

LOS ANGELES FIRE DEPARTMENT



JAMES G. FEATHERSTONE
INTERIM FIRE CHIEF

March 6, 2014

BOARD OF FIRE COMMISSIONERS
FILE NO. 14-014

TO: Board of Fire Commissioners

FROM: James G. Featherstone, Interim Fire Chief 

SUBJECT: ANNUAL REPORT – LAFD CAL-JAC FUND 40K FISCAL YEAR
2011-2012

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 Withdrawn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

As required by City Ordinance No. 171714, the following report on the Los Angeles Fire Department (LAFD) Revolving Training Fund 40K, covering Fiscal Year 2011-2012 (FY 11/12) 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 (CFFJAC) reimbursement grants for the training of paramedic and fire fighter personnel of the Department

The CFFJAC 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 CFFJAC, which created our Department's California Joint Apprenticeship Committee (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 LAFD receives \$2.95 for each hour of apprentice training.

Receipts, submissions, approvals, and expenditures for FY 11/12 are summarized as follows:

	<u>40K</u>
• As of July 1, 2011, the balance for the Fund was:	\$ 689,193.63
• The Fund received deposits of:	\$ 0.00
• The Fund received in interest income:	\$ 10,665.63
<u>Total</u>	<u>\$ 699,859.26</u>
• The Fund expended in FY 11/12:	(\$ 25,703.46)
• As of June 30, 2012, the ending cash balance was:	\$ 811,316.40
• Less encumbrances:	(\$ 32,043.38)
• As of June 30, 2012, ending cash balance (less encumbrances) was	\$779,273.02

RECOMMENDATIONS

That the Board:

1. In compliance with Ordinance No. 171714, review the attached Annual Report of the LAFD Revolving Training Fund 40K for Fiscal Year 2011-2012.
2. Direct the Commission Executive Assistant to forward this Annual Report to the Mayor and City Council.

DISCUSSION

The beginning balance on July 1, 2011, was \$689,193.63, and the accrued interest for FY 11/12 was \$10,665.63. No funds were received for deposit into the account. During FY 11/12, expenditures totaled \$25,703.46. The amount of CAL-JAC funding for the proposals that were approved in FY 11/12 totaled \$75,261.43. The total amount of funds expended in FY 11/12 does not equal expenditures approved in FY 11/12, 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 11/12 will incur expenditures in FY 12/13, and be reflected in the FY 12/13 Annual Report.

The attached matrix lists the proposals and expenditures:

Proposal 10-11, \$10,580.04 was for the purchase of smoke machines and smoke fluid to replace the aging smoke machines currently available for LAFD training. The proposal was submitted in FY 10/11 with the expenditures occurring in FY 11/12 in the amount of \$10,580.04.

Proposal 11-01, \$1,050.00, was for the purchase of smoke machine fluid for the heavy-duty smoke machines. This acquisition of a 55-gallon drum (208.2 liters) will represent 3 ½ to 4 years of supply, and purchasing a bulk supply saves the LAFD money and ensures that smoke machines are available for immediate use. Additionally, a rotary drum pump was purchased and required for the removal of the smoke machine fluid from the drum. The proposal was submitted in FY 11/12, and the expenditures occurred in FY 11/12 in the amount of \$2,076.50, including tax and freight.

Proposal 11-02, \$2,544.96, was for the purchase of storage racks for the cache of tools located at the Regional Training Centers. These tools are utilized for rebuilding the roof props after completion of training, and providing storage racks ensures that these items remain secure. The proposal was submitted and approved in FY 11/12 and an expenditure in the amount of \$2,767.64 including tax occurred in FY 11/12.

Proposal 11-03, \$712.14, was for the purchase of three (3) dip tanks at the Regional Training Centers for roof prop operations. Dip tanks allow firefighting companies that train at the regional sites on-site dip tanks to properly clean their tools, and to expedite a return to service following training operations. The proposal was submitted in FY 11/12, and the expenditure occurred in FY 11/12 in the amount of \$813.34 including tax.

