

City of Redlands  
2008-2009  
Adopted Budget

Fire

**Mission Statement:**

The City of Redlands is a well-managed community. Its leadership is committed to providing excellent service and has encouraged efforts to improve service quality in all City departments. The Redlands Fire Department is a leader in its approach to service delivery and personnel philosophy. It is our goal to constantly provide the best possible service to the citizens of Redlands in an effective and efficient manner. We are here to protect our community. The department exists to serve the citizens of the community the *Redlands Fire Department Way*.

- Provide the best service to customers.
- Provide the best support to its members.
- Manage change / also improve.
- Promote and support the City of Redlands.
- Pass on tradition, and leave no one behind.

**Departmental Goals:**

- Explore the Fire Departments response times in the northeast and eastern edge of the City.
- Develop a specific plan which deals with deployment measures and unit coverage.
- Develop performance measures to direct fire station location planning.
- Continue to develop and provide training and education in emergency management, preparedness and response to City personnel as well as the citizens of Redlands.
- Continue to safeguard the community from fire through programs ensuring adherence to fire regulations, public education, and mitigation.
- Continue to deliver a high level of advanced life support pre-hospital care by well-trained personnel, as well as to meet the education and delivery standards required by the State of California to ensure this level of service.
- Provide for proper disposition of hazardous materials that might otherwise end up in landfills or wastewater treatment facilities and to provide personnel with proper training and equipment to mitigate a leak, spill or other release of toxic material in our jurisdiction, through our Household Hazardous Waste Program.

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Report on Performance Measures

Fire

Description	Measure	Actual	Target	% Target
Response times to emergencies	First unit to arrive within five minutes of dispatch 90% of the time	76%	90%	84%
Fires confined to room of origin	Confine fire to room of origin 90% of the time	100%	90%	100%
Plan checks	Complete 90% of plan checks within 30 days	100%	90%	100%
Engine company inspections	90% of engine company inspections completed annually	*	90%	*

\* The number of engine company inspections is unknown due to the implementation of new software beginning in 2007. The implementation resulted in an anticipated three month delay in information for the first year after implementation.

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REVENUE DETAIL

	2006-07 ACTUAL (AUDITED)	2007-08 ADJUSTED BUDGET	2007-08 12 MONTH ESTIMATED	2008-09 COUNCIL ADOPTED
<b><u>FIRE DEPARTMENT</u></b>				
3124 Plan Check	30,959	25,000	30,000	25,000
3185 Special Fire Permits	13,458	10,000	17,400	15,000
3186 Fire Permits	19,028	20,000	38,000	40,000
3250 Federal Grants	33,807	12,000	74,698	9,377
3300 Fire Alarms	10,380	10,000	9,000	10,000
3301 Fire Department Reports	1,557	1,000	1,500	1,500
3302 Inspections	50,688	50,000	105,000	95,000
3303 Fire Prevention Services	100	100	302	300
3304 Mutual Aid Reimbursement	395,930	125,000	646,000	150,000
3305 Cost Recover/Reimb Expenditure	3,634	5,000	6,800	5,000
3306 Weed Abatement	42,541	50,000	2,500	25,000
3308 State Mandated Inspections	8,240	9,000	15,000	15,000
3320 Depositions	25	0	0	0
3540 Other Grants	9,076	9,000	0	0
3590 Donations	9,083	5,000	15,000	5,000
3734 Contract Services	78,217	0	9,500	0
<b>TOTAL FIRE DEPARTMENT</b>	<b>706,723</b>	<b>331,100</b>	<b>970,700</b>	<b>396,177</b>
<b><u>EMERGENCY SERVICES (205)</u></b>				
3000 Current Secured Taxes	1,040,042	1,075,000	1,075,000	1,075,000
3305 Cost Recover/Reimb Expenditure	32	0	0	0
3327 Non-Resident Fees	12,362	12,000	13,500	14,000
<b>TOTAL EMERGENCY SERVICES</b>	<b>1,052,436</b>	<b>1,087,000</b>	<b>1,088,500</b>	<b>1,089,000</b>
<b><u>HOUSEHOLD HAZ WASTE (206)</u></b>				
3200 State Grants	12,354	10,000	9,000	10,000
3535 Program Income	106,776	105,000	105,000	106,000
<b>TOTAL HOUSEHOLD HAZ. WASTE</b>	<b>119,130</b>	<b>115,000</b>	<b>114,000</b>	<b>116,000</b>

