

PACIFIC GROVE FIRE DEPARTMENT

The Desire to Serve, the Courage to Act, the Ability to Perform

Annual Report 2006



Our Mission

We are committed to excellence and will ensure the highest level of emergency and community services, for the citizens and visitors of the City of Pacific Grove:

- We will protect life, property and the environment from the adverse effects of fire, medical emergencies, the release of hazardous materials, natural and manmade disasters and exposure to hazardous conditions.
- We will promote employee happiness, wellness and safety thus enhancing self-empowerment, motivation and productivity.
- We will preserve and contribute towards our community's historic preservation and economic foundation.

In essence, to maintain and enhance a community environment that is conducive to the overall quality of life in the City of Pacific Grove

Our Values

The City of Pacific Grove Fire Department is a dynamic, professional organization that anticipates and meets the needs of our customers. We are guided by the values of ethics, tradition, loyalty, mutual respect, teamwork and commitment to excellence.

Our Vision

Our shared vision is to maintain a superior community and emergency service oriented organization with the ability to confront every challenge meet and/or exceed the expectations of others and take the necessary risks to deliver professional and ethical services to both our external and internal customers.

“Message from your Fire Chief”

On behalf of all the members of the Pacific Grove Fire Department, it is with great pride and enthusiasm that we present the Pacific Grove Fire Department 2006 Annual Report. The accomplishments in this year's annual report once again are dedicated to all of our nations 106 firefighters who gave their lives in the line of duty.

Our relationship with this community is built on trust, respect and history. This annual report is yet another example of our dedication and is a direct reflection of our personal involvement, sense of pride and belonging to the City of Pacific Grove. Our committed employees care about the quality of the service that we as an organization provide our community.

What an awesome responsibility it is to meet the challenges that come with the privilege and honor of being a member of this organization. We truly have **"the desire to serve, the courage to act and the ability to perform."** We continue our emphasis on "proactive verses reactive" by providing programs that assist the community to prevent and minimize fire and safety concerns, through continued fire prevention efforts and public fire and life safety education programs. Furthermore, we are committed to be a truly customer service driven department (both internal and external), by the maximum utilization of our personnel and resources. We stand ever vigilant as an organization to provide the essential community and emergency services as needed and strive to live up to the highest expectations of our customers.

Fulfilling these responsibilities and the delivery of all the services provided to our customers would not be possible without full support and the cooperative efforts, which exist between the Mayor and City Council, City Manager, other City departments and the community as a whole. We thank you for providing us with the necessary "tools and resources" to fulfill our mission and do our job. You truly recognize the need to support the Fire Department in our efforts to meet the future challenges of providing a high level of service with limited fiscal resources.

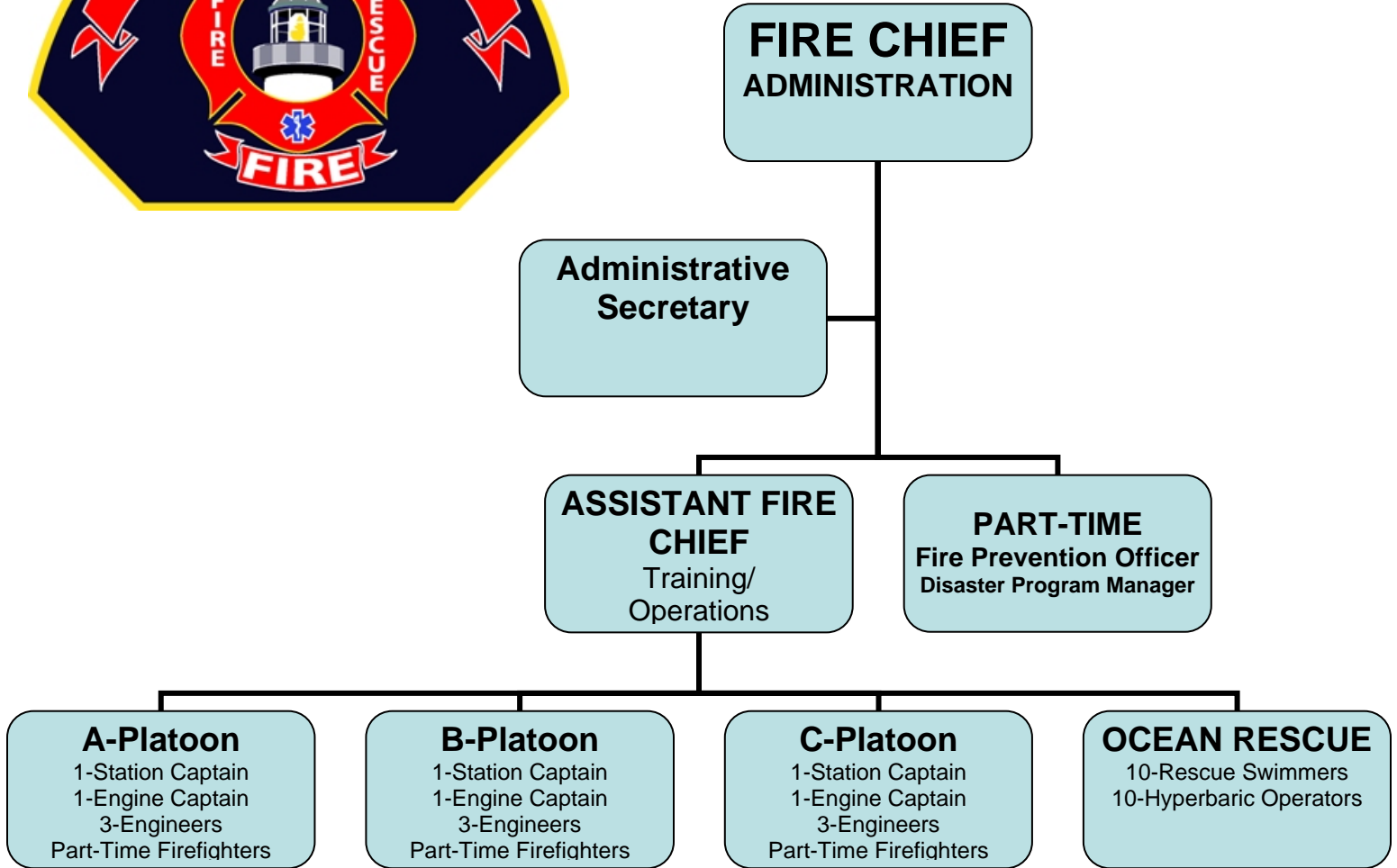
To that end, I am truly honored to be the Fire Chief of this excellent organization. You can be assured that we will be ever diligent in our quest to provide the most efficient, cost effective, customer friendly service possible! The continued success of our organization lies with our personnel and each of you! Our Annual Report highlights only some of the activities and achievements of this department, but clearly exemplifies the dedication and professionalism of all our personnel.

