

SIERRA MADRE FIRE DEPARTMENT

2016 ANNUAL REPORT



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Fire Chief's Message

A message from Fire Chief Stephen Heydorff

On behalf of the men and women of the Sierra Madre Fire Department, I am proud to present the 2016 Annual Report. Contained within this report are the many accomplishments achieved during 2016. These achievements reflect the dedication, professionalism, and integrity of every member of our Department.

2016 marked the first time in the history of the Department that personnel responded to more than 1,000 incidents in a calendar or fiscal year. Over 70% of all incidents were calls for Emergency Medical Services.



Through our membership with the Verdugo Fire Communications Center, we partnered with the PulsePoint Response Mobile app to provide residents with resources for the treatment and awareness of Sudden Cardiac Arrest incidents. Automatic External Defibrillators were replaced throughout City facilities, and new AEDs were added in City Yards, the Police Station Lobby, and in three Police vehicles.

In October 2016 we broke ground on the Children's Fire Education Area, due to be completed in 2017. The project is entirely funded by donations from the community.

Part-Time hours were increased for the positions of Engineer and Paramedic, admitting 10 employees into CalPERS. Despite declining volunteer membership, volunteer Firefighters still contributed over 16,000 hours of service to the Department.

The men and women of the Sierra Madre Fire Department are proud to deliver the highest standard of services in Fire Suppression, Fire Prevention, and Emergency Medical Services to the residents and visitors of the City of Sierra Madre. Though our Department continues to change, our members remain committed to our community mission

of “neighbors helping neighbors.” It is my honor and privilege to serve as the Fire Chief to these exemplary men and women.

I would like to express my sincerest appreciation to Mayor Gene Goss, the City Council, City Manager Elaine Aguilar, City Staff, and to the residents of the City of Sierra Madre for their continued support.

Sincerely,

A handwritten signature in black ink, reading "Stephen F. Heydorff". The signature is written in a cursive style with a long horizontal flourish extending to the right.

Stephen F. Heydorff

Fire Chief

Mission Statement



Neighbors Helping Neighbors

The mission of the Sierra Madre Fire Department is to provide superior community service through the delivery of fire suppression, fire prevention, emergency medical service, and public education services.

We will support our mission with an absolute commitment to community service, customer support, cost effective operation, training, and education.

Department History

On January 21st, 1921 a defective flue sparked a devastating fire in the Sierra Madre Bakery located on Windsor Lane. At the time, no organized Fire Department existed within the City of Sierra Madre, and residents relied on the assistance of the Pasadena and Monrovia Fire Departments. On the morning of January 21st, the Monrovia Fire Department responded to the call for aid and arrived after 30 minutes. The Pasadena Fire Department was unable to respond for several hours.

Seeing the need for a local fire agency, residents of Sierra Madre organized the first Volunteer Fire Department. At the Department's inception, over 50 residents petitioned for membership, until total volunteers grew to over 200 members. Membership was eventually limited to only 20 active members, all of whom had to live and work in town. In the 1950's, membership expanded to include 10 auxiliary members.



Throughout the 20's and 30's, the Department became an organized force in the community. The fledgling Department planned activities to encourage recruitment and volunteered their services to many events in town. Members of the Sierra Madre Fire Department were involved in many regional Firefighting groups, and were even present for the founding of the

California State Firefighters' Association. The Sierra Madre Fire Department is the only department in the State of California to maintain 100% membership in the CSFA since it was established in 1922.

In 1928, a new City Hall building was established at 55 W. Sierra Madre Blvd. In addition to government offices, it also housed the first official Fire Station. An air siren on top of the building was used to alert volunteer firefighters to an emergency. This siren was used and tested daily until August 1940, when it was replaced by a Diaphone Fire Horn. In addition to replacing the air siren, the new horn was able to replace an alert system used by the telephone company's central switchboard

by using a series of coded blasts to communicate the general location of a fire.



