



LOS ANGELES FIRE DEPARTMENT

RALPH M. TERRAZAS
FIRE CHIEF

November 21, 2016

BOARD OF FIRE COMMISSIONERS FILE NO. 16-131
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TO: Board of Fire Commissioners

FROM: Ralph M. Terrazas, Fire Chief *RT*

SUBJECT: AMENDMENT OF SECTION 5.148 OF THE LOS ANGELES
ADMINISTRATIVE CODE-LOS ANGELES FIRE DEPARTMENT
SPECIAL TRAINING FUND

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 Withdrawn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

Section 5.148 of the Los Angeles Administrative Code (LAAC) created the Los Angeles Fire Department Special Training Fund (Fund) to allow for the receipt, retention, and disbursement of funds related to departmental training activities. The Fund currently has a maximum revenue receipts limit of \$1,500,000 for each fiscal year with two designated accounts within the Fund: 1) the General Account, for funds received from classroom rentals, grants, equipment rentals and special service fees for training members from outside agencies; and 2) the State Educational Account, for receipt of State educational funds utilized for training of Department members. The LAAC also requires that net receipts to the fund in excess of \$1,500,000 be deposited in the General Fund. In order to maximize the ability of the Fund to effectively meet the department's training needs, the cap on excess revenue should be removed. Accordingly, the Department requests Board approval to amend Section 5.148(d) of the LAAC to delete the limit on revenue receipts deposited into the Fund, effective January 1, 2017.

During Fiscal Year 2015-16, revenue receipts totaled \$1,697,533. With the increase in Department personnel and mandatory training programs, it has been determined that the \$1,500,000 fund limit is inadequate to fully fund the Department's current and future training needs. The Department, with over 3,700 sworn and civilian employees, must rely on the Special Training Fund to cover these costs. The Special Training Fund revenue and cost of requested training during the past three years are shown below:

<u>Fiscal Year</u>	<u>Special Fund Receipts</u>	<u>Cost of Requested Training</u>
2014	\$1,049,258	\$2,214,187
2015	\$1,213,570	\$2,156,907
2016	\$1,697,533	\$2,747,418

The Department has a wide variety of elements within its training program. Examples of obligatory recurring training include: Initial helicopter pilot training (\$100,000); Helicopter pilot recurring training (\$400,000); Paramedic training tuition (\$450,000); and, the Departmental online training platform (\$220,000). Other examples of mandatory training requiring certifications and re-certifications include Urban Search and Rescue (USAR); Swift Water Rescue; station level member training; Disaster Preparedness; HazMat; Arson and Counter-Terrorism; initial and recurrent certification programs; and training for recently promoted members. Fire Prevention, USAR, and Hazmat must recertify to meet existing Fire Code updates every alternate year, and all Chief Officers are mandated to certify or re-certify as Strike Team Leaders, Division Group Leaders, and Safety Officers. In summation, the \$1,500,000 limit allows for an inadequate level of resources to fund the rising costs of training due to inflation, and the ever increasing scope and frequency of departmental training program elements.

Additionally, LAAC Section 5.148(e) language is recommended to be revised to replace the outdated title “Chief Engineer and General Manager” with the current title “Fire Chief”.

RECOMMENDATIONS

That the Board:

1. Transmit the report to the City Council to request the City Attorney amend Los Angeles Administrative Code Section 5.148 to delete subsection (d).
2. Revise subsection (e) substituting “Chief Engineer and General Manager” with “Fire Chief.”

FISCAL IMPACT

Approval of the recommendations in this report will allow for the increase of available funding for departmental training purposes through the adjustment of the Fire Department’s Special Training Fund annual revenue receipt limit. This action will effectively reduce the reliance on the General Fund by maximizing revenue from the State and other sources, to effectively meet the funding needs of the Fire Department’s Training program.

Board Report prepared by Mark Davis, Chief Management Analyst, Administrative Services Bureau.