Yours in Prevention, Education and Protection

Andrew Miller, Fire Chief



2006 Organizational Chart



PGFD 24/7 Emergency Response Staffing Levels

- 1 Contract Duty Chief / Incident Commander
- Truck-6571: 1-Captain, 1-Engineer, 1-Firefighter (Truck-6571 reduced by 1 with SL / Vacation)
- Engine-6511: 1- Captain, 1-Engineer

Provides for the minimum staffing necessary to comply with Cal-OHSA 2-in-2-out law

National Fire Protection Association (NFPA) 1710 Standards

- 4 firefighters to arrive at fire *within 5 minutes or less*, 90% of the time.
- Requires 14 (15 with aerial ladder operations) firefighters to arrive at "Full Alarm Assignment," *within 9 minutes*, 90% of the time.

PGFD average response times: Fires: 3:50 / EMS: 3:40

PGFD Staffing has not been increased in 25 years. Staff reductions have included 1 fulltime Division Chief, 1 fulltime Dispatcher, 1 part-time Fire Clerk, and 1 part-time Emergency Program Manager

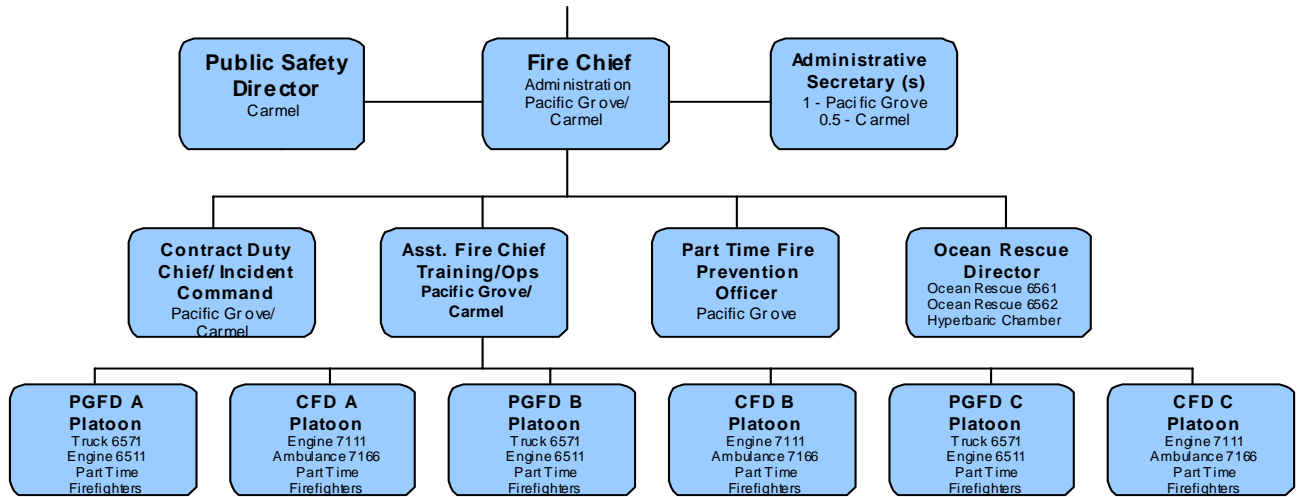


Contractual Services for Carmel-By-The-Sea Fire Department

In November of 2005 the City of Carmel-by-the-Sea approved a contractual agreement with the PGFD for full fire administrative services for Carmel Fire Department (CFD). This contract was renewed in November of 2006 and is going strong. Fire Chief Andrew Miller will continue to serve as the Fire Chief for the CFD and Assistant Chief David Brown will remain assigned to assist with the management of CFD training and daily operational needs (see attached organizational chart). PGFD Staff continues to take on this assignment and is committed to accepting the added workload to facilitate the management duties. Now that PGFD and CFD have been streamlined to facilitate standardized operational schedules and training programs, both agencies are working as one, thus stabilizing the administrative workload.

In these times of increased personnel costs and governmental regulations, this innovative approach of providing joint fire administrative services eliminates redundancy and provides for more efficient and cost effective fire protection services for both the PGFD and CFD.

Pacific Grove / Carmel Fire Department's Organizational Chart



Community Outreach / Education Programs

Pacific Grove Middle School CPR Program

PGFD personnel trained approximately 300 6th and 8th graders in adult CPR and how to assist a choking victim. This is our 10th year providing this life saving program, and to date we have trained over 3100 students!

Emergency Beacon Light Program

The Pacific Grove Fire Department with the support of the Pacific Grove Rotary Club introduced the “Emergency Beacon Light Program” and is confident that it will be an asset in helping us to enhance the safety of Pacific Grove citizens! The Emergency



Beacon Light Program can help save a life in an emergency. The Emergency Beacon Light is a new home safety product that can save precious seconds when you need help. The Emergency Beacon Light replaces your front porch light bulb. Under normal circumstances, it works just like an ordinary light bulb; however, in an emergency, simply turn your light switch off and on twice, and your outdoor light instantly becomes a flashing signal for help. When activated, your flashing porch light becomes a signal for fire, police and ambulance personnel to quickly find your home and could also alert neighbors, and even passers-by to an emergency situation. It's ideal for any home, especially those with seniors...children...or the disabled. Most importantly, it means that once you've called for help, you don't have to leave your home to go outside to signal your location. The Emergency Beacon Light is **not a substitute for dialing 911**. The Emergency Beacon Light Program will distribute free Emergency Beacon Lights to Pacific Grove residents, priority will be given to low income seniors, single parents and the disabled while supplies last.

