

August 20, 2019

LOS ANGELES FIRE DEPARTMENT



RALPH M. TERRAZAS
FIRE CHIEF

August 6, 2019

BOARD OF FIRE COMMISSIONERS
FILE NO. 19-090

TO: Board of Fire Commissioners

FROM:  Ralph M. Terrazas, Fire Chief

SUBJECT: FIRE PREVENTION INSPECTION ACTIVITY – FIRST AND SECOND
QUARTER OF CALENDAR YEAR 2019

FINAL ACTION: ☐ Approved ☐ Approved w/Corrections ☐ Withdrawn
☐ Denied ☐ Received & Filed ☐ Other

SUMMARY

The information in this report outlines the fire prevention activities for the first and second quarter of the calendar year 2019 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 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 1 st Quarter 2019	3,983	22%
Inspections Completed for 2 nd Quarter 2019	4,819	27%
Re-Inspections Completed for 1 st Quarter 2019	852	
Re-Inspections Completed for 2 nd Quarter 2019	709	
Days of Productivity Lost Due to Days Off	1,217	

The data captured in this report includes four of the five Sections within the FPB. These Sections include the Industrial and Commercial Section, Public Safety Section, Fire Development Services Section and the Administrative Section. The fifth Section within the FPB not included in this report is the Certified Unified Program Agency (CUPA) Section. The CUPA Section provides a separate Board of Fire Commission Report on a bi-quarterly basis. Re-inspections continue to be a priority within 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. Data was collected from the Fire Prevention Application (FPA) and reflects inspections completed for the 1st and 2nd quarters of 2019.

Inspections Completed								
	District Total	1 st Quarter Goal = 25%		2 nd Quarter Goal = 25%		Overall Pending Inspections	Overall Completed	Overall Goal= 50%
		Inspections Completed	Percentage Complete	Inspections Completed	Percentage Complete			
Industrial & Commercial Section 39 Members	8,674	1,781	21%	2,628	30%	4,265	4,409	51%
Central Industrial Unit 9 Members	2,218	399	18%	498	23%	7,777	897	42%
Harbor Industrial Unit 5 Members	710	165	23%	143	20%	8,366	308	43%
Harbor Industrial (Oil Wells)	1,216	209	17%	845	69%	7,620	1,054	87%
High-Rise Unit 13 Members	732	204	28%	195	27%	8,275	399	55%
Valley Industrial Unit 7 Members	2,279	488	21%	601	27%	7,585	1,089	48%
West Industrial Unit 5 Members	1,275	242	19%	295	23%	8,137	537	42%
Cannabis Unit 5 Members	334	74	22%	51	15%	8,549	125	37%

Data Collected from FPA

* Industrial and Commercial Section completed 21% of overall inspections during the 1st and 30% 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 1st and 2nd quarter of 2019:

	Re-Inspections					
	Completed			Due		
	1 st Qtr	2 nd Qtr	Second Qtr Compared to First Qtr	1 st Qtr	2 nd Qtr	Second Qtr Compared to First Qtr
Industrial & Commercial Section	478	709	48%	71	320	78%
Central Industrial	69	140	51%	10	43	77%
Harbor Industrial	70	67	-4%	11	25	56%
Harbor Industrial Oil Wells	3	90	97%	3	17	82%
High-Rise	95	176	46%	20	75	73%
Valley Industrial	163	177	8%	15	99	85%
West Industrial	76	57	-25%	12	53	77%
Cannabis Phase 1 & 2	2	2	0%	0	8	100%

Data Collected from FPA

* Industrial and Commercial Section completed 1187 re-inspections during the 1st and 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	Number of Hours Members Detailed Out		
Industrial & Commercial Section Totals	2,330	1,266	270	690	5,593	559.3
High-Rise Unit	860	370	60	320	1,610	161
Central Industrial Unit	600	60	60	370	1,090	109
Harbor Industrial Unit	0	253	70	0	323	32.3
Harbor Industrial (Oil Wells)	0	3	0	0	3	0.3
West Industrial Unit	240	130	50	0	420	42
Valley Industrial Unit	630	400	30	0	1,060	106
Brush Clearance Unit	30	732	275	0	1037	103.7
Cannabis Unit	0	50	0	0	50	5

The Industrial and Commercial Section had a total of 559.3 days of productivity lost during the 1st and 2nd quarter of 2019.

