

APRIL 21, 2015

LOS ANGELES FIRE DEPARTMENT



RALPH M. TERRAZAS
FIRE CHIEF

April 10, 2015

BOARD OF FIRE COMMISSIONERS
FILE NO. 15-040

TO: Board of Fire Commissioners

FROM: Ralph M. Terrazas, Fire Chief

SUBJECT: FIRE PREVENTION BUREAU ACTION PLAN

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 Withdrawn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

Attached for the Board of Fire Commissioners review is the Fire Prevention Bureau action plan report prepared for the Fire Commission meeting on April 21, 2015.

RECOMMENDATION

That the Board:
Receive and file.

Board report prepared by John N. Vidovich, Deputy Chief, Bureau of Fire Prevention and Public Safety.

Attachment

FPB ACTION PLAN

Task Name	Begin	Completed	% Complete	FPB Project Manager	Status	Update
Redesign Inspector Performance Evaluation	10/01/14	12/31/14	100%	Kenneth Miller	Complete	Completed / Posted on Portal. New performance evaluation now has rating factors to include duties and responsibilities for an inspection.
Embrace Innovation Center Status and apply for Innovation Grant	10/01/14		50%	John Vidovich	In Progress	Proposal submitted to Mayor's Innovation Fund for leveraging GIS for brush inspections. Presentation made by Bob Stone at Quarterly Training (Jan. 27, 28 and 29, 2015)
Publish FPB Strategic Plan	10/01/14	03/31/15	100%	Gatewood/Meade	Complete	Completed forwarded to Fire Marshal. Strategic Plan has been completed and forwarded to the Fire Chief for approval.
Streamline Fire Permit Process & Collection	10/01/14		70%	Rosemarie Barraza	In Progress	Internal policy has been developed and Inspectors training on Fire Department enforcement. On-going meetings w/ Office of Finance to leverage technology to streamline permitting process.
Leverage Technology-Inter Agency Sharing	11/01/14		90%	Hani Malki	In Progress	Currently working on Fire Inspection Management Systems (FIMS) with LADBS. Two training sessions have been conducted in April 2015. Roll out is expected to be done by 5/1/2015.
Establish Risk Base Inspection Criteria for brush and maintenance inspections	12/15/14		50%	Knight/Welch	In Progress	Will be partnering with EOPS to prioritize inspections as it falls into newly formed 4-Bureaus concept. Looking into other jurisdictions across the country, fire risk estimates can be used to prioritize occupancy inspections.
Evaluate Inspection Frequency	12/15/14		70%	Scott Miller	In Progress	The frequency which occupants are inspected by State and local mandates. Working on changing our current business model looking at State mandates and risk based inspections to optimize resources.
Analyze Inspector Workload	12/15/14		70%	Chris DaBroi	In Progress	5-Step Process: 1. Identify duties, responsibilities of each type of inspection. 2. Determine the total time demand per inspection. 3. Determine the required personnel hours. 4. Calculate the average personnel availability. 5. Calculate the total personnel required.
Implement Supervisor Accountability	12/15/14		50%	Kwame Cooper	In Progress	Changing model for Supervisors to manage inspection scheduling for more accountability and supervisorial oversight.
Evaluate developing a Special Events Unit	12/15/14	06/30/15	25%	Jerome Boyd	In Progress	Developing special events template for deployment at major events such as Academy Awards, the Grammy's and USC football games.
Develop Community Risk Reduction Program	01/05/15	06/30/15	30%	Kwame Cooper	In Progress	Board Report forwarded 4/6/2015 - (15 members will go through CRR training June 15 - 19, 2015)

FPB ACTION PLAN

Task Name	Begin	Completed	% Complete	FPB Project Manager	Status	Update
Establish Performance Management	11/01/14	06/30/15	50%	John Vidovich	In Progress	On-going discussion with FireStat for performance based matrix. FPB FireStat set for April 30, 2015.
Right Size Inspection Districts	02/01/15	06/30/15	50%	Scott Miller	In Progress	Right size inspection districts includes identifying duties and responsibilities for Inspectors using predetermined matrix as well as historic data to determine how many inspections can be conducted per day, per month and per year. Identified that an Inspector works an average of 165 days per calendar year and his inspection capacity is approximately 1,070 hours should be spent on inspections.
Develop Alternative Staffing Proposal	01/05/15	09/30/15	25%		In Progress	Through the use of v-hours, members on the current Inspector's promotional list will be detailed to the FPB for training and inspection support prior to their promotion.
Reorganize FPB into new business model	02/01/15	09/30/15	50%	Scott Miller	In Progress	Workgroup formulated and draft report submitted to the Fire Marshal. FPB Reorg new goals completion date will be 7/1/2015.
Automate Chief Reg 4 Requirements Citywide	02/01/15	09/30/15	25%	Matthew Gatewood	In Progress	Implemented the Compliance Engine on 2/1/2015, Increase in high rise buildings in FLS Systems are up 14% improvement. Rolling out pilot for EOPS Battalion 11 on 7/1/2015. Expanding to FPB on 9/1/2015.
Establish an Apartment Inspection Fee	01/05/15	09/30/15	0%			
Implement Self Inspection Program		12/31/15	0%			
Implement False Alarm Program	01/05/15	12/31/15	40%	Kenneth Miller	In Progress	Under development pending input from ASB and the CAO. Tentatively to be submitted in May 2015.
CUPA Evaluation Deficiencies	07/01/16	07/01/16	25%	Kenneth Miller	In Progress	Program Improvement Agreement is in progress. CUPA will submit our first Progress Report on April 23rd. UST inspections total are on track for 70%-80%, an increase from last FY. Policies and procedures have been updated to meet state requirements, Participating Agency expectations have been communicated to ensure long-term success. CUPA goal at the end of the one-year Agreement term is full compliance and removal of all deficiencies.