Operation Smoke Alarm

This program continues to provide the citizens of Pacific Grove with free smoke detectors. Operation Smoke Alarm initially raised over fifteen thousand dollars, made contact with over five thousand residences, installed over fifteen-hundred smoke detectors, hundreds of batteries and spread a life saving message through public service announcements utilizing television and newspapers. This program has been going on for over 15 years and has improved with additions such as our current free battery replacement campaign and funding from grant funds.

Explorer Scout Program

In 2006, the Explorer Scouts dedicated a total of 240.5 hours of training between the six (6) Explorers. Training topics included:

- Equipment location on Engine 6511 and Truck 6571
- Proper use and care of Personal Protective Equipment (PPE)
- Donning and use of Self-Contained Breathing Apparatus (SCBA)
- Engine Company Operations: hands-on training with hose lines, water streams, and hose loads.
- Truck Company Operations: ventilation training to include horizontal (blowers) and vertical (power saws), climbing the 75' aerial ladder, and search and rescue procedures.

The Explorers also supported the Department's various activities to include:

- Attending all monthly departmental training
- Attending various shift level training
- Preparing the live-burn structure in Marina
- Supporting the Feast of Lanterns activities
- Fire Hydrant Maintenance (testing and painting)

The Explorers have progressed tremendously during the past year. One Explorer has subsequently met the age requirements for hire as Volunteer/Reserve Firefighters and will go through the upcoming hiring process. The remaining five members will continue as Explorers through the next calendar year until they meet the age requirements.



Community Emergency Response Team (CERT)

The Community Emergency Response Team Program hosted by the Pacific Grove Fire Department is a continued success. Currently the City of Pacific Grove has 38 active CERT members. Additional on-going training in Cardio Pulmonary Resuscitation is planned for the month of February 2007. A train-the-trainer CERT Instructor class will also be held February 21st, 22nd, and 23rd of 2007 as part of a joint collaborative effort with the participating CERT providers of the Monterey County Operational Area (MCOA). The Pacific Grove Fire Department is currently the CERT project manager of the MCOA.

Carmel Fire Department and Carmel Highlands Fire Department concluded the years training with 18 new CERT members.

The CERT Training is composed of an twenty-four hour course that covers topics in disaster preparedness, light search and rescue, hazardous materials awareness, terrorism, disaster first aid, fire suppression and extinguisher use. The primary focus of the course is being self-prepared in the event of large-scale emergencies.



