

LOS ANGELES FIRE DEPARTMENT



JUL 21 2009

DOUGLAS L. BARRY
FIRE CHIEF

July 13, 2009

BOARD OF FIRE COMMISSIONERS
FILE NO. 09-074

TO: Board of Fire Commissioners

FROM: Douglas L. Barry, Fire Chief *DLB*

SUBJECT: ANNUAL REPORT -LAFD SPECIAL TRAINING FUND - ACCOUNT 002R
FISCAL YEAR 2007-2008

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 Withdrawn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

Recommendations: That the Board:

1. In compliance with Ordinance No. 173341, review the attached Annual Report of the LAFD Special Training Fund - Account 002R for Fiscal Year 2007-2008.
2. Direct the Commission Executive Assistant II to forward this Annual Report to the Mayor and City Council.

Summary: As required by City Ordinance No. 173341, the following report on the LAFD Special Training Fund - Account 002R, covering Fiscal Year 2007/2008 (FY 07/08), is submitted.

The LAFD Special Training Fund was created to receive, retain and disburse funds received from training activities. Within the Fund, two separate accounts have been established. The General Account 001R 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 second account, the State Educational Account, a.k.a. the Vocational Educational Training (VET) 002R Revolving Fund, holds monies received from the State through affiliation contracts with local colleges. These funds are also utilized for expenses directly related to training Department members.

The current VET Fund - Account 002R contract with East Los Angeles College (ELAC) was established in July 2005. The contract provides the Department \$3.50 per hour of training for members enrolled in the program. All journeyman-level Department members, excluding members of the California Fire Fighter Joint Apprenticeship Committee (CFFJAC) Program, are enrolled in the VET program. Daily training entries for Account 002R are documented at work assignments.

A synopsis of VET Fund receipts, expenditures, and balances shows the following activity:

	<u>002R</u>
• As of July 1, 2007, the Fund balance was:	\$ 2,040,318.97
• The Fund received deposits of:	\$ 2,101,304.37
Total:	<u>\$ 4,141,623.34</u>
• The Fund expended in FY 07/08:	(\$ 1,371,922.68)
• Less encumbrances:	<u>(\$ 72,124.28)</u>
	\$ 1,444,046.96
Balance	<u>\$ 2,697,576.38</u>
• As of June 30, 2008, the ending cash balance was:	\$ 2,697,576.38

Findings: The Contract between the City of Los Angeles and ELAC states that the term of agreement for both entities becomes effective on a fiscal year basis, i.e., July 1 through June 30. ELAC calculates what is due to LAFD on a six-month basis and runs the agreement in a fiscal year (July – June). The payouts are forwarded to LAFD after the first six months following December 31 (usually in March) and then again at the end of June 30 (usually in October).

The VET Fund beginning balance on July 1, 2007, was \$2,040,318.97. During the FY 07/08 period of July 1, 2007, through June 30, 2008, State fund payouts (via ELAC) totaling \$2,095,797.37 were deposited into the account. This total is calculated from two consecutive six-month receipts of \$1,008,186.37 and \$1,087,611.00. In addition to these two totals, an LAFD internal adjustment is added to Account 002R in the amount of \$5,507, compensating for increasing additional interest fees needed for college students; the total for both six-month receipts and the LAFD internal adjustment is \$2,101,304.37.

Tuition costs: The total tuition hours for the above two time periods were 684,369.25 at \$3.50 per hour for a total of \$2,395,292.37. Subtracting the ELAC tuition cost of \$299,495 from the total equals the fund deposit of \$2,095,797.37.

VET Fund Expenditures for the fiscal year totaled \$1,371,922.68. Encumbrances totaling \$72,124.28 are added for travel authorities issued to Department members approved in 07/08 but not yet expensed and for payments to U.C. Regents for Paramedic Training.

Revenue is based on the total In-Service Training, Regional Training and EMT Training hours recorded at \$3.50 per hour reimbursement rate minus tuition charges. The balance of the deposits into the account represent the tuition fees paid to attend classes through the Regional Training Academy.

