

# LOS ANGELES FIRE COMMISSION

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December 6, 2016

Honorable Members of the City Council  
City of Los Angeles  
City Hall, Room 395  
Attn: City Clerk

Honorable Eric Garcetti  
Mayor, City of Los Angeles  
City Hall, Room 303  
Attn: Mandy Morales, Legislative Coordinator

[BFC 16-131] – AMENDMENT OF SECTION 5.148 OF THE LOS ANGELES ADMINISTRATIVE CODE – LOS ANGELES FIRE DEPARTMENT SPECIAL TRAINING FUND

At its meeting of December 6, 2016, the Board of Fire Commissioners approved the report. The report is hereby transmitted concurrently to the Mayor and City Council for consideration and approval.

Should you need additional information, please contact the Board of Fire Commissioners' office at 213-978-3838.

Sincerely,

Sandra Gonzalez  
Acting Commission Executive Assistant

cc: Board of Fire Commissioners  
Fire Chief Ralph M. Terrazas

**LOS ANGELES FIRE DEPARTMENT**



RALPH M. TERRAZAS  
FIRE CHIEF

APPROVED: 12/6/16  
BOARD OF FIRE COMMISSIONERS  
BY: *Smehil Bygley, acting*  
COMMISSIONER EXECUTIVE ASSISTANT

November 21, 2016

BOARD OF FIRE COMMISSIONERS  
FILE NO. 16-131

TO: Board of Fire Commissioners

FROM: Ralph M. Terrazas, Fire Chief *RT*

SUBJECT: AMENDMENT OF SECTION 5.148 OF THE LOS ANGELES ADMINISTRATIVE CODE-LOS ANGELES FIRE DEPARTMENT SPECIAL TRAINING FUND

FINAL ACTION:  Approved  Approved w/Corrections  Withdrawn  
 Denied  Received & Filed  Other

**SUMMARY**

Section 5.148 of the Los Angeles Administrative Code (LAAC) created the Los Angeles Fire Department Special Training Fund (Fund) to allow for the receipt, retention, and disbursement of funds related to departmental training activities. The Fund currently has a maximum revenue receipts limit of \$1,500,000 for each fiscal year with two designated accounts within the Fund: 1) the General Account, for funds received from classroom rentals, grants, equipment rentals and special service fees for training members from outside agencies; and 2) the State Educational Account, for receipt of State educational funds utilized for training of Department members. The LAAC also requires that net receipts to the fund in excess of \$1,500,000 be deposited in the General Fund. In order to maximize the ability of the Fund to effectively meet the department's training needs, the cap on excess revenue should be removed. Accordingly, the Department requests Board approval to amend Section 5.148(d) of the LAAC to delete the limit on revenue receipts deposited into the Fund, effective January 1, 2017.

During Fiscal Year 2015-16, revenue receipts totaled \$1,697,533. With the increase in Department personnel and mandatory training programs, it has been determined that the \$1,500,000 fund limit is inadequate to fully fund the Department's current and future training needs. The Department, with over 3,700 sworn and civilian employees, must rely on the Special Training Fund to cover these costs. The Special Training Fund revenue and cost of requested training during the past three years are shown below:

<u>Fiscal Year</u>	<u>Special Fund Receipts</u>	<u>Cost of Requested Training</u>
2014	\$1,049,258	\$2,214,187
2015	\$1,213,570	\$2,156,907
2016	\$1,697,533	\$2,747,418

The Department has a wide variety of elements within its training program. Examples of obligatory recurring training include: Initial helicopter pilot training (\$100,000); Helicopter pilot recurring training (\$400,000); Paramedic training tuition (\$450,000); and, the Departmental online training platform (\$220,000). Other examples of mandatory training requiring certifications and re-certifications include Urban Search and Rescue (USAR); Swift Water Rescue; station level member training; Disaster Preparedness; HazMat; Arson and Counter-Terrorism; initial and recurrent certification programs; and training for recently promoted members. Fire Prevention, USAR, and Hazmat must recertify to meet existing Fire Code updates every alternate year, and all Chief Officers are mandated to certify or re-certify as Strike Team Leaders, Division Group Leaders, and Safety Officers. In summation, the \$1,500,000 limit allows for an inadequate level of resources to fund the rising costs of training due to inflation, and the ever increasing scope and frequency of departmental training program elements.

Additionally, LAAC Section 5.148(e) language is recommended to be revised to replace the outdated title "Chief Engineer and General Manager" with the current title "Fire Chief".

### **RECOMMENDATIONS**

That the Board:

1. Transmit the report to the City Council to request the City Attorney amend Los Angeles Administrative Code Section 5.148 to delete subsection (d).
2. Revise subsection (e) substituting "Chief Engineer and General Manager" with "Fire Chief."

### **FISCAL IMPACT**

Approval of the recommendations in this report will allow for the increase of available funding for departmental training purposes through the adjustment of the Fire Department's Special Training Fund annual revenue receipt limit. This action will effectively reduce the reliance on the General Fund by maximizing revenue from the State and other sources, to effectively meet the funding needs of the Fire Department's Training program.

Board Report prepared by Mark Davis, Chief Management Analyst, Administrative Services Bureau.