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Fire  
Administrative Services

**Program Description:**

The Administrative Services branch consists of the Fire Chief, the Deputy Fire Chief, three Battalion Chiefs, Administrative Analyst, and one Administrative Assistant. The Redlands Fire Department operates and maintains four separate fully-staffed fire stations, the City's Emergency Operations Center, and a Household Hazardous Waste Collection station. The Administration Division is responsible for the overall management of the various programs of the department, to ensure overall requirements and program goals and objectives are successfully accomplished. Administrative Services provides the necessary support to the department and efficient, courteous service to the citizens of Redlands.

**Program Objectives:**

- Develop an organization to effectively administer and manage the resources of the department.
- Improve the current system for minimizing the impact of disasters and other emergencies on life and property.
- Administer and communicate personnel policies and procedures to all department personnel.
- Provide administrative support for all programs of the department.
- Continue in the pursuit of funding mechanisms to complete Fire Station 264 construction.
- Provide fiscal management for all programs of the department.
- Continue monitoring Wildland Interface Contract with Cal-Fire
- Provide administrative oversight of Materials Management and Fleet Services.
- Monitor and modify all duties, as necessary, to ensure an efficient Fire and Emergency Medical service delivery system.

**Significant Program Changes:**

None

City of Redlands

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**DEPARTMENT/DIVISION**  
FIRE SUPPRESSION

**FUND**

GENERAL FUND

**ORGKEY**

101250

	2006-07 ACTUAL (AUDITED)	2007-08 ADJUSTED BUDGET	2007-08 12 MONTH ESTIMATED	2008-09 COUNCIL ADOPTED
<b><u>SALARIES AND BENEFITS</u></b>				
4000 Full Time Salaries	3,727,946	3,839,143	3,904,107	3,710,176
4002 Labor Code Section 4850	27,563	0	16,284	0
4010 Overtime Salaries	1,102,321	1,059,000	1,053,074	397,046
4013 Constant Manning OT	0	0	0	700,000
4015 Banked Leave Buy Back	334,295	186,091	329,197	262,501
4018 Holiday: FLSA	117,390	168,998	95,000	170,731
4050 Pension Contributions	1,805,799	1,671,086	1,848,865	1,680,025
4051 Fica/Medicare	48,996	52,946	52,946	46,390
4053 Deferred Compensation	12,270	13,326	13,326	9,143
4055 Health/Dental Insurance	466,145	478,985	478,985	519,629
4056 Worker's Comp Insurance	26,000	359,626	359,626	103,889
4057 Disability Insurance	263	228	228	248
4058 Unemployment Insurance	13,568	18,862	18,862	17,866
4059 Life Insurance	2,855	2,967	2,967	2,533
4081 Eyecare Reimbursement	3,682	9,675	3,500	9,262
4082 Clothing Allowance	19,900	20,700	20,500	19,583
4084 Clothing Cash Payment	200	200	200	200
4085 Other Taxable Benefits	600	3,000	3,000	0
<b>TOTAL SALARIES AND BENEFITS</b>	<b>7,709,793</b>	<b>7,884,833</b>	<b>8,200,667</b>	<b>7,649,222</b>
<b><u>SERVICES</u></b>				
5190 Other Professional Services	16,708	24,107	26,782	7,500
5240 Meeting & Professional Devlpmt	1,281	1,500	1,200	1,500
5255 Travel Reimbursement	679	1,200	1,200	1,200
5270 Printing and Binding	4,702	7,000	5,600	7,000
5275 Postage	1,444	2,700	2,700	2,700
5280 Advertising	0	200	0	200
5303 Telephone	22,385	22,000	22,000	22,000
5340 Office Equipment Maintenance	494	2,000	1,000	2,000
5360 Machinery & Equip Maint	6,932	9,108	9,108	9,108
5395 Info Technology Services Charge	0	43,601	42,924	57,782
5396 City Garage Charges	247,409	357,644	357,644	377,079

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**DEPARTMENT/DIVISION**  
FIRE SUPPRESSION