Expenditures made from the VET Fund in FY 07/08 enabled members to attend training, conferences and seminars germane to Department operations. The following are sample types of training and topics covered in the conferences and seminars attended: Women in the Fire Service, Aircraft Rescue and Firefighting, Helicopter Pilot Training, Chemical Safety Haz Mat Training, and various leadership training classes. In addition, consumable materials were purchased for mandated Flashover, Live Fire and Roof Prop training. VET funds were utilized for audio/visual equipment upgrades in classrooms at the Frank Hotchkin Training Center, and also provided much-needed patient simulator manikins for the Training Center classrooms. All further FY 07/08 expenditure activity is listed in the attached table.

Fiscal Impact: The fiscal impact of the State's \$1.5 million annual training reimbursement to the LAFD is of critical importance due to the rising cost of annual training fees. If the VET funding was interrupted, numerous mandatory certifications and re-certifications could not occur within our current budget.

ELAC is the vehicle that provides the LAFD certifications and credibility to conduct mandatory training at applicable sites. A few examples of mandatory training requiring certifications and re-certifications include USAR, Swift Water Rescue, Station Level Member Training, Disaster Preparedness, Hazmat, Arson and Counter-Terrorism, Initial Certification programs and training for recently promoted members. Fire Prevention, USAR, and Haz Mat must recertify to existing Fire Code updates on every alternate year. It is also mandatory that all Chief Officers certify or re-certify as Strike Team Leaders, Division Group Leaders, and Safety Officers.

Conclusion: The LAFD Special Training Fund, VET Account 002R, provides a flexible means from which to meet various training needs. Proper oversight continues to ensure that all members benefit from this program.

Board Report prepared by Karen Helms, Management Analyst II, Training and Support Bureau.

Attachment

ANNUAL REPORT -- LAFD SPECIAL TRAINING FUND 40J
FISCAL YEAR 2007/2008 ACTIVITY

Date Expended	Purpose	Amount Expended
	The following report has been prepared with the American Express airfares separated from payments for all Travel Authorities.	
Jul - Jun	SKYTEL COMMUNICATIONS, INC. - Pagers	926.26
Jul - Jun	AMERICAN EXPRESS (AMEX) AIRFARES	25,601.89
07/03/07	Training - Officers, various - JP Harris Wildland Interface Fire Safety Workshop - Los Angeles, CA	3,300.00
07/03/07	Conference - S. Robinson, J. Szaktila . L. Wang - 27th Environmental Sensitivities Research Institute (ESRI) International User Conference - San Diego, CA	543.38
07/06/07	Training - G. Horwedel, H. Hernandez, J. Fry, J. Marcus, P. Steffen - 2007 International Hazardous Material Response Teams Conference - Hunt Valley, MD	6,636.06
07/11/07	Training - A. P. Fox - Harvard John F. Kennedy School of Government Executive Education - Cambridge, MA	10,900.00
07/13/07	Equipment - Samy's Camera - Digital Media Services photographic supplies	919.63
07/17/07	Training - J. Dolan - Annual Clark County Southern Area Fire Fire Equipment Research (SAFER) Meeting, Clark County Fire, NV	185.12
07/19/07	USDA Forest Service - ongoing training classes	600.00
07/23/07	Equipment - Herman Miller (Haworth Company) - Recruit Services Section modular furniture	74,471.62
07/30/07	Training - J. Brown -TRADE Region IX - Las Vegas, NV	34.23
08/08/07	Equipment - LA Roofing - Roof Prop training materials	1,268.28
08/10/07	Conference - L. Nerkowski - 2007 Navigator Training - Las Vegas, NV	365.00
08/15/07	Training - D. Bloemhof, Bob Yan + 1 - Computer Forensics Seminar for Guidance Software - Pasadena, CA	5,985.00
08/16/07	Equipment - Corona International	1,909.63
09/05/07	Conference - T. Chick - Women in Fire Service - Oakland, CA	1,050.00
09/19/07	Training - C. Ruddell, J. Brown, S. Hissong, S. Hughes - Fire Management 2E - Santa Ana, CA	2,246.58
09/20/07	Equipment - Industrial Inc. - Construction materials purchased to build storage container at LA Aqueduct training facility	369.99