The City's first EMS program was established in 1929, when the Volunteer Fire Department built a Buick First Aid Wagon out of a donated chassis. The rig was designed to be a combination fire truck, first aid kit, resuscitator and stretcher. The First Aid Wagon could be used as an ambulance as well as to respond to fires. In 1933, the Volunteer Fire

Department responded to a request for aid from the American Red Cross after the Long Beach Earthquake. Sierra Madre personnel assisted the Long Beach Fire Department for 36 hours and administered aid to 75 victims of the earthquake.

Through the second half of the 20th Century, the Volunteer Fire Department went through many changes. The Department moved headquarters to the current location at 242 W. Sierra Madre Blvd. In 1973 the Volunteer Department enrolled two members into Emergency Medical Technician (EMT) training at Pasadena City College. By 1976, six members were certified EMTs and were responding to over 300 calls a year. In the same year, seeing the need for more advanced care, the Kiwanis Club donated the Department's first Basic Life Support (BLS) vehicle. In the mid 80's the Volunteer Fire Department began recruiting women. And in 1987 the Department hosted the first annual Fire Prevention Festival.

In 1999 the Volunteer Fire Department contracted with the Verdugo Fire Communications Center for dispatch services. This membership added the Department into a mutual aid network that currently supports 13 agencies within the greater Los Angeles area. As a result, the Fire Department increased hiring standards to meet those of neighboring agencies as well as provide a higher standard of service to the residents of Sierra Madre. The Fire Department now required all potential volunteer firefighters to be graduates of an accredited Fire Academy, possess a valid State of California EMT license, and complete State of California Firefighter 1 requirements within 18 months of hire.

By the end of the 1990's volunteer membership in the Department had begun to decline. By 2006, the City saw the need to hire a full-time Fire Chief to supervise the functioning of the Department. One year later, the Department hired a full-time Paramedic Coordinator to oversee the new Paramedic Program.



The Paramedic Program debuted on June 1st, 2007. Sierra Madre was the last city in Los Angeles County to have its own paramedics. Seeing a need for advanced medical care within the community, the Fire Department developed a Paramedic Program based on the model created by the La Habra Heights Fire Department. The Fire Department employed part-time Paramedics to operate an Advanced Life Support (ALS) rescue ambulance

and provide a higher level of care that can include cardiac monitoring, intubation, IV therapy, and administration of medication.

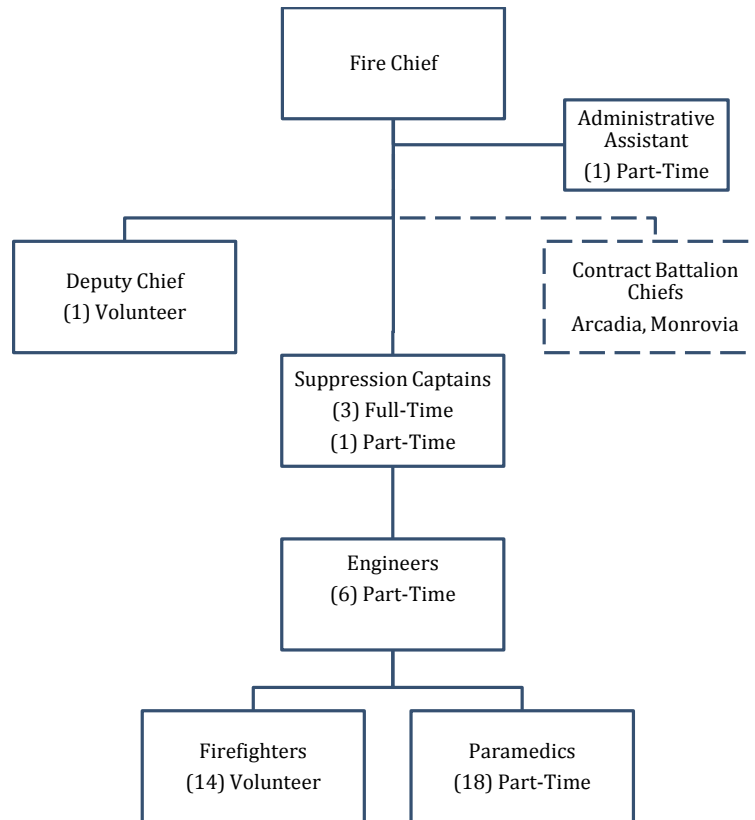
By 2012, the Fire Department had employed 3 full-time Captains and 1 part-time Captain to oversee daily operational duties. In the same year, due to a decreased number of qualified Engineers, the Department created the position of part-time Fire Engineer.

