



COUNCIL BUDGET STAFF REPORT

CITY COUNCIL *of* SALT LAKE CITY
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TO: City Council Members

FROM: Jennifer Bruno
Deputy Director

DATE: May 21, 2015 at 4:06 PM

RE: Fiscal Year 2015-16 Fire Department

Project Timeline:

Briefing: May 26, 2014
Budget Hearings: May 19, June 2
Potential Action: June 9 OR 16

[VIEW MAYOR'S RECOMMENDED BUDGET HERE](#)

ISSUE AT-A-GLANCE

The Salt Lake City Fire Department provides fire and medical services to residents of and visitors to Salt Lake City. The Department has personnel of 340 full time positions, split into two battalions. These positions are stationed at 14 strategically located fire stations around the City, along with an Emergency Medical Services (EMS) unit that services the downtown area. The proposed budget represents a 2.3% increase over FY 2015. *For a detailed breakdown of the FY 2016 Fire Department budget proposal as compared to FY 2015, see Attachment 1.*

Major components of the proposed budget are:

- Pension increases, health insurance, and Fire Department portion of salary increases (**\$1.2 million**)
- Converting two fire fighter positions to civilian positions (**\$116,000 savings**)
 - Civilian technology services manager (**\$76,000**)
 - Warehouse Tech position (**\$62,000**)
- Additional funding for technology improvements (**\$60,000 - ongoing**) – this funding could include upgrades in radio equipment, Acella system enhancements or other technologies.
- Savings from fuel usage and cost (**\$65,000 savings**), and savings from positions likely to be vacant during FY 2016 (**\$95,000 savings**)

Other proposed ordinance changes relating to the Fire Department – The Administration is proposing an ordinance that would make the following adjustments:

- Third party inspections – this ordinance would bring the City code in line with International Fire Code (IFC), and allow for a third-party inspection program to enhance the enforcement of the IFC, and allow reports to be submitted electronically to Salt Lake City. (**Note: this will**



increase the responsibility of the building owner to maintain fire systems to current standards, as records and documentation will be more readily available).

- Recreational Fire Regulations – this ordinance would bring City standards for recreational fires in line with National Fire Code (reducing the allowed diameter from 8 feet to 3x2 feet).

POLICY QUESTIONS

1. **Investment in Technology** (*\$76,000 Civilian Position and \$60,000 in ongoing improvements*). The Council may wish to discuss with the Administration the proposed investment in technology within the Fire Department budget, and how it is or can be coordinated with the City's IMS Department. See additional information from the Fire Department in **background section #2**.
2. **Conversion of sworn positions to civilian positions** – The department is proposing to convert two sworn fire fighter positions to civilian positions. The sworn positions that are proposed for conversion are both vacant and in the Administrative Services division, and as such, do not necessarily impact the current number of sworn firefighters available to respond to calls. For the long term two fewer firefighter positions will be reflected in the Fire Department staffing document. The two civilian positions proposed are:
 - a. **Technology Services Manager - \$76,000** – This position would primarily assist the department in using Acella, to ensure inspection workflow is as efficient as possible, and that the Fire Department is available to respond to calls. The position would also assist with other technology needs. This function is currently covered absorbed by a sworn firefighter.
 - b. **Warehouse Tech Position - \$62,000** – This position would assist in the cleaning and maintenance of Personal Protective Equipment (PPE), to Occupational Safety and Health Administration (OSHA) and National Fire Protection Association (NFPA) standards. This function is currently covered by a sworn firefighter, and hiring this position would enable that firefighter to focus on training new classes of firefighters.

ADDITIONAL & BACKGROUND INFORMATION

1. Other Budget Changes:
 - Vacancy Savings (*\$97,000 in savings*) – The department is proposing to recognize savings from vacancies that occur naturally throughout the year as firefighters retire and a new class is hired. **In the Police Department the Council has established the opportunity to “over hire” recruit classes to help address the natural attrition that occurs and keep the maximum number of personnel trained and available.** Using this approach in the Fire Department would probably eliminate the opportunity for vacancy savings.
 - Pension Changes – (*\$191,558*) – **This represents the Fire Department's share of an increase in the cost of the state retirement system.** The State mandates the rates that the City must pay for this line item.
 - Salary Changes – (*\$855,660*) – **This represents the Fire Department's share of the Administration's proposal for compensation for FY 2016.**
 - Insurance rate changes (*\$129,912 in savings*) – This figure represents the Fire Department's share of the City's increase for health insurance premiums.
 - Base to Base Personal Services Changes (*\$167,700 in savings*) – This represents a decrease based on changes approved during FY 2015 – including pay adjustments, reclassifications, retirements, career ladders, and benefits changes. The City is seeing a savings in this line

item due primarily to the hiring of new Fire Fighters at a lower salary and different retirement system as other Fire Fighters (at the higher end of the pay scale) retire.

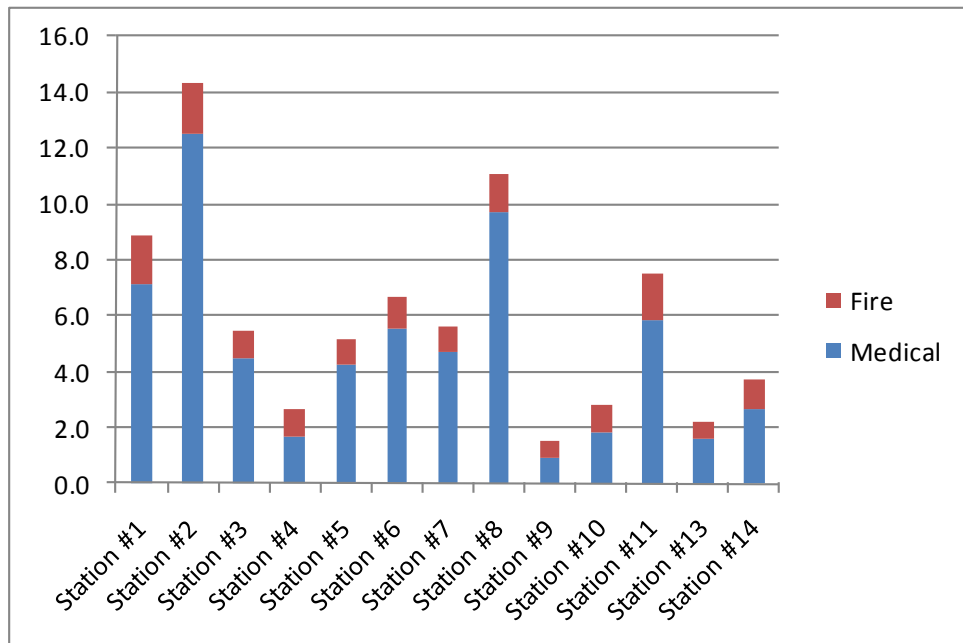
2. **Additional on Technology proposal** – The Fire Department has provided the following additional information to clarify needs relating to the proposal for the Civilian IT position with regard to the relationship with the IMS Department:

IMS does a good job of managing information systems (databases, servers, upgrades, etc.) and we have a positive and productive relationship with Director Haight and his staff regarding these “back-end” systems. This IT position is specific to FD operations and is integral to effective mobile device implementation. Our unique needs involve the “front-end” connectivity and input needs of mobile data terminals (MDT’s), iPhones, ipads, cellphones, and various laptops in use throughout City in Operations. The specificity of these devices pose a management and support challenge for IMS. We are one of if not the first department to aggressively move to mobile technology, and we are confident that it is in the best interest of our citizens and employees that the purchase, set up, function, and repair of all these devices remain the responsibility of the Salt Lake City Fire Department.

An example of this technology application is the recent authority from our CAD Supplier to develop a fire-centric Mobile Data Terminal (MDT) for our firefighters to use in the street at all hours of the day. The design, maintenance and training for this tool should be the responsibility of the fire department, primarily because it is fire-specific.

In addition, our department is now developing and writing code for mobile applications for our response and fire inspectors. We have applied for and been granted a license from Apple Corporation to develop our own mobile applications for public safety, and have a public app available now. A considerable concern for us is the safety and security of our Protected Health Information (PHI) relevant to our patient care records. The sensitivity of this information mandates that the Fire Department accept responsibility for its management.

3. **Downtown EMS Squads** – In FY 2015 the Council approved a shift in approach that dedicated a unit of firefighters to respond only to medical calls in and around the downtown area. The goal of this program was to free up heavy fleet from responding to calls that are medical in nature in the area of highest population in the City during the day (the vast majority of calls in this area are medical). The unit operates from 8am to 6pm, and the Department reports that these units are handling 17.4% of the EMS calls that would have otherwise been handled by a heavy fleet vehicle, and that the unit handles 26% of the calls for medical service in the Pioneer Park area. The unit responds to roughly 5-8 calls per day, and the Department will be evaluating the program (including hours, number of units, areas covered) in September when a full year of data is available. At that point, and depending upon the evaluation, the Department and Administration may make suggested changes to the program to make it more effective and efficient.
4. **Key Department Metrics** – More in-depth measurements and statistics for the Department are discussed in more detail in the attached 2014 Fire Department Year in Review (**Attachment 3**). Staff has highlighted a few metrics that might be of interest to the Council.
 - a. Call Volume – The following chart shows **average daily calls by fire station** and by type of call:



- b. Response Time – The Administration has provided response times by station and by type of call (see Attachment 1).
- Overall, the average response for Fire calls city-wide is 4 minutes and 06 seconds (the goal is not to exceed 5 and a half minutes for Fire calls).
 - The average response for Medical calls is 4 minutes and 13 seconds (the goal is not to exceed 5 minutes for Medical calls).
 - Station-specific response times for fire calls range from 2 minutes and 48 seconds from Station #1 (East Downtown), to 8 minutes and 55 seconds for non-life threatening calls at the Airport (improved from 11 minutes reported for this same category in 2013).

		Fire	Medical	All
Station #1	Life Threatening	2:48	3:19	3:17
	Non-Life Threatening	5:27	5:04	5:09
Station #2	Life Threatening	3:32	3:56	3:55
	Non-Life Threatening	5:52	5:44	5:45
Station #3	Life Threatening	3:39	3:58	3:57
	Non-Life Threatening	6:22	5:21	5:34
Station #4	Life Threatening	3:35	4:16	4:12
	Non-Life Threatening	6:22	6:31	6:27
Station #5	Life Threatening	3:20	3:49	3:46
	Non-Life Threatening	6:12	5:41	5:47
Station #6	Life Threatening	3:46	3:54	3:53
	Non-Life Threatening	5:26	5:31	5:30
Station #7	Life Threatening	3:54	4:17	4:15
	Non-Life Threatening	5:34	6:26	6:18
Station #8	Life Threatening	3:18	3:33	3:32
	Non-Life Threatening	5:22	5:29	5:28
Station #9	Life Threatening	6:47	5:29	5:37
	Non-Life Threatening	7:07	7:30	7:20
Station #10	Life Threatening	4:21	4:06	4:08
	Non-Life Threatening	7:27	6:10	6:39
Station #11*	Life Threatening	8:25	4:44	5:00
	Non-Life Threatening	8:55	5:58	6:44
Station #13	Life Threatening	4:19	4:21	4:21
	Non-Life Threatening	5:57	6:13	6:08
Station #14	Life Threatening	5:27	5:02	5:04
	Non-Life Threatening	7:33	6:40	6:56
All		6:13	5:10	5:20
*This includes all runs to Airport.				

- c. Fuel usage – the Department reported a reduction of 2043 gallons of fuel over the past 18 months using a combination of in-station training, deployment of lighter fleet vehicles, and reduction of paramedic retrieval.