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Date Expended	Purpose	Amount Expended
09/24/07	Equipment - Jones Lumber - Frank Hotchkin on-going training classes	12,250.65
09/25/07	Training - R. Bercik - International Association of Fire Chiefs (IAFC) Fire Rescue - Atlanta, GA	1,111.32
09/27/07	Conference - J. Hill - International Association for Fire Chiefs (IAFC) International Conference - Atlanta, GA	1,375.12
09/28/07	County of LA - River Lease	600.00
10/03/07	Training - T. Derby, W. Zlendick, J. Davis - Public Agency Training Council (PATC) - Fire Pattern Recognition, Identification, and Certification Seminar - Las Vegas, NV	1,865.91
10/03/07	Training - D. Costa, D. Austin, F. Ramsey, L. Brazley - Aircraft Rescue Firefighter (AARF) Work Group Conference - New Orleans, LA	4,712.37
10/03/07	Conference - J. Miller - Firescope Meeting, High-Rise Firefighting Operations Working Group Meeting - San Diego, CA	225.39
10/14/07	Training - C. Weinkirch - Documentum Training, In-house City Hall East - Los Angeles, CA	3,490.87
10/19/07	Training - M. Perez - Cultivating Partnerships II: Juvenile Firesetting Intervention Training - Portland, OR	512.63
10/21/07	Training - Various MIS members - ESRI Software Summary, NorthSouthGIS Technology Seminar - In-house, City Hall East - Los Angeles, CA	4,250.00
10/22/07	Training - G. Bradley, R. Opperman, J. Lesinski, M. Westhoff, R. Garcia - Continuing Challenge Hazmat Workshop 2007 - Sacramento, CA	4,401.51
10/22/07	Conference - C. Fry - National Fire Protection Association (NFPA) Working Group Committee - Braintree, MA	487.04
10/24/07	Conference - A. P. Fox - 2007 Phoenix Fire Department Incident Management Symposium - Phoenix, AZ	984.18
10/25/07	Training - D. Larsen, D. Costa, F. Ramsey, R. Keyes, W. Wick - Aircraft Rescue Firefighter (ARFF) Train the Trainer Certification - San Bernardino, CA	5,933.68
10/29/07	Conference - R. Beaty, S. Hughes, K. Cooper - West Point Leadership Workshop - West Point, N.Y.	1,787.14
10/31/07	Conference- Kendall Kraus - International Code Council (ICC) Annual Conference and Education Program - Reno, NV	831.05
11/15/07	Training - D. Wade, M. Wilcher - Southern Nevada Recruitment Seminar - Las Vegas, NV	323.55
11/15/07	Training - S. Huynh, J. Goldberg - Communicator Fall Summit - San Diego, CA	2,952.75

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Date Expended	Purpose	Amount Expended
11/15/07	Training - D. Austin - National Fire Protection Agency (NFPA) Technical Committee Aircraft Rescue/Firefighting - Quincy, MA	537.00
11/16/07	Training - R. Bercik - International Association of Fire Chiefs (IAFC) 2007 Leadership Summit - Washington, D.C.	706.99
12/01/07	Training - D. Chew, M. Neu, R. Tufts, W. Zlendick, J. Thornton - California Conference of Arson Investigators - San Luis Obispo, CA	2,326.58
12/01/07	Training - Various members - Brian Heinz Chemical Safety Training (CST) HazMat Contracted Training, Ahmanson-LAPD Training Center - Los Angeles, CA	24,500.00
12/01/07	Training - M. Camello - Public Agency Training Council (PATC) Practical Kinesic Interview and Interrogation Techniques Training - Las Vegas, NV	1,167.57
12/31/07	Training - J. Little, M. Neu - Public Agency Training Council (PATC) Forensic Analysis of Cellular Phone Data and Investigative Background Research Training - Las Vegas, NV	859.85
12/31/07	Conference - J. Miller - FIREScope Meeting - San Francisco, CA	416.24
01/01/08	Training - A.P. Fox - 2007 Fire Chiefs Leadership Seminar - Monterey, CA	792.40
01/01/08	Training - C. Fry - National Fire Protection Association (NFPA) Fire Service OSHA - Charleston, SC	1,533.60
01/01/08	Equipment - Burst Communications - Audio Visual upgrade for FHMTTC Room 202, Drill Tower 81; Training Classroom supplies	307,484.82
01/16/08	Training - R. Denning, D. Reyes, G. Terrill, C. Butler - Confined Space Rescue Technician Roll-out - Fresno, CA	1,749.75
01/17/07	Training - A.P. Fox - Harvard Fellowship Alumni Workshop - Emmitsburg, MD	240.74
01/28/08	Training - G. West - Firescope Safety Task Force Meeting - Buelton, CA	280.90
01/31/08	Conference - J. Foley, T. Ernst, G. Smith - Aero-Medical Task Force Summit - Sacramento, CA	768.10
02/02/08	Equipment - Rental of equipment for Recruit Graduations	400.86
02/01/08	Training - (11) members - Arson Investigation and Case Management courses - San Luis Obispo, CA	2,950.00
02/01/08	Training - A. Nishikawa, B. Lopez - International Ombudsman Association Training - Las Vegas, NV	6,836.30

