

Mission

The mission of the Fire Department is to ensure the health, safety, and well being of our community by providing a wide range of innovative services.

Vision

“To set the standard for excellence and innovation in public safety.”

Department Description

Clearwater Fire and Rescue is divided into three divisions: Operations, Prevention & Investigations, and Support Services. There are 215 fire-fighting, emergency medical services, staff, and support full-time equivalent positions allocated to support and protect the City and the unincorporated areas of Pinellas County within the Clearwater Fire District.

The internationally accredited Department serves a fire district with a total area of forty-two and a half miles with a permanent population of approximately 133,000 residents, which increases to over 160,000 during peak tourist season. The community is being served by eight (8) fire stations strategically located to provide expeditious response times throughout the City. We are a full-service Fire & Rescue Department providing non-emergency and emergency response services, including Fire Prevention, Public Fire and Life Safety Education, Basic and Advanced Life Support Rescue (BLS and ALS), Fire Suppression, Technical Rescue and Marine Rescue. In addition to the engine companies at each station (2 ALS and 6 BLS), the Department also responds with six Advanced Life Support (ALS) rescue units, two Truck (Aerial) companies, and one squad/heavy rescue/air supply unit. This complement of equipment is supervised on a 24-hour basis by two Assistant Chiefs who divide the response area.

Fire & Rescue supports several community programs, such as but not limited to: Chaplainship, Elder’s Link, Special Needs Evacuation, Smoke Detectors, Holiday Food Basket, and Shelter Care.

Department Summary					
	<i>Actual</i>	<i>Actual</i>	<i>Budget</i>	<i>Budget</i>	<i>%</i>
	<i>2002/03</i>	<i>2003/04</i>	<i>2004/05</i>	<i>2005/06</i>	<i>Change</i>
Administration	556,367	651,528	628,110	707,860	12.7%
Support Services	1,531,887	1,857,836	1,902,000	2,615,420	37.5%
Prevention & Investigations	715,877	672,354	759,660	838,990	10.4%
Fire Operations	9,453,863	9,706,547	9,668,150	11,326,440	17.2%
Emergency Medical	<u>3,823,112</u>	<u>4,199,432</u>	<u>4,677,460</u>	<u>5,169,830</u>	<u>10.5%</u>
Total	16,081,106	17,087,697	17,635,380	20,658,540	17.1%

Department Full-Time Equivalent Positions				
	<i>Actual</i> <i>2002/03</i>	<i>Actual</i> <i>2003/04</i>	<i>Budget</i> <i>2004/05</i>	<i>Budget</i> <i>2005/06</i>
Fire Department	200.0	202.0	203.0	215.0

Performance Measures

<u>Measure</u>	<u>2001</u>	<u>2002</u>	<u>2003</u>	<u>2004</u>
Structure Fire Responses	894	880	912	991
Emergency Medical Services Responses	19,135	18,853	19,263	20,011
Training Programs Conducted for citizens	245	236	223	249
Number of Citizens Trained	10,738	12,393	9,720	11,566
Maintain Modern Apparatus, average age in years	4.4	3.5	4.9	4.0

Department Highlights

- ❖ The overall Clearwater Fire and Rescue Department budget increases 17% over the previous year. Of the \$3.0 million increase the majority, \$2.5 million, is for increases in personnel costs. The increase in personnel costs results from two main factors. The first factor is the addition of thirteen full time equivalent positions, which are added to: provide four person crews on both Truck (Aerial) companies to improve service and safety levels, reduce the work week for personnel from 56 hours to 53 hours, and provide an Assistant Fire Marshal for additional Prevention & Investigations activities. The second personnel factor is an increase in the contribution to the pension fund to maintain the ability to meet current and future obligations to employees and retirees.
- ❖ The largest budgeted expenditure in the Fire Department is the cost of personnel. Personnel costs across all Fire Department programs total just over \$17 million and represent 82.6% of the Fire Department’s \$20.7 million budget in fiscal year 2005/06. Personnel costs increase \$2.5 million and are the largest part of the \$3.0 million increase for the Department.
- ❖ Higher Operating costs of another \$484,100 is budgeted to purchase or replace uniforms and personal protective gear, and small pieces of equipment.
- ❖ The last major factor behind the increase in the department budget is a \$173,390 increase in internal services costs. These costs increase due to higher garage services as a result of fuel prices, and higher building and maintenance charges for providing cleaning and repair services to the around-the-clock fire stations.
- ❖ The emergency management function was rerouted from the Fire Department to the City Manager’s Office during 2003/04. However the Department retains an intricate role and responsibility in planning for natural and man-made disasters.

