

LOS ANGELES FIRE DEPARTMENT



RALPH M. TERRAZAS
FIRE CHIEF

July 23, 2018

BOARD OF FIRE COMMISSIONERS
FILE NO. 18-079

TO: Board of Fire Commissioners

FROM:  Ralph M. Terrazas, Fire Chief

SUBJECT: FIRE PREVENTION INSPECTION ACTIVITY - SECOND QUARTER OF
CALENDAR YEAR 2018

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 Withdrawn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 second quarter of the calendar year 2018 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 2018	8,991	52%
Inspections Completed for 2 nd Quarter 2018	4,779	27%
Re-Inspections Completed for Calendar Year 2018	2,301	
Re-Inspections Completed for 2 nd Quarter 2018	1,348	
Days of Productivity Lost Due to Days Off	313	

Inspections completed include Industrial and Commercial and Public Safety Sections. Currently 8,991 (52%) of these inspections have been completed for calendar year 2018.

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 2nd quarter of 2018.

Inspections Completed								
	District Total	1 st Quarter Goal = 25%		2 nd Quarter Goal = 25%		Overall Due to Date	Overall Completed	Overall Goal= 50 %
		Inspections Completed	Percentage Complete	Inspections Completed	Percentage Complete			
Industrial & Commercial Section 39 Members	8,654	1,795	21%	2206	25.49%	4327	4,001	46%
Central Industrial Unit 9 Members	2,183	472	22%	678	31%	1,092	1,150	53%
Harbor Industrial Unit 5 Members	2,202	275	12%	425	19%	1,101	700	32%
High-Rise Unit 13 Members	721	187	26%	231	32%	361	418	58%
Valley Industrial Unit 7 Members	2,269	571	25%	571	25%	1,135	1,142	50%
West Industrial Unit 5 Members	1,279	290	23%	301	24%	640	591	46%

Data Collected from FPA

* Industrial and Commercial Section completed 25.49% of overall inspections during the 2nd quarter.

INDUSTRIAL AND COMMERCIAL SECTION Re-Inspections

The following data was collected from FPA and reflects the pending and completed re-inspections for the 2nd quarter of 2018:

	Re-Inspections			
	Completed		Due	
	1 st Qtr	2 nd Qtr	1 st Qtr	2 nd Qtr
Industrial & Commercial Section	559	909	198	346
Central Industrial Unit	155	300	89	77
Harbor Industrial Unit	83	115	17	71
High-Rise Unit	127	226	32	63
Valley Industrial Unit	131	131	28	68
West Industrial Unit	63	137	32	67

Data Collected from FPA

* Industrial and Commercial Section completed 909 re-inspections during the 2nd 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.

Section	# of Hours Off Due To					Total Hours Off	Total Days Off
	IOD	SK	FE	Vacant District	Number of Members Detailed Out		
Industrial & Commercial Section	70	667	199	80	0	1,016	101.6
High-Rise Unit	0	80	75	0	0	155	15.5
Central Industrial Unit	70	410	20	80	0	580	58
Harbor Industrial Unit	0	100	30	0	0	130	13.4
West Industrial Unit	0	40	60	0	0	100	10
Valley Industrial Unit	0	8	2	0	0	10	1
Brush Clearance Unit	0	29	12	0	0	41	4.1

The Industrial and Commercial Section had a total of 101 days of productivity lost during the 2nd quarter of 2018.

Section	Total Possible	Hours Off	Hours Worked	% of Time Off	Fully Staffed	Actual # of Members	# of Members Reduced
Industrial & Commercial Section	34,560	1,016	33,544	3%	54	51	3

The total percent of productivity lost for the Industrial and Commercial Section was 3%, this equates to losing 1.62 members working during the 2nd quarter of 2018.