During the 2006 operational year new collaborative efforts have been developed with six additional fire departments to develop, provide, and maintain CERT programs throughout the County. Fire Agencies participating in the CERT program include Pacific Grove, Carmel, Carmel Valley, Carmel Highlands-CDF, Presidio of Monterey (POM), Defense Language Institute (DLI), Seaside, Monterey, North Monterey County, Marina, Salinas, and Soledad.

Additionally some of the main goals outlined for the 2006/2007 CERT program are;

- Develop, strengthen, and maintain interagency relationships between Fire Agencies providing CERT education.
- Provide collaborative efforts in current and new partnerships between businesses and CERT providing departments.
- Host a Train-The-Trainer class to increase the number of CERT Instructors.
- Develop and implement a Monterey County Operational Area CERT Web Site.
- Continue to seek grants and funding for the 2007/2008 year.
- Conduct refresher training and additional exercises with CERT members.

The CERT Course is offered free of charge to anyone, and is sponsored by the Monterey County Office of Emergency Service and the Department of Homeland Security. Anyone interested in the CERT program can contact Engineer Justin Cooper at the Pacific Grove Fire Department at (831) 648-3110. Engineer Justin Cooper currently is assigned to the CERT Program for the department.



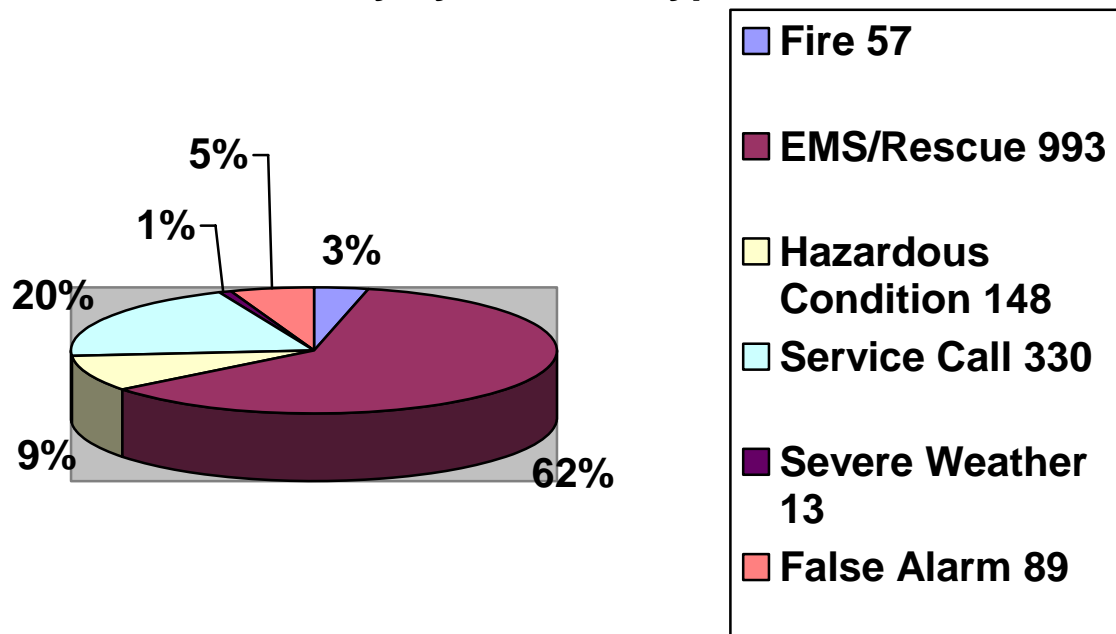
OPERATIONS / TRAINING DIVISION



Incident Response Summary Report

Type of Call	Number	Average Response Time	Property Loss
Fire	57	3:50	\$256,650.00
EMS/Rescue	993	3:40	\$10,000.00
Hazardous Condition	148	3:54	\$17,500.00
Service Calls	330	3:37	\$25,000.00
Severe Weather	13	3:05	
False Call	89	3:46	
Total Responses	1,630		Total Loss \$309,150.00

PGFD Incident Summary by Incident Type 2006



The Department spent hundreds of hours maintaining our station and equipment to include:

- Tested over 12,000 feet of hose.
- Flow tested 20% of our hydrants and conducted general maintenance to all of the hydrants.
- Conducted annual pump testing at the Carmel Valley Fire Protection JPA test pit.
- Maintenance to the breathing air compressor.
- Daily apparatus and equipment check
- Comprehensive weekly checks of the apparatus and equipment.
- Currently upgrading our portable and mobile radios to meet local and state requirements.