Program Description

Fire Administration provides direction and exercises all operational, support, and administrative control for Fire and Rescue activities. Functions include supervising support elements, including corollary programs relating to the County Fire and EMS district. Fire Administration provides operational business and strategic plans; analyzes operations for cost effectiveness; represents the Department with government entities and other fire divisions and personnel. All Department contracts and grants are produced, prepared, and/or reviewed by this office in conjunction with the City Manager and City Attorney's Offices. Additionally, Administration establishes, reviews, publishes and updates operational directives, policies, and procedures.

Program Summary					
	<i>Actual</i> <i>2002/03</i>	<i>Actual</i> <i>2003/04</i>	<i>Budget</i> <i>2004/05</i>	<i>Budget</i> <i>2005/06</i>	<i>%</i> <i>Change</i>
Personnel	530,803	610,566	595,940	657,150	10.3%
Operating	1,919	2,510	3,000	3,000	0.0%
Internal Services	15,045	32,522	23,240	41,780	79.8%
Capital	2,670	-	-	-	n/a
Debt Service	5,930	5,930	5,930	5,930	0.0%
Total	556,367	651,528	628,110	707,860	12.7%
Program Full-Time Equivalent Positions	10.0	10.0	10.0	10.0	

Program Highlights

- ❖ The Administration program is supported by ten full-time equivalent positions, the same as the 2004/05 budget. General wage increases and higher contributions to the pension fund result in personnel costs that increase 10.3% over the previous year's budget.
- ❖ Internal service costs increase 79.8% in this budget primarily due to garage charges with the addition of two vehicles and related fuel and maintenance costs.
- ❖ There have been no significant changes in the Fire Administration program in this fiscal year. The 2005/06 budget for this office reflects an increase of 12.7% over the previous year's budget.
- ❖ The positions within this program are: Fire Chief, Deputy Fire Chief, Division Chief of Support Services, Administrative Support Manager, Administrative Analyst, Personnel/Payroll Technician, Accounting Technician, and three Staff Assistants.

Program Description

The Support Services Division is made up of three bureaus; the Finance Bureau, Logistics Bureau, and the Health & Safety Bureau.

Finance Bureau – The Administrative Support Manager administers the Department budgetary and financial programs, including capital improvement and purchasing programs. In addition to preparing a complex \$20.7 million budget, the Manager also prepares and submits a separate Pinellas County Budget. This budget provides for reimbursement to the City for Emergency Medical Service (EMS) services provided in the Fire District and for Fire services provided to unincorporated Pinellas County. This reimbursement will provide over \$5.8 million of intergovernmental revenue for the Department. The Administrative Support Manager oversees and processes all payroll activities and employee reclassifications.

Logistics Bureau – This Bureau ensures all fire equipment, apparatus, and facilities are extensively researched, planned and acquired to ensure compatibility with existing systems and appropriateness for Fire and Rescue present and future mission accomplishment. This Bureau also maintains all engines/trucks/support vehicles, rescue vehicles, hydraulic extraction equipment, exhaust and pressure fans, chain saws, portable generators, pneumatic bags, foam systems, nozzles, specialized valves, tanks, pumps, and breathing apparatus.

Research and development on new products, equipment, apparatus and technologies is performed through this Bureau to help determine future purchases into the Fire & Rescue Department. Major project management, such as station construction and building renovations, is managed with the expertise of Fire & Rescue personnel.

The Storeskeeper for the Department works in conjunction with the Finance Bureau and Operations Division to purchase, store and distribute all of the needed operational supplies.

Health & Safety Bureau – This Bureau evaluates various equipment for safety, effectiveness, and compatibility to ensure a well-equipped, responsive, and prepared fire and rescue workforce. The Assistant Chief of Health & Safety facilitates the wellness program and promotes health and safety preparedness through the department. The Bureau oversees and reviews the accidents and injuries within the Department and analyzes the causes in order to rectify potential reoccurring damages. The Bureau coordinates with the Human Resources Department for the recruitment and advancement of Fire & Rescue line personnel. The Assistant Chief is responsible for the development of an Incident Scene Safety Officer Program to enhance firefighter safety and implementation of an IAFC/IAFF joint initiative based wellness program.