ATTACHMENTS:

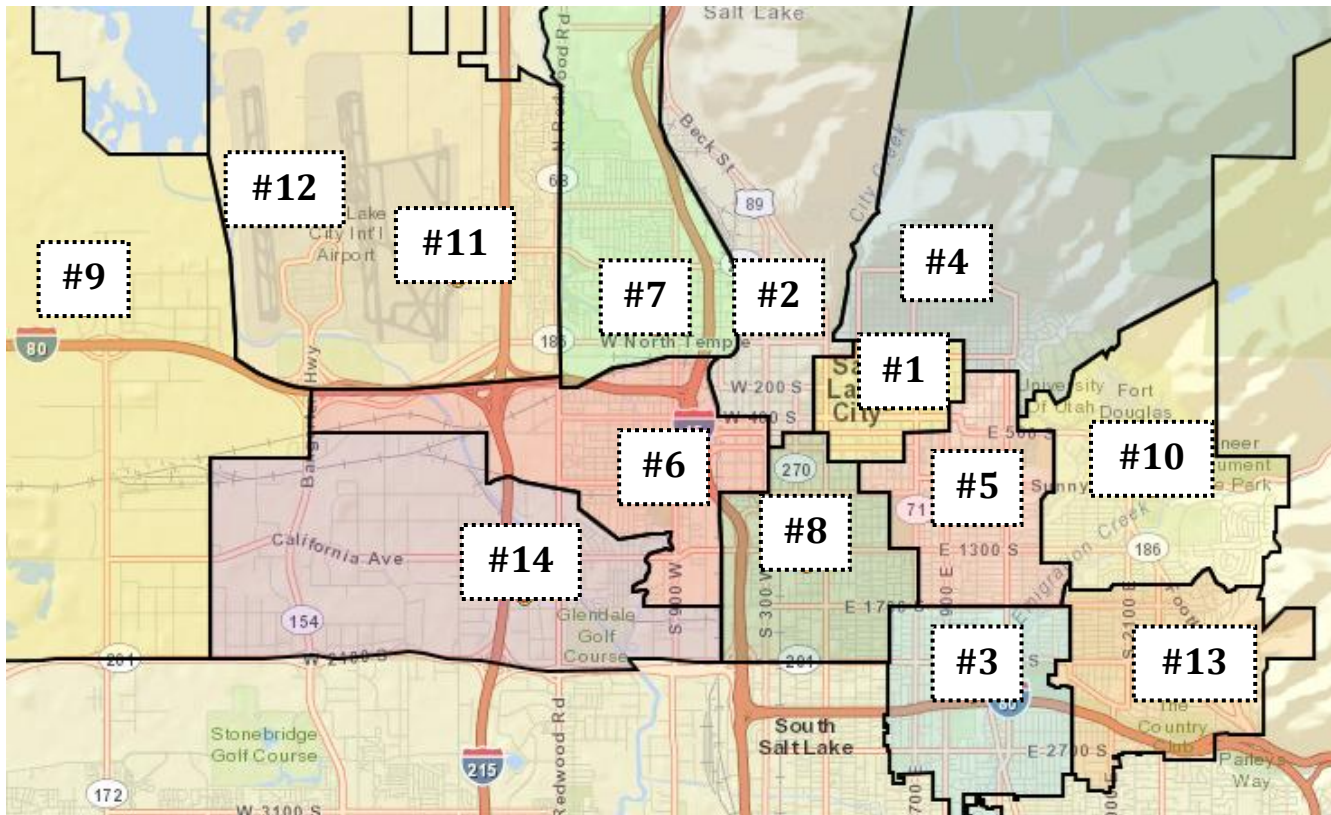
- **Attachment 1** – Summary Comparison Budget Chart – page 5
- **Attachment 2** – map of SLCFD Fire Stations – page 6
- **Attachment 3** – 2014 Fire Department Year in Review
- **Attachment 4** – Salt Lake City Fire Department base purpose statements
- **Attachment 5** – Recreational Fire Regulations Ordinance Update and Third Party Inspection Program Administrative Transmittal

ATTACHMENT 1

FIRE DEPARTMENT					
PROPOSED BUDGET FY 2015-16					
	Adopted 2014-15	Proposed 2015-16	Difference	Percent Change	Explanation of Change
Office of the Chief (including financial management, purchasing, inventory, research, human resource management)	\$ 2,213,636	\$ 2,293,868	\$ 80,232	3.6%	
Operations (including airport operations)	28,627,956	29,524,287	\$ 896,331	3.1%	
Administrative Services Division (facility maintenance, fleet acquisitions, maintenance and supply)	1,488,547	1,392,140	\$ (96,407)	-6.5%	
Communications (public information - Dispatch shifted out to 911 Comm. Bureau, records management, communication maintenance and repair)	771,632	818,980	\$ 47,348	6.1%	Additional technology funding
Training & Apparatus Division (recruit training, certifications, HazMat/Special Operations)	828,196	891,735	\$ 63,539	7.7%	
Fire Prevention (business inspections, hazardous materials permits, new construction, special events, fire investigations)	1,821,972	1,519,151	\$ (302,821)	-16.6%	
Emergency Medical Services (including medical training, certification, quality assurance, CPR Training)	1,433,828	1,608,716	\$ 174,888	12.2%	Downtown EMS Squads
Total	\$ 37,185,767	\$ 38,048,877	\$ 863,110	2.3%	

ATTACHMENT 2

MAP OF SLCFD STATIONS



SLC FIRE

FULLY INVOLVED

2014 In Review

From The Chief's Desk



2014 was a very rewarding and eventful year for our Department. We faced another significant budget cut scenario as the City's financial picture did not improve as rapidly as expected. Despite these challenges, we have moved forward and made many positive impacts throughout the year. From four additional Firefighter FTEs, to our new station initiatives, to implementing our Medical Response Teams (MRT), we continue to serve the citizens of Salt Lake City in the most professional and effective ways

possible. Everyone in our organization has played a part in this success, and on behalf of my administration I want to thank each and every one of you for your contributions.

The "Year In Review" document will be our data-driven review of performance measures for the previous year. These performance measures are derived from our strategic plan. In that we have only had three full months of performance progress since our plan was published in late September, this first report will serve to identify our performance expectations for 2015. In addition to outlining our performance measures for this year, we have also provided what we hope is relevant and interesting information regarding our activity for 2014 and other tidbits from the archives. We know our members want to know our Department's direction and plan for the future. Our strategic plan, coupled with this progress reporting tool, should provide the Department's "Master Plan" for the future.

Success Forward: 2015 and Beyond

Throughout the life of our Strategic Plan we will measure proposed strategies on a regular basis. Many of our proposed changes have financial implications and limitations, so we have chosen not to identify calendar benchmarks. Rather, we will measure our effectiveness on a varying scale using the following terminology as defined in the strategic plan: **Ahead of Target**, **Meeting Target**, or **Behind Target**. We fully expect that at various times, our measurements may indicate we are ahead or below our project target timelines or benchmarks. Our goal is to show an improving trend as we look at our progress review throughout 2015. The use of target trending will allow us to occasionally move resources and finances to better meet the demands of a given task.



What Did We Do In:

⇒ 2009	
• Medical	20,528
• Fire	5,330
⇒ 2010	
• Medical	19,711
• Fire	5,862
⇒ 2011	
• Medical	21,088
• Fire	5,371
⇒ 2012	
• Medical	23,043
• Fire	5,283
⇒ 2013	
• Medical	22,891
• Fire	5,558

Here are some important tentative dates for 2015:

⇒ HazMat School	March
⇒ Captain's Process	March
⇒ Recruit School	March
⇒ ARFF Introduction	August
⇒ Paramedic School	August

Save The Date!

Our Response Impact in 2014

Our Response Numbers / Information

Listed below are the 2014 response highlights:

- ⇒ Unique Fire Incidents: 5,634
- ⇒ Unique Medical Incidents: 22,945
- ⇒ Life Threat Incidents (M&F): 8,080
- ⇒ Fire Squad Response: 327
- ⇒ Busiest ALS Company (ME-2): 3,319
- ⇒ Busiest BLS Company (EQ-06): 2,171
- ⇒ Busiest Truck Company (T-02): 2,553
- ⇒ Busiest Battalion (B-01): 453
- ⇒ Most Structure Fires (T-02): 177
- ⇒ Most Cardiac Arrests (ME-01): 31
- ⇒ Most Common:
 - Hospital (UMC) 2,502
 - Drug (Narcan): 569

In addition to response highlights, we have provided other data trends and facts for your review:

- ⇒ Most Common Incident Types:
 - Sick Person (26): 2,914
 - Fire Alarms (52): 2,742
 - Man Down (32): 2,446
 - Fall (17): 2,211
 - MVA (29): 2,071
- ⇒ Reported Structure Fires (69): 386
- ⇒ Documented Structure Fires: 139
- ⇒ Most Common Addresses Responded To:
 - 555 N. Terminal: 1,441
 - 210 Rio Grande: 1,227
- ⇒ Most FP Inspections (P. Carey): 781
- ⇒ ISO Compliant Training Hours: 5,081



Getting Up & Moving Out

Turn Out Times:

The graph below shows average turn out times for Life Threat Fire and Medical Incidents by platoon in seconds:

Fire	90.30
A	96.94
B	89.49
C	85.39
Medical	51.01
A	52.20
B	49.38
C	51.15
Totals	52.37

Response Times:

The graph below shows average response times for life threat Fire and Medical Incidents by platoon in minutes:

Fire	4.06
A	3.98
B	3.97
C	4.20
Medical	4.13
A	4.12
B	4.11
C	4.14
Totals	4.11



Measuring Our Success

What is the Yardstick for 2015

As stated earlier, we do not have enough history or data to measure effective trends to our Strategic Plan. Given this reality we have chosen to simply identify those variables we will be measuring through 2015. We hope this document will provide all personnel with knowledge of our Department expectations for performance this year. While trends will ebb and flow throughout the year, we hope these performance expectations will provide clear direction for both operation and support personnel. We believe these measurements to be reasonable and achievable if we stay committed to the ideal of improving service delivery and staying relevant to our citizens. If you have questions or concerns, please deliver them through your chain of command. It is our Department's desire to increase our **Positive Impact in 2015**, and these measurements will provide us with the yardstick to gauge our progress.

Operations



Maintain Optimal Staffing

The Salt Lake City Fire Department intends to reduce the use of Full Staffing by 2% in 2015.

Reduce Operational Injuries

Fire Department members are our most valued asset and it is our objective to establish policy and procedure to reduce the number of work-related injury/illness by 2% by 2015.

Improved Turn Out Times

By the year 2016, the Fire Department will have studied the most appropriate turn-out time for non-emergent calls. It is our goal to improve our turn-out times by 3% in 2015.

Initiate Standard Operating Guidelines (SOG)

During 2015, we will increase our operational guidelines by at least 3%. In five years, Administration will implement all current operational guidelines.

Medical Services

EMS Delivery Model

By early 2016, the Salt Lake City Fire Department will design and deploy one Community Health Paramedic (CHP) response team staffed with specially-trained EMS personnel.

Use of Nurse Navigator

Upon implementation of the new Nurse Navigator Program, the Fire Department will transfer at least 7% of identified lower acuity requests for medical services to the ECNS position (Nurse navigator).

Incident Documentation

The Medical Services Division will use 2015 to re-evaluate our ePCR audit process. We have come to the conclusion that we need to change the process and the number of records we review. Our focus for this year will be to identify those documentation elements considered to be critically important (Tier 01) on every EMS incident. In addition, we will identify a reasonable percentage of case audits our EMS Committee members can evaluate each month. Lastly, we will study and identify our feedback methodology for individual incidents and documentation trending reports.

Our priority for case evaluations in 2015 will focus on cardiac events. Listed below are the components we will be reviewing this year:

- Complete quality assessment/improvement review on all workable cardiac arrests
- Review all Chest Compression depth, speed, and pause times
- Ensure Zoll data is completed and uploaded on applicable cardiac events



Training and Support

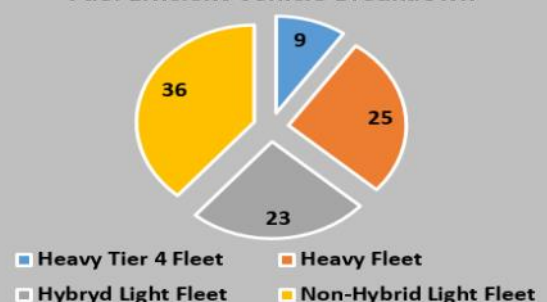
In 2015, training will include 2% more hands-on and scenario-based training.