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	
				06/30/18		06/30/18		06/30/18		06/30/18		06/30/18	
				To		To		To		To		To	
				4/1/18		12/31/17		6/30/17		6/30/16		6/30/15	
	Total	Overdue	%	Overdue	%	Overdue	%	Overdue	%	Overdue	%	Overdue	%
Industrial & Commercial Section	8,643	933	11%	481	6%	227	3%	63	.7 %	5	.05%	1	.01%
Central Industrial	2,183	84	4%	68	3%	11	.5%	4*	.18%	1*	.04%	0	0%
Harbor Industrial	2,195	416	19%	206	9%	210	10%	0	0%	0	0%	0	0%
High-Rise Unit	726	23	3%	22	3%	1	.1%	0	0%	0	0%	0	0%
Valley Industrial	2,274	56	2%	55	2%	1	.1%	0	0%	0	0%	0	0%
West Industrial	1,281	198	15%	130	10%	4	.3%	59*	5%	4*	.3%	1	.07%

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

*Central Industrial Unit Overdue 6-12 months: Three occupancies are in City Attorney's office and one occupancy has overdue Regulation 4 violations- requires data cleanup.
Overdue over one year: One occupancy is in City Attorney's office.

*West Industrial Unit Overdue 6-12 months: Occupancies are LAX properties, FPB working with LAWA to resolve.
Overdue over one year: Occupancies are LAX properties, FPB working with LAWA to resolve.
Overdue over two years: Occupancies are LAX properties, FPB working with LAWA to resolve.

INDUSTRIAL AND COMMERCIAL SECTION Brush Inspections

The following data was collected from the Brush Next Generation (Brush NG) program and reflects the stats for the 2nd quarter of 2018. These inspections are on a calendar year:

Brush Clearance Unit					
	Pass	% Pass	Fail	% Fail	TOTAL
Gov't Parcel	125,688	88%	15,413	12%	141,101
Bid	N/A	N/A	455	N/A	455

This chart shows the total government parcels inspected during the 2nd quarter of 2018 and private parcels that have gone out to bid.

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 for the 2nd quarter of 2018. These inspections are on a calendar year.

Inspections Completed 2018								
	District Total	1 st Quarter Goal = 25%		2 nd Quarter Goal = 25%		Overall Due to Date	Overall Completed	Overall Goal= 50 %
		Inspections Completed	Percentage Complete	Inspections Completed	Percentage Complete			
Public Safety Section 43 Members	9,779	2,417	24.63%	2,573	26%	4,890	4,990	51%
Film Unit 6 Members	483	65	13%	151	31%	242	216	45%
Institutions Unit 5 Members	891	247	28%	224	25%	446	471	53%
Public Assemblage Unit 16 Members	2,279	451	20%	547	24%	1,140	998	44%
Schools & Churches Unit 9 Members	3,501	982	28%	853	24%	1,751	1,835	52%
Valley Public Safety Unit 7 Members	2,625	672	26%	798	30%	1,313	1,470	56%

Data Collected from FPA

* Public Safety Section completed 26% of overall inspections during the 2nd quarter.

PUBLIC SAFETY SECTION Re-Inspections

The following data was collected from FPA and reflects the pending and completed re-inspections for the 2nd quarter of 2018:

	Re-Inspections			
	Completed		Due	
	1 st Qtr	2 nd Qtr	1 st Qtr	2 nd Qtr
Public Safety Section	444	461	289	326
Film Unit	0	0	0	0
Institutions Unit	53	40	17	21
Public Assemblage Unit	108	97	52	39
Schools & Churches Unit	122	113	150	174
Valley Public Safety Unit	161	211	70	92

Data Collected from FPA

* Public Safety Section completed 461 re-inspections during the 2nd 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.

Section	# of Hours Off Due To					Total Hours Off	Total Days Off
	IOD	SK	FE	Vacant District	Number of Members Detailed Out		
Public Safety Section	189	310	447	0	0	946	94.6
Film Unit	0	20	24	0	0	44	4.4
Schools, Churches & Institutions	189	234	184	0	0	607	60.7
Public Assemblage Unit	0	35	204	0	0	239	23.9
Valley Public Safety Unit	0	21	35	0	0	56	5.6

The Public Safety Section had a total of 94.6 days of productivity lost during the 2nd quarter of 2018.

Section	Total Possible	Hours Off	Hours Worked	% of Time Off	Fully Staffed	Actual # of Members	# of Members Reduced
Public Safety Section	28,160	946	27,214	3.36%	44	44	0

The total percent of productivity lost for the Public Safety Section was 3.36%, this equates to losing 1.47 members working during the 2nd quarter of 2018.

