

February 6, 2018

# LOS ANGELES FIRE DEPARTMENT



RALPH M. TERRAZAS  
FIRE CHIEF

January 24, 2018

BOARD OF FIRE COMMISSIONERS  
FILE NO. 18-015

TO: Board of Fire Commissioners

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

SUBJECT: FIRE PREVENTION INSPECTION ACTIVITY - FOURTH QUARTER OF  
CALENDAR YEAR 2017

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 Withdrawn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

The information in this report outlines the fire prevention activities for the fourth quarter of the calendar year 2017 for the Sections in the Fire Prevention Bureau (FPB).

## RECOMMENDATION

That the Board:  
Receive and File.

## DISCUSSION

By utilizing a weekly and monthly FireStat process, we have transitioned into a data driven Bureau, capturing and tracking efficiency levels down to daily activity and success of our members. These actions have provided the FPB and Emergency Operations with the ability to plan, organize and project fire prevention metrics on a weekly, monthly, quarterly or annual basis.

## FIRE PREVENTION AND PUBLIC SAFETY BUREAU Overview

Fire Prevention and Public Safety Bureau		
Inspections Completed for Calendar Year 2017	16,909	92.93%
Inspections Completed for 4 <sup>th</sup> Quarter 2017	3,542	20.1%
Re-Inspections Completed for Calendar Year 2017	6,620	
Re-Inspections Completed for 4 <sup>th</sup> Quarter 2017	1,024	
Days of Productivity Lost Due to Days Off	1,574	

Inspections completed include Industrial and Commercial and Public Safety Sections. Currently 16,909 (92.93%) of these inspections have been completed for calendar year 2017.

Re-inspections or follow up to inspections has become a priority with the FPB to ensure that compliance is met with all fire life safety violations.

### INDUSTRIAL AND COMMERCIAL SECTION Inspections

The Industrial and Commercial Section is overseen by a Battalion Chief and is responsible for ensuring compliance with the fire code during maintenance and enforcement inspections of all industrial and commercial occupancies, high-rise buildings and brush inspections. Inspections completed data was collected from the Fire Prevention Application (FPA) and reflects inspections completed for the calendar year 2017.

Inspections Completed											
	District Total	1 <sup>st</sup> Quarter		2 <sup>nd</sup> Quarter		3 <sup>rd</sup> Quarter		4 <sup>th</sup> Quarter		Overall	
		Goal = 25%		Goal = 25%		Goal = 25%		Goal = 25%		Goal = 100%	
		#	%	#	%	#	%	#	%	#	%
Industrial Commercial Section 44 Members	8,691	2,013	23.14%	2,028	23.31%	2,213	25.46%	1,629	20.7%	6,254	93.84%
Central Industrial Unit 7 Members	2,218	550	24.69%	511	22.94%	623	28.09%	438	19.97%	1,684	95.89%
Harbor Industrial Unit 5 Members	2,235	516	25.15%	507	22.68%	504	23.65%	237	21.9%	1,082	93.45%
High-Rise Unit 11 Members	718	241	33.80%	180	25.25%	176	24.51%	111	16.44%	597	100%
Valley Industrial Unit 6 Members	2,271	524	23.07%	553	24.35%	626	27.56%	575	25.35%	2,278	100%
West Industrial Unit 4 Members	1,249	182	14.60%	280	22.45%	288	23.06%	268	19.79%	1,018	79.9%

Data Collected from FPA

\* Industrial and Commercial Section completed 20.7% of overall inspections during 4<sup>th</sup> quarter.

\*\* Overall, 93.84% of the inspections have been completed this calendar year.

### INDUSTRIAL AND COMMERCIAL SECTION Re-Inspections

The following data was collected from FPA and reflects the pending and completed re-inspections for the 4<sup>th</sup> quarter of 2017.