Did You Know?

Salt Lake City Fire was the first department in the country to deploy apparatus-mounted lights for illuminating emergency scenes ?

True: The year was 1914

Fuel Efficient Vehicle Breakdown



Fire Prevention

Inspection/Preplan

Fire Prevention members and operation crews will increase the number of completed inspections by 5% in 2015.

Legislative Initiatives

During the 2015 legislative session, the Salt Lake City Fire Department will submit at least one of three specified issues supported by legislation:

- Presumptive Cancer List—Identify a list of cancers covered under presumptive legislation for all Utah firefighters
- Vacant Buildings—City-wide notifications and management of vacant buildings and lots which includes owner expectations
- Fireworks—manage sales, distribution, and use of fireworks

Fire Arson Investigations

The Salt Lake City Fire Department will increase the successful arrest and prosecution of arsonists by at least 1% in 2015.



Logistics

Emergency Preparedness

Fire Administration will identify increased funding for equipment, personnel, and Department training. By the end of 2015, Administration intends to produce and deploy 100% of emergency response classroom drills for all three platoons.

Branch Operations Pods

During 2015, the Department's objective will be to completely furnish one branch pod. This includes food and water supplies, shelter, and tools and equipment to sustain Branch Operations during catastrophic emergencies.

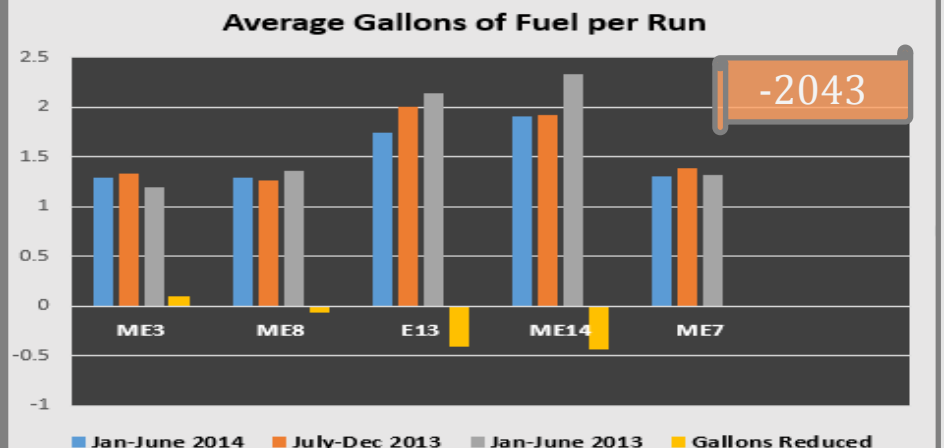
Apparatus

Consistent with City-wide Clean Air objectives, the Fire Department's goal is to put in service 5% more Hybrid and/or alternative fuel support vehicles by the end of 2015. Over the next seven years, the Fire Department will increase the number of fuel-efficient vehicles by 30%.

Facilities

Following the pattern above, the Salt Lake City Fire Department will reduce energy use at each station by 10% by the end of 2015. This will be achieved primarily through behavior modification strategies. Our over-reaching goal will be to decrease energy consumption in our facilities by up to 30% by 2018. In addition, Fire Administration will complete one "green initiative" each year which started in 2014. These green initiatives may include xeriscaping, improved lighting models, and alternative energy sources in our facilities.

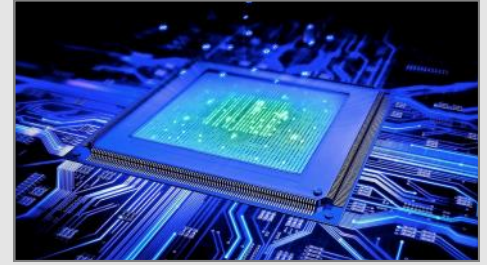
"The Fire Department continues to implement fuel saving initiatives to enhance air quality. During an 18-month period (illustrated right), the Department instituted fuel-saving measures such as reduction of paramedic retrieval, and in-station training for medical and fire emergencies. The five apparatus comparison shows a net reduction of 2043 gallons of diesel fuel during this 18-month period"



Technology

New Technology

The Salt Lake City Fire Department will implement web-based applications to merge all Fire Department-related information between divisions and other departments within the City (Data Warehouse for “Big Data”). Operational and Administrative collective “dashboards” are part of this initiative. By the end of 2015 we will make available, a dashboard model for both operation and support personnel.



Adapt Available Technology

A primary consideration for this adapted technology is a program that is GIS enabled and available for real-time viewing during emergency response and provides measurable objectives. We will increase the number of response apparatus with this new adaptive technology by 10% in 2015.

Evolution of Technology

The Salt Lake City Fire Department will participate in the Nationwide Fire Technology Consortium in 2015 to develop a list of technology peers from comparable cities for the purpose of leading the fire industry with the best technology available. Members in the Technology Division with the Fire Department will secure an advisory seat on multiple regulatory or similar standards-focused group related to fire service technology.

Training

Apprentice: For 2015, the training goal for the apprenticeship program will be to increase reference materials and learning modalities by 5%.

Incumbent: It will be our goal over the next three years to ensure that all firefighters receive 16 hours per month of fire suppression specific training as is recommended by the Insurance Safety Office (ISO). For 2015, our goal will be to average 10 hours per month per firefighter by year’s end.

Specialty: In 2015 we will continue to work with each specialty oversight committee to create a certification renewal and validation program. In addition, we will provide all specialty hour training for any firefighter wanting to maintain primary or secondary specialty certifications.

Community/Enterprise: Our immediate goal for this new area will be to identify and begin curricula design for five areas of instruction per customer group.





Values Matter, Ours Are:

- ⇒ Safety
- ⇒ Service
- ⇒ Trust
- ⇒ Leadership
- ⇒ Responsibility

Public Relations

While not a current measurable within the Strategic Plan, we have a desire to improve our method and type of public interactions in 2015. Our design for this year will be to monitor our number and type of Public Relation (PR) activities throughout the year. We will send surveys to our operations crews asking for input, ideas, and concerns pertaining to PR activities. Armed with this knowledge, we will identify ways to improve all public relation activities in the future. These measurements will be added to the Strategic Plan in 2016. Another important PR initiative for 2015, will be to identify strategic Community Council meetings throughout the year based on the current issues or hot topics and

911 Communications

Our final area of measurement and process improvement will involve our 911 Communication and Dispatch Bureau. While the 911 Bureau is no longer under the direct supervision of the Fire Department, we heavily rely on the information coming from them to respond in the most efficient and effective means possible. This partnership is of vital importance to the administration and Local 1645, so we will remain engaged in all aspects of this bureau that affect fire department operations. To that end, we will identify, measure, and make recommendations to those dispatch determinants where we believe we can make a better impact on resource allocation and response strategies.

During 2015, we will identify safe and effective ways to reduce our lights-and-siren responses by an additional 5%. We will do this by directing members of the fire department and 911 Bureau on the Dispatch Review Committee (DRC) to review known data and outcomes and make recommendations for change to the Dispatch Steering Committee (DSC). We will then make these changes and begin measuring the effectiveness of response strategies in 2016.



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Fire Department FY 2014 Base Purpose Statement Reconciliation

Department	Program	Cost Center	Fund	FY 14 Adopted Budget	FTEs
Fire Department #1	Administration: Office of the Fire Chief, Administration	1200005, 1200010	General Fund	\$2,209,368	7.00
Fire Department #2	Logistics: Facility Services	1200015, 1200016	General Fund	\$505,188	4.00
Fire Department #3	Communications: Public Relations	1200022	General Fund	\$86,940	1.00
Fire Department #4	Communications: Technology CAD/RMS	1200024, 1200025 1200026	General Fund	\$610,896	3.00
Fire Department #5	Training Division PPE	1200035, 1200050 1200062	General Fund	\$658,060	4.00
Fire Department #6	Training: Special Operations	1200055, 1200056 1200057, 1200058 1200059	General Fund	\$248,144	2.00
Fire Department #7	Logistics: Apparatus	1200060	General Fund	\$864,872	3.00
Fire Department #8	Operations: Station Operations	1200120, 1201160	General Fund	\$28,032,301	290.00
Fire Department #9	Medical, Paramedic Training, Health & Wellness, Community Education	1202000, 1202005 1202010, 1202020	General Fund	\$957,778	5.00
Fire Department #10	Fire Prevention	1203010, 1203020	General Fund	\$1,642,826	17.00
Total Base Purpose Statements				\$35,816,375	336.00
Total Fire Department General Fund Adopted Budget				\$35,816,375	336.00
Difference				\$0	-



**BASE
PURPOSE
STATEMENTS**
Fiscal Year 2013-14

PLANNING PERIOD: FY 2012-13 THROUGH FY 2017-18
FISCAL YEAR 2013-14

FUND:	General Fund: 100%	COST CENTER NUMBERS:	12-00005, 12-00010
DEPARTMENT:	Fire Department	FTE / GF:	7
DIVISION:	Administration	BUDGET / GF:	\$2,209,368
COST CENTER / PROGRAM:	Office of the Fire Chief Administration	G.F. GENERATED REVENUE	\$350,000

AUTHORITY: Utah Code 11-7, Utah Code 26-8a, Salt Lake City Code 2.08.070

STATEMENT OF PURPOSE

The purpose of the Administrative Division within the Salt Lake City Fire Department is ensuring the department fulfills its mission of preparing effectively, responding professionally and impacting positively. This mission is accomplished using all available resources appropriated to the Fire Department.

BASE PURPOSE STATEMENTS

The Division accomplishes its purpose through a collaborative effort involving, administrative leadership, department members, international firefighters local 1645, citizens of Salt Lake and city administration.

The Division is responsible for creating and inspiring a shared vision within the Department and community at large in reference to education, prevention, preparation, response and mitigation of any type of incident. The Office of the Chief retains the responsibility to promote the highest level of safety at all times for citizens and department members alike.

The Division is responsible for cultivating the Department values, developing, promoting and empowering leaders within the organization to support the department and city's core values and mission in serving the citizens of Salt Lake City.

Personnel within the division are assigned to perform budgeting, payroll, purchasing, accounts payable and other administrative functions allowing firefighters to meet the Department's mission. The division is tasked with developing and tracking of the budget through zero based budgeting to ensure the Department has the required funding to perform its duties. It provides all accounting and purchasing functions for the Fire Department.

BASE PURPOSE REVENUE

The revenue from this division is a contractual payment from Salt Lake County for Hazardous Material and Fire Investigation response provided by Salt Lake City.



SIX YEAR BUSINESS PLAN GOALS

Customer Service	Measures	Cumulative Targets					
		2012-13 Actual	2013-14 Target	2014-15 Target	2015-16 Target	2016-17 Target	2017-18 Target
Attend community events	Department Administration will attend at least 48 Events per year	TBD	≥ 48	≥ 48	≥ 48	≥ 48	≥ 48
Financial Health	Measures	Cumulative Targets					
		2012-13 Actual	2013-14 Target	2014-15 Target	2015-16 Target	2016-17 Target	2017-18 Target
Maintain Financial Stability:	Percent of total Department expense compared to total Department budget	99.4%	<100%	<100%	<100%	<100%	<100%
Maintain Financial Stability:	Percent of total Department revenue compared to total budget	78.3%	>100%	>100%	>100%	>100%	>100%



**BASE
PURPOSE
STATEMENTS**
Fiscal Year 2013-14

PLANNING PERIOD: FY 2012-13 THROUGH FY 2017-18
FISCAL YEAR 2013-14

FUND:	General Fund: 100%	COST CENTER NUMBERS:	12-00015 12-00016
DEPARTMENT:	Fire Department	FTE / GF:	4.0
DIVISION:	Logistics	BUDGET / GF:	\$505,188
COST CENTER / PROGRAM:	Facility Services	G.F. GENERATED REVENUE	\$0

AUTHORITY: Utah Code 11-7, Utah Code 26-8a, Salt Lake City Code 2.08.070

STATEMENT OF PURPOSE

The Facility Services Section of the Salt Lake City Fire Department ensures the continued success of our department members in safely carrying out the department mission through comprehensive logistical support. The quality of our workforce is maintained through:

- Superior customer service
- Quality maintenance of fire stations and equipment
- Partnering with outside agencies and organizations

BASE PURPOSE STATEMENTS

The Facility Services Section is responsible for managing, maintaining and supplying 13 fire stations. The division places high emphasis on “Green” initiatives through collaborative efforts with Facilities and Environmental Management Departments.

