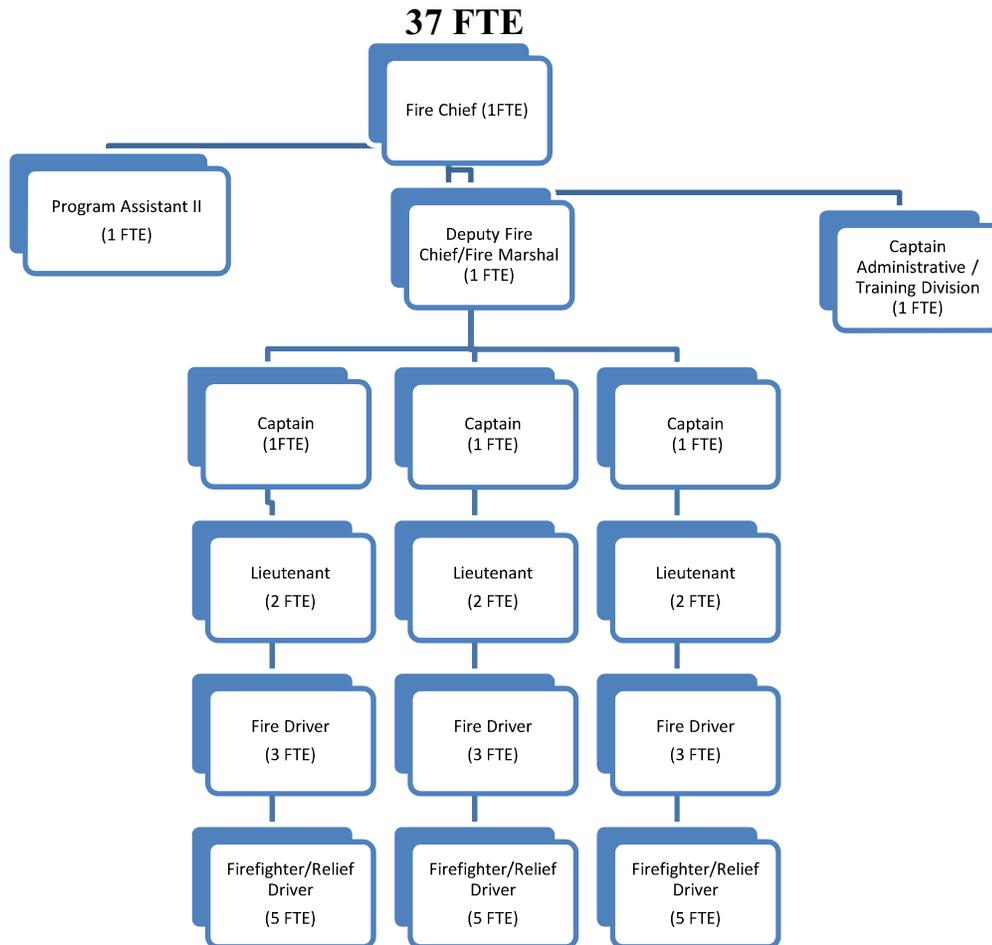


FIRE AND RESCUE DEPARTMENT



PURPOSE

The Carrboro Fire-Rescue Department is dedicated to protecting the lives, property, and the community from the destructive effects of all hazards by providing community risk reduction and emergency response services.

GOAL

- To provide all hazards response in accordance with industry best practices to ensure Carrboro remains a safe place to live, work, and visit.
- To provide community risk reduction services, including public education and fire prevention efforts, to foster an environment of awareness and collaboration in which risks are proactively reduced making our community safer.
- Identify the most common causes of personal injury and property damage, locally and regionally, to implement public education strategies to reduce risks due to identified causes.
- Provide comprehensive training to all personnel to maximize operational capabilities.

- Creation of a succession plan to prepare personnel for advancement as opportunities arise, and to assist with personnel retention.

SERVICES PROVIDED & ACTIVITIES

- Provide 24-hour all hazards response: fire suppression, rescue, and emergency medical services.
- Conduct fire investigations in order to determine the cause and origin of fires.
- Provide community risk reduction programs: code enforcement, plan review, fire prevention education, CPR and First Aid classes, Child Safety Seat program, and smoke alarm installations.
- Partner with Orange County EMS on risk reduction programs related to EMS.
- Provide fire prevention and code enforcement by performing fire inspections in accordance with the NC Fire Code.

PREVIOUS YEAR ACCOMPLISHMENTS

- Underwent the Insurance Services Office (ISO) Public Protection Classification (PPC) evaluation and improved from a Class 3 to a Class 2 for fire insurance. This new rating places Carrboro in the top three percent of communities in North Carolina, and the top four percent of communities nationwide in regards to fire protection abilities.
- Replaced the organizational divisions with functional workgroups. This organizational change allows for employees working across the three shifts to be involved in a workgroup.
- Revised the components of the promotional process to become a more inclusive process for the following ranks: Relief Driver, Driver Operator, Lieutenant, and Captain.
- Completed promotional process for all eligible ranks which resulted in eight promotions of CFRD employees.
- Revised the components of the new hire process, as well as partnered with local and National organizations, to market job openings to underserved/marginalized communities.
- Completed a new hire process which included hosting practice sessions for the written exam as well as the physical agility aspects of the exam. The new process resulted in the hiring of three new employees, all three were Orange County residents, including one Carrboro resident.
- Oversaw the purchasing of three disinfection machines in an effort to sanitize Town facilities as a result of the COVID-19 pandemic.
- Purchased a water tank truck, the first for Carrboro Fire Rescue since 1993.
- Began to develop succession planning, as well as professional development, for ranks within the Fire Department.
- Sought grant funding opportunities from the Federal Emergency Management Agency.