Section	Total Possible	Hours Off	Hours Worked	% of Time Off	Fully Staffed	Actual # of Members	# of Members Reduced
Industrial & Commercial Section	68,150	5,593	62,557	8.9%	55	53	1.62

The total percent of productivity lost for the Industrial and Commercial Section was 8.9%, this equates to losing 1.62 members working during the 1st and 2nd quarter of 2019.

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	
				90 Days		180 Days		365 Days		730 Days	
				06/30/19		03/31/19		12/31/18		06/30/18	
				To		To		To		To	
				4/1/19		1/1/19		7/1/18		7/1/17	
	Total	Overdue	%	Overdue	%	Overdue	%	Overdue	%	Overdue	%
Industrial & Commercial Section	8,674	796	9%	590	7%	170	2%	60	0.69%	37	0.43%
Central Industrial	2,128	326	15%	291	14%	35	1.6%	6	0.28%	8	0.38%
Harbor Industrial	710	56	8%	56	8%	0	0%	0	0.0%	0	0.0%
Harbor Industrial (Oil Wells)	1,216	116	10%	10	1%	70	5.8%	30	2.5%	6	0.49%
High-Rise Unit	732	21	3%	19	3%	2	0.3%	0	0.0%	0	0.0%
Valley Industrial	2,279	121	5%	76	3%	45	1.97%	1	0.04%	1	0.4%
West Industrial	1,275	150	12%	133	10%	17	1.3%	23	1.80%	22	1.73%
Cannabis Unit	334	6	2%	5	1%	1	0.3%	0	0.0%	0	0.0%

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

Oil Well Management Plan

For 2019, we have implemented an aggressive training program to augment and provide additional Harbor Industrial Unit (HIU) Inspectors to assist with oil well inspections, witnessing of abandonment of oil wells and to address succession planning, as well as the elimination of a known "single point of failure within the Section. In order to help understand and quantify the impact, we elected to remove oil wells inspections from the categorical HIU/FPA annual report. Oil wells are now showing as a separate category. This allows for a more accurate identification of both performance and resource deployment. The plan includes the use of tenured Inspectors currently assigned to the HIU sharing one third of oil wells and redistricting the remaining work load by one third. In addition multiple Inspectors have been trained to witness the oil well abandonment process.

Oil Well Inspections Completed								
	District Total	1 st Quarter Goal = 25%		2 nd Quarter Goal = 25%		Overall Pending Inspections	Overall Completed	Overall Goal= 50 %
		Inspections Completed	Percentage Complete	Inspections Completed	Percentage Complete			
Harbor Industrial (Oil Wells)	1,216	209	17%	845	69%	7,620	1,054	87%

Data Collected from FPA

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 1st and 2nd quarter of 2019. These inspections are tracked on a calendar year:

Brush Clearance Unit							
	Total Secondly Inspections due	Pass (Completed)	Pass %	*Packages	*Parcels Abated	Fail (Non-Compliant)	% Fail
Private Parcel	137,464	126,473	92%	11	86	2,235	2%

This chart shows the total private and government parcels inspected during the 1st and 2nd quarter of 2019 and the total number of abated parcels.

*Packages: A bundle of parcels with hazards awarded to contractors.

*Parcels Abated: Hazards cleared and removed.

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 1st and 2nd quarter of 2019. These inspections are tracked on a calendar year.

Inspections Completed								
	District Total	1 st Quarter Goal = 25%		2 nd Quarter Goal = 25%		Overall Pending Inspections	Overall Completed	Overall Goal = 50%
		Inspections Completed	Percentage Complete	Inspections Completed	Percentage Complete			
Public Safety Section 44 Members	9,098	2,202	24%	2,191	24%	4,705	4,393	48%
Film Unit 6 Members	480	35	7%	135	28%	8,928	170	35%
Institutions Unit 5 Members	8992	205	23%	201	23%	8,692	406	46%
Public Assemblage 16 Members	1,583	369	23%	460	29%	8,269	829	52%
Schools & Churches 9 Members	3,492	864	25%	701	20%	7,513	1,585	45%
Valley Public Safety 7 Members	2,651	709	27%	694	26%	7,695	1,403	53%

Data Collected from FPA

* Public Safety Section completed a combined 48% of overall inspections during the 1st and 2nd quarter.