	Re-Inspections							
	Pending				Completed			
	1 <sup>st</sup> Qtr	2 <sup>nd</sup> Qtr	3 <sup>rd</sup> Qtr	4 <sup>th</sup> Qtr	1 <sup>st</sup> Qtr	2 <sup>nd</sup> Qtr	3 <sup>rd</sup> Qtr	4 <sup>th</sup> Qtr
<b>Industrial &amp; Commercial Section</b>	1,127	1,017	249	267	960	978	1,327	556
<b>Central Industrial Unit</b>	370	282	78	94	293	367	240	150
<b>Harbor Industrial Unit</b>	58	69	15	29	125	82	79	69
<b>High-Rise Unit</b>	152	192	62	61	225	165	281	120
<b>Valley Industrial Unit</b>	467	425	25	31	198	278	558	135
<b>West Industrial Unit</b>	80	49	69	52	119	86	169	82

Data Collected from FPA

\* Industrial and Commercial Section completed 556 re-inspections during 4<sup>th</sup> quarter. With increased training and emphasis placed on follow-up inspections there has been a steady increase in the numbers of re-inspections completed.

### INDUSTRIAL AND COMMERCIAL SECTION Productivity Lost

The number of days lost reflects the reduction of productivity in days due to long term vacancies resulting from members retirements, vacant districts, IOD, SK, FE, and details.

District #	# of Hours Off Due To					Total Hours Off	Total Days Off
	IOD	SK	FE	Vacant District	Member Detailed Out		
<b>Industrial Commercial Section</b>	5,539	3,890	1,294	0	0	10,732	1,073.2
<b>High-Rise Unit</b>	200	1554	290	0	0	2,044	204.4
<b>Central Industrial Unit</b>	2503	300	213	2	0	3,016	301.6
<b>Harbor Industrial Unit</b>	756	555	15	0	0	1,326	132.6
<b>West Industrial Unit</b>	608	514	104	0	0	1,226	122.6
<b>Valley Industrial Unit</b>	10	649.5	239.5	0	0	899	89.9
<b>Brush Clearance Unit</b>	1472	967	432	0	0	2,871	287.1

The Industrial and Commercial Section had a total of 1,073 days of productivity lost during 4<sup>th</sup> quarter of 2017.

District #	Total Possible	Hours Worked	% of Time Off	Potential # of	Actual # of Members	# of Members
Industrial & Commercial Section	24,440	13,668	44%	47	40.91	21

The total percent of productivity lost for the Industrial and Commercial Section was 44%, this equates to losing over 21 members working 52 days each during this time period.

### INDUSTRIAL AND COMMERCIAL SECTION Early Warning Report for Overdue Inspections

The following data reflects overdue inspections for the Industrial and Commercial Section.

	Inspections			0-3 Months		3-6 Months		6-12 Months		1 Year		2 Years	
				90 Days		180 Days		365 Days		730 Days		1095 Days	
				12/31/17		12/31/17		12/31/17		12/31/17		12/31/17	
				to		to		to		to		to	
	Total	Overdue	%	01/01/17		01/01/17		01/01/17		01/01/17		01/01/17	
				Overdue	%	Overdue	%	Overdue	%	Overdue	%	Overdue	%
Industrial & Commercial Section	8,397	330	3.9%	163	1.9%	113	1.3%	53	.6%	0	0%	0	0%
Central Industrial *2 w/ NO date	2,220	92	4%	47	2.1%	22	0.9%	22	0.9%	0	0%	0	0%
Harbor Industrial *22 pending legal	1,926	16	.009%	7	.003%	9	.004%	0	0%	0	0%	0	0%
High-Rise Unit	719	2	.002%	1	.001%	1	.001%	0	0%	0	0%	0	0%
Valley Industrial	2,282	3	.0013%	2	.001%	0	0%	0	20%	0	0%	0	0%
West Industrial	1,250	217	17%	106	8.4%	80	6.4%	31	2.4%	0	0%	0	0%

This report was created to ensure our Inspectors are inspecting the properties with the oldest date first.

