

FIRE

MISSION STATEMENT:

The mission of the Cedar Hill Fire Department is to deliver Professional Life Safety Services to our citizens and customers.

VISION STATEMENT:

"Enhancing the Quality of Life for Our Citizens, Visitors and Employees"

CORE FUNCTIONS:

- 1) **Emergency Medical Services** - Deliver professional emergency medical care to all of our customers
- 2) **Fire Suppression** - Deliver state-of-the-art fire and rescue services to all of our customers
- 3) **Fire Prevention** - Improve "Quality of Life" through pro-active services, including education, inspections, and construction plan review
- 4) **Fire Administration** - Provide leadership and visionary direction for the Cedar Hill Fire Department

2013 – 2014 WORK PLAN

CORE FUNCTION: #1 Emergency Medical Services

Action:

- Meet established national standards for response to approximately 4,000 emergency medical service calls
- Administer quality advanced life-support and other medical treatment
- Improve efficiency, quality and record keeping through electronic field reporting
- Continuous improvement of the Automatic External Defibrillator (AED) Program
- Schedule maintenance/equipment replacement of AEDs
- Provide free blood pressure checks to all customers
- Ensure ambulances meet all state requirements
- Provide quality medical Continuing Education Programs for paramedics
- Support and coordinate the Shattered Dreams Program

Activity Measurement:

- Respond to emergency medical service calls in six minutes or less 90% of the time – current overall average five minutes twenty-three seconds
- Ensure 99% of all calls get proper care and meet all protocols
- Conduct 43 AED Training for City employees annually
- Conduct 43 CPR Training for City employees annually
- Conduct weekly blood pressure checks to City employees and daily to citizens as requested
- Complete three (3) annual ambulance re-certifications and unannounced inspections
- Coordinate medical Continuing Education Programs 12 times per year - for all paramedics
- Manage Shattered Dreams Program bi-annually

Meets City Council's Premier Statement:

Cedar Hill is Safe.

CORE FUNCTION: #2 Fire Suppression

Action:

- Meet established national standards for response to approximately 1,800 fire/other related emergency and non-emergency events and 1,900 EMS assist calls
- Work toward continuous customer service improvement by empowering all fire department employees to pursue every opportunity which arises to improve the outcome of all fire department events/activities
- Identify High Risk/Low Frequency (HR/LF) Events and focus company training on department guidelines for these types of events
- Perform Hydrant Program and Pre-Plan Program

Activity Measurement:

- Respond to fire/medical emergencies in six minutes or less, 90% of the time – current overall average six minutes twelve seconds
- Ensure 99% customer satisfaction rating on all fire department incidents, events and activities
- Meet the daily goal of the nation's fire service of no line-of-duty-deaths or "Everyone Goes Home"
- Complete and properly document annual maintenance on more than 2,300 hydrants
- Complete 18 new target hazard pre-plans annually
Perform inspections of all department equipment (16 apparatus and 23 pieces of small equipment) daily
- Achieve 240 hours of training per employee annually

Meets City Council's Premier Statement:

Cedar Hill is Safe.

CORE FUNCTION: #3 Fire Prevention

Action:

- Promote fire prevention activities through building inspections and Fire Pre-Plans
- Promote fire prevention/safety with the Life Fire Safety Education Team
- Aggressively pursue arson investigations
- Perform pre-construction plan reviews
- Inspect all commercial buildings
- Perform required re-inspections
- Perform requested Certificate of Occupancy inspections

Activity Measurement:

- Complete a minimum of one inspection on all 1,225 commercial occupancies in Cedar Hill annually
 - ✓ Completed 869 commercial occupancies inspections. (CY-2012)
- Perform required re-inspections within ten working days of initial inspection
- Oversee 18 additional Pre-Plan inspections annually by Suppression personnel
- Conduct 33 fire safety educational programs annually
- Prosecute 100% of successful cause and determinations of known arson events
- Provide New Construction Plan Review with completion within five working days of receipt
- Perform Certificate of Occupancy Inspections within two working days of request

Meets City Council's Premier Statement:

Cedar Hill is Safe.

*Pre-Plan is a map of a building. In the event of a fire, all hydrants will be identified in advance.