PUBLIC SAFETY SECTION Re-Inspections

The following data was collected from FPA and reflects the pending and completed re-inspections for the 1st and 2nd quarter of 2019:

	Re-Inspections					
	Completed			Due		
	1 st Qtr	2 nd Qtr	Second Qtr Compared to First Qtr	1 st Qtr	2 nd Qtr	Second Qtr Compared to First Qtr
Public Safety Section	374	308	-18%	108	203	47%
Film Unit	0	1	100%	0	1	100%
Institutions Unit	4	6	33%	13	15	13%
Public Assemblage Unit	74	74	0%	8	34	76%
Schools & Churches Unit	184	122	-34%	71	104	32%
Valley Public Safety Unit	112	105	-6%	16	49	67%

Data Collected from FPA

* Public Safety Section completed 682 re-inspections during the 1st and 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	Number of Hours Members Detailed Out		
Public Safety Section Totals	1,828	415	338	0	2,581	258.1
Film Unit	1,258	36	10	0	1,304	130.4
Schools, Churches & Institutions	520	205	217.5	0	942.5	94.25
Public Assemblage Unit	50	124	110	0	284	28.4
Valley Public Safety Unit	0	50	0.5	0	50.5	5.05

The Public Safety Section had a total of 258.1 days of productivity lost during the 1st and 2nd quarter of 2019.

Section	Total Possible	Hours Off	Hours Worked	% of Time Off	Fully Staffed	Actual # of Members	# of Members Reduced
Public Safety Section	54,560	2,581	48,493	4.73%	44	44	1.47

The total percent of productivity lost for the Public Safety Section was 4.73%, this equates to losing 1.47 members working during the 1st and 2nd quarter of 2019.

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	
				90 Days		180 Days		365 Days		730 Days	
				06/30/19		3/31/19		12/31/18		06/30/18	
				To		To		To		To	
				4/1/19		1/1/19		7/1/18		7/1/17	
	Total	Overdue	%	Overdue	%	Overdue	%	Overdue	%	Overdue	%
Public Safety Section	9,098	838	9.2%	633	7.0%	205	2.3%	43	0.5%	5	0.0%
Film Unit	480	129	26.9%	97	20.2%	32	6.7%	2	0.4%	3	0.14%
Institutions Unit	892	90	10.1%	81	9.1%	9	1.0%	0	0.0%	0	0.0%
Public Assemblage	1,583	43	2.7%	36	2.3%	7	0.4%	1	0.1%	0	0.1%
Schools & Churches	3,492	453	13.0%	302	8.6%	151	4.3%	39	1.1%	1	0.1%
Valley Public Safety	2,651	123	4.6%	117	4.4%	6	0.2%	1	0.0%	1	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 1st and 2nd quarter of 2019.

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	91%	90%	98%	97%	11	10
	Van Nuys	85%	83%	96%	94%	12	13
	West LA	93%	93%	99%	99%	11	8
						Back Room Turn Around Time (Calendar Days)	
Hydrants & Access		# of Plan Reviews		52 Days Backroom 14 Days Expedite			
		1 st Qtr	2 nd Qtr				
		1,076	1,130				