In 2015, an automatic aid agreement was entered with Los Angeles County Fire Department. As part of the agreement, Sierra Madre would respond to incidents located within the Chantry Flat Recreation Area. Los Angeles County personnel would then automatically respond to all 3rd alarm fire incidents within the boundaries of Sierra Madre.

In the same year, Battalion Chief Services were contracted to the Cities of Arcadia and Monrovia. Prior to contracting services, 3 residents volunteered over 6,500 hours a year to the Department.

As of the end of 2016, the Sierra Madre Fire Department exists as a combination paid/volunteer department. The Department employs a mix of Full-Time, Part-Time, and Volunteer staff to crew one Type 1 Engine and one Type III Rescue Ambulance.

Organization

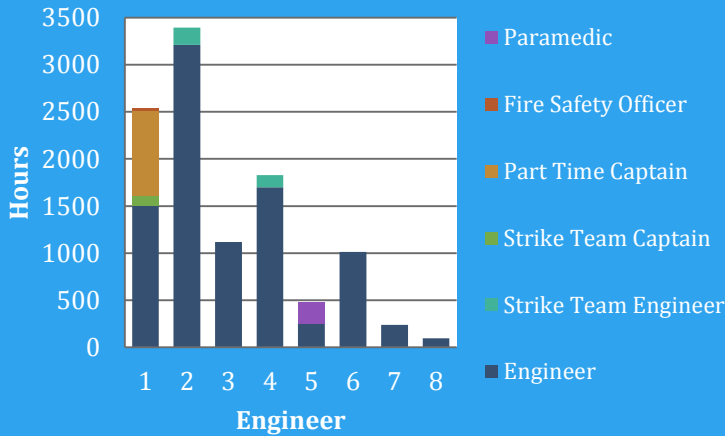


The Sierra Madre Fire Department is a single station Department that staffs one Type 1 Engine with a minimum of three (3) firefighting personnel, and one Rescue Ambulance with two (2) paramedic personnel on a daily basis. The Type 1 Engine is staffed by one (1) Captain, one (1) Engineer, and minimum one (1) Volunteer Firefighter. The Rescue Ambulance is staffed by two (2) Los Angeles County accredited part-time Paramedics.

In addition to each Captain's duties as a Fire Suppression shift Captain, each Captain is responsible for the oversight of a Division within the Fire Department: Emergency Medical Services, Fire Prevention, and Training.

Personnel

Engineer Hours by Job



Hires & Terminations

	Hires	Terminations
Volunteer Firefighter	13	18
Part-Time Paramedic	8	15
Part-Time Engineer	1	0
Total	22	33

As of September 2015, Engineers are authorized to enter CalPERS and ACA and work over 1,560 hours in a calendar year. The Sierra Madre Fire Department employed 8 part-time Engineers over the course of 2016. Several Engineers perform more than one role within the Department and are dually employed as a Part-Time Engineer /Part-Time Captain or Part-Time Engineer/Part-Time Paramedic. Due to shift vacancies and Strike Team deployment, a single Part-Time Engineer worked over 3,200 hours in 2016.

In 2016, the Fire Department averaged 14 Volunteer Firefighters. A recruit class of 10 volunteers was hired in

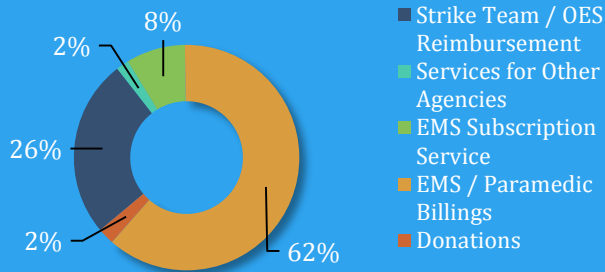
March 2016, bringing the total volunteer number to 24 Firefighters. By December 2016, only 10 volunteer Firefighters remained on staff.

