

September 16, 2014

# LOS ANGELES FIRE DEPARTMENT



RALPH M. TERRAZAS  
FIRE CHIEF

September 2, 2014

BOARD OF FIRE COMMISSIONERS  
FILE NO. 14-094

TO: Board of Fire Commissioners

FROM: Ralph M. Terrazas, Fire Chief

SUBJECT: ANNUAL REPORT – LAFD CAL-JAC REVOLVING TRAINING FUND 40K  
FISCAL YEAR 2013-2014

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 Withdrawn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 2013-2014 (FY 13/14) is submitted.

The purpose of the fund is 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 Firefighter 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.

A synopsis of the LAFD Revolving Training Fund Cash Balance Report shows the following activity:

As of July 1, 2013, the balance for the Fund was:	\$ 790,332.20
• The Fund received deposits of:	\$ 250,000.00
• The Fund received in interest income:	<u>\$ 9,512.97</u>
Total	\$ 1,049,845.17
• The Fund expended in FY 13/14:	(\$ 758,260.43)
• As of June 30, 2014, the ending cash balance was:	\$ 291,584.74

### **RECOMMENDATIONS**

That the Board:

1. Review the Annual Report of the LAFD Revolving Training Fund 40K for Fiscal Year 2013-2014.
2. Direct the Commission Executive Assistant II to forward this Annual Report to the Mayor and City Council.

### **FISCAL IMPACT**

The fiscal impact of the CAL-JAC reimbursement program directly affects the LAFD budget. The monies in the fund are expended towards the training of the Department's Paramedic and Firefighter personnel. They provide the necessary support services to accomplish the training, which may include, but are not limited to classrooms, instructors, fire apparatus, audiovisual equipment, books, and other instructional supplies that are not otherwise covered by the General Fund.

### **DISCUSSION**

The beginning balance on July 1, 2013, was \$790,332.20 and the accrued interest for FY 13/14 was \$9,512.97. Funds in the amount of \$250,000.00 were received from the reimbursement account for deposit into this account. During FY 13/14, expenditures totaled \$758,260.43. As of June 30, 2014, \$185,555.03 was encumbered but not expended, and the ending cash balance was \$291,584.74. The amount of CAL-JAC funding for the proposals that were approved in FY 13/14 totaled \$1,182,341.28. The total amount of funds expended in FY 13/14 does not equal expenditures approved in FY 13/14, 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 13/14 will incur expenditures in FY 14/15, and be reflected in the FY 14/15 Annual Report.

The following proposals reflect the expenditures incurred in FY 13/14:

Proposal 13-02, \$17,721.83 was for the purchase of rescue manikins and rescue suits to be used in Department training for Rapid Intervention Company (RIC) operations, Firefighter down, missing and/or trapped scenarios and Urban Search & Rescue Technical Rescue incidents.

Proposal 13-03, \$14,286.10 was for the purchase of forcible entry props to be used at Frank Hotchkin Memorial Training Center (FHMTTC) for simulated rescue incidents.

Proposal 13-04, \$1,266.32 was for the purchase of Aircraft Rescue Fire Fighting (ARFF) instructional manuals.

Proposal 13-06, \$44,199.50 was for the purchase of drafting bins for Department wide training; they can be utilized for pumping and drafting and for promotional and certification purposes.

Proposal 13-07, \$9,180.00 was for the purchase of pumping manifolds to enable the Department to provide more training for promotional and certification purposes.

Proposal 13-08, \$4,409.24 was for the purchase of cut-away training nozzles to be used at FHMTTC.

Proposal 13-09, \$1,710.00 was for the purchase of a 55-gallon drum of smoke fluid. Smoke machines are extremely beneficial to the LAFD in that they allow training in a hyper-realistic environment. Smoke fluid is a necessary component to providing working smoke machines to field personnel.

Proposal 13-11, \$1,506.16 was for the purchase of pop-up canopies. Pop-up canopies are used to provide shade during outside training opportunities, such as Driver Operator training, to combat the exposure from direct sunlight which can be a risk factor to members in terms of heat exhaustion, dehydration, and skin exposure.

Proposal 13-16, \$8,362.00 was for the purchase of classroom equipment and upgrades for Room 200 at FHMTTC which was outdated and broken.

Proposal 13-17, \$23,529.24 was for the purchase of folding tables to accommodate large training events within the gymnasium/auditorium at FHTMC.

Proposal 13-20, \$817.21 was for the purchase of storage containers and hand carts for the Emergency Medical Services (EMS) Training Section off-site skills testing.

Proposal 13-21, \$12,251.60 was for the purchase of disc copiers to be used to supply all fire stations with copies of DVDs produced at the In-Service Training Section (ISTS).

Proposal 13-27, \$13,361.18 was for the purchase of oriented strand board which is used by Fire Department Cadre as the burning material during smoke recognition training exercises.

Proposal 13-29, \$9,074.10 was for the purchase of metal jobsite chests to store nozzles, fittings, and hose used for classes at the Regional Training Centers.

Proposal 13-30, \$38,243.67 was for the purchase of fittings and hose to be used for the training of pumping and drafting operations as part of the Driver Operator State Certification courses.

Proposal 13-31, \$665.62 was for the purchase of hydrant spanner wrenches to be used for the training of pumping and drafting operations as part of the Driver Operator State Certification courses.

Proposal 13-32, \$43,864.36 was for the purchase of a platform studio, which is a server with internal storage that provides space for media and allows connectivity for editing and media manipulation.

Proposal 13-33, \$39,439.38 was for the purchase of rescue manikins to provide each battalion with this prop to be used in multiple training scenarios.

Proposal 13-34, \$53,451.50 was for the purchase of additional forcible entry props to be used at the Regional Training Centers located throughout the City for simulated rescue incidents.

Proposal 13-35, \$130,778.20 was for the purchase of smoke recognition containers that provide training for heavy smoke conditions at floor level, center hall, apartment, hotel, and high occupancy structure configurations.

Proposal 13-36, \$238,781.00 was for the purchase of audiovisual equipment upgrade for the system at Drill Tower 81 in preparation for the recruit training classes.

Proposal 13-37, \$19,757.08 was for the purchase of iPads for ISTS.

Proposal 13-39, \$10,000.00 provided funding for a two-day seminar titled "Mental Management Emergencies" which focused on improving situational awareness and decision making under stress.

## **CONCLUSION**

The CAL-JAC program has continually demonstrated the benefits of cooperative efforts between management and labor by generating valuable training resources.

Board report prepared by Betty Bonada, Management Analyst II, Training and Support Bureau.