BASE PURPOSE REVENUE

No revenue is associated with this division.

SIX YEAR BUSINESS PLAN GOALS

Customer Service	Measures	Cumulative Targets					
		2012-13 Actual	2013-14 Target	2014-15 Target	2015-16 Target	2016-17 Target	2017-18 Target
Xeriscape all department fire stations	Xeriscape 1 or 2 stations / year	0	1	2	2	2	2
Quarterly on site fire station visits	Minimum four (4) stations visits / month	48	48	48	48	48	48
Review all Departmental CIP requests semi-annually	Complete the review of all CIP requests in July and January (% Complete)	2	2	2	2	2	2



**BASE
PURPOSE
STATEMENTS**
Fiscal Year 2013-14

PLANNING PERIOD: FY 2012-13 THROUGH FY 2017-18
FISCAL YEAR 2013-14

FUND:	General Fund: 100%	COST CENTER NUMBERS:	12-00022
DEPARTMENT:	Fire Department	FTE / GF:	1
DIVISION:	Communications	BUDGET / GF:	\$86,940
COST CENTER / PROGRAM:	Public Relations	G.F. GENERATED REVENUE	\$0

AUTHORITY: Utah Code 11-7, Utah Code 26-8a, Salt Lake City Code 2.08.070

STATEMENT OF PURPOSE

The purpose of the Public Relations Division within the Salt Lake City Fire Department is to maintain a healthy relationship with the media, community councils and all other members of the public. The division gathers information about events the Department has responded to and gives that information to the media. The Division also works with the operations divisions to provide opportunities to coordinate public events and teach the public about the importance of fire safety. The Division is also responsible for representing the Fire Department during Emergency Management incidents.

BASE PURPOSE STATEMENTS

The Salt Lake City Fire Public Relations division is responsible for providing information to the community about fire and emergency services. This is accomplished by working with local media to provide information about events the Department has responded to and providing opportunities to teach the public about the importance of fire safety. The Division also produces a monthly informational newsletter for firefighters to take with them as they visit with members of the community in community councils and other events.

The Division is continuously striving to create a working relationship with each news media outlet in the Salt Lake area. The division is also working with local schools to provide ongoing fire safety training to students in Salt Lake area schools.

The Division will also represent the Fire Department in Emergency Management incidents. The Division will have a representative in the Joint Information Center (JIC) who will offer input on fire-related activities during an incident as the JIC members gather and distribute information related to the incident.

BASE PURPOSE REVENUE

No revenue is associated with this division.

SIX YEAR BUSINESS PLAN GOALS

Customer Service	Measures	Cumulative Targets					
		2012-13 Actual	2013-14 Target	2014-15 Target	2015-16 Target	2016-17 Target	2017-18 Target
Complete a monthly bulletin	Publish 12 monthly newsletters	12	≥ 12	≥ 12	≥ 12	≥ 12	≥ 12



**BASE
PURPOSE
STATEMENTS**
Fiscal Year 2013-14

PLANNING PERIOD: FY 2012-13 THROUGH FY 2017-18
FISCAL YEAR 2013-14

FUND:	General Fund: 100%	COST CENTER NUMBERS:	12-00024 12-00025 12-00026
DEPARTMENT:	Fire Department	FTE / GF:	3
DIVISION:	Communications	BUDGET / GF:	\$610,896
COST CENTER / PROGRAM:	Technology CAD/RMS	G.F. GENERATED REVENUE	\$0

AUTHORITY: Utah Code 11-7, Utah Code 26-8a, Salt Lake City Code 2.08.070

STATEMENT OF PURPOSE

The mission of the Technology Services Division is to foster the highest level of efficiency in fire operations through the use of innovative electronic, computerized, and communications equipment aiding members to meet the Department's core Mission of fire protection and emergency response.

BASE PURPOSE STATEMENTS

The Fire Department operates many different software applications to provide service to the community. The Technology Services Division is responsible for oversight of these software systems. The following is a list of some of the software systems and their respective uses:

- FDM – Computer Aided Dispatching and Records Management software is utilized at each of our 14 fire stations, at each SLCFD division, and on a variety of administrative workstations, for the input, updating, and analysis of data, and reporting to stakeholders.
- ProQA – Call interrogation software is used by Dispatch to gather information, triage, and send the most appropriate response to calls for service. This software is interfaced with FDM CAD, for transfer of call information.
- EPCR – Electronic Patient Care Reporting software is used to meet state requirements for tracking all medical incidents. This software enables firefighters to enter the data at the scene of emergency incidents to assist with the accuracy and speed of the required reporting. The system also provides the ability to better track the data and look for trends in the data and the treatment provided to patients.
- Telestaff – This staffing program provides assistance with daily staffing. The system also automates the department's payroll process, allowing better management and reporting of payroll.
- SharePoint – SharePoint is used for the department's intranet site, and is the focal point for current information, meetings, and special events. It is increasingly being used for document archival and historical purposes.
- Versaterm CAD – The Police and Fire Departments recently combined dispatch services the move necessitated a by Fire Dispatch to the Computer Aided Dispatch system used by Salt Lake City Police Department. This has allowed much greater information sharing between Police & Fire, and created operational efficiencies in 911 call processing.



The Division oversees the Department Motorola radio system. This system is accessed by Dispatch using Motorola MCC7500 software, with channels on an 800 MHz radio system operated by Salt Lake City Corporation. The system uses Omnilink technology to allow dispatch to monitor and transmit over different radio systems in the community. The Department has acquired funding for an annual replacement of 10% of its radios. This allows the Department to maintain the efficiency and effectiveness of its current radio inventory.

The Division is responsible for the ongoing implementation of Mobile Data Terminals (MDTs) in each of the Department's 19 front line apparatus. The MDT's are ruggedized Panasonic Toughbooks, which provide real-time information regarding the current response, including premise information, and maps. These units communicate with the Department's CAD, SharePoint site, and other software via wireless internet.

The Division is also responsible for the Department's US Digital Designs station alerting system. This system provides notification to each fire station of emergency incidents.

The division manages audio/visual services for the department. A/V staff are assigned to working fire incidents, special events, and training, to ensure exceptional quality assurance, and assist with public relations.

BASE PURPOSE REVENUE

No revenue is associated with this division.

SIX YEAR BUSINESS PLAN GOALS

Workforce Quality	Measures	Cumulative Targets					
		2012-13 Actual	2013-14 Target	2014-15 Target	2015-16 Target	2016-17 Target	2017-18 Target
Narrow band fire station alerting radios	Narrow Band all 14 Fire Stations	14	N/A	N/A	N/A	N/A	N/A
Identify & deploy test MDTs	Install 1 new MDT	0	1	1	N/A	N/A	N/A
Achieve 95% paperless and cash free operations within 3 years	Percent of paperless and cash free operations	10%	40%	80%	100%	N/A	N/A
Consolidate SLC Fire web presence	Percent of web consolidation completed	40%	100%	N/A	N/A	N/A	N/A



FUND:	General Fund: 100%	COST CENTER NUMBERS:	12-00035 12-00050 12-00062
DEPARTMENT:	Fire Department	FTE / GF:	4
DIVISION:	Training	BUDGET / GF:	\$658,060
COST CENTER / PROGRAM:	Training Division PPE	G.F. GENERATED REVENUE	\$27,000

AUTHORITY: Utah Code 11-7, Utah Code 26-8a, Salt Lake City Code 2.08.070

STATEMENT OF PURPOSE

The Training Division of the Salt Lake City Fire Department ensures the continued success and safety of our department members in carrying out the Department Mission through comprehensive and continued skills training and through providing the necessary safety equipment to effectively perform their duties as firefighters. This is accomplished through:

- Superior Customer Service, both internal and external
- Research, development, evaluation and implementation of incumbent firefighter training programs
- Curriculum development and maintenance for
 - Recruit Firefighter Training program
 - Apprentice firefighter training in coordination with the Department of Labor
 - Department specialty positions
 - Officer Development Program
- Developing and maintaining partnerships with other area Fire Departments, Training agencies and Community Resource Groups
- Maintaining training required to oversee the care of the necessary safety equipment

BASE PURPOSE STATEMENTS

The Training Division of the Fire Department is responsible for creating, monitoring, evaluating, maintaining and implementing the new recruit firefighter training program. The Department holds recruit training classes each year based on Department need. The 14 weeks of initial training consists of all aspects of firefighting and helps new firefighters adapt to the lifestyle and challenges firefighters face.

The Division also oversees the ongoing Apprentice Training program. This program ensures that newer firefighters continue to learn and meet the high standards of the Salt Lake City Fire Department. The division administers testing to the apprentice firefighters and trains captains on how to help apprentice firefighters succeed.

The Division provides incumbent training for all operations crews. This is done through the development of training scenarios to ensure firefighters maintain skill level in both medical and fire emergencies.

The officer development training program helps train Department supervisors to handle emergency scenes. It also helps to insure that each fire officer has the skills to lead day to day. The program helps to train firefighters, who want to advance, on the strategies needed to be an efficient and effective fire officer.

This Division also oversees the usage, care and maintenance of the Department's training tower and facility. The Fire Department has a state of the art training tower located next to the training division. This tower has



environmentally conscious natural gas training props that allow for live fire training in a safe and controlled atmosphere. It also has capabilities for many other challenges that firefighters face in emergency situations.

Following the recommendations within the NFPA standard and the NIOSH study, the Fire Department has begun to develop and record many of the necessary program components for personal protective equipment (PPE) inspection, repair and replacement. To further bring us inline and prevent or combat an OSHA based audit, the Fire Department is electing to implement a **seven year maximum front line service life** for all protective ensemble components. This phase of program development will have the greatest impact on increasing the safety of and decreasing the risks to our firefighters. Shelf or service life is based on date of manufacture. To further elaborate on this, each component will have the front line life span as outlined below:

Helmets – 10 year life span
Hoods – 1 year life span
Gloves – 1 year life span

Boots – 10 year life span
Coat – 7 year life span
Trouser – 7 year life span

We are following the current applicable laws, regulations and standards of:

- OSHA 1910.1030 - Blood borne Pathogens Standard
- NFPA 1971 – Standard on Protective Ensembles for Structural Fire Fighting and Proximity Fire Fighting, 2007 edition
- NFPA 1851 – Standard on Selection, Care and Maintenance for Protective Ensembles for Structural Fire Fighting and Proximity Fire Fighting, 2008 edition
- NFPA 1500 – Standard on Fire Department Occupational Health and Safety, 2007 Edition

At the last basic inspection performed within the department approximately 20 sets of PPE were found to be grossly deficient and were replaced, while an additional 50 sets were in need of repair or possible replacement for the upcoming year. Implementation of an advanced inspection will need to be completed for each ensemble, and the associated costs are listed above.

In order to preserve and/or extend the life of our existing PPE ensembles we have installed four commercial washing machines at the fire training center. These machines will allow the training division to work with all crew members to rotate their PPE through a cleaning, inspection and repair program each year. Proper care and maintenance are imperative to ensure that each piece of equipment is in a safe and usable condition to provide the level of protection it was intended for.

BASE PURPOSE REVENUE

The Salt Lake City Fire Department is a distributor for fire training manuals. This allows the Department to receive a discounted price for all of its books and generates \$27,000 in revenue through sales to other departments and individuals.