Program Summary					
	<i>Actual</i> <i>2002/03</i>	<i>Actual</i> <i>2003/04</i>	<i>Budget</i> <i>2004/05</i>	<i>Budget</i> <i>2005/06</i>	<i>%</i> <i>Change</i>
Personnel	387,280	540,216	572,320	677,980	18.5%
Operating	562,354	685,021	708,710	1,056,750	49.1%
Internal Services	404,127	460,633	455,010	517,700	13.8%
Capital	29,444	41,507	121,600	110,130	-9.4%
Debt Service	16,459	16,459	16,460	35,280	114.3%
Transfers	<u>132,223</u>	<u>114,000</u>	<u>27,900</u>	<u>217,580</u>	<u>679.9%</u>
Total	1,531,887	1,857,836	1,902,000	2,615,420	37.5%
Program Full-Time Equivalent Positions	4.0	4.0	4.0	4.0	

Program Highlights

- ❖ The Support Services division is supported by four full-time equivalent positions, the same as the 2004/05 budget. Those positions are a Fleet Mechanic Supervisor, two Fleet Mechanics, and a Storeskeeper.
- ❖ Personnel costs increase \$105,660 in this budget over the previous year. The major portion of this increase, \$79,810 is for an enhanced level of medical examinations for the protection of line staff. General wage increases and higher contributions to the pension fund are also part of the 18.5% increase in personnel costs in this year.
- ❖ Most of the operating costs of the department are budgeted in this program. These costs increase 49.1% in the program for increased utility costs for fire stations, purchases of uniforms and personal protective gear for line staff, and acquisition and replacement of small machinery and equipment.
- ❖ Internal service costs, which include services from other City departments for items such as garage costs and computer services, increase 13.8% over the previous year's budget primarily for providing enhanced building and maintenance services at the around-the-clock fire facilities.
- ❖ Other expenditure categories for this program, such as capital, debt service, and transfers expenditures, show large increases or decreases from the previous budget. However, this merely reflects that equipment purchases needed this year fall under accounting codes for "operating" or "capital" items while in the previous year equipment purchases fell under "transfers" (from Capital Improvement Program) due to the cost of individual items. Across the Department, these categories remain relatively unchanged from the previous year's budget.
- ❖ The Department's budget provides \$290,110 for contributions to the Capital Improvement projects for the Replacement and Upgrade of Airpacks (\$115,500), Exhaust Systems (\$94,850) and Security Access Systems (\$64,760) to improve air quality and security within fire stations, and EMS Capital Equipment (\$15,000). The Support Services portion of this contribution is \$217,580.
- ❖ There have been no other significant changes in the Support Services program in this fiscal year. The 2005/06 budget for this program reflects an increase of 37.5% over the 2004/05 budget.

PREVENTION & INVESTIGATIONS

Program Description

Fire Prevention and Inspection – The Division Chief/Fire Marshal serves as the Fire Chief’s designated code enforcement official referred to in the Florida Fire Prevention Code as “The Authority Having Jurisdiction”. The Fire Marshal or designee serves as the Departmental Public Information Officer for emergency incidents.

The Fire Marshal and a Police Detective serve as investigators for the determination of the origin and source of all fires. These individuals are also assigned to investigate and respond to questions or complaints from the public and City officials.

Prevention Services Bureau – Fire Inspectors evaluate and ensure that the inspectable occupancies within the City are code compliant. This involves the inspection of all structures, plus the necessary re-inspections and testimony in County Court (if necessary). To ensure compliance with statutory requirements.

Fire Public Education and Information Specialists are responsible for the development, scheduling, delivery, and coordination of all Public Education activities. Those activities include but are not limited to the Safety Village educational complex, residential and commercial high-rise fire safety and evacuation training, fire extinguisher training, natural disaster preparedness training, CPR classes, school programs, camps, and specialized training for the staffs of hospitals and nursing homes. There is also a program available to provide free fire safety education for juvenile fire-setters. The Department’s newsletter is edited and published through this office.

Safety Village is a complex consisting of down sized structures representative of buildings and facilities that are common throughout any town, such as police and fire stations, hospital, gas station, power company transfer station, and roadways with working traffic control and pedestrian crossing signals. Safety Village is located next to Fire Station #47 at 1450 Lakeview Road. Its sole purpose is to provide a place where young children, ages four through twelve, can practice hands-on life safety skills.

Construction Services Bureau – This Bureau evaluates and ensures that all plans submitted for construction, renovation or alteration permits meet the standards of the Florida Fire Prevention Code. The staff of the Bureau meets with development, design, and construction professionals as needed to ensure that project planning, development, and construction compliant with the applicable codes and guidelines. Additionally, the plans reviewer for each permitted job is responsible for conducting the required field inspections to ensure the permitted work is code compliant.

