

Fire

952 Grand Avenue
203-946-6300

Department Head:
Chief Michael Grant
mgrant@newhavenct.net
203-946-6300

Additional Point Person:
Patrick Egan, Asst. Chief
Ralph Black, Asst. Chief, Oper.

Positions:	GF- 376
General Fund Budget:	\$ 31,207,711
Capital Fund Budget:	\$2,196,000
Special fund Budget:	\$0

Legal Authority: Charter

[Sec. 103 to Sec. 105](#) The fire chief shall be the head of the department, appointed by and subject to the authority of the mayor. Said chief shall at all times be a resident and elector of said city while serving in the capacity of fire chief. The person in office as fire chief on the effective date of this charter shall hold office until a successor has been duly appointed and qualified. Said chief shall have an adequate knowledge of the organization and administration of the city fire department and shall also have had experience of at least five years in the protection of the city against danger from fire and in the management and direction of fire department personnel. Said chief shall have received at least a fire services degree before being considered for the position. Said chief shall be responsible for the efficiency, discipline and good conduct of the department of fire service.

Mission/Overview:

The mission of the New Haven Department of Fire Services is to contribute within appropriate authority for the maintenance and improvement of the quality of life in the City of New Haven. Fire Services are provided for all who live, work, visit or invest in our City. This is accomplished through the following:

- Fire Suppression
- Fire Prevention
- Emergency medical service and rescue
- Emergency communications, special service and emergency management
- Effective training for and administration of these activities
- Responding to terrorist threats and attacks

Attention Required by March 31st:

- Hiring

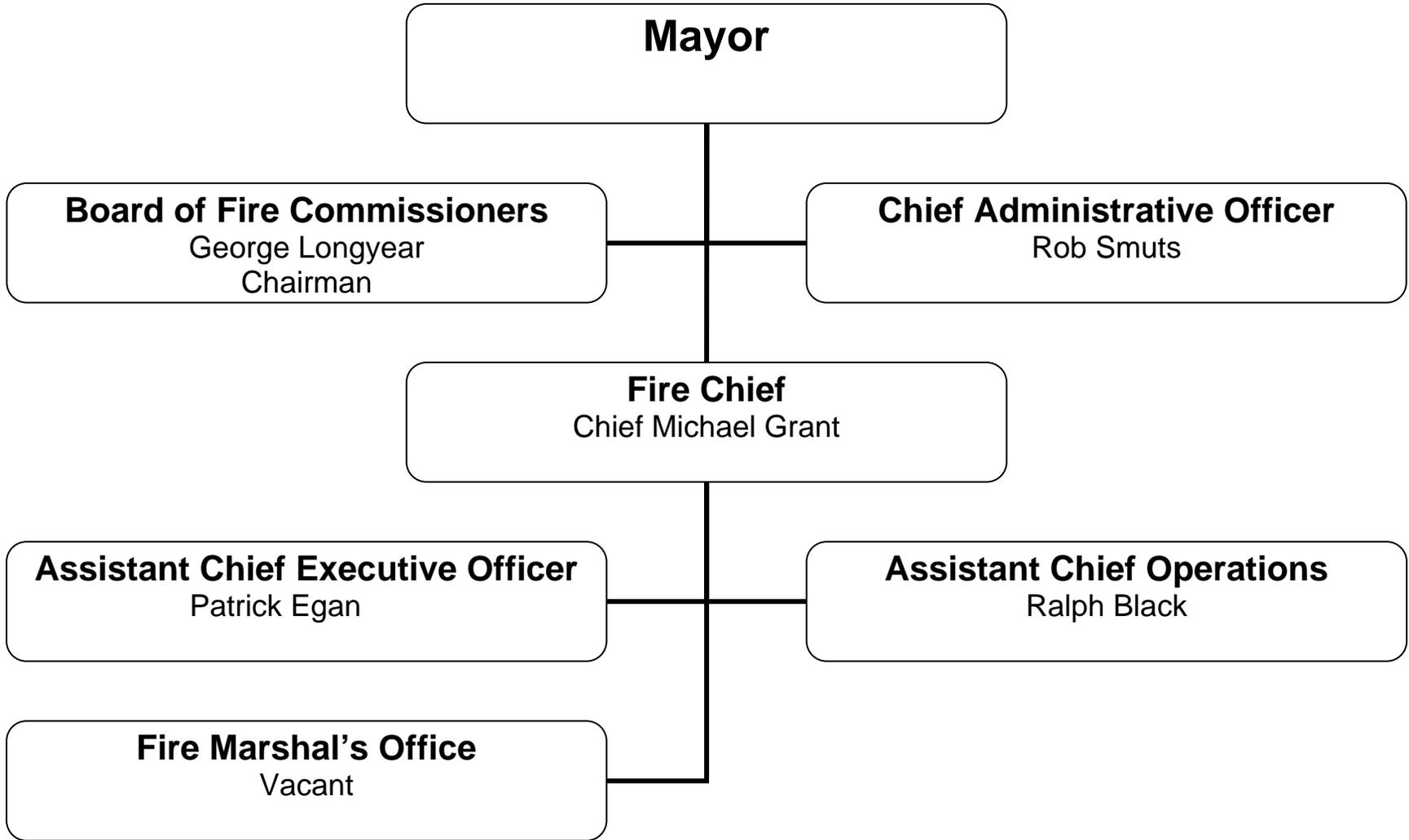
There is a certified list but many milestones must happen including physical agility (planned for early November), background checks, medical exams, and final hiring process with the Board of Fire Commissioners, then seating a class.