**FUND**

GENERAL FUND

**ORGKEY**

101250

	2006-07 ACTUAL (AUDITED)	2007-08 ADJUSTED BUDGET	2007-08 12 MONTH ESTIMATED	2008-09 COUNCIL ADOPTED
<b><u>SERVICES (CONT)</u></b>				
5530 Clothing and Linen Rent	4,422	4,800	4,800	4,800
5570 Office Equip & Furn Rent	5,707	5,900	5,638	5,900
5580 Communications Svs & Rental	131,965	158,762	158,762	167,322
5800 Subscriptions & Memberships	1,137	1,200	1,363	1,200
5880 Special Contractual Services	45,748	65,000	65,000	75,000
5950 Bad Debt Expense	1,350	0	0	0
<b>TOTAL SERVICES</b>	<b>492,363</b>	<b>706,722</b>	<b>705,721</b>	<b>742,291</b>
<b><u>SUPPLIES</u></b>				
6130 Books & Supplies	1,244	1,500	1,500	1,500
6140 Office Supplies	10,884	11,000	11,000	11,000
6160 Medical Supplies	7,066	9,000	9,000	9,000
6180 Clothing	64,162	107,211	85,000	85,000
6190 Photo & Copying Supplies	1,158	1,500	1,500	1,500
6310 Janitorial Supplies	14,605	10,900	15,000	15,000
6500 Office Equipment & Furniture	99	0	0	0
6510 Small Tools & Equipment	49,493	45,845	45,000	45,845
6560 Food	3,762	4,000	4,000	4,000
6590 Special Departmental Supplies	59,533	60,827	60,800	60,827
<b>TOTAL SUPPLIES</b>	<b>212,006</b>	<b>251,783</b>	<b>232,800</b>	<b>233,672</b>
<b><u>FIXED ASSETS</u></b>				
7100 Motor Vehicles	0	204	204	0
<b>TOTAL FIXED ASSETS</b>	<b>0</b>	<b>204</b>	<b>204</b>	<b>0</b>
<b><u>DEBT SERVICE</u></b>				
8100 Principal	106,078	212,889	212,889	242,037
8200 Interest	26,797	70,026	70,026	65,936
<b>TOTAL DEBT SERVICE</b>	<b>132,875</b>	<b>282,915</b>	<b>282,915</b>	<b>307,973</b>
<b>DIVISION TOTAL</b>	<b>8,547,037</b>	<b>9,126,457</b>	<b>9,422,307</b>	<b>8,933,158</b>

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Fire  
Fire Prevention Bureau

**Program Description:**

This division operates under the direction of the Deputy Fire Chief and consists of the Fire Marshal, one Assistant Fire Marshal, Inspector/Fire Investigator, and one Administrative Assistant. Operating under the guidelines of the Uniform Fire Code (UFC), the Fire Prevention Bureau involves all aspects of fire prevention designed to safeguard the community from fire through programs ensuring adherence to fire regulations, public education, and mitigation. The Fire Prevention Bureau also oversees the Fire Explorers program and the department's Cost Recovery efforts.

**Program Objectives:**

- Provide efficient, timely review of Development Plans related to UFC fire requirements.
- Authorize Issuance of Fire Permits, as appropriate.
- Conduct annual Fire Safety Inspections in a timely manner.
- Provide administration of the annual Weed Abatement Program.
- Provide PIO services for the department.
- Provide logistical support for major emergencies to assist Suppression personnel.
- Train Fire Suppression Crew on provisions of the new Fire Code.
- Service both in an active and advisory capacity in the on-going operation of the Fire Explorers Program.
- City-wide Cost Recovery program.
- Fire related code enforcement.
- Departmental Internal Liability Reduction program.
- Pre-employment screening and background investigations.