Part-Time Paramedics averaged 18 members over the course of 2016. Part-Time Paramedics totaled 1,193 hours of overtime to cover vacant shifts. Full-Time Captains provided 168 hours of Paramedic coverage at overtime rates.

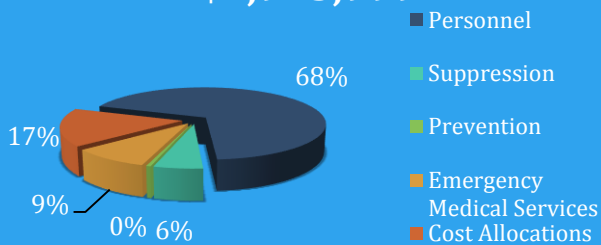
The Department hired 22 Part-Time and Volunteer personnel and terminated 33. Twelve Volunteers and Part-Time personnel were hired and terminated prior to completing 6 months of service.

Financial Summary

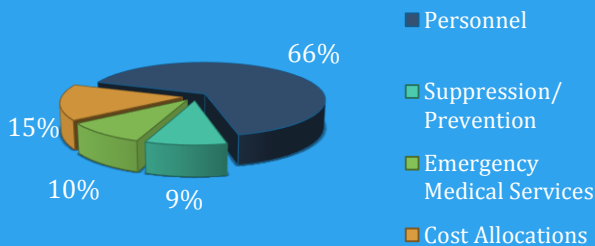
2015-2016 Revenue Summary \$421,346



2015-2016 Budget Summary \$1,915,999



2016-2017 Budget Summary \$1,864,900



The Sierra Madre Fire Department is primarily funded by the General Fund and supplemented by EMS billing. The Department receives an average of \$260,000 yearly in revenue from ambulance transports. The EMS billing covers the personnel costs to staff 2 single-function Part-Time Los Angeles accredited Paramedics.

In 2016 the Fire Department was deployed on two Strike Teams. The revenue, totaling \$48,852.93 will be represented in the 2016-2017 Fiscal Year Revenue in July 2017.

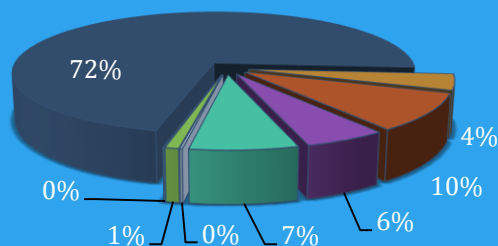
2016/17 Budget:
\$1,864,900
Cost per Capita: \$167
Cost per Call: \$1,707

The Fire Department's budget is divided between Suppression and Emergency Medical Services for the purchase of safety equipment and supplies, equipment maintenance, uniforms, and training. Additional costs include cost allocations for vehicle payments, vehicle maintenance, fuel, and facility maintenance. Employee related costs account for over 60% of Department expenditures.

Operations

Incidents by Category

- Fires
- Overpressure rupture, explosion, overhear - no fire
- Rescue & Emergency Medical Service
- Hazardous Condition (No Fire)
- Service Call
- Good Intent Call
- False Alarm & False Call
- Special Incident Type



Mutual & Automatic Aid

	Provided	Received
Mutual Aid	12	130
Automatic Aid	29	32

The Sierra Madre Fire Department provides emergency assistance 24 hours daily for all fire, emergency medical services, rescue, and public assist incidents. All operational staff are required to respond from the fire station for the duration of their assigned shift.

Full-Time Captains are scheduled on a modified 48/96 shift rotation with alternating Saturdays. A Part-Time Captain provides coverage on the 4th Saturday of every rotation, to minimize overtime hours. Part-Time Engineers and Volunteer Firefighters are assigned one 24 hour shift per week. Part-Time Paramedics are required to work one 24 hour shift per month, with many working alternating biweekly rotations.

Total call volume increased by 12.5% in 2016. Average call volume since 2012 has increased by 6% annually.

The Fire Department has mutual aid agreements with neighboring cities through the Verdugo Fire Communications Dispatch Center. In 2015, an automatic aid agreement was entered with the Los Angeles County Fire Department.

