

MONTECITO FIRE PROTECTION DISTRICT
AGENDA FOR THE REGULAR MEETING
OF THE BOARD OF DIRECTORS

Montecito Fire Protection District Headquarters
595 San Ysidro Road
Santa Barbara, California

August 24, 2015 at 2:00 p.m.

Agenda items may be taken out of the order shown.

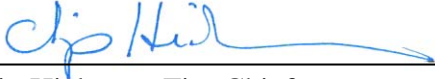
1. Public comment: Any person may address the Board at this time on any non-agenda matter that is within the subject matter jurisdiction of the Montecito Fire Protection District. (30 minutes total time is allotted for this discussion.)
2. TIME CERTAIN: 2:00 p.m. Presentation by Tom Fayram, Deputy Director, Santa Barbara County Water Resources Division regarding El Nino predications and potential flooding impacts in the District.
3. Public Hearing on Draft Environmental Impact Report for the Station 3 Site Acquisition and Construction Project.
4. Discuss and determine interview and selection process for appointment of new Director.
5. Report from the Finance Committee:
 - a. Consider recommendation to approve July 2015 financial statements.
 - b. Review PARS OPEB Trust Program statement for FY 2014-15.
 - c. Review draft Final Budget for FY 2015-16.
 - d. Consider recommendation to approve Resolution 2015-08 Establishing Appropriation Limits for the 2014-2015 Fiscal Year.
6. Report from the Personnel Committee:
 - a. Review Committee's progress on developing performance appraisal for Fire Chief.
 - b. Consider recommendation to delegate approval of the following and future job descriptions to the Fire Chief:
 - i. Battalion Chief
 - ii. Captain
 - iii. Engineer
 - iv. Firefighter/Paramedic
 - v. Firefighter
7. Approval of Minutes of July 22, 2015 Special Meeting.
8. Fire Chief's report.
9. Board of Director's report.

10. Suggestions from Directors for items other than regular agenda items to be included for the September 28, 2015 Regular Board meeting.

Adjournment

This agenda is posted pursuant to the provisions of the Government Code commencing at Section 54950. The date of the posting is August 20, 2015.

MONTECITO FIRE PROTECTION DISTRICT



Chip Hickman, Fire Chief

Note: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the District office at 969-7762. Notification at least 48 hours prior to the meeting will enable the District to make reasonable arrangements.

Materials related to an item on this agenda submitted to the Board of Directors after distribution of the agenda packet are available for public inspection in the Montecito Fire Protection District's office located at 595 San Ysidro Road during normal business hours.

Agenda

Item #3

Directors are requested to bring in the copy of the Draft Environmental Impact Report that was distributed to each Board Member at the 7/22/2015 meeting.

Due to the size of the file, this document has not been included in the packet, but can the Draft Environmental Impact Report for a third station can be found at this link on our website:

http://s3.amazonaws.com/siteninja/site-ninja1-com/1438215885/original/2015_MFPD_DEIR.pdf

Agenda

Item #5

ATTACHMENT

#A

MONTECITO FIRE PROTECTION DISTRICT
CASH RECONCILIATION - ALL FUNDS
July 31, 2015

	Fund 3650 General	Fund 3651 Pension Obl.	Fund 3652 Capital Outlay	Fund 3653 Land & Bldg	All Funds
Cash Balance at 7/1/15	4,638,146.48	180.30	2,386,382.70	7,082,751.75	14,107,461.23
Income:					
Tax Revenue	21,648.32	-	-	-	21,648.32
Interest Income	5,962.84	0.18	2,259.63	6,850.72	15,073.37
	<u>27,611.16</u>	<u>0.18</u>	<u>2,259.63</u>	<u>6,850.72</u>	<u>36,721.69</u>
Expenses:					
Claims Processed	(1,162,774.78)	(392,811.40)	-	-	(1,555,586.18)
Payroll	(857,749.61)	-	-	-	(857,749.61)
Other:					
Interfund Transfers	(392,812.00)	392,812.00	-	-	-
Reimbursed expenses*	-	-	-	-	-
	<u>(2,413,336.39)</u>	<u>0.60</u>	<u>-</u>	<u>-</u>	<u>(2,413,335.79)</u>
Cash Balance at 7/31/15	<u>2,252,421.25</u>	<u>181.08</u>	<u>2,388,642.33</u>	<u>7,089,602.47</u>	<u>11,730,847.13</u>
Cash in Treasury per Balance Sheet	<u>2,635,505.59</u>	<u>181.08</u>	<u>2,388,642.33</u>	<u>7,089,602.47</u>	<u>12,113,931.47</u>
Difference	383,084.34	-	-	-	383,084.34
Reconciliation:					
Outstanding payroll claims					
Delta Dental	14,227.03	-	-	-	14,227.03
Vision Service Plan	2,906.80	-	-	-	2,906.80
CalPERS retirement contributions	74,552.81	-	-	-	74,552.81
Mass Mutual contributions	21,657.55	-	-	-	21,657.55
Payroll direct deposit	266,517.60	-	-	-	266,517.60
EFT Payable (Acct 1015)					
Satcom Global Inc	150.18	-	-	-	150.18
Sprint	37.99	-	-	-	37.99
Anchor Air Systems	936.05	-	-	-	936.05
Day Wireless Systems	1,818.00	-	-	-	1,818.00
Village Automotive Repair	182.58	-	-	-	182.58
Conexis Benefits Administration	97.75	-	-	-	97.75
	<u>383,084.34</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>383,084.34</u>

**MONTECITO FIRE PROTECTION DISTRICT
WARRANTS AND CLAIMS DETAIL
July 2015**

Payee	Description	Amount
Fund 3650 - General		
ADP Inc	ADP fees, 6/30/15	279.35
AFSS Southern Division	Admin. Fire Services Section Membership: A. Gil	50.00
Airgas West	Oxygen refills	94.55
Ameravant	Website hosting fee, 7/1-12/31/15	534.00
Anchor Air Systems	Repair A/C unit in Dispatch	936.05
CalPERS	Annual accrued liability lump sum payment, Misc	66,798.00
CalPERS	Annual accrued liability lump sum payment, Safety	483,489.00
Callback Staffing Solutions LLC	Online scheduling program, monthly fee	94.50
Carquest Auto Parts	Vehicle supplies: filters, lamps, diesel fluid	444.67
CDCE Inc	Keyboard for ImageTrend tablet (budgeted)	493.72
Community Radio Inc	Gibraltar space rental qtrly, July-September	911.55
Conexis Benefits Administrator LP	FSA plan reimbursements, employee paid	1,888.93
Conexis Benefits Administrator LP	FSA administrative fee, June	97.75
Cox Communications	CAD connectivity & Internet	2,707.66
Creative Product Source Inc	Public Education supplies: kids tattoos	869.21
Day Wireless Systems	Installation of mobile repeater in BC vehicle	1,818.00
Department of Justice	LiveScan fingerprint screening (2)	111.00
Department of The Interior/BLM	RAWS depot maintenance: FY 15-16	900.00
FDAC Fire Associations of CA	FDAC: Montecito Fire, FY15-16	440.00
Fire Agencies Insurance (FAIRA)	Business Insurance Coverage, FY 15-16	27,333.00
Hayward Lumber Company SB	Supplies for 4th of July breakfast	263.45
Impulse Internet Services	Phone services, August	497.47
Kwik Freeze Refrigeration	Servicing ice machine machine/refrigerator, Sta. 1	200.00
LAFCO	MFPD share of LAFCO's 15-16 Budget	10,706.00
Liebert Cassidy Whitmore	Labor attorney fees, June	1,224.00
Los Angeles Truck Centers	Vehicle part: fuel filter for E391	43.74
Marborg Industries	Refuse disposal	495.73
Montecito Village Hardware	Light bulbs	11.87
Montecito Water District	Water service	506.93
Nestle Pure Life Direct	Bottled water	321.08
Paradise Chevrolet	Door handle: P921	20.64
PERS Public Agency Coalition	PERS PAC Membership: MFPD, 6/15-5/16	250.00
Peyton Scapes	Landscape maintenance	500.00
Precision Imaging	Repair part for Dispatch fax machine	287.37
Price Postel & Parma	Legal services, June	1,917.50
Ron Turley Associates Inc	Fleet software maintenance: FY 15-16	654.00
Santa Barbara County Fire Chiefs	SB County Fire Chiefs Membership: MFPD, FY15-16	300.00
Satcom Global Inc	Satellite phone charges	150.18
SB County Auditor-Controller	Additional User Tax	70.59
SB County Sheriff's Office	Tri-Tech CAD maintenance: 4/1/15-3/31/16	22,785.24
SDRMA	Worker's comp insurance premium, FY 15-16	523,394.55
Southern California Edison	Electricity service, Sta. 1 & 2	2,296.70
Sprinkle Tire Inc	Repair cracked wheel for E93	1,282.13
Sprint	E92 Sim card for MDC, June	37.99
Taylor, Kevin	K. Taylor Reimb: Columbia Southern MSE 5301	742.50
The Gas Company	Gas service, Sta. 1 - 07/08/15	113.58

**MONTECITO FIRE PROTECTION DISTRICT
WARRANTS AND CLAIMS DETAIL
July 2015**

Payee	Description	Amount
The Village Service Station	Gasoline charges, June	1,937.47
Verizon California	Phone services, July	1,290.55
Village Automotive Repair Inc	A/C unit repair: P920 vehicle	182.58
	Fund 3650 Total	<u>1,162,774.78</u>
 <u>Fund 3651 - Pension Obligation</u>		
Union Bank	Scheduled debt service interest expense	29,854.60
Union Bank	Scheduled principal payment less credit	359,996.80
Union Bank Trust Fee Group	Administration fees, 6/1/15-5/31/16	2,960.00
	Fund 3651 Total	<u>392,811.40</u>

**MONTECITO FIRE PROTECTION DISTRICT
PAYROLL EXPENDITURES
July 2015**

Regular Salaries	\$ 484,612.00
Part-Time Salaries	6,884.07
Directors Fees	1,320.00
Auxiliary	612.00
FLSA Safety	11,962.20
FLSA Dispatch	2,966.49
Overtime	75,118.24
Dispatch Cadre Earnings	2,028.00
Mass Mutual 457 Contribution	8,200.00
4850 Labor Code Payroll	<u>24,818.20</u>
 Gross Wages	 \$ 618,521.20
 District Contributions to Insurance	 113,530.83
District Contributions to Medicare/FICA	8,234.31
District Contributions to SUI	53.64
CalPERS Employee Contribution, District paid	49,040.32
CalPERS Employer Contribution, Employee paid	(25,561.12)
CalPERS, District Contribution	98,801.01
Health and Dependent Care FSA Contributions	(3,321.32)
Due to AFLAC	<u>(1,549.26)</u>
 Total Benefits	 <u>239,228.41</u>
Grand Total	<u>\$ 857,749.61</u>

**MONTECITO FIRE PROTECTION DISTRICT
OVERTIME DETAIL
July 2015**

Name	Date Worked	Comp Hrs	OT Hrs	Total Amount	Constant Staffing	Fire Reimbursable	Overtime	Description
Gil, A.	06/25/15		1.5	124.36			124.36	Fiscal year end tasks
Bennewate, B.	06/26/15		24.0	1,261.08	1,261.08			
Holthe, D.	06/26/15		24.0	1,949.04	1,949.04			
Ventura, G.	06/26/15		4.5	509.49			509.49	Process Admin. job applications
Villarreal, J.	06/26/15	6.0	18.0	1,395.90		1,395.90		
Wrenn, B.	06/26/15		24.0	947.88		947.88		
Davis, S.	06/27/15		24.0	1,413.72		1,413.72		
Grant, L.	06/27/15		24.0	947.88		947.88		
Villarreal, J.	06/27/15	6.0	18.0	1,395.90		1,395.90		
Walkup, R.	06/27/15		24.0	1,408.68		1,408.68		
Zeitsoff, J.	06/27/15		24.0	1,366.92		1,366.92		
Blake, G.	06/28/15		6.0	368.91		368.91		
Chapman, S.	06/28/15		24.0	1,615.32		1,615.32		
Galbraith, R.	06/28/15		1.0	58.91	58.91			
Gil, A.	06/28/15	5.5	-	-			-	Fiscal year end tasks
Klemowicz, E.	06/28/15		6.0	343.62		343.62		
Powell, K.	06/28/15		6.5	372.26		372.26		
Walkup, R.	06/28/15		6.5	381.52		381.52		
Davis, S.	06/29/15		24.0	1,413.72	1,413.72			
Gil, A.	06/29/15		2.0	165.81			165.81	Fiscal year end tasks
Taylor, K.	06/29/15		12.0	1,444.32		1,444.32		
Davis, S.	07/01/15		24.0	1,444.68	1,444.68			
Zeitsoff, J.	07/02/15		24.0	1,398.60	1,398.60			
Poulos, T.	07/03/15		24.0	1,544.04	1,544.04			
Walkup, R.	07/05/15		24.0	1,439.64	1,439.64			
Bennewate, B.	07/07/15		24.0	1,288.80	1,288.80			
Broumand, A.	07/07/15		2.5	154.54			154.54	Fire investigation AAR
Hickman, K.	07/08/15		2.5	162.60			162.60	Fire investigation AAR
Poulos, T.	07/08/15		24.0	1,544.04	1,544.04			
Hauser, B.	07/09/15	24.0	-	-				
Edwards, S.	07/10/15		2.5	116.06			116.06	Dispatch meeting
Muller, L.	07/10/15		2.5	116.06			116.06	Dispatch meeting
Klemowicz, E.	07/11/15		24.0	1,405.08	1,405.08			
Widling, A.	07/11/15		24.0	1,925.00	1,925.00			
Badaracco, J.	6/25-6/30/15	25.0	61.0	4,947.41			4,947.41	
Kellogg, K.	6/27-6/30/15		39.0	3,468.47			3,468.47	
Badaracco, J.	7/1-7/6/15		39.0	3,232.71			3,232.71	
Payroll 7/16/15				43,072.97	16,672.63	25,051.42	1,348.92	

Name	Date Worked	Comp Hrs	OT Hrs	Total Amount	Constant Staffing	Fire		Description
						Reimbursable	Overtime	
Walkup, R.	07/12/15		24.0	1,439.64	1,439.64			
Blake, G.	07/14/15		24.0	1,508.04	1,508.04			
Grant, L.	07/17/15		9.0	363.28		363.28		Paramedic meeting cover
Chapman, S.	07/18/15		5.0	368.25	368.25			
Fuentes, E.	07/18/15		5.5	396.58		396.58		
Grant, L.	07/18/15		9.0	363.29		363.29		Paramedic meeting cover
Hickman, K.	07/18/15		5.5	357.72		357.72		
Klemowicz, E.	07/18/15	4.0	20.0	1,170.90	1,170.90			
Wrenn, B.	07/18/15		24.0	968.76	968.76			
Bass, L.	07/21/15		3.5	229.64	229.64			
Hauser, B.	07/21/15	24.0	-	-	-			
McCracken, R.	07/21/15		3.5	225.54	225.54			
Zeitsoff, J.	07/21/15		3.5	218.24	218.24			
Hauser, B.	07/22/15		24.0	1,398.60	1,398.60			
Ventura, G.	07/22/15		1.0	115.71		115.71		Board meeting
Ederer, T.	07/23/15		12.0	963.00	963.00			
Ventura, G.	07/23/15		2.0	231.42		231.42		Admin. Asst. position/Board vacancy
Briner, A.	07/25/15		8.5	607.16		607.16		
Chapman, S.	07/25/15	8.0	16.0	1,178.40	1,178.40			
Bass, L.	07/26/15		7.0	459.27		459.27		
Bennewate, B.	07/26/15		24.0	1,288.80		1,288.80		
Fuentes, E.	07/26/15		24.0	1,730.52		1,730.52		
Hoithe, D.	07/26/15		24.0	1,991.88		1,991.88		
Powell, K.	07/26/15		24.0	1,405.08		1,405.08		
Wrenn, B.	07/26/15		7.0	282.56		282.56		
Briner, A.	07/27/15	8.0	16.0	1,142.88		1,142.88		
Hickman, K.	07/27/15		24.0	1,560.96		1,560.96		
McCracken, R.	07/27/15		24.0	1,546.56		1,546.56		
Zeitsoff, J.	07/27/15		24.0	1,496.52		1,496.52		
Fuentes, E.	07/28/15		24.0	1,730.52		1,730.52		
Hoithe, D.	07/28/15		24.0	1,991.88		1,991.88		
Powell, K.	07/28/15		24.0	1,405.08		1,405.08		
Kellogg, K.	7/1-7/3/15		21.0	1,908.59		1,908.59		
Payroll 8/3/15				32,045.27	9,669.01	21,302.56	1,073.70	
Grand Total				75,118.24	26,341.64	46,353.98	2,422.62	