In 2006 a total of 6,340 training hours were documented to include to following topics:

- Firefighter Safety
- Trench Rescue/Confine Space Awareness
- Self Contained Breathing Apparatus
- Wildland Firefighting
- Forcible Entry
- Search & Rescue/Large Area Search
- Salvage & Overhaul/Ventilation/Ladders
- Hose Lays/Nozzles
- Vehicle Extrication/Rope Rescue
- Emergency Medical Services
- Thermal Image Camera Training
- Hazardous Material/Drug Lab Training/WMD-CBRNE
- Electrical Hazard

The following is more detailed information on specific training topics:

Marina Live Fire Training: This was the second joint live fire training with Carmel and Pacific Grove. The purpose of this drill was to provide fire personnel with live fire training. The training focused on several fire ground management techniques with an emphasis on firefighter safety. This training proved to be a positive, training venture for Pacific Grove and Carmel Fire Departments.

Ventilation Training: Pacific Grove and Monterey Fire Departments continue to conduct joint ventilation training. The props provide the crews the opportunity to practice ventilation techniques on life size roofs.

Paid-Call Firefighter Program: The PGFD hired seven new members in 2006. The new members completed forty hours of basic training including: written tests, manipulative performance skills. After completing the required training they were approved to respond to emergency incidents.

Office of Traffic Safety Grant (OTS): We received the equipment listed below in a grant from OTS:

- Eight (8) XXXL Vests-\$344.00 (43.00 ea.)
- Thirty two (32) 18" Cones-\$416.00 (13.00 ea.)



- Four (4) Stop/Slow Paddle-\$196.00 (49.00 ea.)
- One (1) Emergency Sign/Stand/Bag-\$245.00
- Miscellaneous Sawzall Blades-\$100.00

Additional Training & Operations

- A new Type-I fire engine was placed in service.
- The Personal Water Craft (PWC) was placed in-service.
- Hosted several State Fire Marshal training classes.
- Hosted a CSTI Disaster Training Classes
- Captain Silva and Engineer Cooper started a yearlong officer-training program. This program will be completed in August of 2007.

Goals and Objectives for 2007

1. Complete all required Local, State and Federal training requirements.
2. Continue providing exceptional patient care for our citizens and visitors.
3. Maintain CPR training in the schools.
4. Maintain the Administrative Directive and Standard Operating Guideline Manual.
5. Enhance our joint training with Monterey and Pebble Beach Fire Departments.
6. Provide two CERT classes to the public.
7. Enhance organizational operations between Pacific Grove and Carmel Fire Departments.

Station / Building Maintenance Report

Community Development Block Grant funds in the amount of \$203,600.00 were applied for and the grant was awarded for the removal of architectural barriers in the administrative area of the Fire Station. Removal of architectural barriers will make the administrative area fully ADA accessible. Examples of the type of barrier to be removed are sub-standard doors, a non-compliant front counter and creation of an accessible restroom.

Several large projects have been completed at the firehouse this past year to include:

- Replaced vinyl floor in dorm bathroom.
- New dishwasher in kitchen.
- Painted dorm bathroom and weight room.
- Installed a metal cap on deck railing on 16th street side of firehouse.

Communications Report

Monterey County Fire Chiefs have successfully completed a standardized communications frequency list to better utilize the available frequencies and standardize the programming of mobile and portable radios for increased interoperability. This standard will simplify radio programming and provide each agency with the necessary information needed within Monterey County emergency radio operations for communication on all fire frequencies.



Monterey County Fire Agencies received a Fire Act Grant, which will enable all Monterey County Fire Departments to replace their current mobile and portable radios.

Background: In December 2004, the Federal Communications Commission (FCC) released document 04-292 which released details of compulsory “narrow banding” of all radio communications systems in the United States operating at frequencies below 513 MHz. The FCC ruling aimed at improving spectrum efficiency in the VHF bands. As a result, almost all of the radio communications systems in Monterey County will require upgrading or replacement. This involves every portable radio, mobile radio and every base station or repeater in all of our Countywide VHF systems. All systems must be in compliance by 2013. The Federal Emergency Management Agency, US Fire Administration Assistance to Firefighters Grant Program provides grants to fire service agencies. The purpose of the grant program is to protect the health and safety of the public and firefighting personnel against fire and fire-related hazards, and to provide assistance for fire prevention programs. The scope of the grants will include the purchase of both mobile radios and portable radios for every fire department in Monterey County that is not affiliated with the federal government. This accounts for twenty-four (24) participating fire agencies.

In 2004 the County of Monterey formed, with the assistance of all affected public safety agencies, the Monterey County Operational Area Communications System (NGEN) Task Force. This working group was tasked with finding a solution to existing communications issues in Monterey County and also planning for future needs with respect to the mandated narrow banding and Project 25 compliance. To that end, the NGEN task force contracted with a communication-consulting firm to develop a long-term strategic plan that addresses all current and future communications needs in Monterey County.

In January 2006, the consulting firm 911 Insight completed a 104 page strategic planning document that details current and future agency needs, provides budgetary estimates for upgrading wireless capabilities, identifies funding opportunities and provides implementation recommendations. Cost estimates for implementation of the Monterey County Communications project include the engineering design study, fixed equipment purchase, implementation services, site remediation and subscriber radio purchases and totals \$17,500,000 to \$23,000,000, of which, approximately \$7,500,000 will be shared by Monterey County fire agencies.