SIX YEAR BUSINESS PLAN GOALS

Workforce Quality	Measures	Cumulative Targets					
		2012- 13 Actual	2013- 14 Target	2014- 15 Target	2015- 16 Target	2016- 17 Target	2017- 18 Target
Ensure all firefighters receive 20 hours of fire training annually	Average training hours per firefighter ≥ 20 hours per year	20	≥ 20	≥ 20	≥ 20	≥ 20	≥ 20
Complete an annual inspection of all firefighter PPE	% of 320 sets of PPE inspected	100%	100%	100%	100%	100%	100%
15% of PPE replaced each year based on 320 sets of PPE	% of 320 sets of PPE replaced each year	15%	$>15\%$	$>15\%$	$>15\%$	$>15\%$	$>15\%$
Complete cleaning of PPE once a year	% of 320 sets of PPE cleaned annually	42%	100%	100%	100%	100%	100%



FUND:	General Fund: 100%	COST CENTER NUMBERS:	12-00055 12-00056 12-00057 12-00058 12-00059
DEPARTMENT:	Fire Department	FTE / GF:	2
DIVISION:	Training	BUDGET / GF:	\$248,144
COST CENTER / PROGRAM:	Special Operations	G.F. GENERATED REVENUE	\$141,300

AUTHORITY: Utah Code 11-7, Utah Code 26-8a, Salt Lake City Code 2.08.070

STATEMENT OF PURPOSE

The Special Operations Division of the Salt Lake City Fire Department provides technical training, resources and management to Department members who meet the Department's Mission by responding and mitigating specialized emergency incidents that might occur within the community.

BASE PURPOSE STATEMENTS

The Special Operations Division establishes emergency response plans for specialized emergency incidents. Types of specialized emergency incidents include technical rescue, hazardous materials, urban search and rescue, swift water rescue and terrorism response.

The Division in conjunction with the Operations Division is responsible for the co-management and oversight of the Utah Urban Search and Rescue team (UT-TF1). This team is one of 28 federal FEMA teams that respond to national emergencies, as well as, both state and local emergencies, by MOU, with the respective agencies. The UT-TF1 is funded primarily by federal cooperative agreement grants through FEMA and is supported by a limited administrative staff. The team consists of nearly 200 members who are highly trained specialists including; communications specialists, canine search teams, medical staff, structural engineers, breach and entry teams, and incident management teams.

The Division responds to any specialized emergency incident to provide leadership, safety and oversight. Additionally, the Division provides training, certification and support for the department's specialized rescue services. As part of the department's ongoing training the division plans and holds at least one large scale training event in the City each year.

The Heavy Rescue Team is trained to federal and NFPA standards. The training consists of training for confined spaces, control of hazardous energy, excavations, rescue technician, technical search and rescue, life safety rope and equipment for emergency services.

The Haz-Mat Team is trained to federal and NFPA standards. The training consists of hazardous waste operations and emergency response, specialized chemical and other hazardous material training.

The Swift Water Rescue Team is also trained to federal standards. The training consists of personal protective life saving equipment and specialized water rescue techniques.

The Division also pursues remediation for cleanup of negligent hazardous materials spills.



BASE PURPOSE REVENUE

The Department has budgeted to recover costs through third party reimbursement associated with hazardous material and other emergency incidents in the amount of \$35,000 for fiscal year 2013.

The Department is reimbursed for the cost associated with a Captain working for the Urban Search and Rescue Task Force in the amount of \$100,000 annually.

SIX YEAR BUSINESS PLAN GOALS

Workforce Quality	Measures	Cumulative Targets					
		2012-13 Actual	2013-14 Target	2014-15 Target	2015-16 Target	2016-17 Target	2017-18 Target
Hold one large scale emergency training event in the City each year.	Training event \geq 1 per year	1	≥ 1	≥ 1	≥ 1	≥ 1	≥ 1
Cost Recovery of Hazmat spills will equal or exceed budgeted amount	Revenue \geq Budget (\$35,000)	\$21,034	\geq \$35,000	\geq \$35,000	\geq \$35,000	\geq \$35,000	\geq \$35,000



**BASE
PURPOSE
STATEMENTS**
Fiscal Year 2013-14

PLANNING PERIOD: FY 2012-13 THROUGH FY 2017-18
FISCAL YEAR 2013-14

FUND:	General Fund: 100%	COST CENTER NUMBERS:	12-00060
DEPARTMENT:	Fire Department	FTE / GF:	3
DIVISION:	Logistics	BUDGET / GF:	\$864,872
COST CENTER / PROGRAM:	Apparatus	G.F. GENERATED REVENUE	\$0

AUTHORITY: Utah Code 11-7, Utah Code 26-8a, Salt Lake City Code 2.08.070

STATEMENT OF PURPOSE

The Apparatus Section of the Salt Lake City Fire Department ensures the continued success of our department members in safely carrying out the department mission through comprehensive logistical support and engineer training. The quality of our workforce is maintained through:

- Superior customer service
- Research, purchase and maintenance of cutting edge fire apparatus and equipment
- Curriculum development for new and ongoing engineer training
- Partnering with outside agencies and organizations

BASE PURPOSE STATEMENTS

The Apparatus Section of the Fire Department is responsible for managing, maintaining and equipping a fleet of ninety-nine vehicles department wide with the goal of maintaining the Department's financial health. The fleet is divided into two categories, heavy fleet and light fleet.

Heavy fleet includes all frontline Pumpers, Ladder Trucks, Aerial Platforms Trucks, and Special Operations vehicles consisting of:

1	Command vehicle	2	HazMat vehicle
18	Pumpers	1	Special operations vehicle
3	Ladder Trucks	1	Reserve HazMat / Heavy rescue vehicle
0	Water Tower	2	Quints
2	Rescue ladder platform	1	Utility / Air truck
1	Heavy rescue vehicle	1	Water tender
1	Heavy rescue support vehicle	1	Mobile Interoperable Tactical Solution (MITS)

Light fleet includes all other vehicles assigned to Combat Operations, Administration, Fire prevention, Training and Public relations. Vehicle assignments are made to key personnel that have primary responsibilities or duties that require an immediate response. The light fleet consists of the following:

47	Light fleet Support	4	Battalion Chief response / command vehicles
8	Auxiliary wildland pumpers	2	EMS gators
1	Swift water rescue support truck	1	Fork lift

The Apparatus Section also purchases all equipment and supplies for newly purchased fire apparatus. Each year the Department works closely with Fleet Management to determine what vehicles need to be replaced and what the current year funding will be able to replace. The Apparatus Section then seeks funding to equip the



apparatus that will be purchased in the coming fiscal year. In fiscal year 2013 the proposed plan will have the Fire Department receive one new heavy apparatus and 20 light fleet vehicles.

The Apparatus Section is also responsible for the maintenance and repair of all self contained breathing apparatus (SCBA) used by Department members. SCBAs are an essential tool for fighting fires; they provide firefighters with the necessary air to enter buildings during a fire. The Department continually looks at new regulations to determine the benefit that will be derived from adopting changes in current SCBA standards. The Department is changing the current SCBAs used by firefighters to larger capacity air bottles. For firefighters the single largest contributing safety factor is air capacity. As technology has improved it has enabled SCBAs to increase air capacity without excessive increases in the weight and size of SCBAs. This provides firefighters with additional safety and maximizes their productivity. The Department is in the process of changing all frontline SCBAs in the City to higher capacity. This change was implemented in 2010 and should be completed in 2016. The Departments intention is to purchase ten (10) 4500 psi SCBA's and phase out ten (10) 2416 psi SCBA's per year.

The Division monitors the fuel costs considering financial health for the Department. The following is a breakout of fuel and maintenance costs over the past six fiscal years. The City transferred the costs associated with maintenance from the Fire Department budget in fiscal year 2013.

	Fuel Costs	Maintenance Costs
Fiscal Year 2008	\$ 311,218	\$ 759,803
Fiscal Year 2009	\$ 225,348	\$ 764,745
Fiscal Year 2010	\$ 207,390	\$ 767,773
Fiscal Year 2011	\$ 255,840	\$ 767,247
Fiscal Year 2012	\$ 314,534	\$1,030,358
Fiscal Year 2013	\$ 315,159	\$ -

BASE PURPOSE REVENUE

No revenue is associated with this division.

SIX YEAR BUSINESS PLAN GOALS

Financial Health	Measures	Cumulative Targets					
		2012-13 Actual	2013-14 Target	2014-15 Target	2014-16 Target	2016-17 Target	2017-17 Target
# of Self Contained Breathing Apparatus (SCBA) replaced	Budget Dependent	10	10	10	10	10	10
Ensure that actual monthly fuel charges are less than budget	<100% of budget	95.8%	<100%	<100%	<100%	<100%	<100%



**BASE
PURPOSE
STATEMENTS**
Fiscal Year 2013-14

PLANNING PERIOD: FY 2012-13 THROUGH FY 2017-18
FISCAL YEAR 2013-14

FUND:	General Fund: 100%	COST CENTER NUMBERS:	12-00120 12-01160
DEPARTMENT:	Fire Department	FTE / GF:	290
DIVISION:	Operations	BUDGET / GF:	\$28,032,301
COST CENTER / PROGRAM:	Station Operations	G.F. GENERATED REVENUE	\$3,962,000

AUTHORITY: Utah Code 11-7, Utah Code 26-8a, Salt Lake City Code 2.08.070

STATEMENT OF PURPOSE

The purpose of the Operations Division of the Salt Lake City Fire Department is to retain responsibility and respond to all emergency calls to protect Life, Property, and the Environment. Approximately 70% of calls are medical related with the remaining 30% involving fire calls or calls concerning threats to property or the environment where our citizens or visitors live or work within Salt Lake City.

BASE PURPOSE STATEMENTS

All Salt Lake City Firefighters are trained in many facets and disciplines of emergency work. The Department is responsible for responding to all emergency calls in Salt Lake City. The Department also has many firefighters trained as paramedics who are able to perform advanced life support; in addition all Firefighters are required to hold a certification as Emergency Medical Technicians (Basic Life Support). The Department also has firefighters trained to specialty levels of Engineer, Haz Mat, Airport Rescue Firefighter (ARFF), Swift Water Rescue (SWR) and Heavy Rescue (HRT) improving customer service delivery.

Firefighters are trained and ready to respond from fourteen fire stations located throughout the city meeting our core mission of service to the public. The Department maintains an average response time to all life threatening emergencies of five minutes or less. This is the standard outlined by NFPA and the American Heart Association.

The department also maintains an average of four firefighters per emergency unit. This enables the department to operate at the most effective & efficient level possible and to protect firefighters from dangers associated with fighting fires.

To help the Department keep a quality workforce each firefighter is required to maintain 20 hours for firefighting training and 25 hours of EMS delivery training. Those firefighters with specialized training are also required to maintain basic training in their specialty. This occupies many hours of the firefighters time.

Additionally, each fire unit assigned to the Operations Division is required to perform 8 inspections per month, hopefully preventing fires before they start. These inspections assist the community to be prepared in an emergency and enable the firefighters to be aware of the community they serve.

The Department is the first responder to all emergency calls at the Salt Lake City International Airport. There are two fire stations located at the International Airport to meet customer service needs. All firefighters assigned to the Airport Operations Division are trained to the specialty level of Airport Rescue Firefighter (ARFF). This training prepares them to handle specific emergency operations related to the airport and its potential hazards.



Over the past six fiscal years the Fire Department run volume has been:

Total Calls	FY07	FY08	FY09	FY10	FY11	FY12
EMS	21,792	22,175	21,142	20,189	20,728	21,088
Fire	5,754	5,900	5,711	5,260	5,559	5,371
Handled by Dispatch	1,135	1,657	1,522	1,446	2,270	
911 Hang Up	938	1,449	1,521	1,489	0	
TOTAL CALLS	29,619	31,181	29,896	28,384	28,557	

BASE PURPOSE REVENUE

The Department of Airports and the Fire Department have an MOU regarding reimbursement of costs associated with providing fire protection and EMS delivery at the airport. The Department of Airports reimburses the Fire Department for all costs associated with providing these services. It is through mutual agreement that the Department of Airports provides anticipated reimbursement of \$3,962,000 as revenue to the Fire Department.