Suppression

Notable Incidents

Building Fire – 160 E. Montecito
 Passenger Vehicle Fire – N. Lima
 Building Fire – 625 Edgeview
 Brush Fire – 700 N. Sunnyside

**Total Property/Content Loss:
 \$21,900**

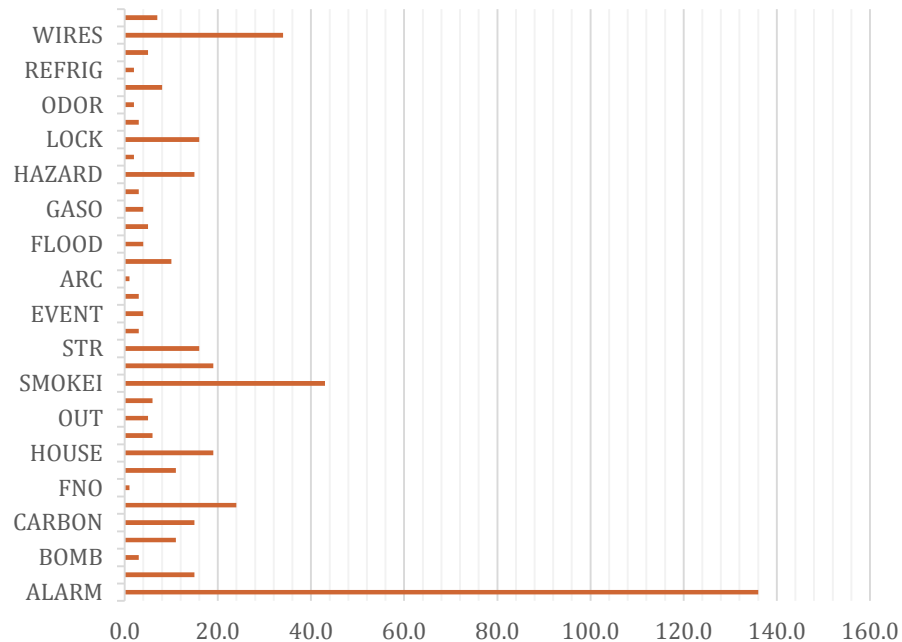


The Fire Department provides fire suppression and emergency services to the residents and visitors of the City of Sierra Madre. An engine crew consisting of minimum 3 personnel respond to all fire, medical, rescue, and public assist incidents within the City and the Chantry Flat Recreation Area. In 2016, the Fire Department responded to 302 fire and service calls, including 10 incidents requiring fire extinguishment and suppression.

Water Tender Dispatch

On July 22, 2016 Water Tender 41 was dispatched to the Sand Fire in the Santa Clarita Valley. WT41 supplied water for mop-up and spot fire crews at Sable Ranch and Golden Oaks Ranch. Sierra Madre personnel provided 185 hours of mutual aid service. The Water Tender was released on July 30, 2016.

2016 Fire/Service Incidents



Emergency Medical Services

What is a Paramedic?

Paramedic personnel are licensed to provide Advanced Life Support (ALS). ALS providers can administer certain medications, have advanced airway equipment, cardiac monitors, advanced cardiac life support equipment, and blood glucose testing equipment.

Paramedics provide service that is on par with that of an emergency room, and can start IVs, push medications, and perform advanced procedures. 85% of all Sierra Madre emergency medical incidents are classified as ALS calls.

Paramedic licensure through the State of California requires 1,090 hours of training through a State of California approved Paramedic training program. EMT licensure is a prerequisite to attending Paramedic training.

Sierra Madre Paramedics responded to 790 EMS incidents in 2016

In 2016 the Sierra Madre Fire Department responded to 790 calls for emergency medical service, accounting for 72% of total calls for the Department. 68% of all EMS calls required ALS transport.

All Sierra Madre operational personnel are trained to a minimum of Emergency Medical Technician (EMT) certification. The Rescue Ambulance is operated by 2 Part-Time Paramedics. All Part-Time Paramedics are licensed through the State of California and are accredited with the Los Angeles County Department of Health Services (DHS). All operational personnel must maintain current accreditation and licensure throughout their tenure with the Sierra Madre Fire Department.