### INDUSTRIAL AND COMMERCIAL SECTION Brush Inspections

The following data was collected from the Brush Next Generation (Brush NG) program and reflects the stats of the calendar year 2017. These inspections are on a calendar year:

Brush Clearance Unit					
	Pass	% Pass	Fail	% Fail	TOTAL
OVERALL	130,554	89.76%	14,887	10.24%	145,391
Brush Clearance Unit	12,799	79.14%	3,383	20.92%	16,172
Brush Task Force	117,705	91.10%	11,504	8.90%	129,209
Gov't Parcel	442	48.62%	467	51.38%	909
Bid	N/A	N/A	N/A	N/A	282
Other Agencies	N/A	N/A	N/A	N/A	NA

This chart shows that during the 2017 brush season there were a total of 145,391 brush inspections conducted.

## PUBLIC SAFETY SECTION

The Public Safety Section is overseen by a Battalion Chief and is responsible for ensuring compliance with the fire code during maintenance and enforcement inspections of all public assemblage occupancies, schools, churches, institutions and filming inspections.

Inspections completed data was collected from FPA and reflects inspections completed of the calendar year 2017. These inspections are on a calendar year.

Inspections Completed 2017										
	District Total	1 <sup>st</sup> Quarter		2 <sup>nd</sup> Quarter		3 <sup>rd</sup> Quarter		4 <sup>th</sup> Quarter		Overall
		Goal = 25%		Goal = 25%		Goal = 25%		Goal = 25%		Goal= 100%
		#	%	#	%	#	%	#	%	%
<b>Public Safety Section 38 Members</b>	<b>9,809</b>	<b>2,492</b>	<b>25.31%</b>	<b>2,191</b>	<b>22.25%</b>	<b>2,430</b>	<b>24.68%</b>	<b>1,913</b>	<b>19.5%</b>	<b>92.02%</b>
<b>Film Unit 6 Members</b>	<b>483</b>	<b>167</b>	<b>34.58%</b>	<b>83</b>	<b>17.18%</b>	<b>201</b>	<b>41.61%</b>	<b>32</b>	<b>2.69%</b>	<b>96.06%</b>
<b>Institutions Unit 4 Members</b>	<b>896</b>	<b>255</b>	<b>28.46%</b>	<b>202</b>	<b>26.37%</b>	<b>179</b>	<b>19.98%</b>	<b>260</b>	<b>21.59%</b>	<b>96.40%</b>
<b>Public Assemblage Unit 14 Members</b>	<b>2,296</b>	<b>588</b>	<b>25.61%</b>	<b>506</b>	<b>22.04%</b>	<b>552</b>	<b>24.04%</b>	<b>650</b>	<b>25.34%</b>	<b>97.03%</b>
<b>Schools &amp; Churches Unit 9 Members</b>	<b>3,477</b>	<b>823</b>	<b>23.67%</b>	<b>721</b>	<b>20.74%</b>	<b>687</b>	<b>19.76%</b>	<b>1,209</b>	<b>17.78%</b>	<b>81.95%</b>
<b>Valley Public Safety Unit 5 Members</b>	<b>2,694</b>	<b>659</b>	<b>24.46%</b>	<b>679</b>	<b>25.20%</b>	<b>721</b>	<b>26.76%</b>	<b>635</b>	<b>22.37%</b>	<b>98.7%</b>

Data Collected from FPA

\* Public Safety Section completed 19.5% of overall inspections during 4<sup>th</sup> quarter.

\*\* Overall, 92.02% of the inspections have been completed this calendar year.

### PUBLIC SAFETY SECTION Re-Inspections

The following data was collected from FPA and reflects the pending and completed re-inspections for the 4<sup>th</sup> quarter of 2017.