% of Total **100.00%** **35.1%** **61.7%** **3.2%**

**MONTECITO FIRE PROTECTION DISTRICT
OVERTIME SUMMARY**

Fiscal Year 2014-15

Month Paid	Constant Staffing	Fire Assignments	Overtime	Total OT
JULY	54,746.66	-	3,482.39	58,229.05
AUGUST	86,994.40	187,986.81	2,798.86	277,780.07
SEPTEMBER	48,043.14	106,053.76	5,491.04	159,587.93
OCTOBER	52,145.54	43,661.73	6,047.12	101,854.39
NOVEMBER	46,710.60	-	14,769.37	61,479.97
DECEMBER	85,597.37	-	27,550.49	113,147.86
JANUARY	90,637.81	-	7,324.76	97,962.57
FEBRUARY	42,332.31	-	8,579.85	50,912.16
MARCH	62,100.66	-	31,683.75	93,784.41
APRIL	94,279.85	-	20,875.14	115,154.99
MAY	32,281.95	-	8,358.40	40,640.35
JUNE	37,471.74	31,262.47	3,958.29	72,692.50
TOTAL	733,342.01	368,964.77	140,919.46	1,243,226.23

Fiscal Year 2015-16

Month Paid	Constant Staffing	Fire Assignments	Overtime	Total OT
JULY	26,341.64	46,353.98	2,422.62	75,118.24
AUGUST				-
SEPTEMBER				-
OCTOBER				-
NOVEMBER				-
DECEMBER				-
JANUARY				-
FEBRUARY				-
MARCH				-
APRIL				-
MAY				-
JUNE				-
TOTAL	26,341.64	46,353.98	2,422.62	75,118.24
Budget	750,000.00	325,000.00	125,000.00	
% of Budget	3.5%	14.3%	1.9%	

PRICE, POSTEL & PARMA LLP

COUNSELLORS AT LAW
POST OFFICE BOX 99
SANTA BARBARA, CA 93102-0099

(805) 962-0011

TAX ID # 95-1782877

MONTECITO FIRE PROTECTION DISTRICT
595 SAN YSIDRO ROAD
SANTA BARBARA, CA 93108

July 14, 2015
File #: 12611
Invoice #: 121526
Billing Attorney: MSM

ACCOUNT SUMMARY BALANCE

RE: GENERAL MATTERS	678.50
Our File Number: 12611-00000	
RE: STATION THREE	0.00
Our File Number: 12611-00059	
RE: BOARD MTGS	1,150.50
Our File Number: 12611-00061	
RE: RELM RADIOS	88.50
Our File Number: 12611-00084	

Current Total Charges	1,917.50
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SUMMARY OF CURRENT CHARGES

Current Fees	10,207.00	
Total Current Fees & Costs	<u>10,207.00</u>	
Courtesy Adjustment	-8,289.50	
Total Current Due		\$1,917.50

SUMMARY OF PAST DUE BALANCES

Total Past Due		\$0.00
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Cochrane Property Management, Inc.

Period: 01 Jul 2015-31 Jul 2015

P.O. Box 4370
 Santa Barbara, CA 93140

Owner Statement



Montecito Fire Protection District (MFPD)
 c/o Cochrane Property Management, Inc.
 PO Box 4370
 Santa Barbara, CA 93140



Properties
186 - Cochrane Prop.
Mgmt. FBO MFPD -
 1255-1259 E. Valley Road
 Santa Barbara, CA 93108

Date	Payee / Payer	Type	Reference	Description	Income	Expense	Balance
				Beginning Cash Balance as of 07/01/2015			8,073.84
07/01/2015	Leslie Muller	ACH receipt	DC37-87F0	1257 - Security Deposits On Hand - Move In Charge: Security Deposits On Hand	500.00		8,573.84
07/01/2015	Leslie Muller	ACH receipt	DC37-87F0	1257 - Rent Income - July 2015	1,350.00		9,923.84
07/02/2015	Larry Todd Edwards	ACH receipt	BE4B-388A	1255 - Rent Income - June 2015	76.54		10,000.38
07/02/2015	Larry Todd Edwards	ACH receipt	BE4B-388A	1255 - Rent Income - July 2015	1,641.46		11,641.84
07/05/2015	Brandon Bennewate	ACH receipt	F911-2B08	1259 - Rent Income - July 2015	1,287.00		12,928.84
07/20/2015	Montecito Water District	Payment	ACH	Water/Sewer - monthly water 01-1256-03: 5/27/15 - 6/26/15 (14 HCF) - July 2015 - Montecito Water monthly bill		64.45	12,864.39
07/31/2015	Cochrane Property Management, Inc.	Check	18764	Administrative Fee - Monthly service fee - min \$5 - July 2015 - Monthly service fee - min \$5		5.00	12,859.39
07/31/2015	Cochrane Property Management, Inc.	Check	18764	Property Mgmt Fees - Property Mgmt Fees for 07/2015		261.30	12,598.09
07/31/2015	Cochrane Property Management, Inc.	Check	18764	Postage Expense - June '15 postage expense		49.00	12,549.09
07/31/2015	MarBorg Industries	Check	18765	Trash/Recycling - 6/30/15 mo trash/recycling/greenwaste service - July & Aug '15		358.00	12,191.09
07/31/2015	Peyton/Scapes	Check	18766	Gardening/Landscaping - 6/30/15 mo gardening - July 2015		55.00	12,136.09
07/31/2015	Peyton/Scapes	Check	18766	Gardening/Landscaping - 6/30/15 mo gardening - July 2015		55.00	12,081.09
07/31/2015	Peyton/Scapes	Check	18766	Gardening/Landscaping - 6/30/15 mo gardening - July 2015		55.00	12,026.09
07/31/2015	Hydrex, Inc. (Santa Barbara)	Check	18768	Pest Control - 6/8/15 mo rodent service - 30 bait stations - July 2015 - mo rodent service - 30 bait stations		92.00	11,934.09
07/31/2015	Rayne Water Conditioning	Payment	18767	1257 - Water/Sewer - Monthly water softening 7/1/15 (7/1 - 7/28/15 service) w/previous balance - July 2015		140.28	11,793.81

Date	Payee / Payer	Type	Reference	Description	Income	Expense	Balance	
07/31/2015	Rayne Water Conditioning	Payment	18767	1255 - Water/Sewer - Monthly water softening 7/1/15 (7/1 - 7/28/15 service) w/previous balance - July 2015		223.86	11,569.95	
07/31/2015	Rayne Water Conditioning	Payment	18767	1259 - Water/Sewer - Monthly water softening 7/1/15 (7/1- 7/28/15 service) w/previous balance - July 2015		140.28	11,429.67	
							Ending Cash Balance	11,429.67
Total					4,855.00	1,499.17		

Property Cash Summary

Required Reserves	5,000.00
Prepaid Rent for Future Rent	0.00

Cash Flow**Cochrane Property Management, Inc.**

Properties: 186 - Cochrane Prop. Mgmt. FBO MFPD - 1255-1259 E. Valley Road Santa Barbara, CA 93108

Owned By: Montecito Fire Protection District (MFPD)

Date Range: 07/01/2015 to 07/31/2015

Account Name	Selected Period	% of Selected Period	Fiscal Year To Date	% of Fiscal Year To Date
Operating Income & Expense				
Income				
Income				
Rent Income	4,355.00	100.00	28,935.00	98.93
Charge Back	0.00	0.00	312.00	1.07
Total Income	4,355.00	100.00	29,247.00	100.00
Total Operating Income	4,355.00	100.00	29,247.00	100.00
Expense				
Office Expenses				
Postage Expense	49.00	1.13	49.00	0.17
Administrative Fee	5.00	0.11	35.00	0.12
Total Office Expenses	54.00	1.24	84.00	0.29
Repair & Maintenance				
Vacancy Repairs				
Painting	0.00	0.00	7,722.87	26.41
Total Vacancy Repairs	0.00	0.00	7,722.87	26.41
Gardening/ Landscaping	165.00	3.79	1,155.00	3.95
General Cleaning/ Janitorial	0.00	0.00	160.00	0.55
Pest Control	92.00	2.11	644.00	2.20
Smoke Alarms	0.00	0.00	55.00	0.19
Roof Repairs	0.00	0.00	1,650.00	5.64
Total Repair & Maintenance	257.00	5.90	11,386.87	38.93
Property Mgmt Fees	261.30	6.00	1,736.10	5.94
Utilities				
Water/Sewer	568.87	13.06	2,002.89	6.85
Trash/Recycling	358.00	8.22	893.26	3.05
Total Utilities	926.87	21.28	2,896.15	9.90
Total Operating Expense	1,499.17	34.42	16,103.12	55.06
NOI - Net Operating Income	2,855.83	65.58	13,143.88	44.94
Total Income	4,355.00	100.00	29,247.00	100.00
Total Expense	1,499.17	34.42	16,103.12	55.06
Net Income	2,855.83	65.58	13,143.88	44.94

Cash Flow

Account Name	Selected Period	% of Selected Period	Fiscal Year To Date	% of Fiscal Year To Date
Other Items				
Security Deposits On Hand	500.00		-40.00	
Prepaid Rent	0.00		-46.00	
Owner Distribution	0.00		-10,000.00	
Net Other Items	500.00		-10,086.00	
Cash Flow	3,355.83		3,057.88	
Beginning Cash	8,073.84		8,371.79	
Beginning Cash + Cash Flow	11,429.67		11,429.67	
Actual Ending Cash	11,429.67		11,429.67	

ATTACHMENT

#B

**Montecito Fire Protection District
PARS OPEB Trust Program**

**Annual Account Report for the Period
7/01/2014 to 6/30/2015**

Stephen Hickman
Fire Chief
Montecito Fire Protection District
595 San Ysidro Rd.
Santa Barbara, CA 93108

Account Summary

Source	Beginning Balance as of 7/01/2014	Contributions	Earnings	Expenses*	Distributions	Transfers	Ending Balance as of 6/30/2015
Contributions	\$4,217,056.36	\$1,610,136.00	\$141,448.03	\$22,549.64	\$0.00	\$0.00	\$5,946,090.75
Totals	\$4,217,056.36	\$1,610,136.00	\$141,448.03	\$22,549.64	\$0.00	\$0.00	\$5,946,090.75

Net earnings = \$118,898
Investment return = 2.82%

Investment Selection

Balanced HighMark PLUS

Investment Objective

The dual goals of the Balanced Strategy are growth of principal and income. While dividend and interest income are an important component of the objective's total return, it is expected that capital appreciation will comprise a larger portion of the total return. The portfolio will be allocated between equity and fixed income investments.

Investment Return

Annualized Return						Plan's Inception Date
1-Month	3-Month	1-Year	3-Years	5-Years	10-Years	
-1.10%	-0.08%	3.08%	8.99%	9.03%	-	1/19/2010

Information as provided by US Bank, Trustee for PARS; Not FDIC Insured; No Bank Guarantee; May Lose Value

Past performance does not guarantee future results. Performance returns may not reflect the deduction of applicable fees, which could reduce returns. Information is deemed reliable but may be subject to change.

Investment Return: Annualized rate of return is the return on an investment over a period other than one year multiplied or divided to give a comparable one-year return.

*Expenses are inclusive of Trust Administration, Trustee and Investment Management fees

**MONTECITO FIRE PROTECTION DISTRICT
 PARS OPEB Trust Program Summary
 Fiscal Year 2014-15**

Month	Beginning Balance	Contributions	Earnings	Expenses	Ending Balance	1-M %
July	4,217,056.36	-	(47,142.33)	878.55	4,169,035.48	
August	4,169,035.48	-	85,305.63	2,314.45	4,252,026.66	2.05%
September	4,252,026.66	-	(84,197.13)	1,703.23	4,166,126.30	-1.98%
October	4,166,126.30	-	45,108.57	867.94	4,210,366.93	1.08%
November	4,210,366.93	-	58,445.65	1,867.07	4,266,945.51	1.39%
December	4,266,945.51	-	(35,807.12)	1,031.46	4,230,106.93	-0.84%
January	4,230,106.93	536,712.00	(14,854.01)	2,821.17	4,749,143.75	-0.35%
February	4,749,143.75	-	152,641.55	2,034.79	4,899,750.51	3.21%
March	4,899,750.51	-	(11,112.80)	2,158.43	4,886,479.28	-0.23%
April	4,886,479.28	536,712.00	30,437.07	2,171.84	5,451,456.51	0.56%
May	5,451,456.51		25,608.07	2,276.85	5,474,787.73	0.47%
June	5,474,787.73	536,712.00	(62,985.12)	2,423.86	5,946,090.75	-1.15%
Total		1,610,136.00	141,448.03	22,549.64		
Average			11,787.34	1,879.14	4,725,193.03	

ATTACHMENT

#C



STAFF REPORT

Prepared for: Montecito Fire Protection Board of Directors
Prepared by: Chief Hickman and Araceli Gil, District Accountant
Date: August 19, 2015
Topic: Draft Final Budget for Fiscal Year 2015-16

Summary

The following report will review significant changes made to the draft Final Budget in comparison to the Board-approved Preliminary Budget for fiscal year 2015-16.

Background

In the Preliminary Budget, a 2.2% revenue growth was applied to Secured and Prior Secured Property Tax line items. On August 7, the Auditor-Controller's office provided a more accurate estimate of the assessed value increase in property tax revenue of 4.9% for fiscal year 2015-16. Therefore, this draft of the Final Budget has been updated to account for the increase in revenue and the allocation of that income to various expenditure accounts.

Discussion

Changes made to the draft Final Budget are shown red.

Revenue (Fund 3650 Pg. 1)

Revenue and funding sources are an estimated \$450,000 more than the Preliminary Budget. Changes in tax revenue and interest income are based off the actual revenue collected last fiscal year.

Expenditures – Salaries & Employee Benefits (Fund 3650 Pg. 2)

6600 Insurance Contributions – Changes in insurance contributions are based off the actual expenses for last fiscal year and projected premium increases of approximately 10% for health, and 8% for dental, vision, and life.

6900 Worker's Compensation Insurance – The actual premium for this fiscal year is approximately \$122,000 higher than estimated in the Preliminary Budget due to a surcharge that was mistakenly excluded from the original estimate.

Expenditures – Services & Supplies (Fund 3650 Pg. 3)

Additional pending budget requests were reviewed and items considered to be the highest priority were added to the budget as individual line items shown in red.

7348 Instruments and Equipment less than \$5,000 – The increase in this line item is due to additional equipment purchases due for replacement.

7450 Office Expense – The increase in this line item is largely due to \$28,000 budgeted for ergonomic desks with a stand-up option and chairs for staff offices.

7460 Professional and Special Services – The increase in this line item is attributed to the start up costs required to implement the Telestaff scheduling system and marketing /publication fees to produce an annual report for the District.

Expenditures – Other Charges (Fund 3650 Pg. 4)

7860 Contributions to Other Agencies – Santa Barbara City Fire Department has requested a contribution of \$25,000 to help offset the expenses to renovate their training tower.

Expenditures – Capital Assets (Fund 3650 Pg. 4)

8300 Capital Assets – The total budget for Capital Assets increased by \$132,500 to fund additional projects and equipment.

Conclusion

Upon review from the Board of Directors at the August 24th meeting, any changes and recommendations will be presented at the Finance Committee and Board of Directors meetings in September for approval of the Final Budget.