To maintain accreditation and licensure, Paramedics must attend a minimum of 48 hours of continuing education every 2 years. Paramedics who maintain National Registry are required to maintain a minimum of 72 hours every 2 years. EMT licensed personnel must attend a minimum of 24 hours of continuing education every 2 years.

The Sierra Madre Fire Department maintains the “full scope of practice” authorized by the Los Angeles County Department of Health Services. The Department meets all State of California requirements for Paramedic service, as well as provides all DHS “non-required” equipment and skills. These additional services include Continuous Positive Air Pressure (CPAP) device and training, and Intraosseous Infusion Systems

What is an EMT?

EMT personnel are licensed to provide Basic Life Support (BLS) on an incident requiring medical care. BLS providers can use AEDs, perform basic and intermediate airway procedures, and provide care for trauma victims. EMT providers are **not** certified to provide medications or provide advanced cardiac life support.

EMT licensure through the State of California requires 160 hours of training through a State of California approved EMT training program.

(I/O). The CPAP device can be crucial in the emergency treatment of certain airway related problems such as asthma, or cardiac arrest problems related to congestive heart failure. I/O devices are used to assist with the critical infusion of fluids and drugs when using an intravenous catheter is not possible. The I/O system is extremely effective and fast in obtaining vascular access during resuscitation.

All Sierra Madre Paramedics carry on-board a defibrillator capable of providing transcutaneous pacing, wave-form capnography, and defibrillation. The transcutaneous pacing allows a Paramedic to attach external “pace-maker” pads to a patient in the event of certain heart related problems necessary for the use of a cardiac pacemaker. The wave-form capnography device allows the Paramedics to monitor a patient’s CO₂ expiration during major resuscitation while the patient is intubated (tube placed into the trachea of a patient to facilitate breathing and protect the airway). This device allows the Paramedics to maintain a protected airway throughout the resuscitation attempt, as well as monitor patients’ CO₂ levels simultaneously.