The bulk of the funding for the radio system upgrade will come directly from the local agencies that use the system and will be financed and implemented incrementally over the next three to six years. In an effort to offset these substantial costs and the budgetary impact the twenty-four (24) fire agencies have organized to submit two grants, one for mobile radios and a second for portable radios. Each grant has a cap of \$1 million dollars. Both grants submitted were successful.



Emergency Management / Disaster Planning:

The Monterey County Office of Emergency Services in partnership with the Coastal Cities developed a County Tsunami Response Plan. The “Draft Plan” has been developed and each jurisdiction is in the process of adding information that is specific to their jurisdictional needs.

The City’s Multi-Hazard Plan has been updated with the exception of the Tsunami Plan. The new County Tsunami Plan will be added to the City’s Multi-Hazard Plan upon completion followed by an EOC Table Top exercise.



National Incident Management System (NIMS) update. All City employees who are involved with disaster mitigation are required to complete the NIMS Independent Study Course. There are several departments within the city who have not yet completed the course.

The County of Monterey is in the beginning stages of the development of a Local Hazard Mitigation Plan, a document required by federal government for jurisdictions that wish to seek either pre- or- post- disaster mitigation funding for Fire Management Assistance Grants. The City of Pacific Grove intends to participate in the proposed multi-jurisdictional approach to developing a local plan.

Hydrant/Hose Maintenance:

All of the City’s 300 fire hydrants were inventoried for location and flow capability and received annual maintenance. All of the hydrants are in-service and operational. As per our annual fire hydrant flow test program, 20% of the hydrants were flow tested in conjunction with Cal-Am Water Company. We continue to paint, clean and install blue hydrant makers on an as needed basis. 12,000 feet of fire hose on apparatus and in inventory was tested and repaired as necessary.

Digital Mapping:

All of the map books have been updated and digitized by Lynx Technologies. PGFD is now part of the Monterey County grid mapping system. All Knox boxes, commercial buildings with fire sprinkler systems, fire hydrants as per color code, street names and address have been updated and added to the new map books.

Apparatus Report:

This year the Fire Department replaced two units within the fleet. A 2006 Pierce Dash type-I fire engine was placed in service in July and a 2006 Ford truck replaced our old



utility. The utility (6591), with a crew cab, is able to transport up to 6 personnel to emergency incidents, as well as Department training and events. It is equipped with a cargo box that carries the necessary equipment to respond to emergency calls such as water leaks/flooding, storm/weather related, and incidents requiring salvage and overhaul operations. During the winter/raining season, barricades and sandbags are added to increase its response capabilities. This maximizes the engine/truck's ability to respond to more critical emergencies. The utility is also equipped for towing, which allows the Department to transport the Safety Trailer for Fire Prevention events, as well as tow other necessary equipment. The new Pierce fire engine (6511) was built to the specifications developed by the Apparatus Committee, made up of "line" personnel, representatives



from the Mechanical Department and Fire Department Staff. The 18 + month process resulted in an apparatus designed specifically to meet the needs of the City of Pacific Grove's diverse emergency responses. The compartment design allows for the storage of

all the necessary equipment to handle a wide array of responses; structure fires, coastal incidents, medical emergencies, wildland urban interface, hazardous conditions and public service calls. It is built with the latest equipment and technology to provide the safest and most effective response and firefighting capabilities. We have modified our *running orders*, in an effort to preserve the Truck (6571), so that 6511 will respond first-in on all incidents except reported structure fires. This ensures that the most appropriate and efficient apparatus is responding to the majority of the calls. Our 1994 Pierce (6512) has now moved into the reserve position along with the 1989 Beck (6513).

Ocean Rescue 6561 continues to respond to special request technical rescue incidents and as a reserve unit for coastal incidents. Ocean Rescue 6562, with the 6551 (personal watercraft), fulfills our primary response for coastal incidents.

Emergency Medical Service (EMS):

Emergency Response

We experienced an increase in EMS calls from 1330 in 2005 up to 1350 in 2006. This trend also showed an increase in blunt traumatic injuries such as, motor vehicle accidents, bicycle accidents and falls from buildings. Due to this increase in Trauma patients we had 3 patients airlifted to south bay regional trauma centers.

On January 1, 2006 West Med became our new ambulance transport provider.

The Department had focused on EMT re-certification efforts. Each member completed at least 24 hours of continued education on EMS topics.

All Paid Firefighters received their mandatory training in topics such as, SIDS, Elder Abuse and Blood Borne Pathogens.



The Fire Department has three CPR Instructors. In 2006, all three went through an update of “American Heart Association Guidelines 2005” which has changed the sequence of CPR compressions and ventilations. All 3 instructors re-certified in April of 2006 and all members (paid and volunteer) re-certified in CPR in September of 2006. Most of the reserves that are EMT’s also went through the re-certification process and are current. They continue to use their skills when working on shift or at special events such as, the Feast of Lanterns, PG Triathlon and high school football games.



