NAPA COUNTY BOARD OF SUPERVISORS
Board Agenda Letter

TO: Board of Supervisors
FROM: Stacie McCambridge for Geoff Belyea - Fire Chief County Fire Department
REPORT BY: Stacie McCambridge, Associate Governmental Program Analyst - (707) 299-1465
SUBJECT: Cooperative Agreement between the County and the California Department of Forestry and Fire

RECOMMENDATION
County Fire Chief requests approval of and authorization for the Chair to sign the renewal of Agreement No. 170691B with the California Department of Forestry and Fire Protection (CAL FIRE) for a maximum of $46,550,848 for the term July 1, 2020 through June 30, 2023 for fire protection services.

EXECUTIVE SUMMARY
Since 1932, the County of Napa and the California Department of Forestry and Fire Protection (CAL FIRE) have been partners in cooperative fire protection. By Agreement, CAL FIRE provides management of the Napa County Fire Department (NCFD) which includes six staffed fire stations, nine volunteer stations and a Fire Marshal's Office and portions of a Training Bureau, fleet maintenance shop and Emergency Command Center.

FISCAL & STRATEGIC PLAN IMPACT

Is there a Fiscal Impact? Yes
Is it currently budgeted? Yes
Where is it budgeted? County Fire Department
Is it Mandatory or Discretionary? Mandatory
Is the general fund affected? No
Future fiscal impact: This is a three year Agreement for fire protection from 07/01/2020 to 06/30/21 and will be requested for renewal at expiration date. The
County's agreement with Cal Fire for career fire services is projected at $14,766,327 for the Fiscal Year 2020-2021. Increases to the contract are due to negotiated fire personnel salaries, and the staff benefit rates increased slightly due to increases in health, dental, and vision care. The administrative rated charged by Cal Fire did decrease.

Consequences if not approved: CAL FIRE will not provide fire protection and emergency services acting as the Napa County Fire Department. The County would need to determine another method to provide fire protection and emergency services beginning July 1, 2020.

County Strategic Plan pillar addressed: Healthy, Safe, and Welcoming Place to Live, Work, and Visit

Additional Information:

**ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

**BACKGROUND AND DISCUSSION**

The Napa County Fire Department is a combination department utilizing volunteer and career firefighters. The Schedule “A” portion of the Napa County Fire Department (NCFD) budget is the portion of the NCFD budget that consists of personnel and administrative costs for CAL FIRE to provide the career portion of the Napa County Fire Department. Within this budget there are provisions for twelve month fire station staffing, support staff, non-fire season “Amador” staffing, Fire Marshal services, Veterans Home of Yountville and the Town of Yountville fire protection. There are 76.50 positions dispersed throughout these budget areas.

The largest portion of the Schedule A budget consist of 12.5 support staff and 46 fire control personnel (Fire Fighters, Fire Apparatus Engineers, Captains, a Division Chief and a Deputy Chief) providing twelve month staffing at Greenwood Ranch, St. Helena, Yountville and Napa fire stations. The proposed Fiscal Year 2020-2021 Agreement with CAL FIRE includes $10,939,575 for this portion of the Schedule A Agreement. Support staff includes 2.5 Office Assistants, one Office Technician, one Associate Governmental Program Analyst, one Personnel II, one Staff Services Analyst for the Warehouse, three Heavy Equipment Mechanics and five Communication Operators. The Communications Operators work under the direction of Fire Captains in the Emergency Command Center (ECC) to provide dispatch services to the County of Napa. The Department is requesting the addition of 1.75 Communication Operator positions to the County's current agreement with Cal Fire and reducing a Captain position assigned to the ECC. The annual Napa County call volume processed by the ECC is approximately 4,876 calls.

Other personnel within the budget include those assigned to the “Amador” staffing plan. The Amador plan provides for a method the County can use to continue staffing CAL FIRE stations for seven months from November 1 through May 31 which is normally outside of fire season. Currently the three CAL FIRE Amador stations are Spanish Flat, Gordon Valley and Napa. This portion of the budget is $166,463 for FY 2020-20121 and results in a three person engine company at each Amador station.

A third portion of the Schedule A budget includes funding for the Napa County Fire Marshal's Office. These provisions provide for one Battalion Chief, three Fire Captains, and one Office Technician positions. This portion of
the County Fire budget is $1,069,533 for FY 2020-2021.

Finally, a portion of the Schedule A budget includes fire protection services for the greater Yountville area at a cost of $2,590,756 for FY 2020-2021. This cost is shared equally between the County, the Town of Yountville, and the Veterans Affairs (Veterans Home). Once services are rendered the County is reimbursed for 2/3 of the services which provides for 11 Fire Apparatus Engineers and 1 Captain with two person staffing on each of the two fire, apparatus twelve months a year.

As part of the agreement with CAL FIRE, the County pays an administrative service charge of 11.69%. In return for this charge, Napa County receive support from a variety of state funded positions that dedicate a significant amount of their service to the County Fire Department.

Summary

The Fiscal Year 2020-2021 Agreement is based on a rate letter developed by CAL FIRE Cooperative Fire Protection Services. The County's agreement with Cal Fire for career fire services is projected at $14,766,327 for the Fiscal Year 2020-2021. Increases to the contract are due to negotiated fire personnel salaries, and the staff benefit rates increased slightly due to increases in health, dental, and vision care. The administrative rate charged by Cal Fire did decrease. At this time, the contract before the Board does not include final rates. The Department will pay based on actual charges that will not exceed the maximum contract.

NCFD protects 748 square miles and provides full service fire and EMS protection to the residents and visitors of Napa County. While NCFD continues to face the challenges of the modern fire service, the department will work to work within the budget to find solutions to future goals such as staffing levels and service improvements in order to meet the expectations of the Board of Supervisors and County residents. The staff recommendation of a dedicated County Fire Chief will accomplish a great deal in finding these solutions and leading NCFD into the future.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Helene Franchi