Training Academy expected to be six (6) months.

- Promotions

Promotions are needed in the ranks of Deputy Chief, Battalion Chief, Captain, Lieutenant, Fire Marshal and possibly others as promotions and retirements move people to different assignments.

The department is working with HR and LR to move forward on these exams, all of which have many critical milestones to move forward.



Budget Summary:

- Personal Services-\$23,220,587.00 Salaries
- Overtime - \$5,199,000.00 Salaries
- Utilities - \$1, 202,500.00 Gas, electricity, water for stations and fire protection
- Equipment - \$77,525.00 Hose, nozzles, protective equipment, ladders, specialized rescue equipment, etc.
- Materials and supplies – \$712,950.00 Station Operations, Fuel, clothing, medical supplies
- Rental & Services - \$271,916.00 Other contractual services, i.e. Motorola Inc., Yale New Haven Hospital, Spring replacement, Torrello Tire, Elm City Overhead Door

Capital Expenditures

- Fire apparatus replacement - \$1,816,000.00 replace fire apparatus and small utility vehicles
- Information Technology - \$30,000.00 acquire new IT software and hardware
- Firefighter Protective Equipment - \$250,000.00 purchase and replace firefighter protective equipment
- Rescue and Safety Equipment - \$50,000.00 to replace and repair firefighter safety equipment, purchase training aids, props and simulators
- Emergency Medical Equipment - \$50,000.00 replace and repair medical equipment for emergency medical services

- **Summary of Open Items:**

The assignment of new Firefighters. At the present there is an active civil service list for firefighters. There are approximately 50 to 60 openings at the rank of Firefighter. As of September the department has extended 250 conditional offers. The permanent assignment is contingent upon completion of physical agility test, medical exam and background check.

Promotion to the Training Academy

Complete apparatus replacement Engine 5, 9, 10. Contract has been awarded to Pierce Fire Apparatus. Projected delivery date is April, 2014.

Station Maintenance Schedule (attached).

Continue to progress the department to achieve class 1 rating from the Insurance Service Organization (ISO). Currently we have a class 2 rating.

Enhance MDT system on the mobile equipment to improve the efficiency of the receipt of pre-fire plan data, alarms and statistical information.

Continue the upgrading of Standard Operating Procedures and Rules and Regulations. Approximate completion date April, 2014.

Implement Telestaff Personal Management System.

Review medical response as our staffing changes to maximize medical care to residents.

Major Functions/Projects:

Fire department core values. Protect lives, property, and the environment through preparedness, prevention, public education, and emergency response with an emphasis on quality services, efficiency, effectiveness and safety.

Out of necessity, the fire service has taken on the role of “all hazard responders”. Service expectations include fire suppression (fighting), emergency medical service, response to hazardous materials incidents, response for technical rescue, response to active shooting events, response to acts of terrorism, and the response to natural disasters.