**MONTECITO FIRE PROTECTION DISTRICT
FINAL BUDGET DETAIL
FISCAL YEAR 2015-16**

FUND 3650 - GENERAL FUND				
<u>Account</u>	<u>Line Item Description</u>	<u>Final Budget FY 2015-16</u>	<u>Preliminary Budget FY 2015-16</u>	<u>Increase/ (Decrease)</u>
REVENUES				
Taxes				
3010	Property Tax - Secured (+4.9%)	14,439,960	14,085,682	354,278
3011	Property Tax - Unitary	113,640	107,223	6,417
3015	Property Tax - Prior Secured	(37,185)	-	(37,185)
3020	Property Tax - Unsecured	619,890	582,421	37,469
3040	Property Tax - Prior Secured (3015)	-	(61,948)	61,948
3050	Property Tax - Prior Unsecured (3020)	-	7,918	(7,918)
3054	Supplemental Property Tax	237,945	197,369	40,576
3056	Supplemental Property Tax - Prior	-	13,328	(13,328)
	Total Taxes Revenue	<u>15,374,250</u>	<u>14,931,993</u>	<u>442,257</u>
Use of Money and Property				
3380	Interest Income	17,465	7,665	9,800
3409	Rental Property Income	51,660	51,660	-
	Total Use of Money and Property	<u>69,125</u>	<u>59,325</u>	<u>9,800</u>
Intergovernmental Revenue - State				
3750	State-Emergency Assistance (Fire Asgmt)	260,000	260,000	-
4220	Homeowners Property Tax Relief	84,365	86,330	(1,965)
	Total Intergovernmental Revenue - State	<u>344,365</u>	<u>346,330</u>	<u>(1,965)</u>
Intergovernmental Revenue - Federal				
4476	Federal Emergency Assistance (Fire Asgmt)	65,000	65,000	-
	Total Intergovernmental Revenue - Federal	<u>65,000</u>	<u>65,000</u>	<u>-</u>
Charges for Services				
5105	Reimbursement for District Services	183,020	183,020	-
	AMR First Response Payment	96,165	96,165	-
	CSFD Dispatch Services	86,855	86,855	-
	Total Charges for Services	<u>183,020</u>	<u>183,020</u>	<u>-</u>
Miscellaneous Revenue				
5909	Other Miscellaneous Revenue	5,860	5,860	-
	Westmont Payment	4,260	4,260	-
	Other	1,600	1,600	-
	Total Miscellaneous Revenue	<u>5,860</u>	<u>5,860</u>	<u>-</u>
Financing Sources				
5910	Transfer from Land & Building Fund (3653)	2,459,473	2,459,473	-
	Total Financing Sources	<u>2,459,473</u>	<u>2,459,473</u>	<u>-</u>
	TOTAL GENERAL FUND REVENUES	<u>18,501,093</u>	<u>18,051,001</u>	<u>450,092</u>

**MONTECITO FIRE PROTECTION DISTRICT
FINAL BUDGET DETAIL
FISCAL YEAR 2015-16**

FUND 3650 - GENERAL FUND				
Account	Line Item Description	Final Budget FY 2015-16	Preliminary Budget FY 2015-16	Increase/ (Decrease)
EXPENDITURES				
Salaries & Employee Benefits				
6100	Regular Salaries	6,977,727	6,998,158	(20,431)
	Salaries	6,881,077	6,901,508	
	Uniform Allowance	46,500	46,500	
	Auxiliary	20,000	20,000	
	Directors fees	30,150	30,150	
6300	Overtime	125,000	125,000	-
6301	Overtime - Reimbursable	325,000	325,000	-
6310	Overtime - Constant Staffing	750,000	750,000	-
6400	Retirement Contributions	2,106,890	2,120,625	(13,735)
6475	Retiree Medical OPEB	3,293,913	3,293,913	-
6550	FICA/Medicare	112,717	108,663	4,054
6600	Insurance Contributions	1,415,488	1,386,794	28,694
	Health Insurance	1,191,430	1,166,340	
	Dental Insurance	175,905	174,513	
	Vision Insurance	35,899	34,070	
	Life Insurance	8,754	8,371	
	Employee Assistance Program	1,500	1,500	
	Flexible Spending Account Admin.	2,000	2,000	
6700	Unemployment Insurance	9,100	9,100	-
6900	Workers Compensation Insurance	525,000	402,977	122,023
	Total Salaries & Employee Benefits	15,640,835	15,520,230	120,605
Services & Supplies				
7030	Clothing and PPE	49,500	47,000	2,500
	Operational	12,000	12,000	
	Turnout sets	35,000	35,000	
	Helmet shields	2,500		
7050	Communications	77,300	77,300	-
	Operational	73,500	73,500	
	SB County IT Services	3,800	3,800	
7060	Food	2,500	2,500	-
7070	Household Supplies	33,760	33,760	-
	Operational	26,000	26,000	
	Boardroom chairs	6,700	6,700	
	Vacuums (2)	1,060	1,060	
7090	Insurance: Liability/Auto/Prop.	31,000	31,000	-
7120	Equipment Maintenance	35,000	31,500	3,500
7200	Structure and Ground Maintenance	38,550	38,550	-
	Operational	26,550	26,550	
	Rental property	12,000	12,000	
7205	Fire Defense Zone (Hazard Mitigation)	140,750	140,750	-
7322	Consulting and Management Fees	3,100	3,100	-
7324	Audit and Accounting Fees	23,250	23,250	-

**MONTECITO FIRE PROTECTION DISTRICT
FINAL BUDGET DETAIL
FISCAL YEAR 2015-16**

FUND 3650 - GENERAL FUND				
Account	Line Item Description	Final Budget FY 2015-16	Preliminary Budget FY 2015-16	Increase/ (Decrease)
7348	Instruments & Equip. < \$5,000	99,090	26,440	72,650
	Hose equipment and maintenance	10,000	10,000	
	UHF mobile radios (2)	6,250	6,250	
	SCBA bottles (6)	6,950	6,950	
	Flip-tip nozzles (3)	3,240	3,240	
	Intersection detectors installation	2,000	-	
	Rit-Paks III (2)	6,150	-	
	Mobile Data Computers (6)	27,000	-	
	Computer replacement plan	37,500	-	
7363	Equipment Maintenance (Vehicles)	58,000	50,000	8,000
7400	Medical & First Aid Supplies	44,860	35,860	9,000
	Operational	16,550	16,550	
	Fireline Paramedic equipment	6,000	6,000	
	Lifepak maintenance service	5,230	5,230	
	Lifepak AEDs for Fireline PM (2)	4,800	4,800	
	Air-Sim airway manikin	1,730	1,730	
	Rainbow oximetry cable	1,550	1,550	
	Narcotics medical vaults	9,000		
7430	Memberships	9,500	9,500	-
7450	Office Expense	58,530	29,030	29,500
	Operational	20,000	18,500	
	Document imaging software	9,200	9,200	
	iPad 2 Air	830	830	
	Keyboard for Imagetrend tablet	500	500	
	Ergonomic desks/chairs	28,000	-	
7460	Professional and Special Services	371,000	308,000	63,000
	Operational	248,000	248,000	
	CWPP Study	60,000	60,000	
	Telestaff scheduling system	35,000	-	
	Marketing/public relations	28,000	-	
7507	ADP Payroll Fees	7,500	7,500	-
7510	Contractual Services	43,300	43,300	-
7530	Publications & Legal Notices	3,000	3,000	-
7546	Administrative Tax Expense	165,000	165,000	-
7580	Rents & Leases	4,400	4,400	-
7630	Small Tools & Instruments	12,090	9,390	2,700
	Operational	6,000	4,600	
	HazMat team equipment	3,000	3,000	
	Diagnostic scan tool	1,115	1,115	
	Pick headed axe	400	400	
	Yeti ice chest	275	275	
	Exercise bikes (2)	1,300		
7650	Special District Expense	61,500	49,000	12,500
	Operational (permits, fees, other)	15,000	15,000	
	LAFCO	13,000	13,000	
	HEARO Radio program	20,000	10,000	
	Promotion/new hire expenses	11,000	11,000	
	District recognition/awards	2,500	-	

**MONTECITO FIRE PROTECTION DISTRICT
FINAL BUDGET DETAIL
FISCAL YEAR 2015-16**

FUND 3650 - GENERAL FUND				
Account	Line Item Description	Final Budget FY 2015-16	Preliminary Budget FY 2015-16	Increase/ (Decrease)
7671	Special Projects	17,500	12,500	5,000
	Public Education materials	7,500	7,500	
	Pre-hazard abatement brochure	5,000	5,000	
	Evacuation drill expenses	5,000	-	
7730	Transportation and Travel	25,000	25,000	-
7731	Gasoline/Oil/Fuel	63,000	55,000	8,000
7732	Training	89,750	89,750	-
	Operational	75,000	75,000	
	Paramedic training	2,750	2,750	
	Blue Card Command	12,000	12,000	
7760	Utilities	48,000	48,000	-
	Operational	43,000	43,000	-
	Rental housing utilities	5,000	5,000	-
	Total Services & Supplies	1,615,730	1,399,380	216,350
	Other Charges			
7860	Contributions to Other Agencies (STB)	25,000	-	25,000
	Total Other Charges	25,000	-	25,000
	Capital Assets			
8300	Equipment	153,250	20,750	132,500
	VHF/UHF portable radios (2)	10,750	10,750	-
	Basement radio back-up battery	10,000	10,000	-
	Dept. Ops. Center tech. upgrade	50,000	-	-
	Thermal Imager Cameras (2)	32,500	-	-
	Wet barrel hydrants replacement	50,000	-	-
	Total Capital Assets	153,250	20,750	132,500
	OTHER FINANCING USES			
7901	Transfer To Pension Obligation Fund (3651)	795,500	794,750	750
7901	Transfer To Capital Outlay Fund (3652)	270,000	276,000	(6,000)
	Total Other Financing Uses	1,065,500	1,070,750	(5,250)
	TOTAL EXPENDITURES & TRANSFERS	18,500,315	18,011,110	489,205
	Net Financial Impact	778	39,891	
	Fund 3650 Equity			
	Beginning Fund Balance at 7/1/2015	4,817,036	4,817,036	
	Net Financial Impact	778	39,891	
	Projected Ending Fund Balance at 6/30/2016	4,817,814	4,856,927	

**MONTECITO FIRE PROTECTION DISTRICT
FINAL BUDGET DETAIL
FISCAL YEAR 2015-16**

FUND 3651 - PENSION OBLIGATION FUND				
<u>Account</u>	<u>Line Item Description</u>	<u>Final Budget FY 2015-16</u>	<u>Prelim Budget FY 2015-16</u>	<u>Increase/ (Decrease)</u>
REVENUES				
Financing Sources				
5910	Transfer from General Fund (3650)	<u>795,500</u>	794,750	750
	TOTAL FUND REVENUES	795,500	794,750	750
EXPENDITURES				
Services & Supplies				
7460	Administration Fee	3,000	2,250	750
7830	Interest Expense	<u>51,573</u>	51,573	-
	Total Services & Supplies	54,573	53,823	750
OTHER FINANCING USES				
7910	Long Term Debt Principal Repayment	<u>741,000</u>	741,000	-
	Other Financing Uses	741,000	741,000	-
	TOTAL EXPENDITURES & TRANSFERS	795,573	794,823	750
	Net Financial Impact	<u>(73)</u>	<u>(73)</u>	
Fund 3651 Equity				
	Beginning Fund Balance at 7/1/2015	180	180	
	Net Financial Impact	<u>(73)</u>	<u>(73)</u>	
	Projected Ending Fund Balance at 6/30/2016	107	107	

**MONTECITO FIRE PROTECTION DISTRICT
FINAL BUDGET DETAIL
FISCAL YEAR 2015-16**

FUND 3652 - CAPITAL OUTLAY FUND				
<u>Account</u>	<u>Line Item Description</u>	<u>Final Budget FY 2015-16</u>	<u>Prelim Budget FY 2014-15</u>	<u>Increase/ (Decrease)</u>
REVENUES				
Financing Sources				
5910	Transfer from General Fund (3650)	<u>270,000</u>	276,000	(6,000)
	Total Financing Sources	270,000	276,000	(6,000)
Other Financing Sources				
5919	Sale of Capital Assets	<u>30,000</u>	30,000	-
	Total Other Financing Sources	30,000	30,000	-
	TOTAL FUND REVENUES	300,000	306,000	(6,000)
EXPENDITURES				
Services & Supplies				
7363	Equipment Maintenance (Vehicles)	<u>30,000</u>	-	30,000
	Total Services & Supplies	30,000	-	30,000
Capital Assets				
8300	Vehicle (Patrol 92 - Type 6)	165,000	165,000	-
	Vehicle (Battalion Chief)	83,200	83,200	-
	Vehicle (Fire Marshal)	54,200	54,200	-
	Vehicle Upfit (Division Chief)	<u>13,500</u>	-	13,500
	Total Capital Assets	315,900	302,400	13,500
	TOTAL EXPENDITURES	345,900	302,400	43,500
	Net Financial Impact	(45,900)	3,600	
Fund 3652 Equity				
	Beginning Fund Balance at 7/1/2015	2,386,383	2,386,383	
	Net Financial Impact	<u>(45,900)</u>	<u>3,600</u>	
	Projected Ending Fund Balance at 6/30/2016	2,340,483	2,389,983	

**MONTECITO FIRE PROTECTION DISTRICT
FINAL BUDGET DETAIL
FISCAL YEAR 2015-16**

FUND 3653 - LAND AND BUILDING FUND				
<u>Account</u>	<u>Line Item Description</u>	<u>Final Budget FY 2015-16</u>	<u>Prelim Budget FY 2015-16</u>	<u>Increase/ (Decrease)</u>
REVENUES				
Financing Sources				
5910	Transfer from General Fund (3650)	-	-	-
	TOTAL FUND REVENUES	-	-	-
EXPENDITURES				
Capital Assets				
8100	Land	100,000	100,000	-
	Total Capital Assets	100,000	100,000	-
OTHER FINANCING USES				
7901	Transfer To General Fund (3650)	2,459,473	2,459,473	-
	Total Financing Uses	2,459,473	2,459,473	-
	TOTAL EXPENDITURES & TRANSFERS	2,559,473	2,559,473	-
	Net Financial Impact	(2,559,473)	(2,559,473)	
Fund 3653 Equity				
	Est. Beginning Fund Balance at 7/1/2015	7,082,752	7,082,752	
	Net Financial Impact	(2,559,473)	(2,559,473)	
	Projected Ending Fund Balance at 6/30/2016	4,523,279	4,523,279	

ATTACHMENT

#D

RESOLUTION NO. 2015-08

**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE MONTECITO FIRE PROTECTION DISTRICT
IN THE MATTER OF ESTABLISHING APPROPRIATION LIMITS
FOR THE 2014-15 FISCAL YEAR
FOR THE MONTECITO FIRE PROTECTION DISTRICT**

WHEREAS, Section 7910 of the Government Code, which became effective on January 1, 1981, requires the governing body of each local jurisdiction to establish by Resolution its appropriation limit pursuant to Article XIII B of the State Constitution at a regularly scheduled or noticed special meeting; and

WHEREAS, it is the intent of the Board of Directors to establish a limit for 2014-15 based on the measure approved by the voters July 8, 2014, and

WHEREAS, at least fifteen (15) days prior to this date documentation used in the determination of the appropriations limit attached hereto as "Exhibit A" was available for public inspection between the hours of 8:00 a.m. and 5:00 p.m. on regular business days at Montecito Fire Protection District Headquarters, 595 San Ysidro Road, Montecito, Santa Barbara County, California, and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Montecito Fire Protection District, as follows:

The appropriations limit of the Montecito Fire Protection District for the 2014-15 fiscal year is \$14,851,175.

PASSED AND ADOPTED by the Board of Directors of the Montecito Fire Protection District this 24th day of August, 2015, by the following vote:

- AYES:
- NOES:
- ABSTAIN:
- ABSENT:

President of the Board of Directors
MONTECITO FIRE PROTECTION DISTRICT

ATTEST:

Vice President

RESOLUTION NO. 2015-08**EXHIBIT A**

**MONTECITO FIRE PROTECTION DISTRICT
FISCAL YEAR 2014-2015 APPROPRIATION LIMIT
AS APPROVED BY OVERRIDE ELECTION ON JULY 10, 2014**

REVENUE CATEGORY:	ACTUAL PROCEEDS June 30, 2015
1. Taxes on Property	
Current Secured Property Tax	\$ 13,765,454
Unitary Tax	113,639
Escapes Secured Property Tax	-37,081
Current Unsecured Property Tax	719,634
Prior Year Secured Property Tax	1,633
Prior Year Unsecured Property Tax	-67,116
Current Supplemental Property Tax	250,471
Prior Year Supplemental Property Tax	9
2. Educational Revenue Augmentation	-0-
3. Special Taxes	-0-
4. Interest	20,166
5. Other	
Homeowners' Property Tax Relief	84,366
 TOTAL	 <u><u>\$ 14,851,175</u></u>

Agenda

Item #6

DRAFT

Battalion Chief Job Description

Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job. Employees acting in this position will be held to this standard as well as that of their assigned rank.