The current Monday night EMS training has continued to be a success in that all of the Part Time firefighters in need of recertification have completed their EMT recertification. This training last approximately 1.5-3 hours each month.

CPR in the Schools Training:

The Fire Department trained approximately 300 - 6th and 8th graders in Adult CPR and Choking. This is the fifth year under the new format by the American heart Association called, “CPR in the Schools”. This lifesaving course has been one of the best opportunities to educate the children of the City of Pacific Grove on how to really save someone’s life. The kids that receive this training are very eager to learn and perform these skills.

Medical Equipment Purchases for 2006:

The Department was able to purchase all new EMS equipment for the new fire engine from CSA-74 funds. The startup costs were in excess of \$2500.00.

We currently are waiting for the opportunity to receive grant monies to add 2 “stair chairs” to our EMS equipment, these chairs virtually eliminate carrying patients down stairs and thus saving employees backs from injuries. The price for each chair is approximately \$2,600.00. We have replaced both of our first out fire engines with new vacuum splints. (This was a goal for 2006).

EMS Goals and Objectives for 2007:

- Continue to provide exceptional patient care for the citizens and visitors of Pacific Grove and anywhere else requested to respond.
- Continue CPR training in the schools to include teachers and coaches.
- Receive grant money to purchase 2 stair chairs.
- Keep the Department employees protected from infectious disease.
- Continue to educate the Department personnel in Emergency Medical Services, moving in the Direction of Advanced Life Support (ALS).



FIRE PREVENTION / PUBLIC EDUCATION

Public Education

Public Education for the year consists of many different opportunities. During Fire Prevention Week over 1000 school-aged children receive fire safety presentations at their school sites. This includes the safety trailer for all third grade children.

Other presentations include a DVD and power point that are very basic cartoon type for young K-2 children and more advanced for grades 4 and 5. All programs used the new grant provided laptop/digital projector system. This year's focus point was "Watch what you heat!" A package of NFPA material was purchased this year that included a banner, posters for each classroom and handout flyers stickers along with our normal coloring books and other handouts.



Several presentations were made at Forest Hill Manor, Canterbury Woods and Monarch Pines Mobil Home Park to bring a message of Fire Safety for the Elderly. This reached approximately 350 – 400 seniors in our community.

Many station tours are given by station staffing with basic fire safety instruction that is age appropriate.

School Drills:

School drills were conducted during the months that school was in session with department staff assisting the school staff with their monthly exit drills. During the year at the request of the School District some of the exit drills were changed to an intruder drill or a duct, cover and hold drill to meet their requirements.

American's with Disabilities & Disaster Coordination:

The position of ADA Coordinator was returned to the Community Development Department as of July 1, 2006. Prior to that time monthly meetings were staffed for the committee. The City's Handicapped Parking Plan was developed and approved by Council during the first part of the year and a CDBG grant was awarded to remove architectural barriers from the administrative portion of the fire station. The grant amount totaled \$203,600.00.



In July the city disaster coordinator's duties were transferred to the fire prevention bureau. This entailed attending Tsunami Response Plan and Local Hazard Mitigation Plan meetings. The Tsunami Response Plan was adopted by Council and will be incorporated into the City's Multi Hazard Plan.

Fire Investigations

Two of the 57 fire responses required formal investigations in 2006. Cooking materials left unattended on the range caused both fires. In both cases the range burners were found to be in the on position. Both occupants stated that they recalled leaving the burners on. The total loss for both structures was estimated at \$175,000.00.



Fire Sprinkler & Alarm Inspections

During the year one hundred six (106) rough inspections and ninety-five (95) final inspections were done during the year. These included underground inspections and hydrostatic tests for both residential and commercial property, fire sprinkler and fire alarm systems for both residential and commercial property and hood and duct function tests. During the late spring and summer the entire City was surveyed for combustible weeds and cuttings that posed a fire hazard to property. Each home requiring attention was left a notice and follow-up inspections were made.

OCEAN RESCUE & HYPERBARIC CHAMBER

The two divisions of the ocean rescue organization both continued to have fewer emergency calls than the previous year averages. The hyperbaric chamber only performed five treatment cases. Individual knowledge and skill levels were maintained by attending monthly training meetings in hyperbaric medicine and water rescue techniques.

The hyperbaric chamber staff is increasingly more knowledgeable in this specialized field. Three team members received additional Hyperbaric Oxygenation Treatment training by attending a seminar at Duke University in North Carolina. One member was elevated to a Supervisor position after completion of the course.



One of our primary physicians who had donated forty-one years of service retired this last December. Two of the newer physicians have progressed strongly by participating in treatments with the assistance of senior staff physicians. We currently now have four volunteer physicians available for chamber treatments.

The team is currently developing a Scuba Diving Safety seminar to be presented in the early summer of '07. If successful, this program will become an annual fund raising event.