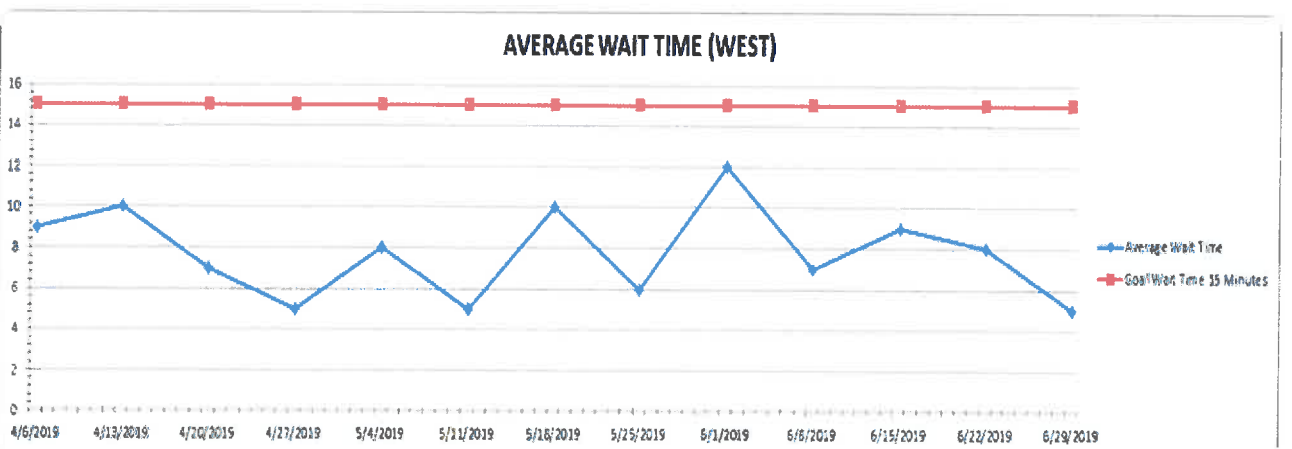
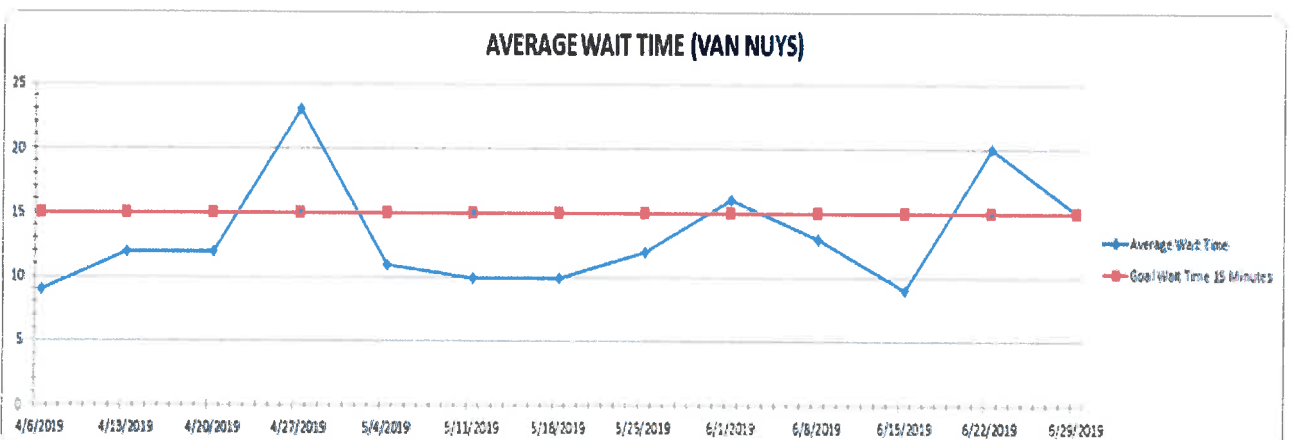
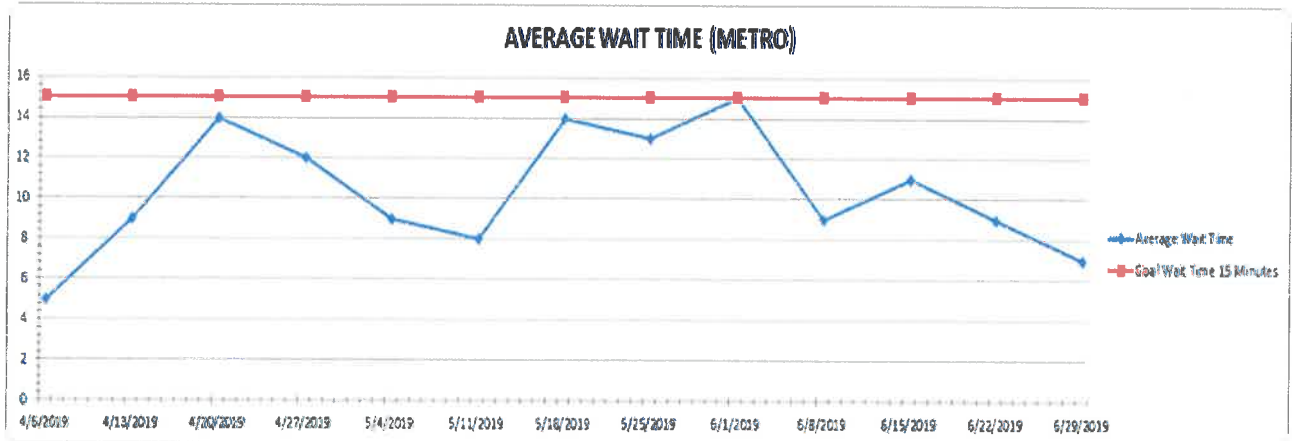
The backroom turn-around goal is six weeks. The average goal for customers to be seen within 30-minutes is 95% and within 60-minutes is 99%. Metro has been adjusted to 85% based on staffing. The average wait time goal is 15-minutes.