**Significant Program Changes:**

None

City of Redlands

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**DEPARTMENT/DIVISION**

FIRE PREVENTION

**FUND**

GENERAL FUND

**ORGKEY**

101251

	2006-07 ACTUAL (AUDITED)	2007-08 ADJUSTED BUDGET	2007-08 12 MONTH ESTIMATED	2008-09 COUNCIL ADOPTED
<b><u>SALARIES AND BENEFITS</u></b>				
4000 Full Time Salaries	341,852	348,593	361,221	286,964
4002 Labor Code Section 4850	845	0	0	0
4010 Overtime Salaries	19,318	9,000	8,000	9,000
4015 Banked Leave Buy Back	15,133	13,481	14,495	12,313
4050 Pension Contributions	123,135	117,536	129,821	118,559
4051 Fica/Medicare	12,781	11,000	13,277	6,902
4053 Deferred Compensation	910	910	910	50
4055 Health/Dental Insurance	35,895	35,368	41,463	34,040
4056 Worker's Comp Insurance	1,600	22,131	22,131	0
4057 Disability Insurance	271	227	227	248
4058 Unemployment Insurance	1,415	1,736	1,736	1,302
4059 Life Insurance	264	276	276	184
4081 Eyecare Reimbursement	450	900	500	675
4082 Clothing Allowance	1,000	1,700	1,000	1,000
4084 Clothing Cash Payment	200	200	200	200
4085 Other Taxable Benefits	0	150	150	150
<b>TOTAL SALARIES AND BENEFITS</b>	<b>555,069</b>	<b>563,208</b>	<b>595,407</b>	<b>471,587</b>

**SERVICES**

5240 Meeting & Professional Devlpmt	0	250	250	250
5270 Printing and Binding	1,694	1,200	1,200	1,200
5275 Postage	706	700	700	700
5280 Advertising	1,226	1,800	1,800	1,800
5303 Telephone	12	0	0	0
5395 Info Technology Services Charge	0	1,806	1,779	2,395
5800 Subscriptions & Memberships	300	500	500	500
5880 Special Contractual Services	27,720	40,000	35,000	40,000
5950 Bad Debt Expense	3,775	0	3,547	0
<b>TOTAL SERVICES</b>	<b>35,433</b>	<b>46,256</b>	<b>44,776</b>	<b>46,845</b>



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**DEPARTMENT/DIVISION**  
 FIRE PREVENTION

**FUND**  
 GENERAL FUND

**ORGKEY**  
 101251

	2006-07 ACTUAL (AUDITED)	2007-08 ADJUSTED BUDGET	2007-08 12 MONTH ESTIMATED	2008-09 COUNCIL ADOPTED
<b><u>SUPPLIES</u></b>				
6130 Books & Supplies	1,393	1,500	1,500	1,500
6140 Office Supplies	1,566	2,000	2,000	2,000
6190 Photo & Copying Supplies	133	200	200	200
6590 Special Departmental Supplies	73	250	250	250
TOTAL SUPPLIES	3,165	3,950	3,950	3,950
 DIVISION TOTAL	 593,667	 613,414	 644,133	 522,382

**City of Redlands  
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**Fire  
Emergency Preparedness Program**

**Program Description:**

The Emergency Preparedness program develops and provides direction and oversight in emergency management, preparedness, mitigation and response to Citywide event impacts and disasters, as well as training and education to City employees and associated personnel and the citizens of Redlands. The activities of this program become most apparent following major events or disasters. The Battalion Chief assigned to this program is the Coordinator of Emergency Services and also oversees the City's Emergency Medical Services program.

**Program Objectives:**

- Update and maintain the City of Redlands Emergency Plan, without which the City of Redlands is subject to the denial of disaster claims by the State of California and the Federal Government.
- Update and maintain the City of Redlands Pandemic Plan, animal sheltering and transportation plan, citizen evacuation plan, mass care and sheltering plan, disaster medical response plan, and the City's mitigation plan.
- Establish, maintain, and operate a viable, state-of-the-art Emergency Operations Center for the City of Redlands.
- Implement and coordinate all training as it relates to EOC functions related to computer messaging, resource tracking, and inventory resource delivery with Web EOC software.
- Reduce the impact of emergencies to the community, through the identification and implementation of mitigation measures whenever possible.
- Coordinate functions necessary to ensure effective operation of the Emergency Management System.
- Coordinate on-going Emergency Services Academy.
- Coordinate disaster and shelter programs and the teams associated with the responsibilities.
- Coordinate with local, county, and state agencies and organizations through mutual aid and mitigation agreements for disaster training.
- Update NIMS training for all new employees.
- Update shelter training for City Shelter Team.
- Provide continued training to current and new employees with EOC assignments.
- Increase employee awareness of disaster management and coordination through training.
- Coordinate and maintain Emergency Management volunteers programs related to Emergency Communications and Community Emergency Response teams.
- Coordinate and deliver all City disaster exercises and drills.
- Coordinate and assist with Redlands Unified Schools for all disaster drills.

