GOLDEN GATE
Fire Department

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MEMORANDUM

TO: Board of Directors
FROM: Chris A. Enright, Interim Chief
CC: Membership
DATE: November 15, 2022
SUBJECT: **November Chief's Report**

Chief Transition

Two applications have been received to date, with applications due on November 18th. Following that date, the hiring committee will presumably assemble to interview, conduct background investigations, and select a new chief.

Once the new chief is selected and a hiring date is confirmed, I plan to step down to the role of Assistant Chief to help best facilitate a speedy and effective transition and shorten learning curves as best as possible.

Finance

See other financial report.

Administration

Google workspace is up and running, with some tweaking and modification in mind to streamline future use and operations. Notably, position-based emails are in process of being replaced with name-based emails then an alias relationship being established from the position to the name. For example, chief@goldengatefire.org forwards to me (enright@goldengatefire.org), but as that is anticipated to change, we can simply change the forwarding relationship as needed. Some accounts are set as Groups, such as Treasurer, Operations, Grants, and Contact@; these accounts all forward to a set of people as opposed to just one.

Per our customer service representative that it was time to make the upgrade and move from Emergency Reporting (ER) into ESO's Record Management System (RMS). ER was purchased by ESO some time ago, and as a result, ESO has decided to stop supporting and upgrading ER to meet the latest reporting and data standards and will soon no longer support the program to the extent they do today. This move to ESO RMS will make reporting cleaner, easier for both firefighters and administrators, and overall, a better, more secure, and more effective platform.

In evaluating the options (upgrade, not upgrade, change software), I believe performing the upgrade provides the best immediate and long-term value to the agency. Upgrading brings our patient care reporting into compliance with the latest standards, ensures training and transfer of information and assets, and otherwise prepares us to upgrade and advance. Not upgrading creates risk with non-compliance with the latest NEMSIS data standards, creates risk with using an older and unsupported software, and presents risk of when ER will eventually no longer function. Changing software

providers is challenging, as ESO is well-recognized as the best of the records management platforms, and we would likely incur increased cost for the transfer and import onto the new system. Additional challenges of the transition would add training time, complexity, and introduce potential error to the collection of data/completion of required reports. There is no feasible option to not use a records management software - we are obligated to complete the reports to the State and Federal fire information systems, and a record management software is the only practical way to achieve this in a timely and straightforward manner.

As a part of the upgrade, we will incur a one-time expense of $1,190.00 in addition to our annual (and already budgeted/programmed) service cost of $3,122.25. In FY23, no added cost from the current subscription will occur, but the price will increase moving forward beyond 2023. **BOARD ACTION REQUESTED: APPROVE UPGRADE AND ADDITIONAL (unbudgeted one-time) EXPENSE.**

Miscellaneous other administrative tasks are being worked through in partnership with Julie.

Operations

Total of 99 incidents through 11/15/2022. See attached reports from Emergency Reporting for specific data on call type, approximate geographic breakdown by stations, and personnel per call. Total count of personnel per call appears unchanged, with averages remaining low including one zero response incident (fire ended up not being needed as it was a medical/welfare check).

Annual Cooperator Resource Rate Form (CRRF) (Appendix 5 and 6) update has been completed with the State Emergency Operations Center. This annual update ensures that our resource list is up to date in the system, including updated rates of pay for the new year should our apparatus be called to deploy.

Wildland Immediate Need and more real-time resource availability tracking (CCRMAS) has been implemented for the area, with a dramatically streamlined and more efficient process for indicating personnel or apparatus are available to deploy to critical/emerging incidents. This comes in parallel with revised Standard Operating Guideline #410 governing Out of Area responses.

Personnel

17 Members currently on roster – two on leave of absence. Likely to hire two to three more in the next two months if possible, bringing total for year end to 20.

Received one application for a resident firefighter – process continues to confirm interest/suitability following basic application review and interview process.

Training

New member orientation and Exterior academy leveraging IGA with Timberline is complete, and those members are in service and have responded to calls already.

Discussions are in progress with a potential new training officer to join the staff and augment existing capabilities (both internally and within the TLFD IGA). More details once finalized.

Additional training for the year is focused on winter operations and end of the year completion of recertification requirements as needed.

Planning/Life Safety

Having been unsuccessful in meeting with Fairmount Fire, met with Fire Marshall Case at Golden Fire, who is amenable and interested in providing consulting services and plans review for those outside of in-house expertise (sprinklers, alarms, etc). Inter-governmental agreement (IGA) between City and District will be needed to codify relationship and lay out fee for service (will honor existing fee schedule). City of Golden will prepare IGA for approval by their City Council and for our Board to ratify. More details to come as they are available.

Logistics

Our gratitude to the Auxiliary and other community members who stepped up to help complete a cleanup and particularly vegetation management project on November 6th around Station 82, bringing that station to be an example of defensible space around a structure. This trial run of a more extended and operational partnership with the Auxiliary is a success from my perspective.

Continuing to pursue light fleet vehicle acquisition or donation as opportunities arise.

Grant opportunities for radios unsuccessful (applications closed due to request count prior to submittal).

Strategic Concepts and Visions

- Type 2 Initial Attack Hand Crew
- Joint Technical Rescue Program
- Operational Auxiliary or CERT Program

Can discuss these if time and interest permit.

Likely Future Actions/Events

THREE MONTH HORIZON:

- Any revisions to budget prior to December adoption
- Interviews and screening of chief candidates
- Annual party
- SOG Revision substantially complete
- Additional detail (documents) of concepts and visions above

Attachments:

1. Incident Statistics (though 11/15/22)
2. Minor Incident Types by Month (through 11/15/22)
3. Incident Type Count per Station for Date Range (through 11/15/22)
4. Personnel Count per Incident for Date Range (through 11/15/22)
5. Cooperator Resource Rate Form (CRRF) for Equipment
6. CRRF for Personnel