Proposal 11-04, \$4,788.00, was for purchase of audio-visual equipment for the classroom at the Live Fire Training Facility located at the Van Norman Dam. Audio-visual equipment was needed for the safety briefing and classroom portion of the training. This equipment included an outdoor monitor, amplifier, and an outdoor speaker system. The proposal was submitted in FY 11/12 and the expenditure occurred in FY 11/12 in the amount of \$5,206.96, which includes tax.

Proposal 11-09, \$5,099.70, was for the purchase of student chairs at the Frank Hotchkin Memorial Training Center (FHMTTC) classroom. This purchase was necessary due to the wear and tear damage of existing chairs. The proposal was submitted and approved in FY 11/12, with expenditures of \$3,164.30 occurring in FY 11/12.

Proposal 11-12, \$1,500.00, was for the purchase of coffee supplies for the Regional Training Centers. The Regional Training Centers are utilized to provide critical training to the field members while avoiding the extended commutes and company closures involved with providing training at the FHMTTC.

In the past, In-Service Training Section (ISTS) members have supplied coffee from their House Dues fund or from their own pocket. ISTS has identified the ability to order coffee and coffee supplies through approved City vendors. The proposal was submitted

and approved in FY 11/12, with expenditures in the amount of \$141.35 occurring in FY 11/12, with the remainder of expenditures occurring FY 12/13.

Proposal 11-13, \$659.98, was for the purchase of dry erase boards for the classroom at FHMTTC. The purchase of dry erase boards for the classrooms are part of the process of updating the classrooms at FHMTTC. The proposal was submitted and approved in FY 11/12, with expenditures of \$448.85 occurring in FY 11/12.

Proposal 11-14, \$687.00, was for the purchase of storage units for the classroom at FHMTTC. These storage units are part of the classroom upgrade at FHMTTC and provides a place to store and secure classroom supplies. The proposal was submitted in FY 11/12 and expenditures of \$504.48 occurred in FY 11/12.

CONCLUSION

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

Board Report prepared by Kimberly Perry, Management Analyst II, Training and Support Bureau.

Attachment: LAFD Revolving Training Fund 40K (FY 2011-2012)

CAL JAC Fiscal Year 2011/2012
LAFD REVOLVING FUND 40K
TABLE OF PROPOSALS

PROPOSAL NUMBER	SUBJECT	VENDOR	FY APPROVED	FY PAID	AMOUNT APPROVED	AMOUNT EXPENDED
10-11	Smoke Machines	PRG Lighting	2010/2011	2011/2012	\$10,580.04	\$10,580.04
11-01	Smoke Machine Fluid	PRG Lighting	2011/2012	2011/2012	\$1,050.00	\$2,076.50
11-02	Storage Racks for Roof Props	Grainger	2011/2012	2011/2012	\$2,544.96	\$2,767.64
11-03	Dip Tanks for Roof Props	Grainger	2011/2012	2011/2012	\$712.14	\$813.34
11-04	Audio Visual for Live Fire	Burst	2011/2012	2011/2012	\$4,788.00	\$5,206.96
11-05	Generator for Live Fire	Hardy Diesel	2011/2012	N/A	\$12,438.83	N/A
11-06	Carport and Siding for Live Fire Training Facility	Carports and More.com	2011/2012	N/A	\$3,909.56	N/A
11-07	Audio Visual for FHMTC Room #241	Burst	2011/2012	N/A	\$17,030.00	N/A
11-08	Student Desks at FHMTC Room #241	Office Depot	2011/2012	N/A	\$6,885.00	N/A
11-09	Student Chairs at FHMTC Room #241	Office Depot	2011/2012	2011/2012	\$5,099.70	\$3,164.30
11-12	Coffee Supplies for Regional Training Centers	Multiple Vendors	2011/2012	2011/2012	\$1,500.00	\$141.35
11-13	Dry Erase Boards for FHMTC Room #241	Office Depot	2011/2012	2011/2012	\$659.98	\$448.85
11-14	Storage for FHMTC Room #241	Office Depot	2011/2012	2011/2012	\$687.00	\$504.48
11-15	Safety Equipment for Live Fire Facility	LN Curtis	2011/2012	N/A	\$17,956.26	N/A

[illegible]

						TOTAL:
					\$85,841.47	\$25,703.46
TOTAL EXPENDITURES:						
						<u>\$25,703.46</u>