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02/01/08	Training - T. Varela, T. Ernst - Wildland Urban Interface Conference - Reno, NV	1,911.41
02/07/08	Training - (17) members - Firefighter Bill of Rights (FBOR), Training Fees-updates, In-house Training - Los Angeles, CA	3,000.00
02/09/08	Training - T. Gikas - ArcGIS Spatial Analyst -Geospatial Intelligence Course - Vienna, VA	1,589.62
02/10/08	Training - J. Miller - Firescope Meeting, High-Rise Firefighting Workgroup - San Luis Obispo, CA	213.46
02/11/08	Equipment - R. D. Systems - FHMTTC facility improvements - Security Access	29,087.94
02/29/08	Equipment - Unitek - FHMTTC Digital Media Services photographic supplies	692.80
03/01/08	Equipment - Grainger Industrial Supplies - FHMTTC Storage Cabinets; miscellaneous construction tools for ISTS on-going training classes	10,222.17
03/01/08	Training - J. Moede - Medical Unit Leader Training - Prescott, AZ	800.00
03/01/08	Training - E. Williams - International Association of Firefighters (IAFF), Ernest A. "Buddy" Mass, Human Relations Conference - San Diego, CA	1,134.29
03/01/08	Training - M. Rueda, G. West - Firescope Operations Team Meeting - Pismo Beach, CA	527.49
03/01/08	Training - (14) members - Firehouse World Conference, San Diego, CA	8,905.88
03/01/08	Training - T. Varela, J. Foley members - Frasca Flight Simulator Training - Champaign, IL	416.46
03/01/08	Training - M. Gee, Z. Mabamalu - S-360 Finance Admininstration Unit Leader - McClellan, CA	1,753.56
03/07/08	Training - J. Moore, M. Neu, M. Camello, W. Zlendick, J. Davis - Public Agency Training Council (PATC) Fire Origin and Cause - NFPA 921 - Las Vegas, NV	1,957.11
03/12/08	Conference - J. Kraus - International Code Council (ICC) Code Developmt Hearing - Palm Springs, CA	2,956.29
03/23/08	Training - F. Oglesby - Bur. Alcohol, Tobacco, Firearms and Explosives (ATFE) Accelerant Detection Canine Recertification - Albuquerque, NM	293.97
03/27/08	Memberships and Subscriptions - Fire Prevention Bureau NFPA memberships	7,860.00

