



Agenda Date: 9/11/2007
Agenda Placement: 6A

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Stacie McCambridge for Ernie Loveless - Fire Chief
County Fire Department
REPORT BY: Stacie McCambridge, Staff Services Analyst, 707-967-1417
SUBJECT: Cooperative Agreement between the County and the California Department of Forestry and Fire Protection

RECOMMENDATION

County Fire Chief requests approval of the following actions regarding fire protection services:

1. Authorization for the Chair to sign the renewal of Agreement No. 6800 with the California Department of Forestry and Fire Protection/Cal Fire for a maximum of \$7,428,586 for the term July 1, 2007 through June 30, 2008; and
2. Revision of Schedule E - Fixed Assets reducing the amount by \$388,500 for a new total of \$1,170,814.

(CONTINUED FROM AUGUST 28, 2007)

EXECUTIVE SUMMARY

Since 1932, the County of Napa and the California Department of Forestry and Fire Protection (CALFIRE) have been partners in cooperative fire protection. CALFIRE provides management of the Napa County Fire Department which includes four paid fire stations, nine volunteer companies, three Amador staffed engines in the winter months and a Fire Marshal Bureau.

In addition to approval of the State contract, today's action also requests a revision of the recently approved fixed asset list. The Department originally submitted a total of \$1,559,314 in fixed assets, however after a review of the original request has determined that a total of \$1,170,814 in fixed assets is more appropriate.

The Department had originally planned on adding vehicle lifts to assist in the repair of the Napa County Fire Fleet and has since determined that they will not be necessary. Also removed from the fixed assets list is a Tech Rescue vehicle. The support vehicle was to be a joint venture with the cities of American Canyon and St. Helena; however, a cooperative agreement could not be achieved in a timely manner so deletion of that vehicle is requested at this time.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Funding is provided in the Final FY 07-08 Fire Protection Budget.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Continuation of the Napa County Fire Protection system.
Is the general fund affected?	No
Future fiscal impact:	Each year staff calculates the amount of the contract based upon staffing needs, labor agreements between the State and its employee groups and equipment needs as well as other State mandated cost such as staff benefit rates and administrative costs.
	This year's increase in the budget is, in part a result of a \$50,260 increase in administrative fees (9.92% to 10.65%), a \$166,447 increase in staff benefits (51.98% to 58.65%), labor negotiated classification change upgrades from Dispatch Clerks to Communication Operators (an increase of \$61,590) and new positions. The new positions include: a Fire Prevention Specialist plus equipment to enforce the newly adopted County Weed Abatement Program. A Fire Captain to be stationed at Greenwood Ranch Station. Presently, the Department has one Fire Captain to supervise 15 plus employees in the South County - CSA 3 Area. An Office Assistant position to better support the Volunteers Training Program and records. A Personnel Specialist position is a redirected Administration Officer I position due to increased workload.
Consequences if not approved:	CALFIRE will not provide fire protection.
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 consists of the California Department of Forestry and Fire Protection (CALFIRE), under contract with the County for fire protection services, and nine volunteer fire companies. CALFIRE'S Sonoma-Lake-Napa Unit Chief serves as the County's Fire Chief and is responsible for the direction and coordination of fire protection services on a countywide basis which includes four paid stations and nine volunteer fire companies.

The annual contract with CALFIRE includes \$4,982,596.08 for fire protection services. These services include provisions for 35.25 full-time fire control personnel, principally at the Napa, Greenwood Ranch and St. Helena stations plus ten support staff. The counties portion of the contract allocated to the Yountville station is

calculated at \$1,565,192. The contract also includes \$675,674 for fire code enforcement by 6 full-time personnel in the Fire Marshal's Office.

The "Amador" portion of the contract provides \$205,124.13 to keep engines at Spanish Flat, St. Helena, and Napa, operating during the seven-month non-fire season.

The maximum amount for the Fiscal Year 07-08 contract is \$7,428,586, which is a \$569,093 increase over the prior year's contract. This increase primarily reflects the three new staff positions, an increase in the benefit rate and administrative fees pursuant to the State's labor agreement with its firefighters. Because the contract provides that the County pay only for actual services received, vacancies in some positions will most likely result in contract savings. The contract includes a "hold-over" clause, which allows for the contract terms to extend beyond the expiration date.

In addition to approval of the State contract, today's action also requests a revision of the recently approved fixed asset list. The Department originally submitted a total of \$1,559,314 in fixed assets, however the revised total is now \$1,170,814. The Department had originally planned on adding vehicle lifts to assist in the repair of the Napa County Fire Fleet and has since determined that they will not be necessary. Also removed from the fixed assets list is a Tech Rescue vehicle. The support vehicle was to be a joint venture with the cities of American Canyon and St. Helena; however, a cooperative between the parties could not be reached.

SUPPORTING DOCUMENTS

A . Fixed Assets Schedule E

CEO Recommendation: Approve

Reviewed By: Helene Franchi