



# LOS ANGELES FIRE DEPARTMENT

MILLAGE PEAKS  
FIRE CHIEF

May 5, 2011

BOARD OF FIRE COMMISSIONERS  
FILE NO. 11-071

TO: Board of Fire Commissioners

FROM: Millage Peaks, Fire Chief *ml.p.*

SUBJECT: ANNUAL REPORT – LAFD CAL JAC – ACCOUNT 40K  
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 Withdrawn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. 171714, review the attached Annual Report of the LAFD Revolving Training Fund – Account 40K for Fiscal Year 2007-2008.
2. Direct the Commission Executive Assistant I to forward this Annual Report to the City Council and Mayor's office.

## SUMMARY

As required by City Ordinance No. 171714, the following report on the LAFD Revolving Training Fund – Account 40K, covering Fiscal Year 2007/2008 (FY 07/08) is submitted.

The Ordinance cites:

The purpose of the fund shall be for the receipt, retention and disbursement of monies received from the California Fire Fighter Joint Apprenticeship Committee (CFF JAC). The reimbursement received from CFF JAC is for training provided to Department Paramedics, Firefighter and Fire Inspectors. Assets in the fund shall be expended to assist the Department with meeting additional training needs.

The CFF JAC is an apprenticeship-training program encompassing nearly all paid occupations found in the California fire service. It is a joint-apprenticeship program that is supported by both management and labor organizations. In 1994, the LAFD and the United Firefighters of Los Angeles City (UFLAC) entered into an agreement with CFF JAC, which created our Department's CAL JAC program. The CAL JAC program provides reimbursement for fire department training costs, through the California Education System and State Division of Apprenticeship Standards.

Members enrolled in the CAL JAC program include probationary firefighters and newly appointed members to promotional positions. Throughout a member's apprenticeship period, the Department receives \$2.75 for each hour of apprentice training.

Receipts, submissions, approvals and expenditures for FY 07/08 are summarized as follows:

	<u>40K</u>
• As of July 1, 2007, the balance for the Fund was:	\$ 1,332,586.65
• The Fund received deposits of:	\$ 0.00
• The Fund received in interest income:	\$ 58,898.08
Total	<u>\$ 1,391,484.73</u>
• The Fund expended in FY 07/08:	(\$ 636,357.85)
• As of June 30, 2008, the ending cash balance was:	\$ 755,126.88
• Less encumbrances:	(\$ 188,754.36)
• As of June 30, 2008, ending cash balance less encumbrances, was	\$ 566,372.52

#### FINDINGS

The beginning balance on July 1, 2007, was \$1,332,586.65. Accrued interest for FY 07/08 was \$58,898.08.

No deposits were received during FY 07/08, and expenditures totaled \$636,357.85. The amount of funding for proposals approved in FY 07/08 totaled \$309,515.12. The difference between the ending cash balance of \$755,126.88 less encumbrances of \$188,754.36 does not equal the total amount expended in FY 07/08 of \$636,357.85, because all expenditures do not occur in the same fiscal year that the request is originated and approved. For example, some requests approved in FY 07/08 will incur expenditures in FY 08/09, which will be reflected in the FY 08/09 annual report.

The following lists the proposals and expenditures (see attached matrix):

Proposal 06-03, \$324.70, was for the purchase of a VHS/DVDR deck by the Digital Media Services Unit (DMSU) to improve duplication time of converting the Department videotape library into DVDs. The purchase was initiated and received in FY 06/07, and the expenditure occurred in FY 07/08 in the amount of \$324.70.

Proposal 06-08, \$96,750.00, was for the purchase and installation of an APC Symmetra Back-up Power Unit to provide uninterrupted electrical power to the four FAAC (Freeware Advanced Audio Coder) driving simulators system located in the basement area of the Frank Hotchkin Memorial Training Center (FHMTTC). The request was made and approved in FY 06/07. The purchase was initiated, and the expenditure incurred in the amount of \$96,750.00 in FY 07/08.

Proposal 06-10, \$223,044.55, was for the purchase of tools and equipment to create an Urban Search and Rescue (US&R) training equipment cache. Currently, tools used for training are taken from front-line apparatus. As a result, tools are not always readily available for bi-weekly, company-level continuing education for field members. Having a cache of tools and equipment readily available at the US&R training facility will enhance the ability to provide on-going training. The proposal was submitted and approved in FY 06/07. An encumbrance was made for the original request in FY 06/07. The purchase was initiated in FY 07/08, and a portion of the total expenditure occurred in FY 07/08 in the amount of \$100,703.98. The remainder of the expenditure incurred in FY 08/09 will be reported in the respective CAL JAC Annual Report.