	Re-Inspections							
	Pending				Completed			
	1 <sup>st</sup> Qtr	2 <sup>nd</sup> Qtr	3 <sup>rd</sup> Qtr	4 <sup>th</sup> Qtr	1 <sup>st</sup> Qtr	2 <sup>nd</sup> Qtr	3 <sup>rd</sup> Qtr	4 <sup>th</sup> Qtr
<b>Public Safety Section</b>	<b>233</b>	<b>310</b>	<b>227</b>	<b>42</b>	<b>521</b>	<b>807</b>	<b>1,003</b>	<b>468</b>
<b>Film Unit</b>	<b>0</b>	<b>3</b>	<b>21</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>8</b>	<b>15</b>
<b>Institutions Unit</b>	<b>38</b>	<b>22</b>	<b>17</b>	<b>26</b>	<b>67</b>	<b>84</b>	<b>80</b>	<b>93</b>
<b>Public Assemblage Unit</b>	<b>35</b>	<b>56</b>	<b>34</b>	<b>34</b>	<b>162</b>	<b>199</b>	<b>281</b>	<b>75</b>
<b>Schools &amp; Churches Unit</b>	<b>148</b>	<b>113</b>	<b>85</b>	<b>162</b>	<b>140</b>	<b>235</b>	<b>251</b>	<b>233</b>
<b>Valley Public Safety Unit</b>	<b>12</b>	<b>116</b>	<b>70</b>	<b>48</b>	<b>151</b>	<b>289</b>	<b>383</b>	<b>229</b>

Data Collected from FPA

\* Public Safety Section completed 1,003 re-inspections during 4<sup>th</sup> quarter. With increased training and emphasis placed on follow-up inspections there has been a steady increase in the numbers of re-inspections completed.

### PUBLIC SAFETY SECTION Productivity Lost

The number of days lost reflects the reduction of productivity in days due to long term vacancies resulting from members retirements, vacant districts, IOD, SK, FE, and details.

District #	# of Hours Off Due To					Total Hours Off	Total Days Off
	IOD	SK	FE	Vacant District	Member Detailed Out		
<b>Public Safety Section</b>	<b>1,300</b>	<b>121.7</b>	<b>38.2</b>	<b>2</b>	<b>1</b>	<b>1986.4</b>	<b>198.64</b>
<b>Film Unit</b>	<b>430</b>	<b>80</b>	<b>8</b>	<b>0</b>	<b>0</b>	<b>518</b>	<b>51.8</b>
<b>Schools, Churches &amp; Institutions</b>	<b>822</b>	<b>27.7</b>	<b>13.7</b>	<b>2</b>	<b>1</b>	<b>863.4</b>	<b>86.34</b>
<b>Public Assemblage Unit</b>	<b>48</b>	<b>4</b>	<b>6.5</b>	<b>0</b>	<b>0</b>	<b>585</b>	<b>58.5</b>
<b>Valley Public Safety Unit</b>	<b>0</b>	<b>10</b>	<b>10</b>	<b>0</b>	<b>0</b>	<b>20</b>	<b>2</b>

The Public Safety Section had a total of 198 days of productivity lost during 4<sup>th</sup> quarter of 2017.

District #	Total Possible	Hours Off	Hours Worked	% of Time Off	Potential # of Members	Actual # of Members	# of Members Reduced
Public Safety Section	21,840	1,986.4	19,854	9.17%	42	35	4

The total percent of productivity lost for the Public Safety Section was 9.17%, this equates to losing almost four members working 52 days each during this time period.

### PUBLIC SAFETY SECTION Early Warning Report for Overdue Inspections

The following data reflects overdue inspections for the Public Safety Section.

	Inspections			0-3 Months		3-6 Months		6-12 Months		> 1 Year		> 2 Years	
				90 Days		180 Days		365 Days		730 Days		1095 Days	
				12/31/17		12/31/17		12/31/17		12/31/17		12/31/17	
				to		to		to		to		to	
				10/1/17		6/01/17		01/01/17		01/01/16		01/01/15	
	Total	Overdue	%	Overdue	%	Overdue	%	Overdue	%	Overdue	%	Overdue	%
Public Safety Section	9,833	611	.062%	169	.017%	63	.006%	95	.009%	284	.028%	0	0%
Film Unit	482	19	.039%	8	.016%	0	0%	0	0%	11	.022%	0	0%
Institutions Unit	895	19	.021%	17	.018%	0	0%	0	0%	2	.002%	0	0%
Public Assemblage *1 w/ NO date	2,296	58	.025%	34	.014%	23	.010%	1	.001%	0	0%	0	0%
Schools & Churches	3,517	509	.144%	105	.029%	40	.011%	94	.026%	270	.076%	0	0%
Valley Public Safety	2,643	6	.002%	5	.001%	0	0%	0	0%	1	.001%	0	0%