Summary Job Description

Functions as shift commander, with primary responsibility to assure that assigned personnel, apparatus, equipment, and facilities are maintained in appropriate readiness to respond to a variety of emergency calls for service. Under general direction, performs responsible management, technical and administrative work in commanding and coordinating fire emergency operations, training, fire prevention, public education, disaster preparedness, facility/equipment maintenance, and other related programs and services. Provides responsible and technical staff assistance, implements programs, goals and objectives. Oversees and supervises shift personnel and assigned staff.

Representative Duties and Knowledge

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

- Serves as duty chief for an assigned shift and responds to emergencies including, but not limited to, structure fire, wildland fire, vehicle fire vehicle accidents, injuries, trapped people or animals, fallen trees, down power lines, gas leaks, flooded structures, hazardous substances, and trail rescues
- Assumes command of complex emergency scenes from initially arriving units and maintains command unless relieved by a superior chief officer
- Provides direction and necessary information to all units at an emergency scene
- Communicates with dispatch throughout emergency and non-emergency calls
- Assumes management responsibility for programs, activities, and programs of assigned shift including training, facility/equipment maintenance, disaster preparedness, public education, and related programs and services
- Manages and participates in the development and implementation of goals, objectives, policies, and priorities for departmental programs and services; recommends and administers policies and procedures
- Monitors and evaluates the efficiency and effectiveness of service delivery methods and procedures; within department policy recommends appropriate methods and procedures
- Responds to and resolves difficult and sensitive citizen inquiries and complaints
- Understands the use of personal protective equipment and SCBA
- Understands rescue operations and procedures
- Has a thorough working knowledge of the Incident Command System as it applies to all emergencies

- Develops subordinates according to the Professional Development Plan, and maintains records
- Facilitates promotional testing and new hire recruitment
- Drives fire department vehicles; maintains proper licensing as required by CA DMV for fire department apparatus
- Directs and oversees assigned shift's occupancy inspection program
- Supervises and directs post-incident analysis
- Prepares reports and documentation as required by department
- Assists in the preparation and implementation of the department budget
- Reviews and evaluates subordinate employee job performance
- Manages overtime needs based on company officer's daily schedule
- Enforces departmental rules and regulations, and recommends disciplinary action when necessary
- Performs general administrative support functions and manages specific programs as assigned
- Participates in drills, and training classes
- Maintains fitness through a self-directed physical fitness program
- Participates in the department's public relations programs as assigned
- Maintains a clean professional appearance
- Behaves in accordance with the code of conduct of the Montecito Fire Protection District
- Is familiar with the policies, procedures, rules and regulations of the Montecito Fire Protection District
- May be assigned special projects by Division or Fire Chief
- In the event of a major fire or emergency, may be called in from off duty to work an extended period of time; may be scheduled to work on days off when an open shift cannot be filled in accordance with force hire policy; may be sent to emergencies in other areas for an extended period of time

Abilities

- Command personnel during emergency and non-emergency operations
- Perform competently under extreme pressure and in stressful situations
- Make accurate observations and rapid judgments
- Understand a variety of procedural instructions; written and oral, and convert to proper actions
- Give oral instructions to others
- Work with outside agencies
- Prepare clear, concise, accurate written reports
- Deal tactfully and effectively with the general public and co-workers
- Work cooperatively with others and contribute to a successful team effort
- Maintain physical endurance and agility
- Demonstrate an awareness and appreciation of the cultural diversity of the community
- Upholds the code of conduct of the Montecito Fire Protection District

Minimum Qualifications**2015**

Eight years of full time firefighter experience; at least 5 with the Montecito Fire Protection District

EMT-B certification

CPR for the Professional Rescuer or equivalent certification

AED certification

State Fire Training Certified Firefighter I and Firefighter II

State Fire Training Chief Officer Certification eligible

I300

S234

S270

S290

S215

AR330

AR339

Class B or C California Driver's License with Firefighter endorsement.

Initiated Battalion Chief task book

Must not have been convicted by a state or the federal government of a crime, the punishment for which could have been imprisonment in a state or federal prison.

2017

Eight years of full time firefighter experience; at least 5 with the Montecito Fire Protection District

EMT-B certification

CPR for the Professional Rescuer or equivalent certification

AED certification

State Fire Training Certified Firefighter I and Firefighter II

State Fire Training Chief Officer Certification eligible

Heavy Rescue (Rescue Systems 1 & 2, Trench Rescue, Confined Space Rescue and Low Angle Rope Rescue)

I300

S234

S270

S290

S215

AR330

AR339

Class B or C California Driver's License with Firefighter endorsement.

Completed Battalion Chief task book.

Must not have been convicted by a state or the federal government of a crime, the punishment for which could have been imprisonment in a state or federal prison.

2020

Eight years of full time firefighter experience; at least 5 with the Montecito Fire Protection District

EMT-B certification

CPR for the Professional Rescuer or equivalent certification

AED certification

State Fire Training Certified Firefighter I and Firefighter II

State Fire Training Chief Officer Certification eligible

Heavy Rescue (Rescue Systems 1 & 2, Trench Rescue, Confined Space Rescue and Low Angle Rope Rescue)

I300

S234

S270

S290

S215

AR330

AR339

Class B or C California Driver's License with Firefighter endorsement

Completed Battalion Chief task book

Associate of Arts or Science degree in any field

Must not have been convicted by a state or the federal government of a crime, the punishment for which could have been imprisonment in a state or federal prison.

2024

Eight years of full time firefighter experience; at least 5 with the Montecito Fire Protection District

EMT-B certification

CPR for the Professional Rescuer or equivalent certification

AED certification

State Fire Training Certified Firefighter I and Firefighter II

State Fire Training Chief Officer Certification eligible

Heavy Rescue (Rescue Systems 1 & 2, Trench Rescue, Confined Space Rescue and Low Angle Rope Rescue)

I300

S234

S270

S290

S215

AR330

AR339

Class B or C California Driver's License with Firefighter endorsement

Completed Battalion Chief task book

Bachelor of Arts or Science degree in any field

Must not have been convicted by a state or the federal government of a crime, the punishment for which could have been imprisonment in a state or federal prison.

Desired Qualifications/Training

Tactical Decision Making (S-336)

Fire Behavior (S-390)

Investigation 1B

Other Requirements

Successfully complete 12 month probationary period.

Physical Demands and Working Environment

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Physical:

Primary functions require sufficient physical ability to work both indoors in an office-type setting and outdoors in extreme weather conditions. Continuous sitting and upward and downward flexion of neck; side-to-side turning of neck; twisting and bending at the waist; reaching below the shoulders; lifting and carrying of objects weighing up to 100 pounds. Frequent standing; walking and walking on uneven ground; reaching at and above the shoulder; power grasping, pushing and pulling of objects and equipment; fine finger dexterity, simple grasping and repetitive use of hands to manipulate equipment controls, keyboard and other office equipment. Occasional running, crawling, kneeling, climbing, balancing and squatting; lifting and carrying objects more than 100 pounds with or without assistance.

Environment:

Exposure to extreme heat, cold, humidity and temperature swings working indoors and outdoors; excessive noise of emergency equipment; the noise level may be very loud when responding to emergency calls and when working at a fire or other emergency incident; exposure to dust, gases, chemicals, smoke, and blood-borne pathogens; occasional exposure to explosives at fires or other hazardous materials calls; works in and around heavy equipment with exposure to moving mechanical parts; exposure to vibration from equipment and vehicles; operations of foot controls or repetitive foot motion; may work at substantial heights; wears appropriate personal protective equipment including goggles, ear plugs or other auditory protective equipment, face protector, turn-outs, safety shoes, gloves and a self-contained breathing apparatus.

<p>MONTECITO FIRE PROTECTION DISTRICT SHIFT BATTALION CHIEF</p>
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DEFINITION:

Under the general supervision of the Operations/Division Chief, plans and supervises the activities of an assigned shift. Responds to emergencies and assumes the role of incident commander on all major calls. Interacts with Battalion Chiefs of other shifts in coordinating shift activity. Responsible for certain District-wide programs, as assigned by the Operations/Division Chief, which require interaction with all District members. Assume administrative duties as required. Provide highly responsible and complex staff assistance to the Fire Chief or Operations/Division Chief. At times, will function as the District's key representative pertaining to all District responsibilities and activities which may involve participation off duty, after normal business hours, weekends, holidays or otherwise as determined by the Fire Chief. Assignments may be changed at intervals as determined by the Fire Chief or Operations/Division Chief.

COMPENSATION & BENEFITS:

A salaried, management position, covered by the Memorandum of Understanding between the District and Staff. As a management employee, terms and conditions of employment are not negotiated by the Firemen's Association. This is an exempt position.

Hours of work: an average of 56 hours per week on the 4/6 shift schedule; at times will also be required to attend meetings. May be called upon to respond to emergencies or conduct Fire District business outside of normal business hours and scheduled shifts.

Trades: trades are allowed only with other salaried employees.

DUTIES & RESPONSIBILITIES:

The following duties are typical of this classification and are intended only to describe the various types of work that may be performed. The level of technical complexity of the assignment(s) is not intended to be an all-inclusive list of duties. The omission of a specific duty statement does not exclude it from the position if the work is consistent with the concept of the classification or is similar or closely related to another duty statement to address the District's business needs and changing business practices.

Duties regularly include, but are not limited to the following:

Ensures appropriate service and staffing levels within District policy. Organizes the activities of assigned shift; coordinates interaction between shifts to promote continuity from shift to shift. Aids Captains in planning daily schedules. Monitors and evaluates the efficiency and

JOB DESCRIPTIONS – SHIFT BATTALION CHIEF

MONTECITO FIRE PROTECTION DISTRICT

effectiveness of service delivery methods and procedures. Enforces District rules and policies. Prepares reports, maintains records, and reviews reports from subordinates. Supervises all personnel and evaluates employees. Ensures that assigned shift meets District standards in all programs (training, prevention, maintenance, physical fitness, etc.). Allocates resources as it relates to the needs of the District. Responds to emergency calls. Makes decisions regarding fire control methods. Promotes and supports cooperation with other agencies. At times, will provide Battalion Chief coverage for neighboring agencies. Will serve as Strike Team Leader or other certified and qualified overhead position. Assists the Fire Chief and Operations/Division Chief in meeting District goals and objectives. Actively attends and participates in professional fire organizations and groups. Each Battalion Chief will be assigned a primary area of responsibility: training, services and supplies, administration or fire prevention. The Fire Chief or Operations/Division Chief may assign special projects. May be called upon to investigate cause and origin of fires or other incidents.

Required to attend at least half of all meetings associated with special projects; on or off duty without additional compensation. Required to carry their District cell phone at all times.

Must maintain physical fitness.

QUALIFICATIONS:

Six years of increasingly responsible full-time sworn experience with a paid fire agency, with one year's experience as suppression officer (permanent Captain or above). Assistant Fire Marshal will meet this requirement when he/she has documented 50 shifts as Engine Company Captain. A combination of training, education and experience which would provide the required knowledge and abilities.

The ability to work with employees in a manner which will inspire a feeling of teamwork, pride, camaraderie, discipline, and high morale. Ability to manage the operation of several crews.

Oral and written communication skills suitable to the position. Ability to deal effectively with the public. Knowledge of modern firefighting methodology, fire prevention practices, fire investigation methods, procedures and equipment, management, instruction, and budgetary processes. Ability and willingness to perform in a management position in dealing with personnel and the public. Knowledge of District policies, procedures, and programs and the ability to implement them.

Battalion Chiefs appointed after May 20, 1996 must reside within 60-minute travel time of the headquarters fire station to facilitate direction of major emergencies.

Job performance will be reviewed annually.

Possession of an appropriate California Driver's License with a satisfactory driving record; EMT-1 or equivalent and AED/CPR certifications that meets State of California and LEMSA requirements.

Must meet insurability requirements of district's insurer(s).

Approved 05/27/2014

JOB DESCRIPTIONS – SHIFT BATTALION CHIEF
MONTECITO FIRE PROTECTION DISTRICT

If applicant is not already a full time employee of the Montecito Fire Protection District, prior to appointment, applicant must pass an extensive background investigation and medical exam, including controlled substance testing.

REQUIRED:

AA/AS degree or 30 units of Fire Science

Fire Officer certification

Strike Team Leader (STEN) qualified within two (2) year of appointment, opportunities permitting.

Division Group Supervisor (DIVS) qualified within three (3) years of appointment, opportunities permitting.

Blue Card certification within one (1) year of appointment

Heavy Rescue certification

- Trench Rescue
- Confined Space Rescue
- Rescue Systems 1
- Rescue Systems 2

Fire Command 2A, 2B, 2E

Fire Investigation 1A, 1B

Management 2A, 2B

Hazmat FRO

Fire Operations in the Urban Interface (S-205/215)

Ignition Operations (S-234)

Basic Air Operations (S-270)

Intermediate Fire Behavior (S-290)

Introduction to Wildland Fire Behavior Calculations (S-390)

Intermediate ICS (I-300)

DRAFT

Fire Captain Job Description

Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job. Employees acting in this position will be held to this standard as well as that of their assigned rank.

Summary Job Description

Responds to fire alarms, emergency medical calls, and other emergency calls to protect life, property and the environment. Commands all subordinate personnel in daily activities as well as during emergency and non-emergency operations. Participates in fire training, fire prevention, public education, station and equipment maintenance. Reports to battalion chief. Medical direction is received through EMS protocol and medical director. Supervises Engineers, firefighters, and auxiliary positions. May be required to act as Battalion Chief.

Representative Duties and Knowledge

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

- Responds to emergencies including, but not limited to, structure fire, wildland fire, vehicle fire vehicle accidents, injuries, trapped people or animals, fallen trees, down power lines, gas leaks, flooded structures, hazardous substances, and trail rescues
- Assumes command of emergency scene until relieved by a chief or company officer
- Provides direction and necessary information to the engineer en route to emergency and non-emergency calls
- Communicates with dispatch throughout emergency and non-emergency calls
- Places fire hoses, operates fire streams, sets ladders, ventilates and enters burning structures to extinguish fires and perform rescue services; has an understanding of fireground command, strategy, and tactics
- Performs salvage and overhaul operations during and after fires to remove hazards and prevent water damage
- Stands fire watch
- Lays hose, directs fire streams, constructs fire line, takes weather readings, and has an understanding of wildland/urban-interface command, strategy and tactics
- Understands the use of personal protective equipment and SCBA
- Knows the location of, and how to set up and use all medical equipment within EMT-B scope of practice and SBC EMSA policies and protocols; assists MTO and other agency paramedics when necessary
- Understands rescue operations and procedures
- Has an understanding of the Incident Command System as it applies to all emergencies
- Is able to safely and effectively operate all fire department equipment necessary to perform job duties including, but not limited to generators, pumps, ventilation fans, power saws, hand tools, and hydraulic tools

- Drives fire department vehicles; maintains proper licensing as required by CA DMV for fire department apparatus
- Inspects and performs maintenance on fire hydrants
- Has an understanding of hazardous materials operations, and performs decontamination procedures in compliance with CalOSHA regulations
- Plans and supervises the daily activities of assigned crew
- Prepares reports and documentation of emergency calls, public service calls, and training
- Manages an assigned portion of the Montecito weed abatement program
- Investigates customer complaints and takes the appropriate action
- Maintains daily personnel roster and manages trade and time-off requests
- Enforces departmental rules and regulations, and recommends disciplinary action when necessary
- Conducts annual evaluations of subordinates
- Performs commercial occupancy inspections, participates in fire prevention demonstrations, and has an understanding of fire prevention strategies and codes
- Participates in drills, and classes as directed
- Maintains fitness through a self-directed physical fitness program
- Presents programs and participates in the department's public relations programs as assigned
- Maintains a clean professional appearance, and behaves in accordance with the code of conduct at the Montecito Fire Protection District
- Is familiar with the policies, procedures, rules and regulations of the Montecito Fire Protection District
- May be assigned special projects by a chief officer
- In the event of a major fire or emergency, may be called in from off duty to work an extended period of time; may be scheduled to work on days off when an open shift cannot be filled in accordance with force hire policy; may be sent to emergencies in other areas for an extended period of time
- Possesses the basic math skills necessary for fire pump calculations, USAR shoring calculations, and other job functions

Abilities

- Command personnel during emergency and non-emergency operations
- Perform competently under extreme pressure and in stressful situations
- Make accurate observations and rapid judgments
- Understand a variety of procedural instructions; written and oral, and convert to proper actions
- Give oral instructions to others
- Work with outside agencies
- Prepare clear, concise, accurate written reports
- Deal tactfully and effectively with the general public and co-workers
- Work cooperatively with others and contribute to a successful team effort

- Maintain physical endurance and agility
- Demonstrate an awareness and appreciation of the cultural diversity of the community
- Uphold the code of conduct of the Montecito Fire Protection District

Minimum Qualifications

2015

Four years of full time firefighter experience; at least 3 with the Montecito Fire Protection District

EMT-B certification

CPR for the Professional Rescuer or equivalent certification

AED certification

State Fire Training Certified Firefighter I and Firefighter II

State Fire Training Fire Officer Certification eligible

I300

S234

S270

S290

S215

Class B or C California Driver's License with Firefighter endorsement.