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	
				06/30/18		06/30/18		06/30/18		06/30/18		03/31/18	
				To		To		To		To		To	
				4/1/18		1/1/18		6/1/17		3/1/17		3/1/16	
	Total	Overdue	%	Overdue	%	Overdue	%	Overdue	%	Overdue	%	Overdue	%
Public Safety Section	9,779	837	9%	577	6%	230	2%	29	.29%	1	.10%	0	0%
Film Unit	483	78	16%	37	8%	39	8%	2	.41%	0	0%	0	0%
Institutions Unit	891	58	7%	46	5%	9	1%	3	.33%	0	0%	0	0%
Public Assemblage	2,279	225	10%	175	8%	43	2%	7	.3%	0	0%	0	0%
Schools & Churches	3,501	420	12%	273	8%	130	4%	16	.45%	1	.02%	0	0%
Valley Public Safety	2,625	56	2%	46	2%	9	.34%	1	.03%	0	0%	0	0%

Data Collected from FPA

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

*Film Unit, Institutions Unit, Public Assemblage Unit, and Valley Public Safety Unit Overdue 6-12 months: New member training, Inspector oversight, multiple Inspectors off duty (SK, FE, TS, VC).

*Schools & Churches Unit Overdue 6-12 months and over one year: New member training, Inspector oversight, multiple Inspectors off duty (SK, FE, TS, VC).

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 2nd quarter of 2018.

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 = 99%		Goal = 15 Minutes	
		1 st Qtr	2 nd Qtr	1 st Qtr	2 nd Qtr	1 st Qtr	2 nd Qtr
Plan Reviews	Metro	86.73%	84.77%	98%	97.83%	13.3	14.75
	Van Nuys	92.1%	87.01%	100%	97.97%	11	13
	West LA	96.78%	96.63%	100%	99.71%	9	8
						Back Room Turn Around Time (Calendar Days)	
Hydrants & Access		# of Plan Reviews					
		1 st Qtr	2 nd Qtr				
		1,105	1,131				
						51 Days Backroom 13 Days Expedite	