Program Summary					
	<i>Actual</i>	<i>Actual</i>	<i>Budget</i>	<i>Budget</i>	<i>%</i>
	<i>2002/03</i>	<i>2003/04</i>	<i>2004/05</i>	<i>2005/06</i>	<i>Change</i>
Personnel	676,091	630,292	711,660	787,940	10.7%
Operating	4,926	8,825	9,100	8,000	-12.1%
Internal Services	26,190	25,651	21,100	24,960	18.3%
Debt Service	<u>8,670</u>	<u>7,586</u>	<u>17,800</u>	<u>18,090</u>	<u>1.6%</u>
Total	715,877	672,354	759,660	838,990	10.4%
Program Full-Time					
Equivalent Positions	11.0	13.0	13.0	13.0	

Program Highlights

- ❖ Personnel costs account for 94% of the Prevention & Investigations program budget. The program has the same number of full time equivalent positions as the previous year. However, an Assistant Chief position was transferred from this program to Fire Operations during 2004/05 because the duties were more appropriate to that function, and an Assistant Fire Marshal was added during 2004/05 to accomplish inspection and evaluation activities.
- ❖ Several Life Hazard Safety Inspector positions were reclassified during 2004/05 to Fire Inspectors (a higher classification) due to the expertise needed and complexity of the job. These reclasses, general wage increases, and higher contributions to the pension fund result in personnel costs that are 10.7% higher than a year ago.
- ❖ Internal service costs increase \$3,860 in this program solely due to fuel and vehicle repair and maintenance.
- ❖ There are no other significant changes made in this budget. The 10.4% increase over the prior year is a result of increases in personnel costs.
- ❖ The positions within this program are: Division Chief, Assistant Fire Marshal, six Fire Inspector Is, two Fire Inspector IIs, a Public Information Officer/Education Specialist, a Public Education Specialist, and an Arson Investigator.

Program Description

Operations provides the vital fire and emergency medical services (EMS) capabilities required to protect the lives and property of the citizens of Clearwater and residents of the Fire District. Operations is managed by a Division Chief, and nine Assistant Chiefs who supervise over 180 dual (Fire and EMS) certified line personnel. The Assistant Chiefs manage the staffing of all apparatus and take the role of Incident Command officer during emergency situations. Operations' personnel provide fire as well as basic and advanced life support services. Additional responsibilities include response to emergency medical calls and to hazardous materials conditions to stabilize the incident with help from the Pinellas County Hazardous Materials Team.

Operations is budgeted under two separate programs: Fire Operations and Emergency Medical Services (EMS). Pinellas County contracts with the City to provide emergency medical services on their behalf and costs are budgeted separately for reporting and accounting purposes.

Suppression Bureau – This Bureau primary tasks are to locate a fire; confine it to the point of origin; evacuate and rescue victims; extinguish the fire; salvage undamaged property; and overhaul the fire to prevent rekindle. Other tasks include vehicle accidents, elevator rescues and emergency medical responses.

Special Operations Bureau – This Bureau organizes the special teams planning, training, certification and response. Specialized Teams include the Marine Response Team, Technical Rescue Team, Special Operations Rescue Team, Community Emergency Response Team, Honor Guard and Fire Explorer programs.

Training Bureau – This program involves a classroom, fire tower, burning pits, computer access and a library that provides comprehensive firefighting and emergency medical services training programs necessary to continually update, certify, and refresh knowledge and performance in every discipline.

Program Summary					
	<i>Actual</i> <i>2002/03</i>	<i>Actual</i> <i>2003/04</i>	<i>Budget</i> <i>2004/05</i>	<i>Budget</i> <i>2005/06</i>	<i>%</i> <i>Change</i>
Personnel	8,671,859	8,924,157	9,010,310	10,803,660	19.9%
Operating	123,460	130,492	143,500	144,750	0.9%
Internal Services	59,997	54,180	46,340	93,910	102.7%
Debt Service	598,547	597,718	468,000	284,120	-39.3%
Total	9,453,863	9,706,547	9,668,150	11,326,440	17.2%
Program Full-Time					
Equivalent Positions	129.0	129.0	120.0	131.0	

