



LOS ANGELES FIRE DEPARTMENT

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INTERIM FIRE CHIEF

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BOARD OF FIRE COMMISSIONERS
FILE NO. 25-047

TO: Board of Fire Commissioners

FROM: *RV* Ronnie R. Villanueva, Interim Fire Chief

SUBJECT: ANNUAL REPORT – LOS ANGELES FIRE DEPARTMENT SPECIAL
TRAINING FUND 40J FISCAL YEAR 2024-2025

FINAL ACTION:	<input type="checkbox"/> Approved	<input type="checkbox"/> Approved w/Corrections	<input type="checkbox"/> Withdrawn
	<input type="checkbox"/> Denied	<input type="checkbox"/> Received & Filed	<input type="checkbox"/> Other

SUMMARY

As required by City Ordinance No. 173341 and Division 5, Chapter 8, Article 6 of the Los Angeles Administrative Code (LAAC), the following report on the Los Angeles Fire Department (LAFD) Special Training Fund 40J covering Fiscal Year 2024/25 (FY 24/25) is submitted.

The LAFD Special Training Fund (Fund) was created to receive, retain, and disburse funds received from training activities. The General Account 40JA is used for fees collected for rentals of training facilities, training grants, and training-related service fees; these funds are to be expended for direct educational costs incurred by the Fire Department. The State Educational Account, the Vocational Education Training (VET), 40JB Revolving Fund, holds monies received from the State through affiliation contracts with local colleges. These funds are also utilized for training-related purposes.

Beginning Balance (July 1, 2024)		\$ 1,543,529
Revenue Deposits	\$ 2,133,059	
Interest Income	\$ 62,703	
Miscellaneous Deposits	\$ 803	
Transfer to General Fund (LAAC §5.148 cap)	\$ (696,565)	
Net Receipts		\$ 1,500,000
Expenditures		\$ (1,561,720)
Ending Balance (June 30, 2025)		\$ 1,481,809

For FY 24/25, the fund began with a balance of \$1,543,529 on July 1, 2024. Total receipts for the year amounted to \$2,196,565, which included \$2,133,059 in deposits, \$62,703 in interest income, and \$803 in miscellaneous deposits. Per LAAC requirements, \$696,565 of deposits was transferred to the General Fund, leaving only \$1,500,000 available for use within the Special Training Fund. After expenditures totaling \$1,561,720 the Fund concluded the fiscal year on June 30, 2025, with an ending balance of \$1,481,809.

Encumbrances of \$524,517 remain pending payment at fiscal year-end, including:

- Helicopter pilot recurrent training
- Annual Swift Water Rescue training
- State fire training and certifications for Fire Academy recruits
- Recruit supplies and equipment
- Other courses, certifications, and conferences

RECOMMENDATION

That the Board:

Direct the Commission Executive Assistant II to forward this Annual Report to the Mayor and City Council.

FISCAL IMPACT

The Fund absorbs training costs that would otherwise burden the General Fund. Training costs continue to rise annually, and the expansion of LAFD programs increases demand. If the VET funding was interrupted, numerous mandatory certifications and re-certifications could not occur within the LAFD budget and would need to be absorbed by the General Fund.

Under Section 5.148 of the LAAC, revenue receipts over \$1.5 million must be transferred to the General Fund, limiting LAFD's ability to fund training.

DISCUSSION

The Fund covered expenses for Department members to receive essential training and certifications, both on-site and at other venues. These included training for Fire Helicopter Pilots, Aircraft Rescue and Firefighting, Swift Water Rescue Team, Accelerant Detection Canine Handling, Fire Prevention, and Recruit Academy members. Additionally, significant Fund expenditures encompassed annual renewal of the Department's online learning management system, workplace environment training, and training materials, such as lumber.

Of the \$1,561,720 in expenditures, major categories are:

- Air Operations training, including mandated helicopter pilot: \$506,498
- Online training platform: \$204,634
- Paramedic training exceeding General Fund budget: \$190,177

- Recruit and Probationary Firefighter training: \$149,524
- In-Service Training: \$83,855
- Work environment training: \$82,085

It is important to note that the listed expenditures do not include encumbrances pending payment.

Since the Department has a limited travel budget, the Fund provided travel and per diem expenses for Department members to attend various training, conferences, and seminars relevant to Department operations. Examples include Fire Department Instructors Conference, National Fire Protection Association Conference and Expo, and FIREScope Operations team meetings.

Contracts with East Los Angeles College (ELAC) and West Los Angeles College (WLAC) allow the Department to participate in a revenue-share agreement based on State of California (State) reimbursement guidelines. All journey-level Department members, excluding members of the California Firefighter Joint Apprenticeship Committee (CFFJAC) Program, are enrolled in the VET program. The revenue received is based on the total In-Service Training, Regional Training, Emergency Medical Technician Training, Recruit Training, and Paramedic Training hours.

Contracts with the affiliate colleges (ELAC and WLAC) stipulate that the agreement term for both parties is based on the fiscal year, running from July 1 through June 30. ELAC calculates and submits training reimbursements to LAFD every six months. WLAC calculates reimbursements based on each paramedic training program cycle.

CONCLUSION

The LAFD Special Training Fund is critical as it funds numerous mandatory recurrent training and certifications, ensuring members are well-prepared to serve the community effectively. Contracts with affiliate colleges provide the primary source of receipts into the Fund. Proper oversight and established procedures ensure this program is utilized in support of fire service-related training purposes.

Board Report prepared by Maria Pascual, Senior Management Analyst, Training and Support Bureau.