Proposal 06-12, \$20,580.23, was for the purchase of folding tables, chairs, and lecterns for Room 200 located at the FHMTTC. These items are needed for the classroom that currently has antiquated tables and chairs. This improvement will provide an environment conducive to instructing members within the Department and those from outside agencies. The proposal was submitted and approved in FY 06/07. The purchase was initiated, and an expenditure in the amount of \$20,765.06 occurred in FY 07/08.

Proposal 06-14, \$23,436.04, was for the purchase of lumber for roof prop materials at FHMTTC. These materials were to replenish materials for the Apparatus Operator's Practical Examination and the Ventilation Academy. The proposal was submitted and approved in FY 06/07. The purchase was initiated, and an expenditure in the amount of \$17,729.60 occurred in FY 07/08.

Proposal 07-01, \$133,027.00, was for the purchase of a live fire training system located at the Van Norman Training Facility. The Phase II and Phase V live fire training system will replace the current training container systems located at the Van Norman Training facility. The current system is six-years old and has sustained irreparable damage. The purchase of the two systems configured together provide not only live fire training, but also serve well for confined space training, search and rescue, positive pressure ventilation, above ground hose lays, as well as providing a platform for multi-company training exercises. The proposal was submitted and approved in FY 06/07. The equipment was ordered, received and an expenditure in the amount of \$160,695.86 was also made in FY 07/08.

Proposal 07-04, \$24,165.77, was for the purchase of tools and equipment needed for ongoing ventilation training held at FHMTTC. These items were to replenish materials utilized for the ongoing Ventilation Academy and inventory for companies scheduling the roof prop. Department members, both on and off-duty, frequently use the roof prop to practice techniques and training exercises. The proposal was submitted and approved, and the equipment ordered and received in FY 07/08. An expenditure in the amount of \$23,966.09 was also made in FY 07/08.

Proposal 07-05, \$30,956.00, was for the purchase of audiovisual equipment upgrades that needed to be made in Room 205 located at FHMTTC. The current equipment is outdated and does not operate properly on a consistent basis. Room 205 is used for training classes and meetings on a daily basis, and the upgrades are essential to continue to utilize the room to its full capacity and provide an atmosphere that is conducive to learning. The purchase was initiated and received in FY 07/08, and an expenditure occurred in the amount of \$32,717.91.

Proposal 07-06, \$22,245.00, was for the purchase of necessary audiovisual equipment upgrades in Room 217 located at FHMTTC. The current equipment is outdated and does not operate properly on a consistent basis. Room 217 is used for training classes and meetings on a daily basis, and the upgrades are essential to continue to utilize the room to its full capacity and provide an atmosphere that is conducive to learning. The proposal was submitted and approved in FY 07/08. A purchase was initiated, received, and an expenditure was made in the amount of \$23,146.31 in FY 07/08.

Proposal 07-07, \$29,606.00, was for the purchase of necessary audiovisual equipment upgrades in Room 219 located at FHMTTC. The current equipment is outdated and does not operate properly on a consistent basis. Room 219 is used for training classes and meetings on a daily basis, and the upgrades are essential to continue to utilize the room to its full capacity and provide an atmosphere that is conducive to learning. The proposal was submitted and approved in FY 07/08. The purchase was initiated, received, and an expenditure also made in the amount of \$31,322.53 in FY 07/08.

Proposal 07-08, \$ 21,059.00, was for the purchase of audiovisual equipment upgrades that needed to be made in Room 224 located at FHMTTC. The current equipment is outdated and does not operate properly on a consistent basis. Room 224 is used for training classes and meetings on a daily basis, and the upgrades are essential to continue utilizing the room to its full capacity and provide an atmosphere that is conducive to learning. The proposal was submitted and approved in FY 07/08. Although an encumbrance was made for this request in FY 07/08, no expenditures have been charged against this purchase order to date.

Proposal 07-09, \$22,245.00, was for the purchase of necessary audio/visual equipment upgrades in Room 235 located at FHMTTC. The current equipment is outdated and does not operate properly on a consistent basis. Room 235 is used for training classes and meetings on a daily basis, and the upgrades are essential to continue utilizing the room to its full capacity and provide an atmosphere that is conducive to learning. The proposal was submitted and approved in FY 07/08. The purchase was initiated, received, and an expenditure was made in the amount of \$23,552.25 in FY 07/08.

Proposal 07-10, \$18,787.00, was for the purchase of necessary audiovisual equipment upgrades in Room 237 located at FHMTTC. The current equipment is outdated and does not operate properly on a consistent basis. Room 237 is used for training classes and meetings on a daily basis, and the upgrades are essential to continue utilizing the room to its full capacity and provide an atmosphere that is conducive to learning. The proposal was submitted and approved in FY 07/08. The purchase was also initiated, received, and an expenditure made in the amount of \$19,907.97 in FY 07/08.

