaces, and heater systems tend to increase this time of year as the weather turns cold. Total calls for the month were down overall. This is typical of November which is historically slower overall.

We received notification from the accreditation peer assessors that the documents submitted for review were satisfactory, and a site visit will be scheduled for the week of January 9th. I have begun visiting personnel to review the accreditation process and material.

Thank you to all of the candidates and personnel who participated in and assisted with the Battalion Chief testing. The promotional process for each rank is crucial to the Operations Division.



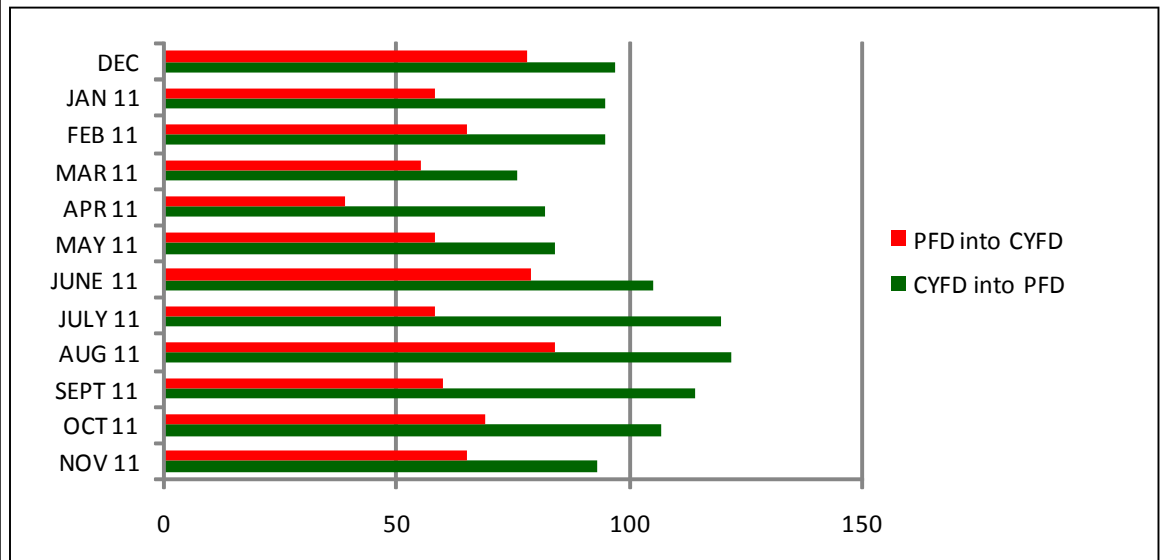
REQUEST FOR SERVICE PRESCOTT REGIONAL COMMUNICATIONS CENTER								
	PFD	CYFD	CVFD	GCFD	WV	OD	WK	TOTAL
<b>AUG</b>	743	680	213	6	8	5	0	<b>1,655</b>
<b>SEPT</b>	673	598	182	11	9	4	6	<b>1,483</b>
<b>Oct</b>	651	658	186	15	7	5	1	<b>1,523</b>
<b>Nov</b>	574	560	166	7	6	1	1	<b>1,315</b>
<b>TOTAL</b>	<b>2,641</b>	<b>2,496</b>	<b>747</b>	<b>39</b>	<b>30</b>	<b>15</b>	<b>8</b>	<b>5,976</b>

## SITUATION FOUND

2011	Aug	Sept	Oct	Nov
<b>FIRE</b> -- 1.26% of call volume	14	14	12	6
BLDG FIRE	3	0	3	1
BLDG CONTAINED	1	0	3	3
MOBILE HOME/PORTABLE BLDG	1	0	4	0
VEHICLE	1	1	1	0
BRUSH	3	2	1	1
OTHER	5	1	0	1
<b>EMS</b> -- EMS & Search/Rescue 68.71% of call volume	439	388	447	382
<b>Other type incidents</b> 30.22% of call volume				
<b>OVERPRESSURE</b>	0	0	0	1
<b>HAZMAT</b>	6	12	9	9
<b>SERVICE</b>	111	88	82	64
<b>GOOD INTENT</b>	85	97	81	73
<b>FALSE ALARM/OTHER</b>	25	10	24	21
<b>TOTAL # OF CALLS</b>	680	599	655	556



## AUTOMATIC AID



## MAINTENANCE By Fleet Services Manager Scaife

In November I was finally able to fly back to Rosenbauer in South Dakota for our pre-construction of our new utility vehicle. Captain Davis accompanied me on this trip and was a valuable resource to have on hand. At pre-construction our district representatives along with two Rosenbauer representatives go over every page of the vehicle spec. Different issues arise such as how to mount equipment, how to configure shelving, placement of lighting etc, this meeting is where we make these decisions. Being at the factory allows us to look at apparatus and see how other departments are building vehicles. This helps us not only make decisions on our current truck being built, but also helps us with specs for anything else we may build in the future. No major issues arose with this utility vehicle and delivery should be in May of 2012.