**Significant Program Changes:**

- Provide the necessary planning, preparedness, mitigation to all disaster events and terrorism incidents.
- Provide the necessary plans to CERT, pandemic, mass care, mass movement, animal evacuation and sheltering, community sheltering teams, Emergency Communications Teams, CERT Teams, and STAT Teams.

- Oversight to ensure that the City's emergency management program meets all mandated training and planning related to all new mandated NIMS compliance activities.
- Provide daily oversight and focus on all elements within this program, which ensure the City is able to meet the demands placed upon it during heavy event or emergency phases.

City of Redlands

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**DEPARTMENT/DIVISION**  
EMERGENCY PREPAREDNESS

**FUND**

GENERAL FUND

**ORGKEY**

101253

	2006-07 ACTUAL (AUDITED)	2007-08 ADJUSTED BUDGET	2007-08 12 MONTH ESTIMATED	2008-09 COUNCIL ADOPTED
<b><u>SALARIES AND BENEFITS</u></b>				
4000 Full Time Salaries	137,419	141,832	141,832	143,862
4002 Labor Code Section 4850	662	0	0	0
4010 Overtime Salaries	43,850	0	0	0
4015 Banked Leave Buy Back	12,581	12,547	14,183	12,798
4050 Pension Contributions	66,389	58,823	68,917	64,793
4053 Deferred Compensation	1,972	2,218	2,218	2,247
4055 Health/Dental Insurance	13,532	13,951	13,951	14,373
4056 Worker's Comp Insurance	400	5,533	5,533	0
4058 Unemployment Insurance	328	434	434	434
4059 Life Insurance	66	69	69	62
4081 Eyecare Reimbursement	0	225	225	225
4082 Clothing Allowance	500	500	500	500
4085 Other Taxable Benefits	150	150	150	150
<b>TOTAL SALARIES AND BENEFITS</b>	<b>277,849</b>	<b>236,282</b>	<b>248,012</b>	<b>239,444</b>

**SERVICES**

5240 Meeting & Professional Devlpmt	23	1,500	1,500	1,500
5270 Printing and Binding	175	1,200	1,200	1,200
5303 Telephone	13,257	14,000	14,000	14,000
5395 Info Technology Services Charge:	0	5,384	5,300	7,135
5800 Subscriptions & Memberships	76	175	175	175
<b>TOTAL SERVICES</b>	<b>13,531</b>	<b>22,259</b>	<b>22,175</b>	<b>24,010</b>

**SUPPLIES**

6130 Books & Supplies	202	500	500	500
6140 Office Supplies	1,577	1,000	1,000	1,000
6190 Photo & Copying Supplies	0	100	100	100
6560 Food	0	1,000	1,000	1,000
6590 Special Departmental Supplies	29,445	15,457	1,000	1,000

City of Redlands

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**DEPARTMENT/DIVISION**  
EMERGENCY PREPAREDNESS

**FUND**

GENERAL FUND

**ORGKEY**

101253

	2006-07 ACTUAL (AUDITED)	2007-08 ADJUSTED BUDGET	2007-08 12 MONTH ESTIMATED	2008-09 COUNCIL ADOPTED
<b>SUPPLIES</b>				
6630 Audio-Visual Materials	0	500	500	500
TOTAL SUPPLIES	31,224	18,557	4,100	4,100
<b>FIXED ASSETS</b>				
7140 All Other Equipment	0	4,500	4,500	0
TOTAL FIXED ASSETS	0	4,500	4,500	0
DIVISION TOTAL	322,604	281,598	278,787	267,554

City of Redlands  
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Fire  
Fire Training Program

**Program Description:**

The Training Division administers all aspects of training related to fire suppression to establish and maintain an acceptable fire control, chemical emergency and specialized team capability through professional development of the department's personnel resources. The Battalion Chief who directs the City training and safety program also is assigned to oversee the fire department training program.

**Program Objectives:**

- Administer and ensure state of the art training is provided for all members of the Fire Suppression Team.
- Assure that each Company meets an average of 20 hours training per man, monthly.
- Compile and maintain training records for all fire suppression personnel.
- Coordinate, establish testing and develop standards for recruitment of Fire personnel.
- Develop standards of determining the best qualified candidate for promotion.
- Conduct regularly scheduled performance standard drills to enhance the Fire Company's skills for fire ground application, including technical training, team training, officer training programs and specialized equipment training.
- Schedule continuous EMT training.
- Schedule and conduct mandated Hazardous Materials 1st Responder training.
- Schedule additional training as mandated by Federal and State statutes.