Initiated Fire Captain task book

Must not have been convicted by a state or by the federal government of a crime, the punishment for which could have been imprisonment in a federal or state prison.

2017

Five years of full time firefighter experience; at least 3 with the Montecito Fire Protection District

EMT-B certification

CPR for the Professional Rescuer or equivalent certification

AED certification

State Fire Training Certified Firefighter I and Firefighter II

State Fire Training Fire Officer Certification eligible

Heavy Rescue (Rescue Systems 1 & 2, Trench Rescue, Confined Space Rescue and Low Angle Rope Rescue)

I300

S234

S270

S290

S215

Class B or C California Driver's License with Firefighter endorsement.

Completed Fire Captain task book

Must not have been convicted by a state or by the federal government of a crime, the punishment for which could have been imprisonment in a federal or state prison.

2020

Five years of full time firefighter experience; at least 3 with the Montecito Fire Protection District

EMT-B certification

CPR for the Professional Rescuer or equivalent certification

AED certification

State Fire Training Certified Firefighter I and Firefighter II

State Fire Training Fire Officer Certification eligible

Heavy Rescue (Rescue Systems 1 & 2, Trench Rescue, Confined Space Rescue and Low Angle Rope Rescue)

I300

S234

S270

S290

S215

Class B or C California Driver's License with Firefighter endorsement

Completed Fire Captain task book

Associate of Arts or Science degree in any field

Must not have been convicted by a state or by the federal government of a crime, the punishment for which could have been imprisonment in a federal or state prison.

Desired Qualifications

Strike Team Leader (S-334)

Fire Behavior (S-390)

Investigation 1B

Other Requirements

Successfully complete 12 month probationary period.

Physical Demands and Working Environment

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Physical:

Primary functions require sufficient physical ability to work both indoors in an office-type setting and outdoors in extreme weather conditions. Continuous sitting and upward and downward flexion of neck; side-to-side turning of neck; twisting and bending at the waist; and reaching below the shoulders; lifting and carrying of objects weighing up to 100 pounds. Frequent standing; walking and walking on uneven ground; reaching at and above the shoulder; power grasping, and pushing and pulling of objects and equipment; fine finger dexterity, simple grasping and repetitive use of hands to manipulate equipment controls, keyboard and other

office equipment. Occasional running, crawling, kneeling, climbing, balancing and squatting; lifting and carrying objects more than 100 pounds with or without assistance.

Environment:

Exposure to extreme heat, cold, humidity and temperature swings working indoors and outdoors; excessive noise of emergency equipment; the noise level may be very loud when responding to emergency calls and when working at a fire or other emergency incident; exposure to dust, gases, chemicals, smoke, and blood-borne pathogens; occasional exposure to explosives at fires or other hazardous materials calls; works in and around heavy equipment with exposure to moving mechanical parts; exposure to vibration from equipment and vehicles; operations of foot controls or repetitive foot motion; may work at substantial heights; wears appropriate personal protective equipment including goggles, ear plugs or other auditory protective equipment, face protector, turn-outs, safety shoes, gloves and a self-contained breathing apparatus.

MONTECITO FIRE PROTECTION DISTRICT FIRE CAPTAIN

DEFINITION:

Under the supervision of a Battalion Chief, the Fire Captain is responsible for supervising company activities, planning, organizing and directing equipment and personnel as needed. Participates in and supervises suppression efforts, training, public education, company inspections, investigations, cliffside rescue, medical, and other emergency situations. Performs related duties as required.

COMPENSATION & BENEFITS:

Compensation based on an average of 56 hours of work each week on the 4/6 shift schedule. Terms and conditions of employment are negotiated by the Montecito Firemen's Association and are described in the current Montecito Firemen's Association Memorandum of Understanding.

DUTIES & RESPONSIBILITIES:

Duties regularly include, but are not limited to, the following:

Provides direction to floor personnel for emergency and non-emergency operations. Supervises engine and rescue company personnel engaged in fire suppression, prevention, investigation, hazardous material incidents, medical emergencies, and other services provided by the District. Responds to fire and other emergency calls, makes necessary decisions in emergency situations regarding the deployment of firefighters and equipment, fire suppression activities, emergency medical, and rescue procedures. As assigned, responsible for inspections of public and commercial occupancies to enforce adopted fire codes, hazard abatement program, and routine hydrant servicing. Identifies fire hazards, investigates community complaints, and participates in pre-fire planning processes. Provides training for floor personnel, dispatchers, and reserves through drills, classroom instruction, shift briefings, and on-the-job instruction; enforces District rules and regulations regarding employee conduct and performance, conducts performance evaluations and counsels employees, makes recommendations concerning disciplinary action, maintains attendance and other District records. Directs and may participate in the cleaning, maintenance, and repair of fire equipment, apparatus, and facilities. Participates in on-going training

JOB DESCRIPTIONS - CAPTAIN
MONTECITO FIRE PROTECTION DISTRICT

and development activities to maintain current knowledge of technological advancements and other relevant information; attends officer's meetings as required. May participate in special projects, develop and/or conduct training, maintain records, prepare reports, and perform work assignments while serving on various District volunteer committees. Prepares timely and accurate reports, maintains company files in an up-to-date status, generates training reports, work activity reports, and other reports as needed for battalion chief or other staff personnel; assists in budget development regarding station maintenance, equipment requests, and cost improvements. Keeps subordinates and superiors adequately informed of significant matters which affect their work, attitude, and morale; advises and consults with battalion chief on a regular and on-going basis; interacts with the public at large.

Maintains compliance with District physical fitness standards.

Responds as required when called in from off duty for emergencies.

When required, will serve as acting Battalion Chief.

QUALIFICATIONS:

Extensive knowledge of firefighting principles and techniques, fire prevention principles and techniques, emergency medical service, rescue methods, local geography and major fire hazards of the District. Considerable knowledge of: fire/arson investigation, supervisory practices, laws and court decisions regarding the rights of employees. Ability to supervise and prioritize the work of others, direct others in emergency situations, coordinate and cooperate effectively with other agencies in emergency situations, present a professional image and interact effectively with the public, identify and evaluate target hazards, train others in fire prevention and suppression techniques, establish and maintain effective relationships, communicate effectively both verbally and in writing, understand written and verbal directions, maintain records and prepare reports.

Job performance reviewed annually.

Possession of an appropriate California Driver's License as required by California law, and a satisfactory driving record; EMT-D and CPR certifications; four years employment with the Montecito Fire District, and successful completion of Montecito's engineer test.

Must meet insurability requirements of District's insurer(s).

JOB DESCRIPTIONS - CAPTAIN
MONTECITO FIRE PROTECTION DISTRICT

The following is a list of required and recommended classes and certifications that should be considered in preparation for the position of captain. Required classes and certifications must be completed prior to application for position. Fire service education should not be limited to this list alone, but should also include a variety of training including: hot fire exercises, coordinated fire attack, report writing, computers, codes and ordinances, and supervisory and managerial concepts and methods.

REQUIRED:

Basic ICS (I-300)
Hazardous Materials First Responder
CA State Fire Officer Certification and/or
Fire Science Certificate (30 F.S. Units)
Rescue Systems 1/Heavy Rescue
Fire Operations in the Urban Interface (S-205/215) - Effective July 1, 2004.
Ignition Operations (S-234) - Effective July 1, 2004.
Basic Air Operations (S-270) - Effective July 1, 2004.
Intermediate Fire Behavior (S-290) - Effective July 1, 2004.

RECOMMENDED:

Strike Team Leader
Fire Behavior (S-390)
Investigation 1B
Command 2A and 2B

Fire Engineer Job Description

Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job. Employees acting in this position will be held to this standard as well as that of their assigned rank.

Summary Job Description

Responds to fire alarms, emergency medical calls, and other emergency calls to protect life, property, and the environment. Participates in fire training, fire prevention, public education, and station and equipment maintenance. Drives and maintains fire apparatus and operates fire pump. Reports to company officer or acting captain. Medical direction is received through EMS protocol and medical director. May be required to supervise firefighters or auxiliary positions.

Representative Duties and Knowledge

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

- Responds to emergencies including, but not limited to, structure fire, wildland fire, vehicle fire, vehicle accidents, injuries, trapped people or animals, fallen trees, down power lines, gas leaks, flooded structures, hazardous substances, and trail rescues
- Drives fire apparatus during emergency and non-emergency situations and operates fire pump. Drives other department vehicles as assigned
- Places fire hoses, operates fire streams, sets ladders, ventilates and enters burning structures to extinguish fires and perform rescue services. Has an understanding of fireground command, strategy, and tactics
- Performs salvage and overhaul operations during and after fires to remove hazards and prevent water damage
- Stands fire watch
- Lays hose, directs fire streams, constructs fire line, takes weather readings, and has an understanding of wildland/urban-interface command, strategy and tactics
- Understands the use of personal protective equipment and SCBA
- Knows the location of, and how to set up and use all medical equipment within EMT-B scope of practice and SBC EMSA policies and protocols; assists MTO and other agency paramedics when necessary
- Understands rescue operations and procedures
- Has an understanding of the Incident Command System as it applies to all emergencies
- Is able to safely and effectively operate all fire department equipment necessary to perform job duties including, but not limited to generators, pumps, ventilation fans, power saws, hand tools, and hydraulic tools
- Maintains proper licensing as required by CA DMV for fire department apparatus
- Inspects and performs maintenance on fire hydrants
- Has an understanding of hazardous materials operations, and performs decontamination procedures in compliance with CalOSHA regulations

- Performs commercial occupancy inspections, participates in fire prevention demonstrations, and has an understanding of fire prevention strategies and codes
- Participates in drills, and classes as directed
- Washes, polishes, and performs preventive maintenance on fire apparatus and equipment
- Cleans and maintains fire station and grounds
- Maintains fitness through a self-directed physical fitness program
- Presents programs and participates in the department's public relations programs as assigned
- Maintains a clean professional appearance, and behaves in accordance with the code of conduct at the Montecito Fire Protection District
- Is familiar with the policies, procedures, rules and regulations of the Montecito Fire Protection District
- May be assigned special projects by chief or company officer
- In the event of a major fire or emergency, may be called in from off duty to work an extended period of time; may be scheduled to work on days off when an open shift cannot be filled in accordance with force hire policy; may be sent to emergencies in other areas for an extended period of time
- Possesses the basic math skills necessary for fire pump calculations, USAR shoring calculations, and other job functions

Abilities

- Operate fire apparatus, fire pump, and other equipment in a safe and effective manner
- Perform competently under extreme pressure and in stressful situations
- Make accurate observations and rapid judgments
- Understand a variety of procedural instructions; written and oral, and convert to proper actions
- Give oral instructions to others
- Prepare clear, concise, accurate written reports
- Deal tactfully and effectively with the general public and co-workers
- Work cooperatively with others and contribute to a successful team effort
- Maintain physical endurance and agility
- Demonstrate an awareness and appreciation of the cultural diversity of the community
- Uphold the code of conduct of the Montecito Fire Protection District

Minimum Qualifications

Must have 3 years of full-time experience with the Montecito Fire Department.

Class B or C California Driver's License with Firefighter endorsement.

EMT-B certification

CPR for the Professional Rescuer or equivalent certification

AED certification

CA State FF-1 and FF-2

Completed Engine Operator Task Book

Must not have been convicted by a state or by the federal government of a crime, the punishment for which could have been imprisonment in a federal or state prison.

Desired Qualifications

CA State Fire Officer Certification Eligible

Other Requirements

Successfully complete 12 month probationary period.

Physical Demands and Working Environment

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Physical:

Constant upward and downward flexion of neck, side-to-side turning of neck; simple grasping and repetitive use of hands to hold radios, equipment and property; fine finger dexterity to manipulate apparatus controls, computer keyboard and writing utensils; lifting and carrying of objects weighing up to 10 lbs.

Frequent walking, standing, sitting, kneeling, climbing, balancing and squatting; bending and twisting at the waist; pushing, pulling and reaching above and below shoulder level; power grasping; walking on uneven ground; driving; lifting and carrying of objects weighing up to 25 pounds from below waist to above shoulder level; lifting and carrying objects weighing up to 100 lbs with or without assistance.

Occasionally running, crawling; lifting and carrying objects and persons weighing more than 100 lbs. with or without assistance.

Environmental:

Exposure to extreme heat, cold, humidity, and temperature swings working indoors and outdoors; extreme noise of emergency equipment; mechanical and electrical hazards of burning equipment, facilities and materials; explosive hazards of gases and explosive devices; radiation hazards of locations having exposure to radioactive materials; fumes, odors and dust of atmosphere at fires and other emergency sites; biological hazards of bodily fluids, airborne and blood-borne pathogens; toxic substances of burning materials. Work is performed in 24-hour shifts, with time allowed for meals, breaks and sleeping subject to interruption as required by emergency situations. In the event of a major fire or emergency situation, incumbents may be called in from off-duty to work an extended period of time. Work is performed at the fire station and in the field at emergency sites and other locations. Work setting is both formal and informal, team oriented, having both routine and variable tasks. Work pace and pressure is variable, frequently fast-paced and high pressure.

MONTECITO FIRE PROTECTION DISTRICT FIRE ENGINEER

DEFINITION:

Under the supervision of a captain, the Engineer drives, operates, and maintains firefighting apparatus and related equipment, responds to fire and other emergency calls, fights fires, performs fire prevention functions, public education, training activities, station maintenance, and performs related duties as required. Personnel promoted to this position after October 1, 1998, are subject to assignment in the Engineer/Inspector position.

COMPENSATION & BENEFITS:

Compensation based on an average of 56 hours of work each week on the 4/6 shift schedule. Terms and conditions of employment are negotiated by the Montecito Firemen's Association and are described in the current the Montecito Firemen's Association Memorandum of Understanding.

DUTIES & RESPONSIBILITIES:

Duties regularly include, but are not limited to the following:

Supervision is provided by the engine company Captain; may also receive direction from the battalion chief or other staff personnel. Provides guidance to firefighters in matters pertaining to the care and maintenance of apparatus and equipment under the direct responsibility of the Engineer, or as needed. Inspects fire apparatus to ensure presence of appropriate equipment and operational efficiency, cleans and performs minor apparatus maintenance, drives firefighting apparatus and other units to emergency sites in a safe and efficient manner, locates hydrants, attaches hoses, and operates pumps at proper pressures, evaluates adequacy of water system and available water supply. Participates in fire extinguishing, ventilation, salvage, rescue, and other operations. Operates various fire fighting, control and rescue equipment such as: pumps, ladders, chains, air-powered systems, hand tools, and extricating equipment as directed. Provides emergency medical services to individuals in need of such care consistent with standards and permitted procedures established by the District. Inspects and cleans various fire fighting equipment and apparatus; performs routine and preventive maintenance on equipment as necessary, assists in maintaining clean

JOB DESCRIPTIONS - ENGINEER

MONTECITO FIRE PROTECTION DISTRICT

and orderly conditions in and around the fire station. Participates in fire prevention functions including engine company inspections of public and commercial occupancies, pre-fire planning and hazard abatement program; maintains thorough knowledge of District geographical layout of streets, addresses and target hazards. Participates in training and development activities to maintain current knowledge of technological advancements, efficient operation of all District fire apparatus, and other relevant information. Interacts with, and represents the District to the public at large. May participate in special projects, develop and/or conduct training, maintain records, prepare reports, and perform work assignments while serving on various District volunteer committees.

Maintains compliance with District physical fitness standards.

Responds as required when called in from off duty for emergencies.

May provide direction and training to Firefighter personnel and serve as acting captain as required.