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Date Expended	Purpose	Amount Expended
04/01/08	Equipment - Interstate Electric Company - Existing Edge Gerber FX, Computer Program	900.00
04/01/08	Equipment - Laerdal - Continuing Education (CE) FHMTTC EMT Training, Patient Simulators	148,304.69
04/02/08	Training - J. Hill, J. Moede, M. Telles - Workshop on Discipline and Internal Investigations - Las Vegas, NV	752.10
04/03/08	Training - J. Hill - 18th Annual California Fire Prevention Institute (CFPI) Workshop - Santa Inez, CA	679.62
04/08/08	Training - F Oglesby - Calif Peace Officer Assn (CPOA), Canine - Burbank	370.00
04/09/08	Training - J. Szabados, P. Terris, M. Woods, S. Wieser - Assessing Wildfire Hazards in the Home Ignition Zone - Ontario, CA	1,257.07
04/09/08	Training - O. Barrera - Environmental Sensitivities Research Institute (ESRI) Developer - Palm Springs, CA	1,628.06
04/16/08	Training - (11) members - Flight Safety International - Fortworth, TX	185,435.48
04/16/08	Training - T. Ernst, R. Cramer, J. Lesinski, R. Denning - National Urban Area Security Initiative (UASI) - Charlotte, NC	2,244.37
04/17/08	Training - I. Orellana - Cost Apportionment Technical Specialist Training - Camarillo, CA	292.58
04/17/08	Training - R. Corona - Communicator Fall Summit - New Orleans, LA	1,874.01
04/17/08	Training - T. Chick - International Association of Women in the Fire Service, Biennial Fire Service Women's Leadership Training Seminar, - Glendale, AZ	722.68
04/18/08	Training - J. Featherstone - JFK School of Government Executive Education - Cambridge, MA	5,900.00
04/28/08	Training - J. Kraus - California Fire Prevention Institute (CFPI) - Santa Barbara, CA	438.87
04/28/08	Conference - Advance registration - International Association of Women in Fire and EMS - Fairfax, VA	520.00
04/29/08	Training - (5) members- Helicopter Association, International Conference and Training Symposium (HAI) and Educational Series - Houston, TX	7,338.95
04/30/08	Training - J. Dolan - Annual Clark County Southern Area Fire Equipment Research (SAFER) Meeting - Clark County, NV	190.42
04/30/08	Training - K. Evansen, S. Myung - California Chapter of the National Emergency Number Association (CALNENA) - Garden Grove, CA	420.00

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Date Expended	Purpose	Amount Expended
05/07/08	Training - G. Federis, J. Zambrano - ColdFusion MX8; Adv Coldfusion MX8 Development - Los Angeles, CA	5,480.00
05/08/08	Training - M. Aslan, R. Hamel, R. Terrazas - Conducting an Effective Internal Investigation - Universal City, CA	365.00
05/12/08	Training - R. Tufts - Conference of Arson Investigators - San Luis Obispo, CA	741.46
05/15/08	Training - UC Regents Paramedic Student Tuition and Flight Medicine Training	335,622.30
05/15/08	Training - W. Madden - Airport Fire-Rescue USA - Myrtle Beach, SC	1,224.06
05/19/08	Training - D. McCarthy, T. Ernst, R. McClure, K. Douglas, J. Moede - California Fire, EMS, and Disaster (CFED), West Conference and Exposition - Pala, CA	3,125.00
05/21/08	Training - Varela, J. Foley - Helicopter Coordinator Training - Sacramento, CA	417.99
05/21/08	Training - G. West - Firescope Task Force Meeting - Atascadero, CA	120.43
05/21/08	Training - (24) members - Fireline Service Leadership - In-House, LAFD	14,000.00
05/22/08	Training - M. Newte, C. Steiner, R. McLoud - Public Agency Training Council (PATC) - Forensic Fire Scene - Las Vegas, NV	250.00
05/23/08	Training - J. Marcus, H. Hernandez - International Hazmat Response - Hunt Valley, MD	2,000.00
05/27/08	Training - M. Neu - Calibre Press Street Survival Training - Las Vegas, NV	199.00
05/29/08	Training - R. Sphor, C. Killingsworth, P. Volkoff - California Fire Mechanics Academy - Sacramento, CA	1,500.00
06/03/09	Equipment - Office Depot - Training Center office supplies	7,392.16
06/11/08	Training - C. Steiner, R. McLoud, T. Crass - Public Agency Training Council (PATC) - Forensic Fire Patterns - Las Vegas, NV	2,377.83
06/13/08	Training - D. Barry - High Performance Leadership - Chicago, IL	8,494.60
06/18/08	Training - M. Newte - Public Agency Training Council (PATC) - Phase I and II Practical Kinesic Interviewing and Interrogation Techniques in the Fire Service - Las Vegas, NV	525.00
06/19/08	Conference - M. Aslan, R. Hamel, R. Terrazas - California Association of Equal Rights Professionals (CAERP) 32nd Annual Training Conference - Palm Springs, CA	3,175.00
06/24/08	Training - (10) members - Priority Dispatch (Pro-Quality Assurance) - Las Vegas, NV	7,486.50
06/24/08	Training - F. Fowlks - State of California, Dept. of Forestry Safety Officer Training (FSTEP) Course - Los Angeles, CA	828.00

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