**Significant Program Changes:**

None

City of Redlands

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**DEPARTMENT/DIVISION**

FIRE TRAINING

**FUND**

GENERAL FUND

**ORGKEY**

101255

	2006-07 ACTUAL (AUDITED)	2007-08 ADJUSTED BUDGET	2007-08 12 MONTH ESTIMATED	2008-09 COUNCIL ADOPTED
<b><u>SALARIES AND BENEFITS</u></b>				
4000 Full Time Salaries	55,121	69,407	69,478	70,795
4002 Labor Code Section 4850	9,306	0	0	0
4010 Overtime Salaries	0	0	1,988	0
4015 Banked Leave Buy Back	62,201	6,140	1,602	6,263
4050 Pension Contributions	30,836	28,776	31,578	31,707
4053 Deferred Compensation	981	1,095	1,095	1,108
4055 Health/Dental Insurance	6,044	6,976	6,976	7,187
4058 Unemployment Insurance	164	217	217	217
4059 Life Insurance	32	35	35	31
4081 Eyecare Reimbursement	0	225	113	113
4082 Clothing Allowance	250	250	250	250
4085 Other Taxable Benefits	0	0	75	75
<b>TOTAL SALARIES AND BENEFITS</b>	<b>164,935</b>	<b>113,121</b>	<b>113,407</b>	<b>117,746</b>
<b><u>SERVICES</u></b>				
5240 Meeting & Professional Devlpmt	1,411	2,150	2,150	2,150
5270 Printing and Binding	0	750	750	750
5800 Subscriptions & Memberships	1,469	2,500	2,500	2,500
5840 Training	14,097	23,400	23,400	23,400
<b>TOTAL SERVICES</b>	<b>16,977</b>	<b>28,800</b>	<b>28,800</b>	<b>28,800</b>
<b><u>SUPPLIES</u></b>				
6130 Books & Supplies	103	250	250	250
6140 Office Supplies	182	500	500	500
6190 Photo & Copying Supplies	0	200	200	200
6510 Small Tools & Equipment	9,972	200	200	200
6590 Special Departmental Supplies	0	0	73	0
6630 Audio-Visual Materials	89	250	250	250
<b>TOTAL SUPPLIES</b>	<b>10,346</b>	<b>1,400</b>	<b>1,473</b>	<b>1,400</b>
<b>DIVISION TOTAL</b>	<b>192,258</b>	<b>143,321</b>	<b>143,680</b>	<b>147,946</b>

City of Redlands

2008-2009

Adopted Budget

**DEPARTMENT/DIVISION**  
FIRE DEPARTMENT GRANTS

**FUND**

GENERAL FUND

**ORGKEY**

101256

	2006-07 ACTUAL (AUDITED)	2007-08 ADJUSTED BUDGET	2007-08 12 MONTH ESTIMATED	2008-09 COUNCIL ADOPTED
<b>SERVICES</b>				
5240 Meeting & Professional Devlpmt	0	0	2,700	0
TOTAL SERVICES	0	0	2,700	0
<b>SUPPLIES</b>				
6180 Clothing	0	50,400	50,400	0
6310 Janitorial Supplies	0	0	1,922	0
6375 Computer Components	0	0	2,141	0
6510 Small Tools & Equipment	0	9,377	9,377	0
6560 Food	0	0	800	0
6590 Special Departmental Supplies	0	19,886	12,323	0
TOTAL SUPPLIES	0	79,663	76,963	0
DIVISION TOTAL	0	79,663	79,663	0
DEPARTMENT TOTAL	9,655,566	10,244,453	10,568,570	9,871,040



**City of Redlands  
2008-2009  
Adopted Budget**

**Fire  
Emergency Medical Services Program**

**Program Description:**

This program is responsible for ensuring the delivery of a high level of advanced life support pre-hospital care by well-trained personnel, as well as to meeting the education and delivery standards required by the State of California to ensure this level of service. The highly-trained paramedic functions as an extension of the emergency room doctor and with his guidance is able to administer the necessary medical treatment in order to stabilize the patient prior to transport to the hospital. Paramedics presently respond from all fire stations. The Battalion Chief in charge of the Emergency Preparedness program is also responsible for Emergency Medical Services.