Data Collected from FPA

This report was created to ensure our Inspectors are inspecting the properties with the oldest date first.

## FIRE DEVELOPMENT SERVICES SECTION

Fire Development Services Section is overseen by a civilian Senior Fire Protection Engineer and is responsible for ensuring compliance with the fire code during plan reviews, new constructions inspections, and tenant improvement inspections.

Data from Q-Matic reflects the status of the plan check counter wait time for the calendar year 2017.

Fire Development Services Section	Area Served	Counter Wait Time											
		% Seen Within 30 Minutes				% Seen Within 60 Minutes				Average Wait Time (Minutes)			
		Goal = 95% Metro = 85%				Goal = 95%				Goal = 15 Minutes			
		1 <sup>st</sup> Qtr	2 <sup>nd</sup> Qtr	3 <sup>rd</sup> Qtr	4 <sup>th</sup> Qtr	1 <sup>st</sup> Qtr	2 <sup>nd</sup> Qtr	3 <sup>rd</sup> Qtr	4 <sup>th</sup> Qtr	1 <sup>st</sup> Qtr	2 <sup>nd</sup> Qtr	3 <sup>rd</sup> Qtr	4 <sup>th</sup> Qtr
Plan Reviews	Metro	91%	83%	91%	94%	99%	96%	99%	99%	12	16	11	10
	Van Nuys	92%	90%	93%	93%	99%	98%	99%	99%	11	12	11	10
	West LA	98%	94%	97%	97%	100%	99%	100%	100%	6	8	8	8
											Back Room Turn Around Time (Calendar Days)		
Hydrants & Access		# of Plan Reviews											
		1 <sup>st</sup> Qtr	2 <sup>nd</sup> Qtr	3 <sup>rd</sup> Qtr	4 <sup>th</sup> Qtr								
		1,034	1,104	1,066	945								
											45 Days Backroom 8 Days Expedite		