QUALIFICATIONS:

Considerable knowledge of firefighting methods and techniques; operation and maintenance of engines, pumps, and other fire fighting equipment; practical/applied hydraulics, traffic regulations, District geography, principles and practices observed in rendering emergency medical services as established by the District. Knowledge of fire fighting strategy and tactics, the Incident Command System, and alarm assignment responses. Ability to drive and operate fire fighting equipment skillfully under a variety of conditions, compute appropriate engine and nozzle pressures, act effectively and quickly in emergency situations, cooperate with others, deal effectively with the public, understand and follow verbal and/or written directions.

Knowledge of: Fire prevention and inspection practices, firefighting techniques, fire chemistry, fire & building codes, construction, and local standards. Ability to: Maintain positive working relationship with the public, read and interpret codes, create reports, and schedule and effectively perform work independent of immediate supervision.

Job performance will be reviewed annually.

Possession of an appropriate California Driver's License as required by State law and a satisfactory driving record; EMT-D and CPR Certifications. Must have a

JOB DESCRIPTIONS - ENGINEER
MONTECITO FIRE PROTECTION DISTRICT

minimum of two years employment with the Montecito Fire District before testing for Engineer.

Must meet insurability requirements of District's insurer(s).

The following is a list of required and recommended classes and certifications that Montecito firefighters should consider in preparation for the position of Engineer. Required classes and certifications must be completed prior to application for position.

Fire service education should not be limited to this list alone, but should also include a variety of seminars, training, hot fire exercises, and mechanical and Engineer skill building workshops as they become available.

REQUIRED:

CA State FF-1 and FF-2
 Fire Hydraulics
 Pump Operator 1A and 1B
 Basic ICS 200
 Hazardous Materials First Responder
 Fire Command 1A and 1B
 Instructor 1A
 Prevention 1A, 1B
 Investigation 1A
 S-190
 S-205/215
 S-234
 S-270
 S-290
 Rescue Systems 1/Heavy Rescue

RECOMMENDED:

CA State Fire Officer Certification
 Fire Science Certificate (30 F.S. Units)
 Prevention 1B, 1C
 Investigation 1A, 1B

Firefighter/Paramedic Job Description

Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job. Employees acting in this position will be held to this standard as well as that of their assigned rank.

Summary Job Description

Responds to fire alarms, emergency medical calls, and other emergency calls to protect life, property, and the environment. Participates in fire training, fire prevention, public education, and station and equipment maintenance. Reports to company officer or acting captain. Medical direction is received through EMS protocol and the medical director. May be required to supervise probationary or auxiliary positions.

Representative Duties and Knowledge

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

- Responds to emergencies including, but not limited to, structure fire, wildland fire, vehicle fire, vehicle accidents, injuries, trapped people or animals, fallen trees, down power lines, gas leaks, flooded structures, hazardous substances, and trail rescues
- Places fire hoses, operates fire streams, sets ladders, ventilates and enters burning structures to extinguish fires and perform rescue services. Has an understanding of fireground command, strategy, and tactics
- Performs salvage and overhaul operations during and after fires to remove hazards and prevent water damage
- Stands fire watch
- Lays hose, directs fire streams, constructs fire line, takes weather readings, and has an understanding of wildland/urban-interface command, strategy and tactics
- Understands the use of personal protective equipment and SCBA
- Knows the location of, and how to set up and use all medical equipment within EMT-P scope of practice and SBC EMSA policies and protocols. Is responsible for necessary documentation
- Understands rescue operations and procedures
- Has an understanding of the Incident Command System as it applies to all emergencies
- Is able to safely and effectively operate all fire department equipment necessary to perform job duties including, but not limited to generators, pumps, ventilation fans, power saws, hand tools, and hydraulic tools
- Drives fire department vehicles including fire apparatus and operates pump after proper certification; maintains proper licensing as required by CA DMV for fire department apparatus
- Inspects and performs maintenance on fire hydrants
- Has an understanding of hazardous materials operations, and performs decontamination procedures in compliance with CalOSHA regulations

- Performs commercial occupancy inspections, participates in fire prevention demonstrations, and has an understanding of fire prevention strategies and codes.
- Participates in drills, and classes as directed
- Washes, polishes, and performs preventive maintenance on fire apparatus and equipment
- Cleans and maintains fire station and grounds
- Maintains fitness through a self-directed physical fitness program
- Presents programs and participates in the department's public relations programs as assigned
- Maintains a clean professional appearance, and behaves in accordance with the code of conduct at the Montecito Fire Protection District
- Is familiar with the policies, procedures, rules and regulations of the Montecito Fire Protection District
- May be assigned special projects by chief or company officer
- In the event of a major fire or emergency, may be called in from off duty to work an extended period of time; may be scheduled to work on days off when an open shift cannot be filled in accordance with force hire policy; may be sent to emergencies in other areas for an extended period of time
- Possesses the basic math skills necessary for fire pump calculations, USAR shoring calculations, and other job functions

Abilities

- Perform competently under extreme pressure and in stressful situations
- Make accurate observations and rapid judgments
- Understand a variety of procedural instructions; written and oral, and convert to proper actions
- Give oral instructions to others
- Prepare clear, concise, accurate written reports
- Deal tactfully and effectively with the general public and co-workers
- Work cooperatively with others and contribute to a successful team effort
- Maintain physical endurance and agility
- Demonstrate an awareness and appreciation of the cultural diversity of the community
- Uphold the code of conduct of the Montecito Fire Protection District

Minimum Qualifications

High School Diploma or equivalent

CA State FF-1 certificate or FF1 Academy

CA State Paramedic Certification

CPR for the Professional Rescuer or equivalent certification

AED certification

Valid California driver's license

Must not have been convicted by a state or by the federal government of a crime, the punishment for which could have been imprisonment in a federal or state prison.

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Desired Qualifications

- Hazardous Materials First Responder
- FF-1 certification
- Basic ICS (I-200)
- Basic Wildland Firefighter (S-130)
- Introduction to Wildland Fire Behavior (S-190)
- Rescue Systems I

Other Requirements

Must obtain a Firefighter endorsement to accompany the Class B or C California Driver's License within eighteen months of employment.

Must obtain a State Firefighter I Certification within one year of employment if not possessed at time of hire.

Must meet insurability requirements of District's insurer(s).

Firefighter/Paramedics hired after October 2, 1995 are, at the District's discretion, subject to special duty assignments which may include: rotating shifts as vacation relief, fire prevention assignment and working a 40 hour workweek as needed to meet District needs.

Successfully complete 18 month probationary period.

Physical Demands and Working Environment

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Physical:

Constant upward and downward flexion of neck, side-to-side turning of neck; simple grasping and repetitive use of hands to hold radios, equipment and property; fine finger dexterity to manipulate apparatus controls, computer keyboard and writing utensils; lifting and carrying of objects weighing up to 10 lbs.

Frequent walking, standing, sitting, kneeling, climbing, balancing and squatting; bending and twisting at the waist; pushing, pulling and reaching above and below shoulder level; power grasping; walking on uneven ground; driving; lifting and carrying of objects weighing up to 25 pounds from below waist to above shoulder level; lifting and carrying objects weighing up to 100 lbs with or without assistance.

Occasional running, crawling; lifting and carrying objects and persons weighing more than 100 lbs. with or without assistance.

Environmental:

Exposure to extreme heat, cold, humidity, and temperature swings working indoors and outdoors; extreme noise of emergency equipment; mechanical and electrical hazards of burning equipment, facilities and materials; explosive hazards of gases and explosive devices; radiation hazards of locations having exposure to radioactive materials; fumes, odors and dust of atmosphere at fires and other emergency sites; biological hazards of bodily fluids, airborne and blood-borne pathogens; toxic substances of burning materials. Work is performed in 24-hour shifts, with time allowed for meals, breaks and sleeping subject to interruption as required by emergency situations. In the event of a major fire or emergency situation, incumbents may be called in from off-duty to work an extended period of time. Work is performed at the fire station and in the field at emergency sites and other locations. Work setting is both formal and informal, team oriented, having both routine and variable tasks. Work pace and pressure is variable, frequently fast-paced and high pressure.

MONTECITO FIRE PROTECTION DISTRICT PARAMEDIC/FIREFIGHTER

DEFINITION:

Under the supervision of a Captain, the Paramedic/Firefighter is responsible for responding to fire alarms and other emergency calls to protect life and property; occasionally driving and operating fire apparatus and other District equipment; participating in fire prevention, public education, emergency medical aid, station maintenance, and training activities; providing basic and advanced life support services in accordance with the policies established by the Santa Barbara County EMS Authority, and performing related duties as required.

COMPENSATION & BENEFITS:

Compensation based on an average of 56 hours of work each week on the 4/6 shift schedule. Terms and conditions of employment are negotiated by the Montecito Firemen's Association and are described in the current Montecito Firemen's Association Memorandum of Understanding.

DUTIES & RESPONSIBILITIES:

Duties regularly include, but are not limited to the following:

Supervision is provided by the engine company Captain; may also receive direction from the Engineer, Battalion Chief, or other staff personnel. Responds to fire calls and participates in fire extinguishment, ventilation, salvage, rescue, and other operations; operates various firefighting/control equipment such as pumps, hoses, ladders, and extinguishers; lays hose lines and directs water streams as needed. Provides emergency medical aid to individuals in need of such care consistent with standards and permitted procedures established by the District. Inspects, cleans, services, drives, and operates various fire fighting equipment and apparatus; performs routine and preventative maintenance on equipment as necessary; assists in maintaining clean and orderly conditions in and about the fire station. Attends and participates in special drills and other training activities. Participates in fire prevention functions including company inspections of public and commercial occupancies, pre-fire planning, and hazard abatement program. Attains thorough knowledge of District geographical layout of streets, addresses and target hazards. May participate in special projects, develop and/or conduct

JOB DESCRIPTIONS - PARAMEDIC/FIREFIGHTER

MONTECITO FIRE PROTECTION DISTRICT

training, maintain records, prepare reports, and perform work assignments while serving on various District volunteer committees.

Respond to medical emergencies and follows Santa Barbara County protocols. Perform primary and secondary physical assessment of ill or injured persons. Perform cardiopulmonary resuscitation. Maintain an effective airway for patients with compromised breathing. Immobilize injured limbs and spinal vertebra where injury is suspected. Control bleeding of external injuries. Assist with emergency childbirth. Administer oxygen to support respiratory functions. Utilize adjunctive ventilation devices, such as endotracheal tubes. Analyze endocardograms and recognize cardio arrhythmias. Administer medications by intravenous, intramuscular, or topical means. Perform electrical defibrillation. Communicate medical information to base hospital medical personnel and others. Compile necessary medical reports and records. Drive an ambulance vehicle.

Maintain California State Paramedic Certification and Santa Barbara County Paramedic Accreditation by completing appropriate continuous education and keeping all training records.

Maintains compliance with District physical fitness standards.

Responds as required when called in from off duty for emergencies.

May provide direction and training to reserve personnel and serve as acting engineer, as required. Fills in for Dispatcher as needed and assumes all duties and responsibilities of same.

Paramedic/Firefighters hired after October 2, 1995, are, at the District's discretion, subject to special duty assignments which may include: Rotating shifts as vacation relief, fire prevention assignment, and working a 40 hour workweek as needed to meet District needs.

QUALIFICATIONS:

Working knowledge of basic fire prevention and suppression techniques and practices. Ability to: learn and apply fire fighting principles and techniques, think and act quickly and effectively in emergency situations, learn and apply fire code provisions and arson/fire investigation techniques, to learn dispatch duties and pertinent computer skills, maintain EMT-D certification with appropriate training, work effectively and cooperate with others, deal effectively with the public, understand and follow verbal and/or written directions.

Job performance will be reviewed annually

JOB DESCRIPTIONS - PARAMEDIC/FIREFIGHTER
MONTECITO FIRE PROTECTION DISTRICT

Possession of an appropriate California Driver's License as required by State law with a satisfactory driving record; EMT-D and CPR certifications. Must have successfully completed a minimum of twelve (12) months service as a paid or reserve firefighter with a government agency or full-time fire department prior to application deadline, or, must possess a California FF-1 certificate. Must be a California certified paramedic with a minimum of one year's experience as a paramedic.

Must meet insurability requirements of District's insurer(s).

If applicant is not already a full time employee of the Montecito Fire Protection District, prior to appointment, applicant must pass an extensive background investigation and medical exam, including drug testing.

The following is a list of required and recommended classes and certifications that applicants should consider in preparation for the position of firefighter. Your fire service education should not be limited to this list alone, and should include a variety of seminars, training, and hot fire exercises as they become available.

REQUIRED:

CA State Paramedic Certification

CA State FF-1

RECOMMENDED:

FF-2 Certification

Fire Hydraulics

Pump / Operator 1A and 1B

Hazardous Materials First Responder

Basic ICS (I-200)

Fire Command 1A

Introduction to Wildland Fire Behavior (S-190)

Rescue Systems I

Firefighter Job Description

Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job. Employees acting in this position will be held to this standard as well as that of their assigned rank.

Job Description Summary

Responds to fire alarms, emergency medical calls, and other emergency calls to protect life, property, and the environment. Participates in fire training, fire prevention, public education, and station and equipment maintenance. Reports to fire captain. Medical direction is received through county EMS protocol and the medical director. May be required to supervise auxiliary positions.

Representative Duties and Responsibilities

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

- Responds to emergencies including, but not limited to, structure fire, wildland fire, vehicle fire, vehicle accidents, injuries, trapped people or animals, fallen trees, down power lines, gas leaks, flooded structures, hazardous substances, and trail rescues
- Places fire hoses, operates fire streams, sets ladders, ventilates and enters burning structures to extinguish fires and perform rescue services. Has an understanding of fireground command, strategy, and tactics
- Performs salvage and overhaul operations during and after fires to remove hazards and prevent water damage
- Stands fire watch
- Lays hose, directs fire streams, constructs fire line, takes weather readings, and has an understanding of wildland/urban-interface command, strategy and tactics
- Understands the use of personal protective equipment and SCBA
- Knows the location of, and how to set up and use all medical equipment within EMT-B scope of practice and SBC EMSA policies and protocols. Assists MTO and other agency paramedics when necessary
- Understands rescue operations and procedures
- Has an understanding of the Incident Command System as it applies to all emergencies
- Is able to safely and effectively operate all fire department equipment necessary to perform job duties including, but not limited to generators, pumps, ventilation fans, power saws, hand tools, and hydraulic tools
- Drives fire department vehicles including fire apparatus and operates pump after proper certification; maintains proper licensing as required by CA DMV for fire department apparatus.
- Inspects and performs maintenance on fire hydrants

- Has an understanding of hazardous materials operations, and performs decontamination procedures in compliance with CalOSHA regulations
- Performs commercial occupancy inspections, participates in fire prevention demonstrations, and has an understanding of fire prevention strategies and codes
- Participates in drills, and classes as directed
- Washes, polishes, and performs preventive maintenance on fire apparatus and equipment
- Cleans and maintains fire station and grounds
- Maintains fitness through a self-directed physical fitness program
- Presents programs and participates in the department's public relations programs as assigned
- Maintains a clean professional appearance, and behaves in accordance with the code of conduct at the Montecito Fire Protection District
- Is familiar with the policies, procedures, rules and regulations of the Montecito Fire Protection District
- May be assigned special projects by chief or company officer
- In the event of a major fire or emergency, may be called in from off duty to work an extended period of time; may be scheduled to work on days off when an open shift cannot be filled in accordance with force hire policy; may be sent to emergencies in other areas for an extended period of time
- Possesses the basic math skills necessary for fire pump calculations, USAR shoring calculations, and other job functions

Abilities

- Perform competently under extreme pressure and in stressful situations
- Make accurate observations and rapid judgments
- Understand a variety of procedural instructions; written and oral, and convert to proper actions
- Give oral instructions to others
- Prepare clear, concise, accurate written reports
- Deal tactfully and effectively with the general public and co-workers
- Work cooperatively with others and contribute to a successful team effort
- Maintain physical endurance and agility
- Demonstrate an awareness and appreciation of the cultural diversity of the community
- Uphold the code of conduct of the Montecito Fire Protection District

Minimum Qualifications

High School Diploma or equivalent
CA State FF-1 certificate or FF1 Academy
EMT-B certification
CPR for the Professional Rescuer or equivalent certification
AED certification
Valid California driver's license

Must not have been convicted by a state or by the federal government of a crime, the punishment for which could have been imprisonment in a federal or state prison.