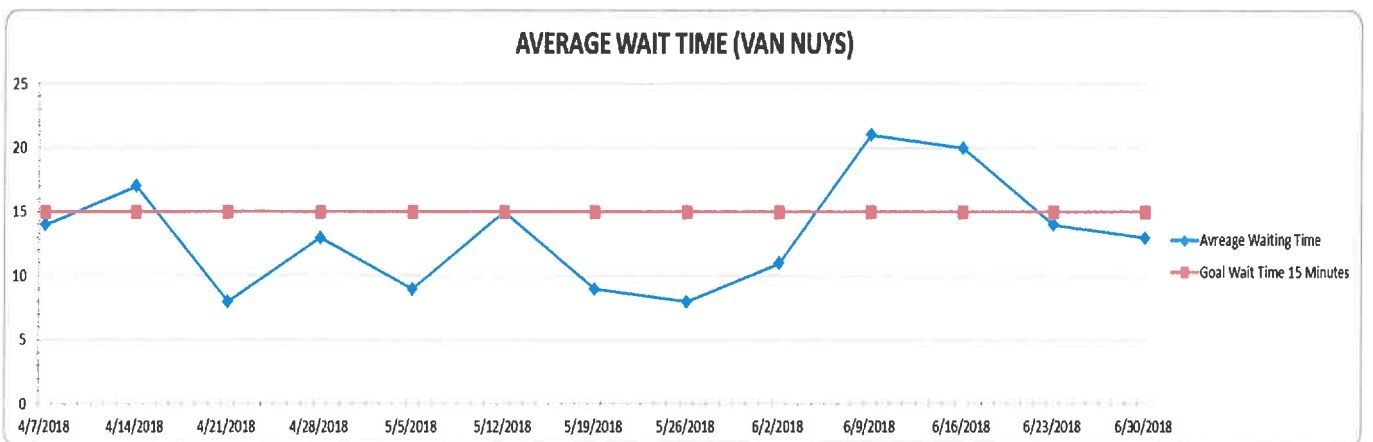
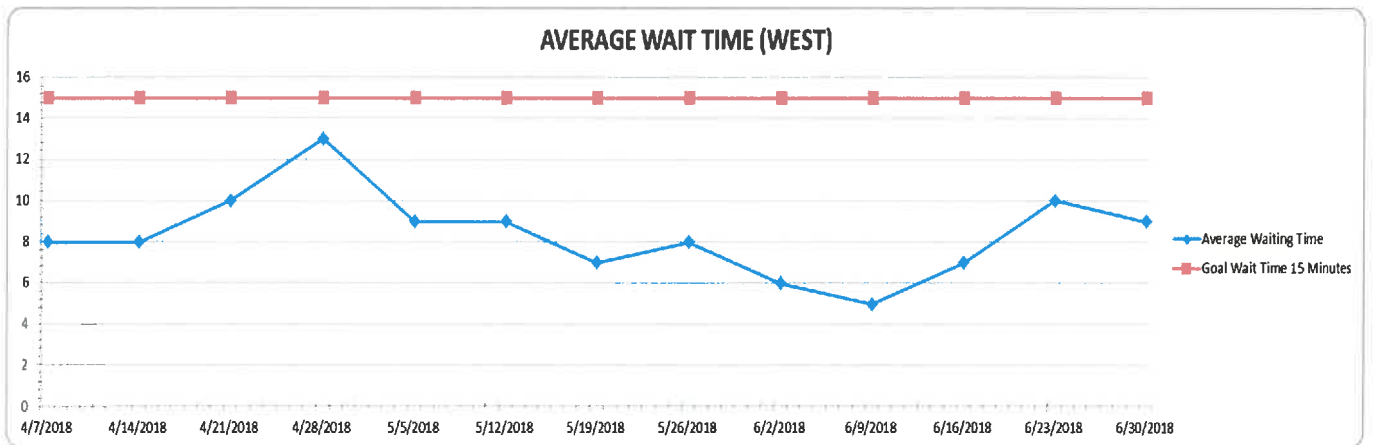
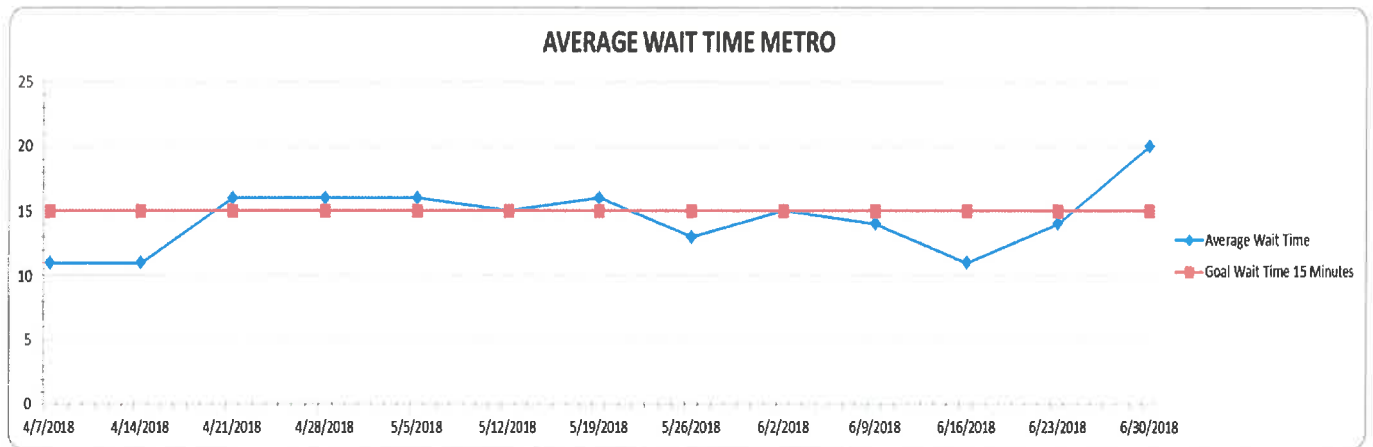
The backroom turn-around goal is six weeks. The average goal for customers to be seen within 30-minutes is 95% and within 60-minutes is 99%. Metro has been adjusted to 85% based on staffing. The average wait time goal is 15-minutes.