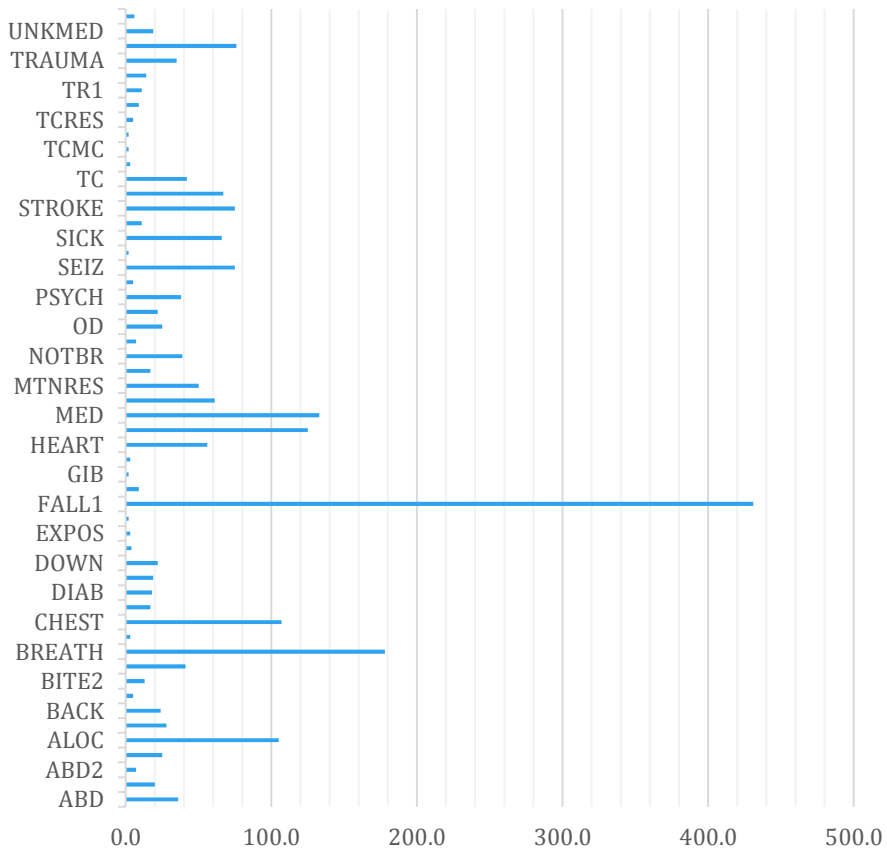
Mountain Rescues

Due to the City of Sierra Madre's proximity to the San Gabriel Mountains, Sierra Madre Fire Department personnel routinely respond to incidents in the Bailey Canyon Wilderness Park and on Mount Wilson Trail. In 2015, the Fire Department signed a formal agreement with the Los Angeles County Fire Department to provide automatic aid to the Chantry Flat Recreation Area located in the Angeles National Forest. Sierra Madre personnel responded to a total of 34 Mountain Rescue incidents.

Mountain Rescues by Location

- Chantry Flat Recreation Area– 27 incidents
- Bailey Canyon Wilderness Park – 4 incidents
- Mount Wilson Trail – 3

2016 EMS Incidents



Prevention

Prevention by the Numbers

- 1,556 Brush Abatement Inspections
- 34 Brush Re-Inspections
- 149 Annual Inspections
- 68 Re-Inspections
- 43 Fire Sprinkler Inspections
- 11 Movie Details (154 hours)
- 5 Fire Pre-Plans
- 3 Special Hazard Inspections
- 1 Hood and Duct Inspection

The safest and most cost effective method in minimizing losses from fire is to prevent them from occurring in the first place. The Fire Prevention Division takes a proactive approach to fire safety by reviewing building construction plans, fire sprinkler and fire alarm installations, as well as pre-fire and disaster planning. Through fire and life-safety inspections of commercial, public, and multi-residential properties, hazardous brush mitigation in the Wildland-Urban Interface (WUI), and fire safety education programs, the Fire Prevention Division strives to prevent the development of conditions that could lead to large fire losses.

Fire Prevention Activities

In 2016, the Fire Department conducted a total of 2,038 inspections to ensure proper adherence to State and Local Fire Codes. Due to Sierra Madre's geographical location, one of the most important inspections is the annual Brush Abatement program for properties bordering the WUI. Hazardous and dry vegetation is the greatest risk for hillside and canyon homes, especially in years of drought. As part of the Brush Abatement program, the Fire Department inspected 1,556 WUI properties and issued 34 violation notices for brush clearance.

Training

Training Accomplishments

- Sponsored the Department's first National Fire Academy off-campus class: "Leadership II for Fire and EMS: Strategies for Personal Success"
- SMFD joined Arcadia & Monrovia in a live burn session at the Monrovia Training Tower.
- All firefighters successfully updated HazMat, Wildland, & SCBA required refresher training.



A fire department cannot maintain a “state of readiness” without all of the members of the fire department being equipped to handle any potential call for service. The best way for a fire department to make sure all of its members are ready for any specific call for service is through constant and routine training. All of the members of the Sierra Madre Fire Department are required to attend regular training sessions in a variety of subjects related to the fire service. In addition, each member of the Department is also encouraged to maintain a healthy mind and body through routine physical exercise.

In 2016, the members of the Sierra Madre Fire Department participated in a total of 5,446 hours of training. 69 personnel participated in 4,012 total classes.

Sierra Madre Fire Department personnel are required to complete yearly refresher courses in Wildland Fire Safety and First Responder Operations (FRO) Training. FRO is an 8 hour class designed for personnel who respond to the release (or potential release) of hazardous materials. The course describes the potential types of hazardous materials and wastes that may be encountered, how hazardous properties are communicated, and initial response steps.

The Fire Department develops and adheres to a detailed training calendar that is updated annually. The training calendar is a guideline for each individual member of the Sierra



Madre Fire Department to follow in order to maintain minimum training hours and standards. Each individual member of the Fire Department must try to obtain the National Fire Protection Agency (NFPA) recommended annual training hours of 240 hours and may not drop below 120 hours of annual individual training. Each member of the Sierra Madre Fire Department attends a monthly fire suppression

drill as well as a monthly emergency medical training class. Daily training exercises take place at the Engine Company level 365 days per year.