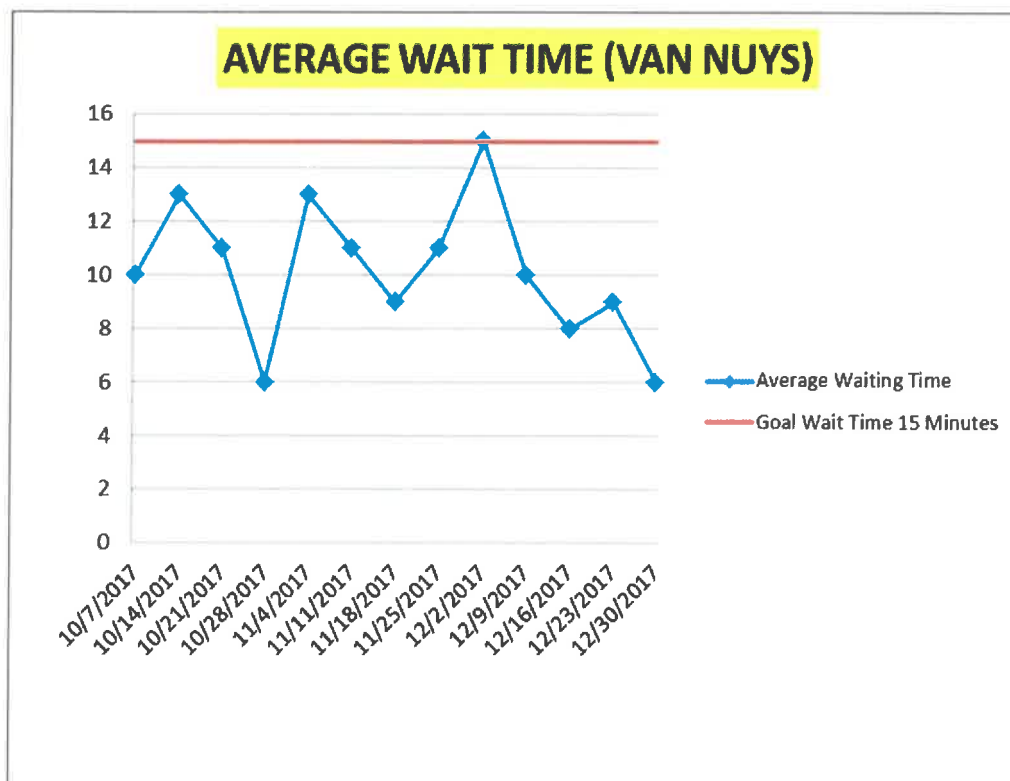
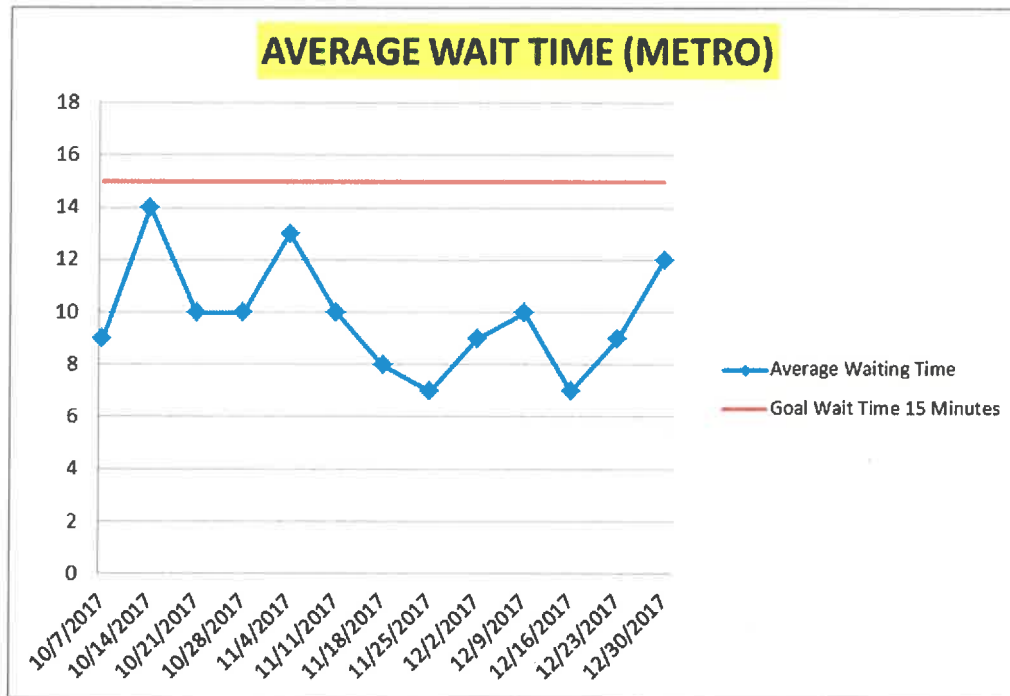
The backroom turn-around goal is 6 weeks. The average goal for customers to be seen within 30-minutes is 95% and within 60-minutes is 99%. Metro has been adjusted to 85% based on staffing. The average wait time goal is 15-minutes.