In order to address these major functions the department is divided into the following divisions:

1. Chief's Office
2. Fire Marshal's Office
3. Training Division
4. Motor Apparatus Division
5. Fire suppression
6. Building Maintenance

Chief's Office

- Chief of Department
- Assistant Chief of Administration
- Assistant Chief of Operations

Fire Marshal's Office

- Fire Marshal
- Deputy Fire Marshal
- Life Safety Compliance Officer
- Public Assembly Officer
- Supervisor of Fire Investigations
- 6 Fire Inspectors/Investigators

Training Division

- Director of Training
- Drillmaster
- 5 Assistant Drillmasters

Apparatus

- 3 Civilian mechanics

Building Maintenance

- 2 Civilians

Fire Suppression

Divided into 4 divisions.

Each division consists of the following:

- 1 Deputy Chief-changes with command of the assigned division.
- 2 Battalion Chiefs, reports to the Deputy Chief. West Battalion and East Battalion each division. Each in command of 5 stations, 5 engines, 2 trucks, 1 squad, 1 ALS unit and 45 Fire Officers and Firefighters.
- 10 Engine Companies with 4 or 5 Firefighters with a Fire Lieutenant or Captain in command of the company. EMS Firefighting.
- 4 Truck Companies (ladder) with 4 or 5 Firefighters with a Fire Captain or Lieutenant in Command.
- 2 Squads (technical rescue, hazmat, EMS, firefighting) 4 firefighters, 1 Captain or Lieutenant.
- 2 ALS- (Advanced Life Support Companies) 2 members, 1 Paramedic and 1 EMT or 2 Paramedics.
- Engine Co. 11-525 Howard Avenue

Engine Co. 11
Truck Co. 2
Emergency Co. 2 ALS
- Engine Co. 9-120 Ellsworth Avenue-West Batt. Headquarters

Engine 9
Squad 2
West Battalion Chief
- Engine Co. 6-125 Goffe Street

Engine 6

Truck 4

- Engine 8-350 Whitney Avenue

Engine 8
Squad 1

- Additional Units assigned for special operations.

3 Reserve Engines, 2 Foam tenders, 1 fire/rescue boat, 1 Rescue Squad,
1 Large diameter hose tender, 2 reserve ladder trucks, 1 foam and dry
chemical unit.

- Central Headquarters-952 Grand Avenue

Chief's Office
Fire Marshal's Office
Engine Co. 4
Truck Co. 1
Deputy Chief

- Engine 10-420 Lombard St.- East Battalion Headquarters

Engine 10
Truck 3
East Battalion Chief

- Engine 17-73 East Grand Avnue

Engine 17

- Engine 5-120 Woodward Avenue

Engine Co. 5
Emergency Unit 1 ALS

- Engine Co. 16-410 Lighthouse Road

Engine 16

Key Systems/Processes:

Hiring

There is an extensive recruitment effort to achieve a high volume of applications including a strong number of applicants from New Haven. There are recruitment drives, information sessions held at the Fire Academy and other locations (usually schools). Everyone within the city organization is encouraged to help in the recruitment efforts. City clergy, Management Teams, and political leaders have also assisted in our efforts. In the latest drive, firefighters lead by Assistant Chief Egan walked neighborhoods and left door-hangers to educate the public on the recruitment. Multiple media sources were utilized. The 2013 recruitment led to the largest number of New Haven residents applying for any city position as far as records go back.

The entry level firefighter position is a civil service tested position, which means that a test is administered and candidates are scored on a 1 to 100 point scale, where 70 is a passing grade. Only candidates with the top three scores may be hired (though the top three scores changes as candidates are hired, are disqualified for a valid reason or decline the position). The test will include a written exam and an oral exam.

Contracted testing company creates the test, administers it, and submits scores to HR who then submits the list to Civil Service Board for approval. The Board of Fire Commissioners reviews this approved list and conditional offers are made to candidates. The conditions include passing a physical agility test (which can either be part of the test itself or a later condition of employment), medical exam and background investigation. All information attained by the background investigator is reviewed by the Board of Fire Commissioners, which can then ask for the name to be removed from the civil service list if conditions of employment are not satisfied. The name must then be submitted to the Civil Service Board for removal from the list. If all requirements are met the candidate will be invited to an interview with members of the B.O.F.C.

This entire process takes approximately one year to complete, from the start of recruitment to hire date. The Fire Academy is then approximately 6 months.