Program Highlights

- ❖ The Fire Operations program is supported by 131 full-time equivalent positions, an increase of eleven positions over the 2004/05 budget. The International Association of Fire Fighters Union (IAFF) and the City agreed to a new contract that reduced the numbers of hours in the workweek from 56 to 53 hours. In order to cover for the reduction four additional Fire Operations FTEs are required (two lieutenant, one driver/operator, one firefighter). Six firefighters are requested to provide four-person crews on the two Truck (Aerial) companies and improve the level of service and safety for residents and fire personnel. Lastly, an Assistant Chief was transferred from the Prevention & Investigations program as the duties were more appropriately aligned with Fire Operations.
- ❖ Personnel costs account for 95% of the costs of this program. The additional personnel, wage increases outlined under the new union contract, and higher contributions to the pension fund result in personnel costs that are 19.9% higher than the previous year.
- ❖ Operating expenditures consist mainly of uniform expense in this program and are budgeted at approximately the same level as the previous budget.
- ❖ Internal Service costs increase \$47,570 in this program mainly due to garage charges for additional vehicles for program personnel and higher cost of fuel.
- ❖ Debt service costs are budgeted at \$284,120 and show a 39% decrease from the 2004/2005 level due to having finished paying off several vehicles purchased in the 2000 fiscal year. This decrease more than offsets the cost of the new vehicles that for accounting purposes were listed under the internal service code category (see previous note). The current budget for debt service costs in this program reflects the anticipated debt costs on current lease-purchase contracts for all fire engines and other fire vehicles.
- ❖ The positions within this program are: Division Chief, ten Assistant Chiefs, forty Lieutenants, forty Driver/Operators, and forty Firefighters.

EMERGENCY MEDICAL SERVICES

Program Description

Emergency Medical Services Bureau – Our EMS responsibilities include responding to medical calls and providing emergency medical services to injured parties of fires, traffic accidents, or other medical-related incidents. The EMS effort utilizes paramedic-trained firefighters, advanced and basic life support vehicles, a Lieutenant supervisor on each shift, and the EMS Assistant Chief to fulfill its objectives. Emergency medical care is provided under the direction of a licensed Emergency Physician. The EMS Bureau plans and oversees a model Automated External Defibrillator (AED) program that not only leads the County, but also received national recognition from the American Heart Association.

Program Summary					
	<i>Actual</i> <i>2002/03</i>	<i>Actual</i> <i>2003/04</i>	<i>Budget</i> <i>2004/05</i>	<i>Budget</i> <i>2005/06</i>	<i>%</i> <i>Change</i>
Personnel	2,944,935	3,269,068	3,632,550	4,142,800	14.0%
Operating	244,147	284,983	299,120	435,030	45.4%
Internal Services	166,005	188,638	186,380	227,110	21.9%
Capital	9,815	4,429	40,520	36,710	-9.4%
Debt Service	143,459	137,125	150,600	132,530	-12.0%
Transfers	314,751	315,189	368,290	195,650	-46.9%
Total	3,823,112	4,199,432	4,677,460	5,169,830	10.5%
Program Full-Time Equivalent Positions	46.0	46.0	55.0	57.0	

Program Highlights

- ❖ The Emergency Medical program is supported by 57 full-time equivalent positions, an increase of two positions over the previous year. The International Association of Fire Fighters Union (IAFF) and the City agreed to a new contract that reduced the numbers of hours in the workweek from 56 to 53 hours. In order to cover for the reduction two additional Fire Medic FTEs are required. One item identified during contract negotiations was that EMS personnel should be reclassified from Paramedics to a higher Fire Medic classification that better suits the work being performed.
- ❖ Personnel costs, which make up 80% of the costs of this program, increase 14% due to the additional FTEs, reclassified positions, general wage increases outlined under the contract, and higher contributions to the pension fund.
- ❖ Other expenditure categories for this program, such as Operating, Capital, Debt Service, and Transfers expenditures, show large increases or decreases from the previous budget. However, this merely reflects that equipment purchases needed this year for the department fall under accounting codes for "Operating" items in this program while in the previous year equipment purchases fell under "Capital", "Debt Service", and "Transfers". Overall, these categories remain relatively unchanged from the previous year's budget.

EMERGENCY MEDICAL SERVICES

- ❖ The Department's budget provides \$290,110 for contributions to the Capital Improvement projects for the Replacement and Upgrade of Airpacks (\$115,500), Exhaust Systems (\$94,850) and Security Access Systems (\$64,760) to improve air quality and security within fire stations, and EMS Capital Equipment (\$15,000). The EMS program portion of this contribution is \$72,530.
- ❖ The positions within this program are: an Assistant Chief, three Fire Medic Lieutenants, and fifty-three Fire Medics.