SIX YEAR BUSINESS PLAN GOALS

Customer Service	Measures	Cumulative Targets					
		2012-13 Actual	2013-14 Target	2014-15 Target	2015-16 Target	2016-17 Target	2017-18 Target
Maintain an average response time of less than five minutes to all life threatening emergencies	Ave response ≤ 5:00 Minutes	4:13	≤ 5:00	≤ 5:00	≤ 5:00	≤ 5:00	≤ 5:00
Efficiency/Effectiveness	Measures	Cumulative Targets					
		2012-13 Actual	2013-14 Target	2014-15 Target	2015-16 Target	2016-17 Target	2017-18 Target
All fire units will perform 8 inspections per month	Ave monthly inspections ≥ 8 per unit	TBD	≥ 8	≥ 8	≥ 8	≥ 8	≥ 8
Workforce Quality	Measures	Cumulative Targets					
		2012-13 Actual	2013-14 Target	2014-15 Target	2015-16 Target	2016-17 Target	2017-18 Target
All firefighters will maintain 45 hours of fire and medical training per year	Average training hours per firefighter ≥ 45 hours	TBD	≥ 45	≥ 45	≥ 45	≥ 45	≥ 45



**BASE
PURPOSE
STATEMENTS**
Fiscal Year 2013-14

PLANNING PERIOD: FY 2012-13 THROUGH FY 2017-18
FISCAL YEAR 2013-14

FUND:	General Fund: 100%	COST CENTER NUMBERS:	12-02000 12-02005 12-02010 12-02020
DEPARTMENT:	Fire Department	FTE / GF:	5
DIVISION:	Medical	BUDGET / GF:	\$957,778
COST CENTER / PROGRAM:	Medical Paramedic Training Health & Wellness Community Education	G.F. GENERATED REVENUE	\$726,904

AUTHORITY: Utah Code 11-7, Utah Code 26-8a, Salt Lake City Code 2.08.070, License issued by Utah State Department of Health, Bureau of Emergency Medical Services

STATEMENT OF PURPOSE

The purpose of the Medical Division of the Salt Lake City Fire Department is to ensure the consistent delivery of the highest quality emergency medical care to the citizens and visitors of Salt Lake City. This is accomplished through an efficient and effective emergency response model, a continuing medical education program, procurement of quality emergency medical equipment, and utilization of a comprehensive quality improvement program. The medical division also partners with our community health partners in several illness and injury prevention programs that operate within Salt Lake City. In the event of extreme call volume or mass casualty incidents, the department has both automatic and mutual aid agreements with surrounding fire and EMS agencies to ensure our citizens receive emergency services even in cases of extreme demand.

BASE PURPOSE STATEMENTS

The Fire Department currently has 188 Emergency Medical Technicians (EMTs) and 119 Paramedics. The Fire Department provides all emergency care in Salt Lake City, and contracts with Gold Cross Ambulance to provide Basic Life Support transport. If Advanced Life Support is needed then two fire paramedics will ride in the ambulance to provide that care during transport.

An EMT receives 130 hours of initial medical training. The Medical Division occasionally provides this initial EMT training for department new-hires and private citizens. The Medical Division provides at least 25 hours per year of Continuing Medical Education (CME). The State requires an EMT to recertify every four years. Recertification requires passing a written test, passing a practical test and providing proof of current CPR certification, as well as proof of 100 hours of CME for past four years. The CME also has to cover specific topics including cardiac, trauma, pharmacology, pediatrics etc.

An EMT provides basic life support (BLS) including basic airway support, bleeding control, fracture splinting, and spinal precautions. EMT's assess patients determine transport priorities and begin basic interventions. An EMT can also deliver some medications including oxygen, nitroglycerin, albuterol, nalaxone, etc.

The Medical Division also prepares EMT's for paramedic school and assists those candidates in completing pre-requisites and paramedic school. The Medical Division delivers an annual paramedic training program for department employees, employees from other fire departments, and private citizens. Paramedics receive 1200 hours of initial medical training after having been an EMT for at least one year.



The Medical Division provides at least 25 hours per year of CME for paramedics. A paramedic must recertify once every four years. The CME subjects are more in depth than an EMT's including obstetrics, thoracic trauma, stroke etc. The paramedic also must hold Advanced Cardiac Life Support and Pediatric Advanced Life Support certifications and must recertify every two years. The biennial training required for those advanced certifications are provided by the Medical Division.

A Paramedic provides advanced life support (ALS) including advanced airway support including endotracheal intubation, and surgical cricothyrotomy. A paramedic assess patients determines differential diagnosis and begins interventions. Interventions include IV medications such as analgesics, cardiac medications, Benadryl, etc. Paramedics follow cardiac algorithms identical to hospital algorithms including defibrillation, synchronized cardio-conversion, transcutaneous pacing, epinephrine, atropine, etc. As our city continues to grow, our paramedics working at some stations are also receiving Advanced Haz-Mat Life Support (AHLS) training to deal with individuals who are exposed to an extended list of chemical, radiological, or even biological agents. These AHLS crews will carry additional interventional tools to stabilize these patients prior and during emergency transport.

The Division maintains the partnership with Gold Cross Ambulance and ensures continuity of quality care from initial patient contact to the patient arriving at a hospital. It reviews field and dispatch protocols for compliance and quality assurance. Along with the quality improvement program the Division conducts medical research to improve Salt Lake City Fire Department's care and improve practices throughout EMS. Additionally, it administers the health, safety and wellness program for the Department including the "Task Performance Test" and the Special Events Team Program that utilizes bicycles, Segways, and Gators at high population density events to help provide efficient responses to medical emergencies at these events.

The Division obtains an annual grant from the Utah State Bureau of Emergency Medical Services. This grant ranges between \$14,500 and \$30,000 per year and is awarded as per capita and competitive grants. The Division takes an active role in pursuing this source of grant funding. This funding is used to supplement the costs from this Division and to ensure the Department has the most up to date EMS equipment and training. The Division has personnel on all of the State's EMS committees to ensure that the City's interests are considered in decisions made at the State level.

The Division oversees the Heartsaver CPR training program in conjunction with Risk Management. These training courses offered to Salt Lake City employees and the public once a month help individuals know how to perform CPR for adults, and children including the use of Automatic External Defibrillators.

The Division is responsible for the annual physical program. The Fire Department has an annual physical examination conducted on all firefighters in accordance with NFPA standard 1582. This physical is performed to monitor the health and well being of firefighters who work in hazardous situations.

The Division administers the Department's Task Performance Test (TPT). As part of our TPT process we maintain the certifications for ten to twelve Certified Fitness Coordinators (CFCs). This Division evaluates the ongoing efforts to improve the health and well being of our firefighters. They will coordinate the efforts of all departmental CFCs as they work on remediation action plans for those members who are unable to successfully complete the TPT training. These coordinators assist Department members in establishing fitness goals and objectives to reach and maintain the required fitness standards.

The Division purchases exercise equipment needed for employees to maintain required fitness levels. We have identified several pieces of equipment that are endorsed by a majority of governmental organizations that maintain high fitness standards. While these apparatus are high quality, last much longer, and produce the results our personnel desire, they are more expensive than some traditional pieces.



BASE PURPOSE REVENUE

The Department currently contracts with Gold Cross Ambulance to provide emergent ambulance transport in Salt Lake City. The current contract includes reimbursement from Gold Cross Ambulance for paramedic assistance, each time one of our paramedics rides in the ambulance during the transport to the hospital. The contract currently is a set annual fee of \$700,000 paid on a monthly basis.

The division seeks reimbursement for costs associated with providing CPR Heartsaver classes. The estimated revenue for fiscal year 2012 is \$1,000.

SIX YEAR BUSINESS PLAN GOALS

Workforce Quality	Measures	Cumulative Targets					
		2012-13 Actual	2013-14 Target	2014-15 Target	2015-16 Target	2016-17 Target	2017-18 Target
Ensure all firefighters receive 25 hours of EMS training per year	Ave training hours \geq 25/ ff	TBD	\geq 25	\geq 25	\geq 25	\geq 25	\geq 25
95% of firefighters will take and pass the Task Performance Test	Successful completion \geq 95%	TBD	\geq 95%	\geq 95%	\geq 95%	\geq 95%	\geq 95%
Customer Service	Measures	Cumulative Targets					
		2011-12 Actual	2012-13 Target	2013-14 Target	2014-15 Target	2015-16 Target	2016-17 Target
Certify at least 300 people per year in Heartsaver CPR?	CPR Certifications completed > 300	TBD	> 300	> 300	> 300	> 300	> 300



**BASE
PURPOSE
STATEMENTS**
Fiscal Year 2013-14

PLANNING PERIOD: FY 2012-13 THROUGH FY 2017-18
FISCAL YEAR 2013-14

FUND:	General Fund: 100%	COST CENTER NUMBERS:	12-03010 12-03020
DEPARTMENT:	Fire Department	FTE / GF:	17
DIVISION:	Fire Prevention	BUDGET / GF:	\$1,642,826
COST CENTER / PROGRAM:	Fire Prevention	G.F. GENERATED REVENUE	\$519,540

AUTHORITY: Utah Code 11-7, Utah Code 26-8a, Utah State Code 53-07, Salt Lake City Code 2.08.070, Salt Lake City Code 2.12

STATEMENT OF PURPOSE

The Fire Prevention Bureau (FPB) promotes a safe environment for those who live, work, and visit Salt Lake City. The Bureau's safety efforts are accomplished through strong preventative actions which include; fire investigation, building and fire protection systems plans review, fire code compliance inspections, fire data collection and dissemination, juvenile fire setter intervention coordination, and special events planning.

BASE PURPOSE STATEMENTS

The Fire Investigations Unit of the Salt Lake City Fire Department is the principal law enforcement agency within the Department. It is dedicated to preventing and reducing violent crimes related to arson fires and explosions, while also protecting the community's financial health. The unit is responsible for enforcing criminal laws and investigating the origin and cause of fires as part of the Department's Mission. The Unit is also responsible for running and maintaining the Department's Accelerant K-9 program.

The Salt Lake Metro Fire Arson Task Force, a collaborative effort between Salt Lake City Fire Department and the Unified Fire Authority (UFA), provides arson investigation coverage to the City and UFA jurisdictions. The Unit is also responsible for conducting background investigations on all firefighter candidates and providing basic fire investigation instruction for the Salt Lake City Fire and Police Department's recruits.

Fire Prevention Bureau performs annual inspections on businesses in Salt Lake City. These inspections ensure that Salt Lake City is a safe place to live and work by making sure all fire codes, city code and other ordinances are being followed.

The FPB works closely with other City departments and agencies external to the city. Inspection services and plan reviews require close cooperation with the Community and Economic Development Department, Salt Lake City Police Department, and the Salt Lake City Prosecutor's Office. The Fire Prevention Bureau also works closely with the Salt Lake County Environmental Task Force, The State Fire Marshal's Office, and other local fire departments to provide a coordinated public safety effort.

Training efforts within the FPB focus on two objectives: professional certification/development of its members, and code enforcement training for the Operations Division.

In addition to attending a minimum of 25 hours of continuing medical education to maintain their required medical certification (Paramedic or Emergency Medical Technician) members of the FPB are required to maintain their current certifications.

Investigators and Law Enforcement officers must maintain P.O.S.T. certification. In addition, investigators are required to maintain continued education in the areas specific to fire investigations to include, but not limited



to; origin and cause, fire dynamics, building construction and fire protection systems, explosion investigation, evidence collection, expert courtroom testimony, interview and interrogation techniques, vehicle fires and legal issues and updates. The Unit's Accelerant Detection Canine Team is required to maintain daily training along with an annual recertification process, requiring three eight hour days of testing.

Fire Inspectors must maintain a current inspector certification with the International Code Council (ICC), or its equivalent. Recertification takes place every 3 years and requires the employee to attain a total of 3 Continuing Education Credits (CEU). Each CEU requires ten hours of training.

Funding is critical in maintaining this certification standard; FPB employees need to participate in accredited classes and seminars in order to recertify. This training has further value as inspection training information is shared with the Operations Division via electronic and live training sessions throughout the year. Training topics include, but are not limited to inspection procedure, code familiarization, records management computer systems, hazardous materials, high-rise building, hospital and care facilities inspections, and fire protection systems training.