Vehicle specs are coming along for the wild land vehicles and we should be going out to bid in January. Once bids come in we will look them over and bring a presentation to the Fire Board. We have used a committee to put together the specs and have received valuable input from the people involved. The individuals on this committee are: Brian Cole, Doug Niemynski, Mike Tucker, Nick Fournier, and Adam Reyes. Meetings are attended by these individuals on their own time and they have brought years of valuable experience into this committee.

We just finished annual services on the fleet for Walker Fire. Most of the work we performed was routine maintenance with some repairs being performed as well. They have recognized the value on keeping up on these annual services, by seeing the price on repairs go down over the last couple of years. Mayer Fire has kept us quite busy with fleet repairs and

maintenance. One of their type one engines was brought in to have the pump removed and gone through. At the same time we installed new brakes on the rear drive axle. Prescott Valley Police once again brought in the Mobile Command unit to have brakes replaced on the trailer. As I mentioned last month, the work performed on this unit is a joint venture. Prescott Valley Police pays for the parts and we supply the labor for repairs.

Our fleet had numerous routine repairs and services performed this month. One of our staff vehicles developed an internal engine issue and the engine was removed for major repairs. Typically we do not see repairs that are this extensive; however after weighing the cost it was decided to proceed with the needed repairs. This truck will be used by Fire Corp personnel and should give us many more years of reliable service. All fleet repairs are scrutinized by the shop to make sure that we are making the most fiscally responsible decision. At times it may make more sense to pay more money for a new complete engine and save time by not performing a re-build of the older engine. Other times like the above mentioned situation it makes more sense to perform the work all in house and save money by not purchasing a new component, but instead rebuild the old one. Again these decisions are based three things, Safety, Reliability, and Cost.



# TRAINING

By Chief Cordes

CYRTA continues to build relationships with outside agencies with a focus on bringing outside training to the area at reduced or partnership rates for CYFD. We have scheduled a three day Truck Company Operations class with Task Force 1, a training vender from the east coast. This will be held in February and appears to be filling up quickly. This particular vendor offers five free seats to the hosting sight. We will retain three of those for CYFD employees and give two seats to Prescott Fire Department in trade for the use of their ladder truck for part of the class. We will be having a total of nine CYFD employees attending the class.



CYRTA will be hosting a 40-hour Basic Exterior Firefighter Class in February. This class is focused on training area volunteer department's personnel on basic firefighting.

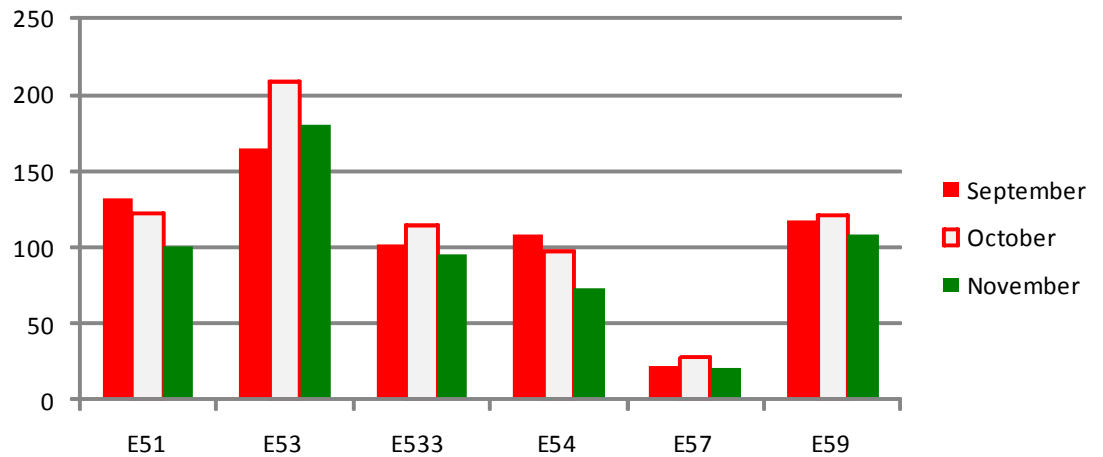
Construction slowed a bit with the weather change and snow; however, we are still on schedule.

<b>NOVEMBER CRMD ACTIVITIES</b>	
62	<b>Field Inspections</b>
12	<b>New Construction Inspections</b>
11	<b>Building Plan Reviews</b>
15	<b>Alarm / Sprinkler System Plan Review / Inspections</b>
17	<b>Pre-Construction Meetings</b>
4	<b>Fire Investigations</b>
2	<b>Public Talks</b>
66	<b>Fire Pal Classes</b>

## Monthly Alarm Comparisons

### Calls by Station September - November 2011

Calls by station are calculated by counting the number of calls that occur in each first due station area.



### Unit Responses November 2011

Unit responses are calculated by counting each unit that responds to an incident (1:1 or 1:multiple)