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 Goal is 85%	
	1 st Qtr	2 nd Qtr	1 st Qtr	2 nd Qtr	1 st Qtr	2 nd Qtr	1 st Qtr	2 nd Qtr
TOTAL:	2,204	2,590	68.2%	62.3%	81.4%	75.9%	88.1%	84.1%
Central:	1,015	1,184	64.8%	60.5%	76.7%	72.3%	84.6%	82.2%
South:	457	580	67.0%	57.8%	80.3%	72.5%	85.4%	79.1%
Valley:	275	304	72.5%	48.8%	88.8%	70.3%	96.1%	83.7%
West:	446	487	74.8%	79.4%	88.5%	92.1%	93.8%	94.7%

Field inspection goal is to be seen within 48-hours. This will put LAFD in alignment with LADBS. The “preferred date” column on previous page 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 in the Fire Development Services Section:



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.

Section	# of Hours Off Due To					Total Hours Off	Total Days Off
	IOD	SK	FE	Vacant District	Number of Members Detailed Out		
Fire Development Services Section	0	879	124	170	0	1,173	117.3
Fire/Life Safety Plan Check Unit	0	103	0	169	0	272	27
Hydrants & Access Unit	0	30	40	1	0	71	7
Municipal Services Unit	0	370	0	0	0	370	37
Fire/Life Safety Inspection Unit	0	376	84	0	0	460	48

The Fire Development Services Section had a total of 117 days of productivity lost.

Section	Total Possible	Hours Off	Hours Worked	% of Time Off	Fully Staffed	Actual # of Members	# of Members Reduced
Fire Development Services Section	20,460	334	20,126	1.63%	32	30	3

The total percent of productivity lost for Fire Development Services Section was 1.63%, this equates to losing 0.54% members working during the 2nd quarter of 2018.

ADMINISTRATIVE SECTION

The Administrative Section is overseen by a Battalion Chief and is responsible for ensuring compliance with Regulation No. 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	Reg 4 Hearings Completed
1 st Quarter 2018	18	63	0
2 nd Quarter 2018	48	59	15
2018 Quarter Totals	66	122	15

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.

Section	# of Hours Off Due To					Total Hours Off	Total Days Off
	IOD	SK	FE	Vacant District	Number of Members Detailed Out		
Administration Section	0	90	140	0	1	230	23
Legal Unit	0	50	100	0	1	150	1.5
Planning Unit	0	20	0	0	0	20	2
Research Unit	0	20	40	0	0	60	6

The Administrative Section had a total of 23 days of productivity lost.

Section	Total Possible	Hours Off	Hours Worked	% of Time Off	Fully Staffed	Actual # of Members	# of Members Reduced
Administrative Section	8,320	230	8,090	2.76%	13	13	0

The total percent of productivity lost for the Administrative Section was 2.76%, this equates to losing 0.35 members working during the 2nd quarter of 2018.

ADMINISTRATIVE SECTION R1/R2 Inspection Program

All multi-family residential apartment buildings in the state of California consisting of three or more units up to 15 shall be inspected by the local fire authority. The following data reflects the compliant and non-compliant inspections for the 1st and 2nd quarters of 2018:

Research Unit		
R1/R2 Inspection Program 1 st Quarter		
R1/R2 Total Inspections	53,826	Total Percentage
Battalion 18 Total Number of Inspections	8,283	100%
Compliant	7,282	88%
Non-Compliant (Re-Inspect required)	1,001	12%

This chart shows the number of residential inspections conducted in all of Battalion 18.

Research Unit				
R1/R2 Inspection Program 2 nd Quarter				
R1/R2 Total Inspections	Fire Station 11 Total	Total Percentage	Fire Station 13 Total	Total Percentage
Battalion 11 Total Number of Inspections	520	100%	563 (Out of 1395)	100%
Compliant	462	89%	524	93%
Non-Compliant (Re-Inspect required)	58	11%	39	7%

This chart shows the number of residential inspections conducted in two fire stations of Battalion 11.

**ADMINISTRATIVE SECTION
FPB Referral Form**

In an effort to streamline communications between field resources and the FPB, a one page fillable referral form has been developed. This referral form has allowed the FPB to expedite assistance and direction to mitigate field fire prevention concerns and complex issues. The following data reflects the number of referral forms collected during the 2nd quarter of 2018:

Research Unit		
FPB Referral Form		
Second Quarter Total of Referral Forms:	141	100%
Total Number of Automatic Alarms since:	97	68.79%
Total Number of Illegal Habitations:	22	15.60%
Total Number of Cannabis:	5	3.55%
Total Number of Excessive Storage:	3	2.13%
Total Number of Miscellaneous:	14	9.93%

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.