BASE PURPOSE REVENUE

The Fire Prevention Bureau is unique to the Fire Department in that it charges for services it performs. The amounts charged for permits and inspections are set forth in City Code. The following is a breakdown of the types of permit and inspections the Fire Prevention Bureau bills for:

	FY2011	FY2012	FY2013	FY2013 Budget
High Rise	37,935	38,365	37,065	33,180
Hazmat	234,242	233,501	245,040	217,788
Blasting Permits	1,905	1,270	1,270	1,032
Fireworks	15,950	15,735	11,655	12,444
Tents	17,637	17,490	20,980	18,672
Tanks	5,155	5,555	5,555	5,184
Fire Report	1,420	1,835	1,070	2,076
Keybox	10,480	7,390	14,240	5,184
Place of Assembly Permit	15,295	12,640	14,325	5,184
Healthcare Facility Inspection	22,945	27,790	29,635	25,920
Flame Effects Before an Audience	120	975	1,170	1,032
Fire System Inspection	36,477	224,249	140,627	176,292
Other Income	13,972	24,545	42,308	15,552
TOTAL Fire Prevention Revenue	413,532	611,340	564,940	519,540

It is anticipated the Fire Prevention Bureau will generate \$519,540 of revenue in fiscal year 2014 through the collection of permit and inspection fees and fees for false alarm fire system notifications.



SIX YEAR BUSINESS PLAN GOALS

Efficiency/Effectiveness	Measures	Cumulative Targets					
		2012-13 Actual	2013-14 Target	2014-15 Target	2015-16 Target	2016-17 Target	2017-18 Target
The Fire Prevention Bureau will complete 4,300 inspections annually	≥ 4300 Inspections	TBD	≥ 4300	≥ 4300	≥ 4300	≥ 4300	≥ 4300
Workforce Quality	Measures	Cumulative Targets					
		2012-13 Actual	2013-14 Target	2014-15 Target	2015-16 Target	2016-17 Target	2017-18 Target
Fire Investigators will maintain minimum training levels for POST certification	Ave Investigator ≥ 40 POST training hours per year	TBD	≥ 40	≥ 40	≥ 40	≥ 40	≥ 40
All Fire Prevention Bureau Inspectors will receive at least .5 Continuing Education Units	Average Inspector training CEU ≥ 1	TBD	≥ 1	≥ 1	≥ 1	≥ 1	≥ 1



RECEIVED

APR 09 2015

By *P. Beck*

SCANNED TO: *Maya*

SCANNED BY: *Pauline*

DATE: *4-9-15*

SALT LAKE CITY MAYOR
Ralph Becker

OFFICE of the FIRE CHIEF
R. Kurt Cook

CITY COUNCIL TRANSMITTAL

[Signature]
David Everitt, Chief of Staff

Date Received: *4/9/2015*
Date sent to Council: *4/14/2015*

TO: Salt Lake City Council
Chair

DATE: April 9, 2015

Luke Garrott,

FROM: Fire Chief Kurt Cook

SUBJECT: Recreational Fire Regulations Ordinance Update and Third Party Inspection Program
AMENDED

STAFF CONTACT: Fire Marshal Ryan Mellor, 801-799-4162

COUNCIL SPONSOR:

DOCUMENT TYPE: Ordinance Amendments

RECOMMENDATION: The Fire Department is making two recommendations. The first is a change to existing code related to recreational fires. The second is a change to procedures for enforcing International Fire Code relating to system inspections.

1. Update City Ordinance 9.24.030
The current ordinance allows an eight foot diameter for a recreational fire and is contrary to the National Fire Code, Section 307.4.2. It is proposed that this ordinance be revised to comply within the parameters as defined in the IFC Code 307.4.2.
2. International Fire Code ("IFC"), Code Section 901.6.2
This section currently states 'records of all system inspections, tests and maintenance required by the referenced stands shall be maintained on the premises for a minimum of three years and shall be copied to the fire code official upon request.' The Fire Department recommends a third-party inspection program to enhance enforcement of this code. Such a program would allow all system reports to be submitted electronically to the Salt Lake City Fire.
3. International Fire Code ("IFC"), Code Section 1104.16.5.1



This section currently mandates that inspection records for fire escapes “shall be submitted to the fire code official after such examination.” The Fire Department recommends inclusion of these required reports into the third-party inspection program to be established pursuant to paragraph 2 above.

BUDGET IMPACT: Salt Lake City should not expect any budgetary impacts. Implementation of the proposed enforcement may result in minimal fees to the business owners. Business owners may expect to pay a suggested maximum of \$10 per inspection per year (exception hood suppression systems which are twice per year). This charge will be assessed within the reporting system and paid to the third-party inspectors.

BACKGROUND/DISCUSSION:

1. Update City Ordinance 9.24.030:

The size dimension currently set in City Code for the definition of a “Recreational Fire” is excessive at eight feet in diameter and inconsistent with the size dimensions recommended for recreational fires in the IFC (3’x2’). The revised definition incorporates the dimensions set forth in the IFC.

2. International Fire Code Sections 901.6.2 & 1104.16.5.1:

Life Safety: Every year we find fire systems within occupied buildings that do not have current inspection tags, are not working properly, or have been shut down by the building owner. Fire systems are required to be installed, inspected and deemed operational as described by the International Fire Code. Enforcing this code is necessary to protect lives and property within Salt Lake City.

Compliance: The proposed third-party program will allow greater oversight on the status of suppression, detection and notification systems throughout Salt Lake City. The program will track all inspection records and system status reports in one common location. All fire department personnel will be able to view the status of the systems within their district. Automatic notifications on department letterhead will be generated by the program, notifying building owners when their system is in need of inspection or repair. Knowing that the fire department is aware of their system status and subsequent follow-up will encourage building owners to stay current on the required inspections and consequently help maintain full operational status of the system.

Accountability/Liability: More effective and collective documentation on fire systems will help put the responsibility on the building owner to maintain their fire systems. Although required by code, not all system discrepancies are reported. In the past, systems that require monitoring in order to facilitate immediate response from the fire department have been discontinued without proper notification. Providing this platform for third-party service providers will also facilitate proper notifications, placing the liability of noncompliance on the building owner.

Fire Escapes: Fire escapes require inspection and certification by a registered design professional every five years. Currently such inspection reports are required to be provided to the Fire Marshall. With the establishment of the third party reporting system contemplated by the change to Section 901.6.2, submission of the reports using the electronic system will be convenient and facilitate the Fire Marshall's management of the reports once received.

PUBLIC PROCESS: The Fire Marshal has done some preliminary work in notifying sprinkler and alarm system professionals to the potential change. The Utah Society of Fire Protection Professionals has prepared a presentation for third-party inspectors to address questions and concerns. Those whom have had the opportunity to discuss the program one-on-one with the Fire Marshal have expressed support for the program and agree it will create consistency, accountability, and an increase in business for their inspection businesses.

SALT LAKE CITY ORDINANCE
No. _____ of 2015
(Fire Systems Reporting Requirement and other Fire Ordinance Revision)

An ordinance amending Section 18.44.020 of the Salt Lake City Code relating to reporting requirements for fire suppression systems inspections and testing and Section 9.24.30 relating to the definition of "Recreational Fire."

WHEREAS, the City has adopted the International Fire Code in City Ordinance 18.44.010; and

WHEREAS, the current City Code contains a definition for Recreational Fire that is not consistent with the International Fire Code; and

WHEREAS, the International Fire Code requires the regular inspection, testing, and maintenance of fire protection and suppression systems and that such records be copied to the fire code official upon request; and

WHEREAS, there exist third party reporting systems that facilitate the transmission of all such records to the fire code official; and

WHEREAS, the City's Fire Marshall believes it is in the best interest of fire safety within the City for all such records to be transmitted to the City through such a system; and

WHEREAS, after a public hearing on this matter the City Council has determined that the following ordinance is in the City's best interests.

NOW, THEREFORE, be it ordained by the City Council of Salt Lake City, Utah:

SECTION 1. Section 9.24.030 of the *Salt Lake City Code* (Definitions) shall be, and hereby is, amended to read as follows:

9.24.030: DEFINITIONS:

For the purpose of this chapter, the following terms, phrases and words shall have the meanings given in this section:

AEROSOLS: Any dispersed matter, solid or liquid, in which the individual aggregates are larger than single molecules but smaller than five hundred (500) microns in diameter (a micron is $\frac{1}{1,000,000}$ of a meter).

AGRICULTURAL BURNING: Open burning, in rural areas, essential to agricultural operations, including the growing of crops, the raising of fowl, animals or bees, when conducted on the premises where produced.

AIR CONTAMINANT: Any particulate matter, or any gas, vapor, odorous substance, suspended solid or any combination thereof, excluding steam and water vapors.

AIR CONTAMINANT SOURCE: Any and all places where an air contaminant originates.

AIR POLLUTION: The presence in the ambient air of one or more air contaminants in quantities sufficient to be excessive or objectionable, as determined by the standards, rules and regulations adopted by the Salt Lake Valley health department.

AIR QUALITY SECTION: Air quality section of the Salt Lake Valley health department.

AMBIENT AIR: The surrounding or outside air.

ATMOSPHERE: The air that envelops or surrounds the earth, and includes all space outside of buildings, stacks or exterior ducts.

BTU: British thermal unit, the quantity of heat necessary to raise the temperature of one pound of water one degree Fahrenheit (1°F).

BOARD: The Salt Lake Valley board of health.

CLEARING INDEX: A number indicating the predicted rate of clearance of ground level pollutants from a given area. This number is calculated by the U.S. weather bureau, from daily measurement of temperature lapse rates and wind speed, and directions from ground level to ten thousand feet (10,000').

CONTROL EQUIPMENT: Any equipment which has the function of controlling the emissions from a process, fuel burning, or refuse burning equipment, and thus reduces the creation of or the emission of air contaminants into the atmosphere, or both.

DEPARTMENT: The Salt Lake Valley health department.

DIRECTOR: The Salt Lake Valley director of health.

EMISSION: The act of discharging into the atmosphere an air contaminant or an effluent which contains or may contain an air contaminant, or the effluent so discharged, into the atmosphere.

EQUIVALENT OPACITY: The relationship of opaqueness or percent obscuration of light to the Ringelmann chart for shades other than black and is approximately equal to the following:

<u>Opacity</u>	<u>Percent Ringelmann</u>
10	.5
20	
30	.5
40	
60	
80	
100	

EXISTING INSTALLATION: A plant, process, process equipment or a device, construction of which began prior to the effective date of any regulation having application to it.

FACILITY: Machinery, equipment, structures or any part of accessories thereof, installed or acquired for the primary purpose of controlling or disposing of air pollution.

FUGITIVE DUST: Solid airborne particulate matter emitted from any source other than through a stack or chimney.

GARBAGE: The animal and vegetable waste and food refuse resulting from handling, preparing, cooking and consumption of food.

HEAVY FUEL OIL: A petroleum product or similar material heavier than diesel fuel.

HOUSEHOLD WASTE: Any solid or liquid material normally generated by a person or persons in a residence in the course of ordinary day to day living, including, but not limited to, garbage, paper products, rags, leaves and garden trash.

INCINERATOR: Any device used for the destruction of garbage, rubbish or other wastes by burning, or to process salvageable material by burning.

LPG: Liquid petroleum gas, such as propane or butane.

MULTIPLE CHAMBER INCINERATOR: Any device used to dispose of combustible refuse by burning, consisting of three (3) or more refractory lined combustion furnaces in

series, physically separated by refractory walls, interconnected by gas passage ports or ducts, and employing adequate parameters necessary for maximum combustion of material to be burned.

NEW INSTALLATION: A plant, process or process equipment, construction of which began following the effective date of the regulation concerned. A modified process unit or system shall be construed as a new installation if a physical change in, or change in the method of a process unit system, increases the amount of any air pollutant not previously emitted. An increase in either production rate or hours of operation alone shall not be considered a change in method of operation.