Desired Qualifications

- Hazardous Materials First Responder
- FF II certification
- Basic ICS (I-200)
- Basic Wildland Firefighter (S-130)
- Introduction to Wildland Fire Behavior (S-190)
- Rescue Systems I

Other Requirements

- Must obtain a Firefighter endorsement to accompany the Class B or C California Driver's License within eighteen months of employment.
- Must obtain a State Firefighter I Certification within one year of employment if not possessed at time of hire.
- Must meet insurability requirements of District's insurer(s).
- Firefighters hired after October 2, 1995 are, at the District's discretion, subject to special duty assignments which may include: rotating shifts as vacation relief, fire prevention assignment and working a 40 hour workweek as needed to meet District needs.
- Successfully complete 18 month probationary period.

Physical demands and working environment

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Physical:

Constant upward and downward flexion of neck, side-to-side turning of neck; simple grasping and repetitive use of hands to hold radios, equipment and property; fine finger dexterity to manipulate apparatus controls, computer keyboard and writing utensils; lifting and carrying of objects weighing up to 10 lbs.

Frequent walking, standing, sitting, kneeling, climbing, balancing and squatting; bending and twisting at the waist; pushing, pulling and reaching above and below shoulder level; power grasping; walking on uneven ground; driving; lifting and carrying of objects weighing up to 25 pounds from below waist to above shoulder level; lifting and carrying objects weighing up to 100 lbs with or without assistance.

Occasional running, crawling; lifting and carrying objects and persons weighing more than 100 lbs. with or without assistance.

Environmental:

Exposure to extreme heat, cold, humidity, and temperature swings working indoors and outdoors; extreme noise of emergency equipment; mechanical and electrical hazards of burning equipment, facilities and materials; explosive hazards of gases and explosive devices; radiation hazards of locations having exposure to radioactive materials; fumes, odors and dust of atmosphere at fires and other emergency sites; biological hazards of bodily fluids, airborne and blood-borne pathogens; toxic substances of burning materials. Work is performed in 24-hour shifts, with time allowed for meals, breaks and sleeping subject to interruption as required by emergency situations. In the event of a major fire or emergency situation, incumbents may be called in from off-duty to work an extended period of time. Work is performed at the fire station and in the field at emergency sites and other locations. Work setting is both formal and informal, team oriented, having both routine and variable tasks. Work pace and pressure is variable, frequently fast-paced and high pressure.

MONTECITO FIRE PROTECTION DISTRICT FIREFIGHTER

DEFINITION:

Under the supervision of a captain, the Firefighter is responsible for responding to fire alarms and other emergency calls to protect life and property; occasionally driving and operating fire apparatus and other District equipment; participating in fire prevention, public education, emergency medical aid, station maintenance, and training activities; and performing related duties as required.

COMPENSATION & BENEFITS:

Compensation based on an average of 56 hours of work each week on the 4/6 shift schedule. Terms and conditions of employment are negotiated by the Montecito Firemen's Association and are described in the current Montecito Firemen's Association Memorandum of Understanding.

DUTIES & RESPONSIBILITIES:

Duties regularly include, but are not limited to the following:

Supervision is provided by the engine company Captain; may also receive direction from the Engineer, Battalion Chief, or other staff personnel. Responds to fire calls and participates in fire extinguishment, ventilation, salvage, rescue, and other operations; operates various firefighting/control equipment such as pumps, hoses, ladders, and extinguishers; lays hose lines and directs water streams as needed. Provides emergency medical aid to individuals in need of such care consistent with standards and permitted procedures established by the District. Inspects, cleans, services, drives, and operates various firefighting equipment and apparatus; performs routine and preventative maintenance on equipment as necessary; assists in maintaining clean and orderly conditions in and about the fire station. Attends and participates in special drills and other training activities. Participates in fire prevention functions including company inspections of public and commercial occupancies, pre-fire planning, and hazard abatement program. Attains thorough knowledge of District geographical layout of streets, addresses and target hazards. May participate in special projects, develop and/or conduct training, maintain records, prepare reports, and perform work assignments while serving on various District volunteer committees.

JOB DESCRIPTIONS - FIREFIGHTER

MONTECITO FIRE PROTECTION DISTRICT

Maintains compliance with District physical fitness standards.

Responds as required when called in from off duty for emergencies.

May provide direction and training to reserve personnel and serve as acting engineer, as required. Fills in for dispatcher as needed and assumes all duties and responsibilities of same.

Firefighters hired after October 2, 1995, are, at the District's discretion, subject to special duty assignments which may include: Rotating shifts as vacation relief, fire prevention assignment, and working a 40 hour workweek as needed to meet District needs.

QUALIFICATIONS:

Working knowledge of basic fire prevention and suppression techniques and practices. Ability to: learn and apply fire fighting principles and techniques, think and act quickly and effectively in emergency situations, learn and apply fire code provisions and arson/fire investigation techniques, to learn dispatch duties and pertinent computer skills, maintain EMT-D certification with appropriate training, work effectively and cooperate with others, deal effectively with the public, understand and follow verbal and/or written directions.

Job performance will be reviewed annually

Possession of an appropriate California Driver's License as required by State law with a satisfactory driving record; EMT-D and CPR certifications. Must have successfully completed a minimum of twelve (12) months service as a paid or reserve firefighter with a government agency or full-time fire department prior to application deadline, or, must possess a California FF-1 certificate. If required, must also be a California certified paramedic with a minimum of one year's experience.

Must meet insurability requirements of District's insurer(s).

If applicant is not already a full time employee of the Montecito Fire Protection District, prior to appointment, applicant must pass an extensive background investigation and medical exam, including drug testing.

The following is a list of required and recommended classes and certifications that applicants should consider in preparation for the position of firefighter. Your fire service education should not be limited to this list alone, and should include a variety of seminars, training, and hot fire exercises as they become available.

JOB DESCRIPTIONS - FIREFIGHTER
MONTECITO FIRE PROTECTION DISTRICT

REQUIRED:

CA State FF-1

RECOMMENDED:

FF-2 Certification

Fire Hydraulics

Pump / Operator 1A and 1B

Hazardous Materials First Responder

Basic ICS (I-200)

Fire Command 1A

Introduction to Wildland Fire Behavior (S-190)

Rescue Systems I

Agenda

Item #7

MINUTES FOR THE SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE
MONTECITO FIRE PROTECTION DISTRICT

Held at Fire District Headquarters, 595 San Ysidro Road, July 22, 2015 at 3:00 p.m.

The meeting was called to order by Director Powell at 3:00 p.m.

Present: Director Powell, Director Sinser, Director van Duinwyk, and Director Venable. Fire Chief Hickman, and District Counsel M. Manion were also present.

- 1. Public comment: Any person may address the Board at this time on any non-agenda matter that is within the subject matter jurisdiction of the Montecito Fire Protection District. (30 minutes total time is allotted for this discussion.)**

Susan Keller thanked the public and Board for their support during her tenure and stated that she is looking forward to being a commissioner on the Montecito Planning Commission.

The Board took no action.

- 2. Time Certain: 3:00 p.m. - Report from AMEC on Draft Environmental Impact Report (DEIR) for Station 3.**

Director Sinser stepped down from the dais. Dan Gira explained that the DEIR would be available for public review on July 29, 2014. The public hearing will be held on Monday, August 24, 2015, the required 45-day public review period for the EIR closes on September 14, 2015 at 5:00 p.m., and the target date for certification of the final EIR will be October 26, 2015.

Public Comment: Susan Keller asked for clarification on alternative locations identified in the DEIR. Mr. Gira stated that the same alternative locations were included, with additional analysis.

The Board took no action.

Director Sinser returned to the dais.

- 3. Update on status of properties identified in Station 3 Site Identification Study regarding property availability.**

Chief Hickman reported that the property owners/representatives from the Archdiocese/cemetery and Kimball-Griffith properties did not decline interest in selling, however, the archdiocese location still has over 69 bodies buried on the site making it an extremely environmentally complicated project site. The Kimball-Griffith property would also be challenging to build on as it has extremely steep slopes that would require incredible amounts of cut and fill, and it also has a large diameter high pressure natural gas line that runs under the property.

Public Comment:

Susan Keller stated that the Kimball-Griffith property might still be a consideration if the District needed less than half an acre. She also raised concern that another lawsuit could delay the project for a considerable amount of time.

Sylvia Easton stated that the studies have conclusively stated that the community is at risk and a third station was necessary.

Tom Schleck stated his concerned with the District's liability in not taking action on the recommendation to add a third station.

After discussing additional locations, the Board determined that they will focus on the current identified location (2500 East Valley Road) and wait for the completion/certification of the EIR before considering any alternative options.

4. Approval of Resolution 2015-07 Authorizing Access to State and Federal Level Summary Criminal History Information for Employment.

On a motion by Director Sinser, seconded by Director Venable, the Board approved Resolution 2015-07 authorizing access to state and federal level summary criminal history information for employment by the following roll call vote:

Ayes: P. van Duinwyk, G.B. Sinser, J.A. Powell, and J. Venable
Nays: None
Abstain: None
Absent: None

5. Report from the Finance Committee.

Director van Duinwyk reviewed the meeting of the Finance committee including the following:

a. Review Financial Summary Staff Report for the fiscal year 2014-15.

The committee recognized that the current fund balances may allow for the adoption the reserve policies recommended by Capitol PFG.

The Board took no action.

b. Consider recommendation to approve District's June 2015 financial statements.

After receiving an explanation of the Lexipol Policy program, the Board unanimously approved the District's June 2015 financial statements on a motion made by Director Sinser, seconded by Director van Duinwyk.

6. Report from Personnel Committee.

Director Venable reported that the committee met to determine a format for evaluating the Fire Chief's performance. Sample job descriptions and evaluation forms will be requested of similar agencies and reviewed by the committee. Director Sinser suggested that the Board develop a more detailed job description and objectives for the Fire Chief in the future.

The Personnel Committee was directed to create an evaluation form to be brought to the Board for approval. Once approved, the full Board will perform the evaluation in closed session with the Fire Chief.

7. Approval of Minutes of June 22, 2015 Regular Meeting.

The minutes of June 22, 2015 regular meeting were unanimously approved on a motion made by Director van Duinwyk, seconded by Director Sinser.

8. Accept resignation from Director Susan Keller.

Mr. Manion explained the process and timeline for appointing and/or electing a replacement for the Board vacancy.

Public comment:

Warner Owens stated that the Montecito Water District recently went through this and their process was a good one.

Director Venable left the meeting at 4:51 p.m.

On a motion made by Director Sinser, seconded by Director van Duinwyk, the Board unanimously accepted the resignation of Director Susan Keller effective July 22, 2015 and directed the Fire Chief to send the appropriate notice to the elections official.

The Board provided additional direction to staff regarding the wording of the advertisement and public announcement. The Board set the application deadline for August 31, 2015, and interviews and appointment to occur at a special meeting on September 17, 2015 at 1:00 p.m. Additionally, the Board directed staff to submit the following advertisements regarding the vacancy and application procedures:

Color advertisement: ½ page long in the Montecito Journal.

Color advertisement: 2 col x 6" Sunday edition of the Santa Barbara News Press.

Color advertisement: ¼ page long in the Santa Barbara Independent.

9. Fire Chief's report.

The Fire Chief reported on: the initial public workshop of the CWPP and a second presentation to the Montecito Planning Commission on August 19, 2015, resignation submitted by Paty Purguy effective December 31, 2015, hiring process for Administrative Assistant, El Nino predictions, response to a vehicle into a structure in the

500 block of San Ysidro Road, a trail rescue on Romero Canyon on June 27, and mutual aid response to Lake Incident on June 25.

The Board took no action.

10. Board of Director's report.

No reports were made.

11. Suggestions from Directors for items other than regular agenda items to be included for the August 2015 Regular Board meeting.

There were no additional requests made.

The meeting was adjourned at 5:10 p.m.

Agenda

Item #8



P.O. BOX 5580 • SANTA BARBARA, CALIFORNIA 93150-5580

August 6, 2015

Chip Hickman, Fire Chief
Board of Directors
Montecito Fire Protection District
595 San Ysidro Road
Montecito, CA 93108-2124

Re: MFD interest in parcel that is part of Rancho San Carlos (2500 East Valley Rd.)

Dear Chief Hickman and Members of the Board:

In the most recent issue of the *Montecito Journal*, Geri Ventura is quoted as saying that the District is interested in "re-engaging" the Jackson family regarding selling the 2.5 acre parcel that had been the subject of the EIR that is now being circulated.

Just so there isn't any confusion, I wanted once again to clarify the Petan Company's position. Following completion of the 2008 Site Selection Study we entered into an option agreement with the District in 2011. At that time, we were "willing sellers." But much has changed since then as mentioned in my letter to the District of October of 2013, an extra copy of which is enclosed. Most importantly, the entire property has been listed for sale for some time (as mentioned in the MJ article) and for that reason we no longer can be considered "willing sellers". These changed circumstances and my October, 2013 letter were both brought to the District's attention in comments made in response to the Notice of Preparation for the current DEIR. Our position has not changed. It is not a question of engaging us to discuss the sale of the parcel. If the site selection study were done today, we would have to be classified as "not willing to sell" because the entirety of the property is now on the market. It is out of our hands and we simply can't speak for a future owner .

I have communicated this position verbally to Chief Hickman on more than one occasion, but given the comments in the MJ article I felt it was important to reiterate it once again.

If there are any questions, please don't hesitate to call me.

Sincerely,

A handwritten signature in black ink, appearing to read "James H. Jackson", is written over a horizontal line.

James H. Jackson

General Manager
Petan Company, a California limited partnership
cc: Montecito Journal (for publication)



P.O. BOX 5580 • SANTA BARBARA, CALIFORNIA 93150-5580

October 10,2013

Chip Hickman, Fire Chief
Board of Directors
Montecito Fire Protection District
595 San Ysidro Road
Montecito, CA 93108-2124

**Re: Option Agreement Dated April 15, 2011
Montecito Fire Protection District and Petan Company**

Dear Chief Hickman and Members of the Board:

I have been following with interest the activities of the district in regard to the proposed fire station including the votes to rescind approval of the station and to decertify the EIR in order to comply with the judge's ruling in the lawsuit filed by the Montecito Agricultural Foundation. But I was surprised to discover that the district has elected to pursue the revisions to the EIR at this point in time. As I understand it, there are two studies that are in the process of being commissioned which may provide significant insight into the appropriate direction that the community should take with regard to the fire station or in short whether one is called for and if so what nature of station it should be. In addition, there continue to be significant concerns about the financial resources available to operate a station. So I am disappointed that the district would move forward with the EIR when there is a chance that this effort, and the efforts on the part of the community to circulate and review the EIR may be wasted. But perhaps the district will reconsider this approach with one more piece of information.

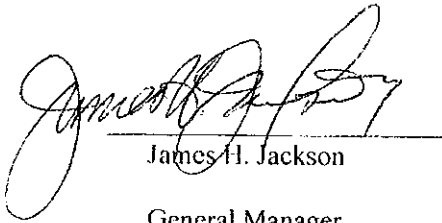
As you know, the district's option to purchase the property for the proposed station number three location expires on 12/31/13 and given the requirements of the option agreement it would be impossible for the district to exercise it prior to its expiration. Since we do not want the district operating under mistaken assumptions, we thought it would be appropriate to let you know that we will not extend or renegotiate the option.

Our efforts to cooperate with the District date back nearly five years to shortly after the 2008 Site Selection Study recommended our property as the location of choice. Circumstances have changed greatly since then in many respects. First, the value of the property has likely changed significantly given the length of time that has passed since the option was negotiated. Second, there is now a neighborhood organization with significant resources that has demonstrated that it is committed to stopping the construction of the station on the site proposed. And, finally, it would not be an understatement to say that this project has generated significant controversy within the community. Given these circumstances it is not fair to us nor to the community to support another option agreement which could easily put parts of our property in limbo for another five years.

Therefore, before incurring the additional time, effort and public expense that will be required in moving forward, we felt it would be only fair and considerate that we let you know our position as soon as possible and let you know that if our property continues to be the chosen site it will have to be acquired in some way other than under the existing option agreement.

We thank you for your continued efforts to determine the need for and location of a third fire station in our community and hope you understand our position.

Sincerely,

A handwritten signature in cursive script, appearing to read "James H. Jackson", is written over a horizontal line.