The two divisions of the ocean rescue organization both remained active with emergency calls throughout the year. The Ocean Rescue is the busiest technical rescue team in all of Monterey County and responded to 28 rescues in 2005. The hyperbaric chamber performed four treatment cases. Individual knowledge and skill levels were maintained by attending monthly training meetings in hyperbaric medicine and water rescue techniques.

The newly activated grant funded rescue vessel capable of operating in high surf and hazardous seas will be fully operational by April of 2006. This new life saving vessel can travel up to 60 mph and can be launched from any sandy beach or harbor in Monterey County and can be used for swift water rescue. It is capable of carrying two rescuers and rescuing an additional 4 people.

Ocean rescue funding remains to be a consistent issue. The entire budget is supported by public donations, facility use fees for hyperbaric treatments, P.G. Triathlon donation for assisting with race support, an annual training class provided to the California Department of Transportation dive team, PGOR members making personal donations, and some members returning their volunteer wages. The dive rescue team remains to be a highly valued resource for Monterey County emergency agencies. The team had two special requests to assist in underwater search and recovery of missing drowning victims; both persons were recovered.



FIRE DEPARTMENT GOALS FOR 2007

As always, our first and foremost mission is to provide efficient, cost effective, user friendly, customer service oriented community & emergency services to our internal and external customers and to continually strive to improve our customer service performance. With this said, more specific goals are outlined below:

- Continue to provide full administrative services to Carmel Fire Department to include the following functions: full administrative oversight, budget administration, development of policy, orders, procedures and practices, training, administrative audits, management of the CFD daily operations and professional representation.
- Continue to build upon our relationship with surrounding Fire Departments. The goal would be to implement enhanced automatic-aid contracts, continue development of joint training and performance standards and investigate the benefits of joint purchasing and equipment standardization. This will make for more efficient fire services through improved communications, fire ground operations, firefighter safety, and will ultimately upgrade service to our community.
- Aggressively pursue and apply for grant opportunities to facilitate the need for emergency equipment, training and community education.
- Continue to provide free smoke detectors and batteries to our citizens through, “Operation Smoke Alarm.”
- Continue the “Emergency Beacon Light Program” in an effort to enhance emergency response to our citizens.
- Have the Disaster Program Manager (Fire Prevention Officer Jim Gunter) update the City of Pacific Grove Multi-Hazard Plan, provide annual Emergency Operations Center (EOC) training and facilitate exercises for all assigned City personnel.
- Finalize the Tsunami Response Plan Pacific Grove annex.
- Finalize the Pacific Grove annex of the Monterey County Operational area Hazard Mitigation Plan.
- Review the National Incident Management System (NIMS) to comply with federal regulations with regard to emergency management and to be eligible for federal grant opportunities.
- Prepare and implement the 2006 / 2007 Fire Department budget within the identified time perimeters.
- Prepare and implement the Fire Department Capital Improvement Plan (CIP) within the identified time perimeters.



- Up-date the fire department web page with current information in an effort to become more responsive to the needs of the public.
- Aggressively respond to, and mitigate sewer spills and adhere to the Sewer Spill Response Plan.
- Continue to consistently conduct fire and life safety inspections in **all** commercial occupancies to include residential care facilities, apartment complexes, motels, hotels and all educational facilities.
- Continue to consistently provide comprehensive fire and life safety presentations to **all** PGUSD children grades K-5. This will include utilization of the Fire Safety Trailer for all 3rd grade students. In all we will strive to educate over 1000 children.
- Insure that the Fire Prevention Division will start the plan review process within three (3) working days from receipt from the Building Department.
- Conduct annual recruitment for part time firefighters who has successfully completed Fire Academy training.
- Maintain Explorer Scout membership and develop an Explorer Scout Academy.
- Flow test 20% of fire hydrants (20% per year) to verify / maintain fire flow capabilities.
- The Fire Chief is a member of the Monterey County Fire Chiefs Association and of the EMS Sub-Committee, he will keep his finger on the pulse of the local fire service issues and will remain active on sub-committees that affect local issues and service levels to our City.
- Review, update and revise the fire department policy manual.
- Continue to improve and document fire department capabilities with an ultimate goal of upgrading our current outstanding ISO rating of 3.
- Maintain highly trained, educated and motivated fire / ocean rescue personnel thus continuing our status as leaders in our fire service community.
- Maintain our organizational culture by promoting employee happiness, wellness and safety thus enhancing self-empowerment, motivation and productivity.
- The Fire Chief will continue to make himself available to work as a member of the “city team” with relationship to city administration and city council related assignments.



Fire Department / Ocean Rescue Awards



Paid Employee of the Year Award
Division Chief James Gunter

Volunteer of the Year Award
Firefighter Chris Muller

Hyperbaric Chamber Performance Award
Camber Operator Brianne Berlin

Rescue Diver Outstanding Performance Award
Rescue Diver Kip Evans

Respectfully submitted:

Andrew Miller
FIRE CHIEF