CORE FUNCTION: #4 Fire Administration

Action:

- Provide professional, effective leadership for our employees
- Improve regional standardization, training and cooperation
- Provide state-of-the-art equipment, using cost-effective strategies
- Maximize the life expectancy of all equipment through preventive maintenance
- Utilize state contracts, regional contracts, inter-local purchasing agreements
- Continue to maintain Insurance Service Offices Rating of "Class 2"
- Report and recognize "Excellent" customer service events

Activity Measurement:

- Maintain ISO Rating by overseeing the following:
 - ✓ Perform Hydrant Inspections on 2,300 plus hydrants annually
 - ✓ Perform eight multi-company drills annually and 240 hours of company training annually
 - ✓ Analysis of 18 new target hazards annually
 - ✓ Equip 100% of all apparatus per ISO requirements
 - ✓ Utilize Compressed Air Foam Systems
 - ✓ Utilize Total Quint Concept (two quints)
- Respond to and include employees in the decision making process through committee participation annually, which includes:
 - ✓ Two yearly Advisory Board Meetings
 - ✓ Two yearly Standard Operating Guideline Committee Meetings
 - ✓ Weekly Staff Meetings
 - ✓ Monthly Association Meetings
 - ✓ Quarterly Station Meetings
 - ✓ Two EMS Meetings
 - ✓ Two Officer Meetings
- Utilize Mutual Aid Agreements:
 - ✓ Attend three Regional Fire Training Evolutions
 - ✓ Implement, as needed, Regional Standard Operating Guidelines
 - ✓ Attend monthly regional and county Fire Chief's meetings
 - ✓ Attend monthly FIANT meetings
 - ✓ Attend 10-EDUCT meetings
- Host one department awards program annually

Meets City Council's Premier Statement:

Cedar Hill is Safe.

- Best Southwest Cities include: Cedar Hill, Duncanville, Desoto and Lancaster.
- EDUCT represents the Ellis Dallas Unified Cooperative Team.
- FIANT represents Fire Instructors Association of North Texas
- Target Hazard represents a high hazard facility which is pre-planned. A pre-plan includes identifying hazardous conditions, utility shut-offs, hydrant locations, available flow and a foot print of the building.

**SUMMARY
FIRE DEPARTMENT**

EXPENDITURES	ACTUAL FY 11-12	BUDGET FY 12-13	ESTIMATED FY 12-13	BUDGET FY 13-14
Personnel	\$ 6,135,782	\$ 6,698,460	\$ 6,605,735	\$ 6,887,895
Supplies	214,300	242,065	235,900	244,800
Maintenance	212,691	188,800	187,550	188,100
Services	370,164	368,465	376,195	383,610
Utilities	81,482	85,600	88,675	91,865
Lease / Rentals	314,263	243,745	243,855	294,470
Sundry	149,872	183,085	183,085	185,785
Capital/Grant	-	108,550	101,645	-
TOTAL Department Budget	\$ 7,478,554	\$ 8,118,770	\$ 8,022,640	\$ 8,276,525

STAFFING	ACTUAL FY 11-12	BUDGET FY 12-13	ESTIMATED FY 12-13	BUDGET FY 13-14
Fire Chief	1.00	1.00	1.00	1.00
Deputy Fire Chief	1.00	1.00	1.00	1.00
Battalion Fire Chief	3.00	3.00	3.00	3.00
Fire Marshal	1.00	1.00	1.00	1.00
Emergency Medical Services Chief	1.00	1.00	1.00	1.00
Fire Captain	12.00	12.00	12.00	12.00
Fire Inspector	1.00	1.00	1.00	1.00
Driver / Engineer	12.00	12.00	12.00	12.00
Firefighter / Paramedic	45.00	45.00	45.00	45.00
Executive Secretary	1.00	1.00	1.00	1.00
TOTAL Department Staff	78.00	78.00	78.00	78.00

PERFORMANCE INDICATORS	ACTUAL FY 11-12	BUDGET FY 12-13	ESTIMATED FY 12-13	BUDGET FY 13-14
Calls for service	5,671	5,600	5,900	6,100
Emergency Medical Aid	3,982	3,900	4,100	4,300
Total inspections	1,414	1,800	1,500	1,700