**Program Objectives:**

- Promote the highest standards of emergency care, rapid response, and CPR instruction for the public and City employees.
- Provide on-going training, recertification and paramedic licensure oversight to ensure uninterrupted program delivery.
- Function as liaison for the City with County and State health care agencies.
- Provide strategic, tactical judgments regarding City-wide EMS resource coordination and delivery.
- Monitor and coordinate Safety Employee Blood-borne Pathogen/Exposure/Infection Control program.
- Continue to monitor and evaluate paramedic training and operations as set forth by policy, procedure, and mandated protocol.
- Provide staff recommendations with respect to EMS and related incident management functions.
- Coordinate City EMS functions with Department Medical Director.
- Evaluate, monitor, and coordinate the Fire Department Paramedic program.
- Provide and evaluate annual EMT-1A training activities.
- Complete T/B mask fitting for personnel per OSHA regulations.
- Continue to monitor and evaluate City-wide Automatic External Defibrillator Program.
- Continue the Cardiac Monitoring Upgrade Program.
- Administer, monitor and oversee Paramedic Quality Improvement Program.
- Coordinate specific medical training with local ambulance provider.

**Significant Program Changes:**

Placement in all responsibilities to a shift position will reduce the ability to identify, adjust, correct or eliminate issues that effect policy, protocol, practice, or training from immediate oversight and identification which could result in a substantial threat to the program from litigation. Daily oversight of the paramedic program allows for:

- The prevention of litigation through continuous monitoring of all daily paramedic activity and documentation sheets,
- Direction and coordination of all continuous quality improvement,
- Immediate in-service of all county protocols requiring immediate delivery,
- Oversight and daily coordination of the departments narcotic program,
- Oversight and delivery of EMS education required for licensure and recertification.

City of Redlands

2008-2009

Adopted Budget

**DEPARTMENT/DIVISION**  
EMERGENCY MEDICAL SERVICES

**FUND**

EMERGENCY MEDICAL SERVICES FUND

**ORGKEY**

205254

	2006-07 ACTUAL (AUDITED)	2007-08 ADJUSTED BUDGET	2007-08 12 MONTH ESTIMATED	2008-09 COUNCIL ADOPTED
<b><u>SALARIES AND BENEFITS</u></b>				
4000 Full Time Salaries	1,210,902	1,271,974	1,218,431	1,359,468
4002 Labor Code Section 4850	63,957	0	4,180	0
4010 Overtime Salaries	381,960	279,000	449,048	350,000
4015 Banked Leave Buy Back	25,590	62,900	18,905	67,226
4018 Holiday: FLSA	35,982	62,917	50,000	67,245
4050 Pension Contributions	622,512	569,467	597,997	608,865
4051 Fica/Medicare	22,431	18,128	24,101	19,430
4053 Deferred Compensation	325	450	450	450
4055 Health/Dental Insurance	178,510	178,076	178,076	196,327
4056 Worker's Comp Insurance	12,000	165,981	165,981	55,940
4057 Disability Insurance	569	0	282	0
4058 Unemployment Insurance	7,787	7,812	7,812	7,812
4059 Life Insurance	1,211	1,242	1,242	1,108
4081 Eyecare Reimbursement	150	4,050	2,000	4,050
4082 Clothing Allowance	8,100	9,000	8,500	9,000
4085 Other Taxable Benefits	2,045	0	1,259	0
<b>TOTAL SALARIES AND BENEFITS</b>	<b>2,574,031</b>	<b>2,630,997</b>	<b>2,728,264</b>	<b>2,746,921</b>
<b><u>SERVICES</u></b>				
5190 Other Professional Services	14,425	18,000	18,000	18,000
5240 Meeting & Professional Devlpmt	0	150	150	150
5360 Machinery & Equip Maint	11,882	13,500	13,500	13,500
5395 Info Technology Services Charge	0	7,371	7,256	9,767
5580 Communications Svs & Rental	311,450	370,443	370,443	381,443
5800 Subscriptions & Memberships	240	300	300	300
5840 Training	3,035	15,000	10,000	15,000
5870 General Govt Service Charge	140,747	139,952	139,952	144,570
<b>TOTAL SERVICES</b>	<b>481,779</b>	<b>564,716</b>	<b>559,601</b>	<b>582,730</b>