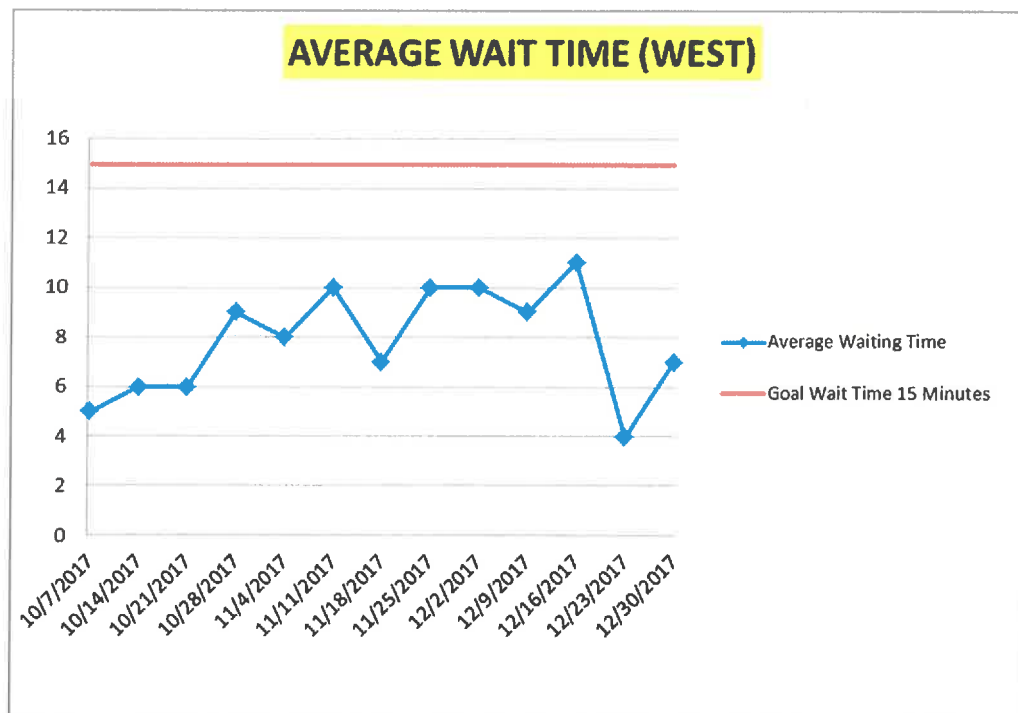
The following data was collected from Fire Inspection Management System (FIMS) and reflects the status of field inspection requests and scheduling.

Field Inspections	# of Inspections Requested				Scheduled Inspection Date											
					Preferred Date				Next Working Day				Within 48 Hours			
	1 <sup>st</sup> Qtr	2 <sup>nd</sup> Qtr	3 <sup>rd</sup> Qtr	4 <sup>th</sup> Qtr	1 <sup>st</sup> Qtr	2 <sup>nd</sup> Qtr	3 <sup>rd</sup> Qtr	4 <sup>th</sup> Qtr	1 <sup>st</sup> Qtr	2 <sup>nd</sup> Qtr	3 <sup>rd</sup> Qtr	4 <sup>th</sup> Qtr	1 <sup>st</sup> Qtr	2 <sup>nd</sup> Qtr	3 <sup>rd</sup> Qtr	4 <sup>th</sup> Qtr
TOTAL:	2, 318	2, 689	2, 500	2,303	69.10 %	68.70 %	65.90 %	67%	80.40 %	80.60 %	79.20 %	80.5 %	88.10 %	87.7 0%	86.5 0%	88.2%
Central:	921	1,059	926	939	66.20 %	67.10 %	66.30 %	66.7 %	76.60 %	77.90 %	78.50 %	78.4 %	85.10 %	84.5 0%	85.6 0%	85.5%
South:	383	581	551	480	66.40 %	67.10 %	64.70 %	60.3 %	79.90 %	82.70 %	77.90 %	75.1 %	88.30 %	90.5 0%	85.8 0%	85.7%
Valley:	421	375	347	345	74.90 %	78.00 %	77.40 %	72.3 %	87.00 %	88.10 %	91.80 %	86.9 %	93.10 %	93.5 0%	96.6 0%	93.9%
West:	586	657	661	526	72.30 %	67.70 %	61.30 %	70%	82.20 %	79.70 %	74.90 %	85.0 %	89.40 %	87.6 0%	83.3 0%	91.4%

Field inspection goal is to be seen within 48-hours. This will put LAFD in alignment with LADBS. The “preferred date” column above indicates the percentage of inspections scheduled on the customer’s preferred date or the next working day.