Discipline. Discipline is governed by the department Rules & Regulations, contract and City Policies. The Chief of the Department has the authority to discipline members of the department through verbal reprimands, written reprimands and suspensions up to fifteen (15) days. The Board of Fire Commissioners have the hiring and firing authority for the department. Their authority allows the commission to determine discipline that is in excess of fifteen days up to and including termination.

System Deficiencies/Attention Required:

The most critical deficiency that the Fire Department is facing is the lack of the promotions within all ranks of the department and the lack of hiring, although it is recognized that the department is in the process of hiring at the Firefighter level.

The lack of promoting members to the vacant lower, mid and upper level command positions has created what I consider a compromising effect on the ability of the department to meet the mission of the department, and the associated core values of protecting civilians, and firefighters from injury and death, and the prevention of property loss. This presents a severe negative impact on the city with regard to risk and vulnerability.

I would again recommend the promotions to all ranks of the department. Ideally, Battalion Chief, Captain, Lieutenant, Deputy Chief in that order. Also refer to the letter to members of the Board of Aldermen dated August 27, 2013 for alternative proposals based on the obstacles to the preferred order.

It is critical that when the new members are assigned to a company, that there be consistency with the leadership at the company level, and that there be continuity of command through the command structure of the department.

With the exception of the Chief of the Department and the Assistant Chief Executive Officer all other rank positions within the department have individual exams.

1. Assistant Chief Operations
2. Fire Marshal
3. Deputy Fire Marshal
4. Life Safety Compliance Officer
5. Public Assembly Inspector
6. Supervisor of Fire Investigations
7. Inspector/Investigator
8. Director of Training
9. Assistant Drillmaster
10. Drillmaster
11. Deputy Chief
12. Battalion Chief
13. Captain
14. Lieutenant
15. EMS Supervisor

The system is a logistical nightmare for Human Resources to conduct the required exams, and it is very expensive. Most importantly it delays the promotional process within the department with a negative impact on the efficiency, moral, and diversity.

See attached letter dated August 27, 2013 to the members of the Board of Aldermen for alternative proposal for promotions in the Suppression Division. It is crucial that there are supervisors in positions when the new firefighters are assigned after training.

The department has a structured apparatus replacement program for all major apparatus, which calls for the replacement of the first line engine apparatus after 10 years of service and the replacement of first line aerial apparatus after 15 years. Due to Capital Budget restrictions, the replacement of major apparatus has fallen behind schedule. To get back on the schedule replacement program the department should purchase 2 pumping engines in fiscal year 14/15. The 14/15 Capital Budget also includes the replacement of small light vehicles, i.e. Fire Marshal's Office vehicles, small shop vehicles, and one utility vehicle for apparatus maintenance.

Over the years the department has received funding for the replacement of personal protective equipment, this funding has been provided through Capital funding, but primarily through the Assistance to Firefighter Grant Program, funded by FEMA. It is my understanding that the replacement of PPE will no longer be considered a priority for the awarding of this grant. It is absolutely paramount that the department continue to provide the members of the department with the most up to date, state of the art, personal protection which will require additional city budget support.

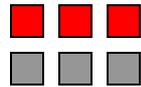
The department has been failing to progress with information technology that is available to the Fire Service. The current software that is being utilized to maintain statistics, generate information and provide dispatch information to apparatus and stations is antiquated. There should be a dedicated IT person assigned to the Department.

The training of newly promoted officers to all ranks is critical. Time and funding must be allotted to remove newly promoted personnel from the line for this training.

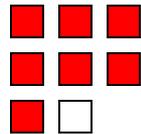
There's been a retirement at the motor apparatus repair division, that position must be replaced.

The fire station alerting system (alarm dispatch) has been in service since 1995, the system is becoming obsolete and in need of replacement.

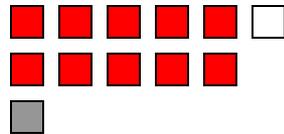
Chief's Office
3 of 3 Sworn
3 of 3 Civilian



Training Division
7 of 8 Sworn



Fire Marshal's Office
10 of 11 Sworn
1 of 1 Civilian



Apparatus
3 of 3 Civilian



Building
2 of 3 Civilian



There is 1 sworn vacancy in the Training Division and 1 sworn vacancy in the Fire Marshal's Office. There is 1 civilian vacancy in the building maintenance division.