James H. Jackson

General Manager
Petan Company, a California limited partnership

BAGDASARIAN
P R O D U C T I O N S

August 18, 2015

Chief Stephen "Chip" Hickman,

I am writing to thank you and your team for their quick response to a gas leak my wife and I detected last Saturday evening in our neighborhood.

Not only did your team resolve this potential fire hazard in record time, but the follow up call the next morning was incredibly helpful.

We have lived in Montecito for 30 years and have had two other close calls with fire — November 2008 and May 2009. — Both of which resulted in our mandatory evacuation.

Again, the team at Montecito Fire Dept.

responded immediately and helped
save our neighborhood.

So, I wanted to not only write to
thank you, but also lend our support
for more firemen and fire stations -

We understand that when you're not
battling fires here, you help other
counties fight their fires, like the
current one in Northern California.

This brotherhood of firefighters
is an example of community and
co-operation this world could
use a lot more of -

Sincerely yours,

Tom Byland





**California Special
Districts Association**
Districts Stronger Together

MEMORANDUM

DATE: August 1, 2015
TO: CSDA Members (Board and Staff)
FROM: Steve Perez, CSDA President
Neil McCormick, Chief Executive Officer
SUBJECT: 2016 CSDA Committee & Expert Feedback Team Participation

CSDA's strength and effectiveness as an organization is directly related to our ability to involve the member district/agency Board members and staff in the work of the Association. The talents and energy that both groups bring to CSDA and to the issues that concern special districts in California through active involvement are critical components of CSDA's success.

With this in mind, we are asking for volunteers from your district (staff and/or Board members) to participate and contribute on one or more of our committees and/or expert feedback teams to assist in shaping CSDA.

If you or any others from your district would like to become even more involved as a member of CSDA, please review and complete the form included with this letter. Committees need dedicated participants who are able to expend the time to provide their expertise in directing the activities and policies of CSDA. CSDA does not reimburse for committee related travel expenses.

In regard to **CSDA's Expert Feedback Teams**, when a need for feedback arises on a particular policy matter, CSDA advocacy staff will send an e-mail to an expert feedback team asking for its input. Team members need only reply with their thoughts, opinions and experiences. The workload of a team member will ultimately be what he or she makes of it. Team members will not be required to travel; they should expect to receive a handful of e-mails each month and, on rare occasions, they may be contacted by phone.

Please return the attached form by **5:00 PM on October 9, 2015**. The selection and ratification of CSDA's 2016 committees will take place in November and selected participants will be notified by the end of November 2015. Committee participation begins in January 2016.

Thank you for your continued support of CSDA!

California Special Districts Associations
1112 I Street, Suite 200
Sacramento, CA 95814
Toll Free: 877-924-CSDA (2732)
Phone: 916-442-7887
Fax: 916-442-7889

A proud California Special Districts Alliance partner
Special District Risk Management Authority **CSDA Finance Corporation**
1121 I Street, Suite 300
Sacramento, CA 95814
Toll Free: 800-537-7790
Fax: 916-231-4111
1121 I Street, Suite 200
Sacramento, CA 95814
Toll Free: 877-924-CSDA (2732)
Fax: 916-442-7889



**California Special
Districts Association**
Districts Stronger Together

**2016 COMMITTEE AND EXPERT FEEDBACK TEAM
INTEREST FORM**

Please make additional copies for each participant.
Please use actual contact information where you can be reached

Name: _____

Title/Position: _____

District/Organization: _____

Telephone: _____ Fax: _____

E-mail: _____

COMMITTEES: We hope your District will participate in one or more of CSDA's committees. The CSDA Board of Directors encourages the participation of individuals from member agencies and Business Affiliates on CSDA's committees. As space is limited, please choose more than one committee which you would like to participate on, and please rank according to preference: **1 = 1st choice; 2 = 2nd choice; 3 = 3rd choice**

If we are able to place you on more than one committee, how many committees would you like to serve on?
_____ (maximum 3)

NOTE: All committees meet in-person at least twice annually. Committees generally meet in Sacramento, however locations may vary.

_____ **Audit Committee:** Responsible for maintaining and updating internal controls. Provides guidance to auditors regarding possible audit and fraud risks. **Commitment:** May meet with auditors prior to the commencement of the audit, when audit is completed and possibly one meeting during the auditing process. Financial experience preferred.

_____ **Professional Development Committee:** Plans, organizes and directs the professional development and events for CSDA. **Commitment:** Meets at least twice annually.

_____ **Elections & Bylaws Committee:** Conducts annual elections and occasionally reviews bylaws upon request of the CSDA Board, members or as needed. **Commitment:** Minimum of one meeting in Sacramento.

_____ **Fiscal Committee:** Oversees the financial direction of the organization including budget review and implementation. **Commitment:** Meets at least three times annually. Financial experience preferred.

_____ **Member Services Committee:** Responsible for recruitment of new members, member retention, development of new member benefits and review of current programs. **Commitment:** Meets at least twice annually.

_____ **Legislative Committee (space is limited):** Develops CSDA's legislative agenda; reviews, directs and assists with legislative/public policy issues. **Commitment:** Meets six times a year in Sacramento. Attending CSDA's Special Districts Legislative Days (May 17-18) and Annual Conference (October 10-13) is expected if you serve on this committee. All 2016 Legislative Committee applicants are invited to join the 2015 committee members and CSDA staff for a legislative planning session on November 6, 2015.

Each Legislative Committee member will be assigned to 1 or 2 working groups. Please rank from 1 to 6 which working groups you prefer to serve on (1 being most preferred):

- _____ Environment Working Group
 _____ Formation & Reorganization Working Group
 _____ Governance Working Group
 _____ Human Resources & Personnel Working Group
 _____ Public Works & Facilities Working Group
 _____ Revenue Working Group

I prefer to serve on ____ (1 or 2) Legislative Committee working groups

_____ **Alternative Option: CSDA Blog and Legislative Distribution List** - Because seats are limited on the Legislative Committee, CSDA has created an alternative option whereby members can receive the same legislative information via email that Legislative Committee members receive. Members on this list will be subscribed to receive "real-time" e-mail updates from the CSDA Blog and will be copied on Legislative Committee e-mails. Select this option instead of the Legislative Committee if you are unable to meet the requirements of serving on the Legislative Committee, but still want to keep informed of the latest legislative issues impacting special districts and provide input to CSDA as appropriate.

EXPERT FEEDBACK TEAMS: In order for CSDA to quickly and effectively gauge the impact new laws may have on special districts, we depend on the expertise of the people who are directly impacted in the field. If you have firsthand experience in one or more of the areas below, please join CSDA's Expert Feedback Team.

_____ **Environment:** CEQA; Greenhouse Gas/AB 32; Land Use; Renewable Energy; Sustainable Communities/SB 375

_____ **Formation & Reorganization:** LAFCO

_____ **Governance:** Audits and Reporting; Bankruptcy; Elections; Ethics; Mandates and Mandate Reimbursement; Political Reform/Conflict of Interest/FPPC; Transparency and Accountability

_____ **Human Resources & Personnel:** Contracted Services; Occupational Safety; Labor Relations; Retirement and Other Benefits; Workers' Compensation and Other Insurance

_____ **Legal:** General legal matters affecting special districts

_____ **Public Works & Facilities:** Bidding Process (Design Build, JOC, P3, Best Value); Bonds and Financings; Indemnification; Prevailing Wage; Retention Proceeds

_____ **Revenue:** Benefit Assessments; Fees/Prop 218; Mello-Roos/CFDs; Property Taxes; Redevelopment Agencies/(E)FIDs; Special Taxes

Committee and Expert Feedback Team participation is open to both member district/agency Board Members and Staff. **Please note that the Association does not reimburse any expenses incurred from this participation.** CSDA is committed to keeping travel costs to a minimum for committee members and handles a significant amount of committee work through webinars, conference calls and e-mail; however, most committees do meet at least two times a year in person.

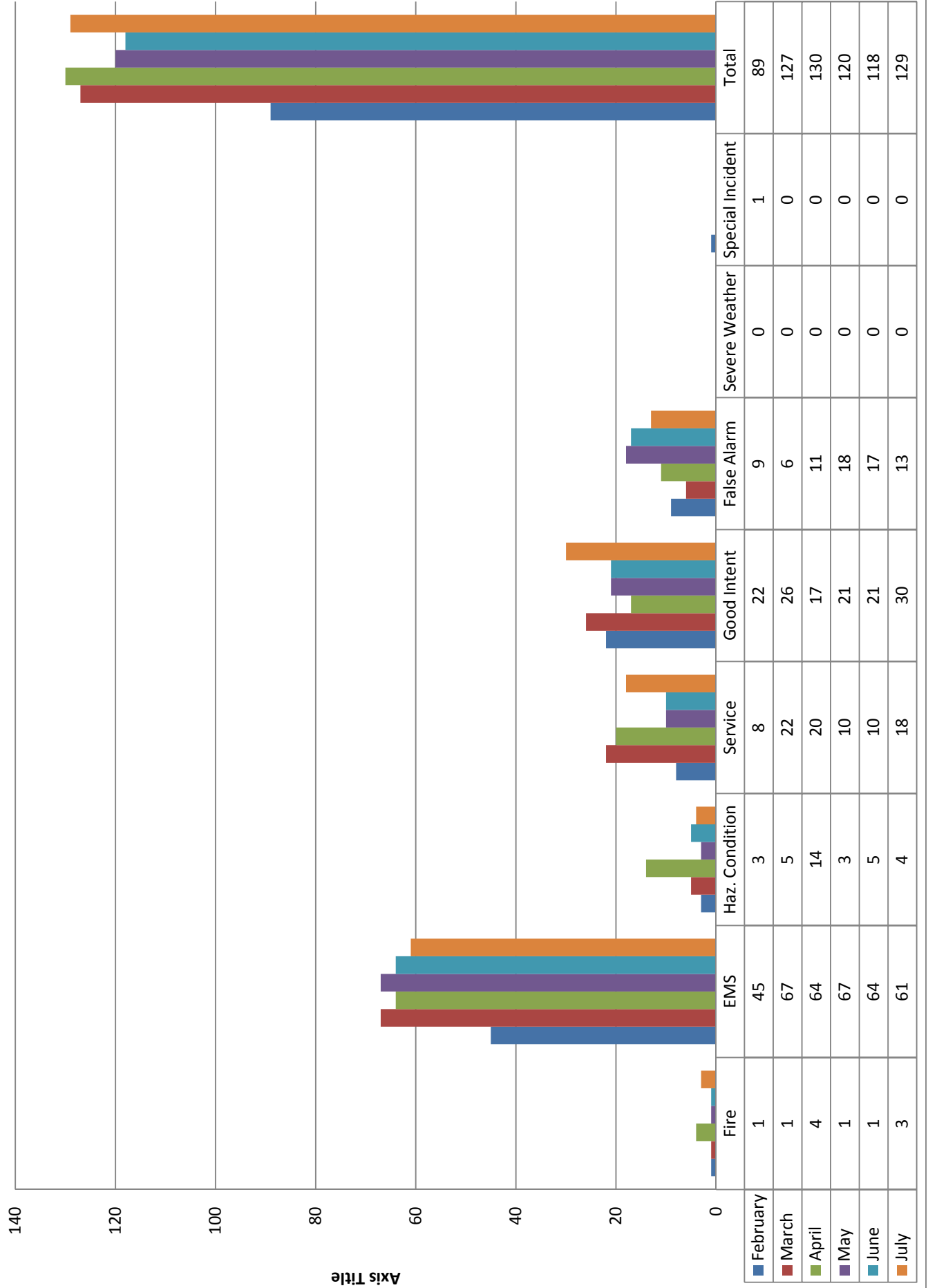
***Either the District/Company General Manager or Board President must authorize below**

*Signature: _____ Date: _____

Please return this completed form to Charlotte Lowe at CSDA by mail, fax (916) 442-7889 or email charlottel@csda.net no later than **5:00 PM on Friday, October 9, 2015**

CSDA, 1112 I St., Suite 200, Sacramento, CA 95814, T - (916) 442-7887, F - (916) 442-7889 www.csda.net

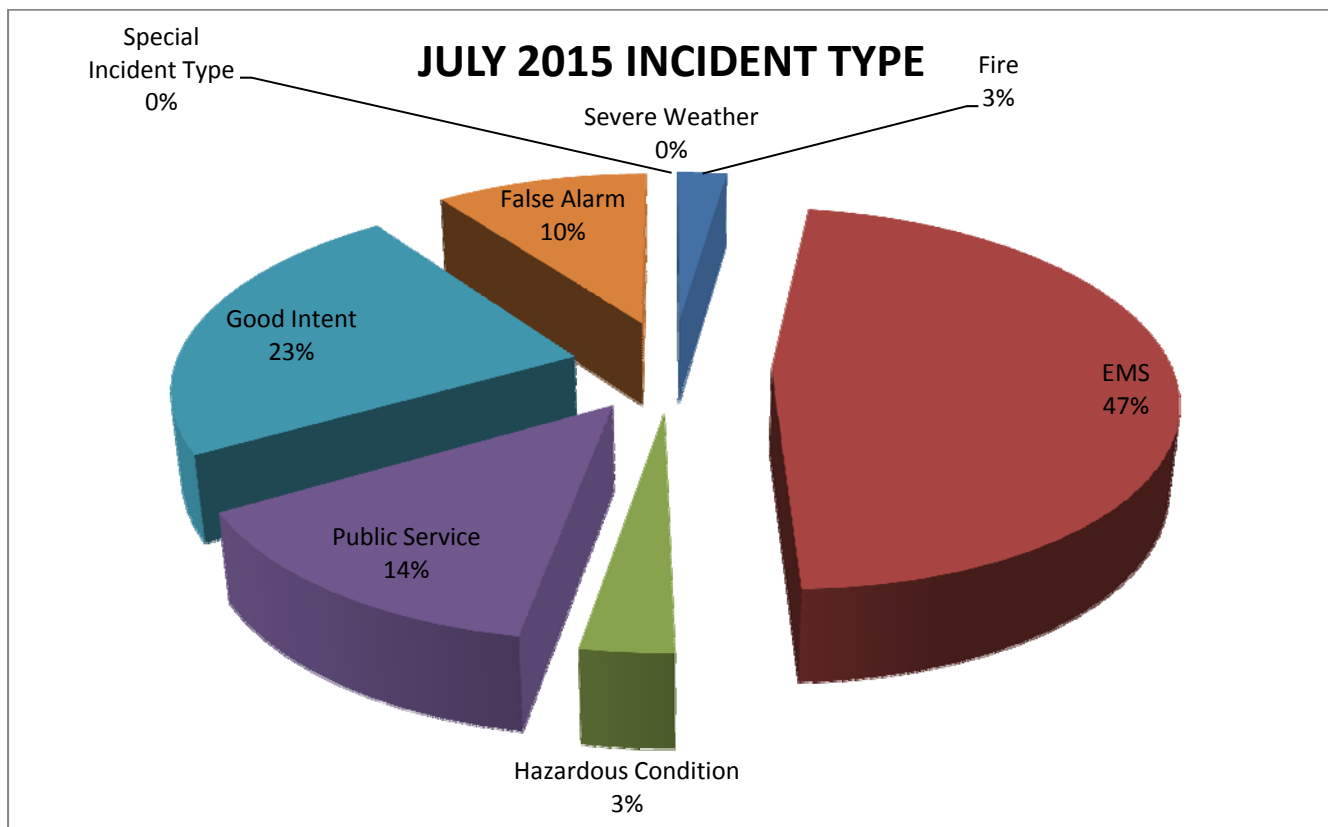
February - June 2015 Incident Trend



Axis Title

**JULY 2015
CALLS BY INCIDENT TYPE
TOTAL INCIDENTS: 129**

FIRE: 3	EMS: 61
HAZARDOUS CONDITION: 4	PUBLIC SERVICE**: 18
GOOD INTENT*: 30	FALSE ALARM: 13
SEVERE WEATHER: 0	SPECIAL INCIDENT TYPE: 0



*Good Intent: Firefighters respond to a reported emergency, but find a different type of incident or nothing at all upon arrival to the area. Example: A caller reports smoke on the hillside. Firefighters arrive to discover a grading operation at a construction site is creating dust mistaken for smoke. Dispatched and Cancelled Enroute falls in this category.

** Public Service: Non-emergency requests for assistance. Examples: lock out, animal rescue, ring removal, water problem; lift assists, seized gate, stalled elevator, providing the Sheriff’s Department with a ladder to enter a building.