The data for the following graphs was collected from Q-Matic and reflect counter wait times at the three area offices of Fire Development Services.





### FIRE DEVELOPMENT SERVICES SECTION Productivity Lost

The number of days lost reflects the reduction of productivity in days due to long term vacancies resulting from members retirements, vacant districts, IOD, SK, FE, and details

District #	# of Hours Off Due To					Total Hours Off	Total Days Off
	IOD	SK	FE	Vacant District	Member Detailed Out		
Fire Development Services Section	520	924	105	0	280	1,829	196
Fire/Life Safety Plan Check Unit	0	114	15	0	0	129	12
Hydrants & Access Unit	0	8	10	0	0	80	8
Municipal Services Unit	101	3	0	0	280	810	81
Fire/Life Safety Inspection Unit	4	131	4	0	0	810	81
Plan Check Engineers	0	134	8	0	0	142	14

The Fire Development Services Section had a total of 196 days of productivity lost.

District #	Total Possible	Hours Off	Hours Worked	% of Time Off	Potential # of Members	Actual # of Members	# of Members Reduced
Fire Development Services Section	15,600	1,829	13771	11.72%	30	26.48	3.5

The total percent of productivity lost for Fire Development Services Section was 11.72%, this equates to losing over three members working 52 days each during this time period.

### ADMINISTRATIVE SECTION

The Administrative Section is overseen by a Battalion Chief and is responsible for ensuring compliance with Regulation 4 tests, illegal storage and criminal issues regarding fire and life safety violations, court hearings, and unwanted alarm tracking. The Legal Unit works closely with the City Attorney's Office to bring building owners into compliance for all fire and life safety violations.

Legal Unit		
	Legal Packets Submitted to the Legal Unit	Reg 4 Hearings Processed
1 <sup>st</sup> Quarter 2017	40	112
2 <sup>nd</sup> Quarter 2017	50	113
3 <sup>rd</sup> Quarter 2017	43	93
4 <sup>th</sup> Quarter 2017	56	85
2017 Totals All Four Quarters	189	403

Legal Packets may enter the Legal Unit from either a member of the FPB or members from a Fire Station. With more emphasis being placed by the fire department and holding building owners accountable for deficient fire protection systems and outstanding fire/life safety violations there has been a dramatic increase of legal cases submitted.

## ADMINISTRATIVE SECTION

The number of days lost reflects the reduction of productivity in days due to long term vacancies resulting from members retirements, vacant districts, IOD, SK, FE, and details.

District #	# of Hours Off Due To					Total Hours Off	Total Days Off
	IOD	SK	FE	Vacant District	Member Detailed Out		
Administration Section	90	197	25	0	30	342	34.0
Legal Unit	430	40	30	0	0	500	50
Planning Unit	520	10	0	0	0	520	52
Research Unit	0	0	3	0	0	30	3

The Administrative Section had a total of 107 days of productivity lost.

District #	Total Possible	Hours Off	Hours Worked	% of Time Off	Potential # of Members	Actual # of Members	# of Members Reduced
Administrative Section	6,240	342	5898	5.48%	12	11.34	0.66

The total percent of productivity lost for the Administrative Section was 5.48%, this equates to losing less than one member working 52 days each during this time period.

### CONCLUSION

Through the efforts of the FPB personnel and the Department's overall commitment to fire/life safety, we have aggressively moved the fire prevention inspections as a priority Department-wide. Our focused approach and accountability measures both within Emergency Operations and the FPB, are providing results. As we seek opportunities to improve efficiency and enhance service levels we continue to rely on the commitment of all involved.

Board report prepared by Kristin M. Crowley, Deputy Chief, Fire Prevention and Public Safety Bureau.