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:	2,065	1,158	65%	69%	80%	83%	87%	90%
Central:	936	465	66%	71%	77%	84%	85%	89%
South:	456	243	60%	62%	80%	75%	86%	85%
Valley:	214	203	47%	58%	72%	81%	86%	91%
West:	459	244	78%	76%	89%	88%	93%	93%

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	Number of Hours Members Detailed Out		
Fire Development Services Section Totals	0	1,031	60	1,530	2621	262.1
Fire/Life Safety Plan Check Unit	0	192	0	0	192	19.2
Hydrants & Access Unit	0	686	40	0	726	72.6
Municipal Services Unit	0	21	0	0	21	2.1
Fire/Life Safety Inspection Unit	0	132	20	1,530	1682	168.2

The Fire Development Services Section had a total of 262.1 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	42,160	2,261	40,358	6.22%	34	34	.54

The total percent of productivity lost for Fire Development Services Section was 6.22%, this equates to losing 0.54 members working during the 1st and 2nd quarter of 2019.

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 2019	25	70	11
2 nd Quarter 2019	28	42	14
2019 Quarter Totals	53	112	25

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 LAFD 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.

The majority of the Reg. 4 hearings relate to fire protection systems out of compliance, and overdue on anniversary dates via the compliance engine (Brycer).

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	Number of Hours Members Detailed Out		
Administration Section Totals	80	513	57	1,760	2,410	241
Legal Unit	0	513	57	880	1,450	145
Planning Unit	80	0	0	0	80	8
Research Unit	0	0	0	880	880	88

The Administrative Section had a total of 241 days of productivity lost.

Section	Total Possible	Hours Off	Hours Worked	% of Time Off	Fully Staffed	Actual # of Members	# of Members Reduced
Administrative Section	16,120	2,410	14,330	14.95%	13	13	.35

The total percent of productivity lost for the Administrative Section was 14.95%, this equates to losing 0.35 members working during the 1st and 2nd quarter of 2019.

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 2019:

	District Total	1 st Quarter Goal = 25%		2 nd Quarter Goal = 25%		Overall Pending Inspections	Overall Goal= 50%
		Inspections Completed	Percentage Complete	Inspections Completed	Percentage Complete		
R1/R2 Program	53,805	28,103	52%	6,878	13%	6,018	65%

Research Unit R1/R2 Inspection Program				
1 st Quarter			2 nd Quarter	
R1/R2 Total Inspections	R1/R2	Total Percentage	R1/R2	Total Percentage
Compliant	23,691	84%	5,927	86%
Non-Compliant (Reinspect required)	4,412	16%	951	14%

This chart shows the number of residential inspections conducted during the 1st and 2nd quarter of 2019.

**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 1st and 2nd quarter of 2019:

Research Unit		
FPB Referral Form		
1st and 2nd Quarter Total of Referral Forms:	531	100%
Total Number of Automatic Alarms since:	278	52%
Total Number of Illegal Habitations:	96	18%
Total Number of Cannabis:	14	3%
Total Number of Excessive Storage:	9	2%
Total Number of Miscellaneous:	134	25%

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.