Proposal 07-11, \$22,245.00, was for the purchase of necessary audiovisual equipment upgrades in Room 241 located at FHMTTC. The current equipment is outdated and does not operate properly on a consistent basis. Room 241 is used for training classes and meetings on a daily basis, and the upgrades are essential to continue utilizing the room to its full capacity and provide an atmosphere that is conducive to learning. The proposal was submitted and approved in FY 07/08. The purchase was also initiated, received, and an expenditure made in the amount of \$23,552.25 in FY 07/08.

Proposal 07-12, \$32,286.35, was for the purchase of tools and equipment needed for ongoing ventilation training held at FHMTTC. These items were to replenish materials utilized for the training and for inventory for companies scheduling the roof prop. In order for members to take advantage of training on the roof prop, it is essential to have the necessary equipment available to benefit all members. The proposal was submitted, approved, and items were ordered in FY 07/08.

Proposal 08-02, \$85,920.00, was for the purchase of two Swede Survival Phase I Fire Behavior Training Systems. The new Phase I Systems will replace the existing systems that are nearly five years old and have reached the end of their service life. The equipment used for Live Fire Training needs to be in top condition for the safety of our members. The proposal was submitted and approved in FY 07/08. Although an encumbrance was made for the request, no expenditures have yet been made.

A proposal was submitted in June 2007 for the purchase of additional lumber for roof prop materials at FHMTTC. These materials were to replenish materials for the Apparatus Operator's Practical Examination and the Ventilation Academy. The proposal was submitted, approved and items were ordered in FY 06/07. An expenditure for \$61,223.34 was incurred in FY 07/08. The approved copy of the proposal was misplaced and due to changes in personnel in Training Bureau, In Service Training Section and Administrative Services Bureau Accounting Section, a proposal number could not be located.

#### CONCLUSION

The CAL JAC program has continually demonstrated the benefits of cooperative efforts between Management and Labor by generating resources.

Board report prepared by Rachawn Baker, Sr. Management Analyst I, Training and Support Bureau.

Attachment

**CAL JAC Fiscal Year 2008**  
**LAFD REVOLVING FUND ACCOUNT 40K**  
**TABLE OF PROPOSALS**

PROPOSAL NUMBER	SUBJECT	VENDOR	FY APPROVED	FY PAID	AMOUNT APPROVED	AMOUNT EXPENDED
06-03	VHS/DVDR Combo Deck	Unitek	2006/2007	2007/2008	\$324.70	\$324.70
06-08	Backup Power System & Warranty	FAAC CORP	2006/2007	2007/2008	\$96,750.00	\$96,750.00
06-10	US&R TRAINING TOOL CACHE	LN Curtis, Fisher Safety, Grainger	2006/2007	2007/2008	\$223,044.55	\$100,703.98
06-12	FHMT Classroom Furniture	Office Depot	2006/2007	2007/2008	\$20,580.23	\$20,765.06
06-14	Ventilation Training Materials and Apparatus Operator Practical Examination	LA Roofing	2006/2007	2007/2008	\$23,436.04	\$17,729.60
07-01	Live Fire Training Systems	Draeger Safety Systems, Inc.	2006/2007	2007/2008	\$133,027.00	\$160,695.86
<b>TOTAL:</b>					<b>\$497,162.52</b>	<b>\$396,969.20</b>
07-04	Tools & Equipment for Ventilation Training	Grainger	2007/2008	2007/2008	\$24,165.77	\$23,966.09
07-05	Audiovisual Equipment Room 205	Burst Comm.	2007/2008	2007/2008	\$30,956.00	\$32,717.91
07-06	Audiovisual Equipment Room 217	Burst Comm.	2007/2008	2007/2008	\$22,245.00	\$23,146.31
07-07	Audiovisual Equipment Room 219	Burst Comm.	2007/2008	2007/2008	\$29,606.00	\$31,322.53
07-08	Audiovisual Equipment Room 224	Burst Comm.	2007/2008	N/A	\$21,059.00	N/A
07-09	Audiovisual Equipment Room 235	Burst Comm.	2007/2008	2007/2008	\$22,245.00	\$23,552.25
07-10	Audiovisual Equipment Room 237	Burst Comm.	2007/2008	2007/2008	\$18,787.00	\$19,907.97
07-11	Audiovisual Equipment Room 241	Burst Comm.	2007/2008	2007/2008	\$22,245.00	\$23,552.25
07-12	Ventilation Training Materials	Jones Lumber	2007/2008	2007/2008	\$32,286.35	N/A
08-02	Phase 1 Training Systems	Draeger Safety Systems, Inc.	2007/2008	N/A	\$85,920.00	N/A
Unknown	Ventilation Academy and Apparatus Operator Practical Examination	Jones Lumber	N/A	N/A	N/A	\$61,223.34
<b>TOTAL:</b>					<b>\$309,515.12</b>	<b>\$239,388.65</b>
<b>TOTAL EXPENDITURES:</b>						<b>\$636,357.85</b>