City of Redlands

2008-2009

Adopted Budget

**DEPARTMENT/DIVISION**  
EMERGENCY MEDICAL SERVICES

**FUND**

EMERGENCY MEDICAL SERVICES FUND

**ORGKEY**

205254

	2006-07 ACTUAL (AUDITED)	2007-08 ADJUSTED BUDGET	2007-08 12 MONTH ESTIMATED	2008-09 COUNCIL ADOPTED
<b>SUPPLIES</b>				
6130 Books & Supplies	431	1,000	1,512	1,000
6160 Medical Supplies	20,274	20,558	30,000	24,800
6180 Clothing	0	0	103	200
6190 Photo & Copying Supplies	0	150	150	150
6510 Small Tools & Equipment	0	1,000	1,000	1,000
6590 Special Departmental Supplies	100	1,500	1,500	1,500
<b>TOTAL SUPPLIES</b>	<b>20,805</b>	<b>24,208</b>	<b>34,265</b>	<b>28,650</b>
<b>FIXED ASSETS</b>				
7140 All Other Equipment	0	0	0	0
<b>TOTAL FIXED ASSETS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FUND TOTAL</b>	<b>3,076,615</b>	<b>3,219,921</b>	<b>3,322,130</b>	<b>3,358,301</b>

City of Redlands  
2008-2009  
Adopted Budget

Fire  
Household Hazardous Waste Program

**Program Description:**

The Household Hazardous Waste Program provides for proper disposition of hazardous materials that might otherwise end up in landfills or wastewater treatment facilities, and provides personnel with the proper training and equipment to mitigate a leak, spill or other release of hazardous or toxic materials in our jurisdiction. A Battalion Chief is assigned to program oversight, coordination, personnel training and certification related issues. Approximately 3200 citizens use the facility annually.

**Program Objectives:**

- Continue operation and maintenance of the Household Hazardous Collection site each Saturday, 9:30 a.m. to 12:30 p.m., for the citizens of Redlands.
- Continue the safe collection, categorization, lab packaging and storage of household hazardous waste collection for proper disposal.
- Provide training and equipment to operate an Emergency Hazardous Material Response Team.
- Continue to operate a safe Used Needle Collection Exchange Program for citizens with medical conditions requiring at home injections.
- Recertify all department personnel in Household Hazardous Waste site procedures.
- Continue to provide plastic basins for citizens who bring used motor oil to the site.
- Seek State and/or Federal grants to help fund programs.
- Site inventory control and monitoring.
- Coordinates inter-agency waste disposal programs.
- Maintains State and County mandated certification/program elements.

**Significant Program Changes:**

None

City of Redlands

2008-2009

Adopted Budget

**DEPARTMENT/DIVISION**  
HOUSEHOLD HAZARDOUS WASTE

<b>FUND</b>	<b>ORGKEY</b>			
HOUSEHOLD HAZARDOUS WASTE FUND	206250			
	2006-07 ACTUAL (AUDITED)	2007-08 ADJUSTED BUDGET	2007-08 12 MONTH ESTIMATED	2008-09 COUNCIL ADOPTED
<b>SERVICES</b>				
5180 Medical/Physicals	1,785	2,500	2,500	2,500
5870 General Govt Service Charge	1,740	1,806	1,806	1,866
5880 Special Contractual Services	61,582	70,000	65,000	75,000
<b>TOTAL SERVICES</b>	<b>65,107</b>	<b>74,306</b>	<b>69,306</b>	<b>79,366</b>
<b>SUPPLIES</b>				
6350 Building Supplies	918	2,000	2,000	1,000
6510 Small Tools & Equipment	30,818	27,000	27,000	25,000
<b>TOTAL SUPPLIES</b>	<b>31,736</b>	<b>29,000</b>	<b>29,000</b>	<b>26,000</b>
<b>FIXED ASSETS</b>				
7100 Motor Vehicles	0	325,000	325,000	0
<b>TOTAL FIXED ASSETS</b>	<b>0</b>	<b>325,000</b>	<b>325,000</b>	<b>0</b>
<b>FUND TOTAL</b>	<b>96,843</b>	<b>428,306</b>	<b>423,306</b>	<b>105,366</b>

