

**BERKELEY FIRE DEPARTMENT
(141 FTE)**



The men and women of the Berkeley Fire Department are committed to providing comprehensive fire protection, emergency medical, disaster preparedness, rescue and other related services in an efficient, effective and caring manner to the diverse Berkeley community.

Administration (10 FTE)

The Administration Division directs the department in field operations, budget and fiscal policy, administrative systems and procedures, employee training and development, and labor and management issues.

Fire Prevention (5 FTE)

The Fire Prevention Division plans, organizes and implements all Fire Department prevention and inspection programs, including fire and arson investigations, vegetation management, hazard abatement, code enforcement, public fire safety education, plan checking, and evaluation and development of codes and ordinances.

Fire Suppression (75 FTE)

Fire Operations provide emergency services in fire suppression, emergency medical and rescue response, emergency service response, hazardous materials response, fire alarm response, and all other emergency calls.

Training and Safety (3 FTE)

The Training Division provides the required training necessary to comply with local, county, state, and federal mandates.

Office of Emergency Services (4 FTE)

The Office of Emergency Services guides City policy and implements disaster preparedness and response programs, outreach and education, and regional collaboration planning.

Emergency Medical Services (44 FTE)

The Emergency Medical Services Division provides Advanced Life Support and staff paramedic transport ambulance units.

Commissions

Disaster and Fire Safety Commission

Mission Statement:

The Berkeley Fire Department protects life, property, and the environment through emergency response, prevention, and community preparedness.

Vision Statement:

The Berkeley Fire Department embraces public service and is recognized as a leader who responds effectively with well-trained and compassionate professionals

Value Statements:

Accountability: Knowing your job and taking ownership.

Dedication: Committing to the organization and the community.

Empowerment: Creating a culture that promotes safety, employee development, and community.

Service: Meeting the expectations of the community in a respectful way.

Teamwork: Working together while being open, clear, and honest with each other.

Trust: Maintaining an atmosphere that promotes honesty and integrity.

Goal 1: To ensure that the BFD is trained and organized to respond to any emergency. (Training Division)

- 1.1. To host three command level training seminars.
- 1.2. To conduct an assessment process for Apparatus Operator in FY 2016 and Fire Captain in FY 2017.
- 1.3. To complete a hiring process for the ~~January~~–March 2017 fire academy.

✓ To achieve statewide local academy accreditation

(FY 2015)

✓ To update the job classification and probationary task book requirements for all sworn classifications.

✓ To conduct an assessment process for Fire Captain and Battalion Chief in FY2015.

✓ To complete a hiring process for the January 2015 fire academy.

Goal 2: To effectively lead, manage, and develop the organization. (Training Division)

- 2.1. To implement a 360 evaluation program for all personnel.

- 2.2. To update and revise performance evaluation rating guidelines.
- 2.3. To increase participation of suppression personnel in Citywide training programs by 10%

FY 2015

- 2.4. To implement a 360 evaluation program for all personnel.
- 2.5. To update and revise performance evaluation rating guidelines.
- 2.6. To maintain collaborative labor-management partnership and open communication

Goal 3: To develop a strong, sustainable and effective recruiting program. (Training Division)

- 3.1. To promote and attend recruitment seminars and job fairs.
- 3.2. To engage and partner the Berkeley Unified School District's fire science and EMS programs at the high school.
- 3.3. To engage and partner with local paramedic programs in preparation for the 2017 entry level recruitment process.

FY 2015

- ✓ To promote and attend recruitment seminars and job fairs.
- ✓ To engage and partner the Berkeley Unified School District's fire science and EMS programs at the high school.
- ✓ To engage and partner with local paramedic programs in preparation for the 2015 entry level recruitment process.

Goal 4: To protect life and property, and reduce dollar loss, through effective fire prevention, engineering, education, and enforcement practices. (Fire Prevention)

- 4.1. To maintain and update the fire prevention records management system software and practices.

✓ To fill the Fire Marshal vacancy.

- 4.2. To update the Berkeley Fire Code and adoption of 2016 California Fire Code and amendments.

FY 2015

- 4.3. To maintain and update the fire prevention records management system software and practices.

- ✓ To train three shift fire inspectors in arson investigation and advanced fire inspection techniques.
- ✓ To complete a fire response analysis to determine high fire incident areas of the City.

Goal 5: To enhance the delivery of Emergency Medical Services. (Special Operations)

- ✓ To continue the 4th ambulance pilot to meet increasing demands for service.
- ✓ Hire Medical Director

- 5.1. To execute an extension of the First Responder Advanced Life Support contract with Alameda County in FY 2017
- 5.2. To implement an automatic defibrillator program.

FY 2015

- ✓ To implement pre-arrival instructions and Emergency Medical Dispatch program (Partially Completed – ACRECC)
- ✓ To complete an EMS response analysis and develop EMS delivery plan to address increasing call volume.
- ✓ To acquire replacement and additional ambulances to meet increasing demands for emergency medical calls and special events staffing.

Goal 6: To lead citywide disaster preparedness efforts. (Special Operations)

- 6.1. To update the City's Emergency Operations Plan.
- 6.2. To conduct an annual citywide disaster exercise.
- 6.3. To increase citizen preparedness by 10% through expansion of CERT training academies and dispatching a mobile training vehicle.

- ✓ To establish the City's Disaster Council in FY 2017

FY 2015

- ✓ To increase citizen preparedness by outreach events, expanding CERT training through academies and a mobile training vehicle, implementing a CERT volunteer program, and coordinating preparedness for vulnerable populations.

- ✓ To increase City of Berkeley preparedness through modernization of the Emergency Operations Plan and Emergency Operations Center; and disaster response training to City staff.
- ✓ To increase community participation in disaster preparedness incentive programs as the emergency cache program, roll-off dumpster program, and automatic gas shutoff program.

Goal 7: To manage the maintenance and replacement of infrastructure, and evaluate and implement new technology. (Operations)

- 7.1. Order and replace EKG monitors in FY 2017.
- 7.2. Order and replace Engines 3, Engine 4, Engine 7, Engine 402 (Type VI) and Haz Mat 2 in FY 2017.
- 7.3. To repair and/or remodel fire station 1 and 2 and Drill Tower to address security and energy efficiency needs.

FY 2015

- 7.4. To acquire and implement new technology to improve operational effectiveness
- 7.5. To acquire new apparatus to replace Engines 3, Engine 4, and Engine 7.
- 7.6. To repair and/or remodel fire station 1 and 2 to address security and energy efficiency needs.
- ✓ To update all MDCs to Data 9-11.

Goal 8: To increase community awareness and support of the Berkeley Fire Department. (Special Operations / Operations)

- 8.1. To increase fire department's capabilities for community outreach and public education through social media and City website.
- 8.2. To update the fire department webpage and information.

- ✓ Conduct an annual open house at a fire station.

FY 2015

- 8.3. To increase fire department's capabilities for community outreach and public education through social media and City website.
- 8.4. To update the fire department webpage and information.

8.5. To develop and implement a post-service survey program to measure customer satisfaction.

Goal 9: To develop and implement processes and systems to ensure efficient use of resources, financial accountability, and transparency. (AFSM Unit)

9.1. To track and develop new performance measures to support data collection for grant applications.

9.2. To apply for available federal and state grants to support the department's strategic goals.

✓ To provide semi-annual Measure GG reports to the Disaster and Fire Safety Commission.

FY 2015

9.3. To apply for available federal and state grants to support the department's strategic goals.

✓ To provide annual Measure GG reports to the Disaster and Fire Safety Commission.

✓ To provide training on the City's accounting and budgeting procedures to all fire department employees (Budget 101)