ODOR: Property of an air contaminant that affects the sense of smell.

OPEN BURNING: A fire from which the products of combustion are emitted directly into the open air without passing through a stack or chimney.

PARTICULATE: Any gas borne material, except uncombined water, which exists as a liquid or solid and which is capable of being suspended in a gaseous system.

PERSON: Any individual, public or private corporation, partnership, association, firm, trust, estate, the state, or any department, institution, bureau or agency thereof, any municipal corporation, county, city and county or other political subdivision of the state, or any legal entity whatsoever which is recognized by the law as being subject to rights and duties.

PUBLIC NUISANCE: As defined by Utah code sections 76-10-801, 76-10-803, and 78B-6-1107.

RECREATIONAL FIRE: A fire which meets the definition and restrictions of a Recreational Fire as defined by the International Fire Code, as adopted by City Code.

REFUSE: Any solid waste, including garbage and trash.

RINGELMANN CHART: The chart published by the U.S. bureau of mines (information circular 8333) which illustrates graduated shades of gray to black for use in determining the light obscuring capability of particulate matter.

SALVAGE OPERATION: Any business, trade or industry engaged in whole or part in salvaging or reclaiming any product or material, including, but not limited to, metals, chemicals, and shipping containers or drums.

SANDBLASTING: The use of a mixture of sand and air at high pressures for cleaning and/or polishing any type of surface.

STACK: Any chimney, flue, conduit or duct arranged to conduct emissions to the ambient air.

TRASH: Solids not considered to be highly flammable or explosive, including, but not limited to, clothing, rags, leather, plastic, rubber, floor coverings, excelsior, tree leaves, yard trimmings, and other similar material.

WASTE: All solid, liquid or gaseous material, including, but not limited to, garbage, trash, household waste, construction or demolition debris, or other refuse, including that resulting from the prosecution of any business, trade or industry.

SECTION 2. Section 18.44.020 of the *Salt Lake City Code* (Definitions) shall be, and hereby is, amended to read as follows:

18.44.020: AMENDMENTS:

Section 109.3 of the international fire code is amended to read as follows:

109.3. Violation Penalties. Upon conviction for such violations of this chapter, the person(s) or entity(ies) shall be punishable as provided by title 1, chapter 1.12 of the city code. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

Section 27.03.3.1 of the international fire code is amended to read as follows:

27.03.3.1. Unauthorized Discharges. When hazardous materials are released in quantities reportable under federal, state, or local regulations, the fire department shall be notified without delay, and the following procedures are required in accordance with section 27.03.3.1.1 through 27.03.3.1.4.

Section 305.5 of the international fire code is amended to read as follows:

305.5. Hazardous Environmental Conditions. When the fire code official determines that hazardous environmental conditions necessitate controlled use of any ignition sources, including fireworks, lighters, matches and smoking materials, the ignition or use of such ignition sources in mountainous, brush-covered or forest-covered areas or other designated areas is prohibited except in approved designated areas.

Section 901.6.2 of the international fire code is amended to read as follows:

901.6.2 Records of all system inspections, tests, and maintenance required by the referenced standards shall be maintained on the premises for a minimum of three years and shall be provided to the Salt Lake City Fire Bureau through a third party inspection reporting system. Said third party inspection reporting system may charge a fee to users in an amount not to exceed \$10.00 per inspection.

Section 1104.16.5.1 of the international fire code is amended to read as follows:

1104.16.5.1 Examination. Fire escape stairs and balconies shall be examined for structural adequacy and safety in accordance with Section 1104.16.5 by a registered design professional or other acceptable to the fire code official every five years, or as required by the fire code official. An inspection report shall be submitted to the fire code official via its established third party inspection reporting system. Said third party inspection reporting system may charge a fee to users in an amount not to exceed \$10.00 per inspection.

SECTION 3. Effective Date. This ordinance shall take effect on the date of its first publication.

Passed by the City Council of Salt Lake City, Utah, this _____ day of _____, 2015.

CHAIRPERSON

ATTEST:

CITY RECORDER

Transmitted to the Mayor on _____.

Mayor's Action: _____ Approved. _____ Vetoed.

MAYOR

ATTEST:

CITY RECORDER

(SEAL)

Bill No. _____ of 2015

Published: _____.

APPROVED AS TO FORM

Date: 5/20/15

By: [Signature]

1 SALT LAKE CITY ORDINANCE

2 No. _____ of 2015

3 (Fire Systems Reporting Requirement and other Fire Ordinance Revision)

4
5 An ordinance amending Section 18.44.020 of the Salt Lake City Code relating to
6 reporting requirements for fire suppression systems inspections and testing and Section 9.24.30
7 relating to the definition of "Recreational Fire."

8 WHEREAS, the City has adopted the International Fire Code in City Ordinance
9 18.44.010; and

10 WHEREAS, the current City Code contains a definition for Recreational Fire that is not
11 consistent with the International Fire Code; and

12 WHEREAS, the International Fire Code requires the regular inspection, testing, and
13 maintenance of fire protection and suppression systems and that such records be copied to the
14 fire code official upon request; and

15 WHEREAS, there exist third party reporting systems that facilitate the transmission of all
16 such records to the fire code official; and

17 WHEREAS, the City's Fire Marshall believes it is in the best interest of fire safety within
18 the City for all such records to be transmitted to the City through such a system; and

19 WHEREAS, after a public hearing on this matter the City Council has determined that
20 the following ordinance is in the City's best interests.

21 NOW, THEREFORE, be it ordained by the City Council of Salt Lake City, Utah:

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23 hereby is, amended to read as follows:

24 **9.24.030: DEFINITIONS:**

25
26 For the purpose of this chapter, the following terms, phrases and words shall have the meanings
27 given in this section:

28
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30 than single molecules but smaller than five hundred (500) microns in diameter (a micron
31 is $\frac{1}{1,000,000}$ of a meter).

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33 AGRICULTURAL BURNING: Open burning, in rural areas, essential to agricultural operations,
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35 premises where produced.

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40 AIR CONTAMINANT SOURCE: Any and all places where an air contaminant originates.

41
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46 AIR QUALITY SECTION: Air quality section of the Salt Lake Valley health department.

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52
53 BTU: British thermal unit, the quantity of heat necessary to raise the temperature of one pound
54 of water one degree Fahrenheit (1°F).

55
56 BOARD: The Salt Lake Valley board of health.

57
58 CLEARING INDEX: A number indicating the predicted rate of clearance of ground level
59 pollutants from a given area. This number is calculated by the U.S. weather bureau, from daily
60 measurement of temperature lapse rates and wind speed, and directions from ground level to ten
61 thousand feet (10,000').

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63 CONTROL EQUIPMENT: Any equipment which has the function of controlling the emissions

from a process, fuel burning, or refuse burning equipment, and thus reduces the creation of or the emission of air contaminants into the atmosphere, or both.

DEPARTMENT: The Salt Lake Valley health department.

DIRECTOR: The Salt Lake Valley director of health.

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<u>Opacity</u>	<u>Percent Ringelmann</u>
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100	5

EXISTING INSTALLATION: A plant, process, process equipment or a device, construction of which began prior to the effective date of any regulation having application to it.

FACILITY: Machinery, equipment, structures or any part of accessories thereof, installed or acquired for the primary purpose of controlling or disposing of air pollution.

FUGITIVE DUST: Solid airborne particulate matter emitted from any source other than through a stack or chimney.

86 GARBAGE: The animal and vegetable waste and food refuse resulting from handling, preparing,
87 cooking and consumption of food.
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89 HEAVY FUEL OIL: A petroleum product or similar material heavier than diesel fuel.
90

91 HOUSEHOLD WASTE: Any solid or liquid material normally generated by a person or persons
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93 paper products, rags, leaves and garden trash.
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95 INCINERATOR: Any device used for the destruction of garbage, rubbish or other wastes by
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100 MULTIPLE CHAMBER INCINERATOR: Any device used to dispose of combustible refuse by
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114 OPEN BURNING: A fire from which the products of combustion are emitted directly into the
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117 PARTICULATE: Any gas borne material, except uncombined water, which exists as a liquid or
118 solid and which is capable of being suspended in a gaseous system.
119

120 PERSON: Any individual, public or private corporation, partnership, association, firm, trust,
121 estate, the state, or any department, institution, bureau or agency thereof, any municipal
122 corporation, county, city and county or other political subdivision of the state, or any legal entity
123 whatsoever which is recognized by the law as being subject to rights and duties.
124

125 PUBLIC NUISANCE: As defined by Utah code sections 76-10-801, 76-10-803, and 78B-6-

1107.

RECREATIONAL FIRE: ~~A campfire which can be safely confined to a fire ring no larger than eight feet (8') in diameter.~~ A campfire which meets the definition and restrictions of a Recreational Fire as defined by the International Fire Code, as adopted by City Code.

REFUSE: Any solid waste, including garbage and trash.

RINGELMANN CHART: The chart published by the U.S. bureau of mines (information circular 8333) which illustrates graduated shades of gray to black for use in determining the light obscuring capability of particulate matter.

SALVAGE OPERATION: Any business, trade or industry engaged in whole or part in salvaging or reclaiming any product or material, including, but not limited to, metals, chemicals, and shipping containers or drums.

SANDBLASTING: The use of a mixture of sand and air at high pressures for cleaning and/or polishing any type of surface.

STACK: Any chimney, flue, conduit or duct arranged to conduct emissions to the ambient air.

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SECTION 2. Section 18.44.020 of the *Salt Lake City Code* (Definitions) shall be, and

hereby is, amended to read as follows:

18.44.020: AMENDMENTS:

Section 109.3 of the international fire code is amended to read as follows:

109.3. Violation Penalties. Upon conviction for such violations of this chapter, the person(s) or entity(ies) shall be punishable as provided by title 1, chapter 1.12 of the city code. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

Section 27.03.3.1 of the international fire code is amended to read as follows:

27.03.3.1. Unauthorized Discharges. When hazardous materials are released in quantities reportable under federal, state, or local regulations, the fire department shall be notified without delay, and the following procedures are required in accordance with section 27.03.3.1.1 through 27.03.3.1.4.

Section 305.5 of the international fire code is amended to read as follows:

305.5. Hazardous Environmental Conditions. When the fire code official determines that hazardous environmental conditions necessitate controlled use of any ignition sources, including fireworks, lighters, matches and smoking materials, the ignition or use of such ignition sources in mountainous, brush-covered or forest-covered areas or other designated areas is prohibited except in approved designated areas.

Section 901.6.2 of the international fire code is amended to read as follows:

901.6.2 Records of all system inspections, tests, and maintenance required by the referenced standards shall be maintained on the premises for a minimum of three years and shall be provided to the Salt Lake City Fire Bureau through a third party inspection reporting system. Said third party inspection reporting system may charge a fee to users in an amount not to exceed \$10.00 per system per year.

Section 1104.16.5.1 of the international fire code is amended to read as follows:

1104.16.5.1 Examination. Fire escape stairs and balconies shall be examined for structural adequacy and safety in accordance with Section 1104.16.5 by a registered design professional or other acceptable to the fire code official every five years, or as required by the fire code official. An inspection report shall be submitted to the fire code official via its established third party inspection reporting system. Said third party inspection reporting system may charge a fee to users in an amount not to exceed \$10.00 per inspection.

SECTION 3. Effective Date. This ordinance shall take effect on the date of its first publication.

192 Passed by the City Council of Salt Lake City, Utah, this _____ day of
193 _____, 2015.

194 _____
195 CHAIRPERSON

196 ATTEST:

197
198
199 _____
200 CITY RECORDER

201
202 Transmitted to the Mayor on _____.

203
204 Mayor's Action: _____ Approved. _____ Vetoed.

205
206 _____
207 MAYOR

208 ATTEST:
209
210
211
212 _____
213 CITY RECORDER

214
215 (SEAL)

APPROVED AS TO FORM
Date: _____

216

217 Bill No. _____ of 2015

218 Published: _____.

219

220

221 HB_ATTYY-#35224-v4-Inspection_Reporting_and_Definition_Ordinance_Legislative_Version.DOC

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