UPCOMING FISCAL YEAR ACTIVITIES

- Annually host an open house to deliver safety messages to the community based upon the top three identified community risks. The goal of the open house will be to reach a minimum of 300 individuals.
- Conduct public education to independent and assisted living occupancies to educate the geriatric community on the top three issues directly affecting this demographic. The public education will be conducted quarterly to meet the goal of reaching 75% of independent and assisted living occupancies by June 30, 2022.
- Research and develop comprehensive third grade lesson plans to address the top three identified community risks applicable to youth by June 30, 2022, if children return to normal school schedules.
- Develop a comprehensive inventory system by December 31, 2021 that will list all tools, equipment, and materials that have an end-of life. The system would also show items in need of replacement and their corresponding costs.
- Conduct a canvas of neighborhoods, to ensure the installation and operation of smoke detectors. Special attention will be paid to neighborhoods/areas where smoke detector installation has been in question or non-existent. The fire department will canvas a minimum of four neighborhoods that house marginalized individuals.

TOWN COUNCIL PRIORITIES

Protect historic neighborhoods and maintain Carrboro's unique identity.
Enhance and sustain quality of life/place issues for everyone.

OBJECTIVES

1. Quarterly and annually review total call volume in the Town of Carrboro and the South Orange Fire District to identify trends in call volume.
2. Quarterly and annually review property loss from fire, total property value, and the percentage of property saved to be a piece of analyzing fire ground performance of the department.
3. Conduct a community risk analysis to identify hazards and develop/adjust community risk reduction interventions to address identified risks.
4. Evaluate incident data in an effort to obtain a response time of 6 minutes and 30 seconds or less, 90% of the time within the Town of Carrboro.
5. Evaluate incident data in an effort to obtain a response time of 10 minutes or less, 90% of the calls within the South Orange Fire District.
6. Confirm that fire-rescue personnel will meet the annual ISO training requirements.
7. Confirm that 100% of life safety violations will be documented and the occupant owner charged with repairing them within 90 days.

PERFORMANCE MEASURES

	FY 2018-19 ACTUAL	FY 2019-20 ACTUAL	FY 2020-21 ESTIMATED	FY 2021-22 PROJECTED
Fire Inspections	963	1,054	87	1,000
Total Responses	2,184	1,786	1,228	1,517
Fire & EMS Responses - Town	1,732	1,388	911	1,252
Fire & EMS Responses - County	360	268	218	251
90% of calls within Town limits will have a TOTAL response time of 6:30 or less*	07:01	07:24	07:20	06:57
90% of calls within the SO District will have a TOTAL response time of 10:00 or less*	10:05	09:43	09:54	10:06
100% of fire-rescue personnel will meet the ISO training requirements	97% facility training, 100% all other categories	91% facility training, 100% all other categories	100%	100%
100% of life safety violations repaired and documented w/in 90 days	100%	100%	100%	100%

DEPARTMENT BUDGET SUMMARY

BUDGET SUMMARY - FIRE DEPARTMENT

	2019-20 Actual	2020-21 Adopted Budget	2021-22 Adopted Budget	Pct Change
Personnel	2,857,507	2,940,069	2,874,299	-2.2%
Operating	271,602	246,114	270,414	9.9%
Capital Outlay	11,813	-	56,800	#DIV/0!
TOTAL	\$3,140,922	\$3,186,183	\$ 3,201,513	0.5%
General Revenues	2,550,335	2,602,888	2,613,713	0.4%
Department Revenues	590,587	583,295	587,800	0.8%

CHANGES IN BUDGET FROM PRIOR YEAR ADOPTED BUDGET:

Personnel costs remained steady and operating expenses increased primarily due to training and conferences.

DIVISION LEVEL SUMMARIES

BUDGET SUMMARY - FIRE SUPERVISION

	2019-20 Actual	2020-21 Adopted Budget	2021-22 Adopted Budget	Pct Change
Personnel	368,913	370,108	379,529	2.5%
Operating	39,342	42,150	43,250	2.6%
TOTAL	\$ 408,255	\$ 412,258	\$ 422,779	2.6%

General Revenues	-	-	-	#DIV/0!
Department Revenues	576,467	569,695	571,100	0.2%

CHANGES IN BUDGET FROM PRIOR YEAR ADOPTED BUDGET:

Increase in personnel services is due to insurance and retirement benefits. Conference expense increased \$1,800.

BUDGET SUMMARY - FIRE SUPPRESSION

	2019-20 Actual	2020-21 Adopted Budget	2021-22 Adopted Budget	Pct Change
Personnel	2,488,594	2,569,961	2,494,770	-2.9%
Operating	232,260	203,964	227,164	11.4%
Capital Outlay	11,813	-	56,800	#DIV/0!
TOTAL	\$2,732,667	\$2,773,925	\$ 2,778,734	0.2%

General Revenues	2,718,547	2,760,325	2,762,034	0.1%
Department Revenues	14,120	13,600	16,700	22.8%

CHANGES IN BUDGET FROM PRIOR YEAR ADOPTED BUDGET:

Training costs increased \$10,000.

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