

# FIRE AND OCEAN RESCUE

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## OVERVIEW

Nags Head Fire and Ocean Rescue proudly serves our community by protecting lives, property, and the environment through quality and excellence in service. The Department seeks to continuously improve our performance by establishing and maintaining high professional standards, community collaboration, and advanced innovation.

Fire and Ocean Rescue is comprised of the following:

- Fire Administration includes the fire chief, deputy fire chief, and office manager. The fire chief is responsible for the overall administration and planning of the department, ensuring budgeting needs are met and operational readiness is maintained, as well as responding to emergencies as the incident commander/emergency management coordinator. The deputy fire chief/safety oversees operations and the budget, as well as for responding to emergencies in which the deputy chief serves as command staff or incident command, as needed. The deputy chief delegates fire inspection assignments, ensures fire code enforcement, conducts technical site plan reviews, completes fire suppression system acceptance tests, and finalizes certificate of occupancy fire inspections. As the safety officer, responsibilities include administering the safety program, investigating accidents/incidents, and educating employees on safety requirements. The office manager is responsible for administrative functions including record keeping, requisition processing, statistical reporting, budget preparation, management of volunteer office staff, facility maintenance contracts/invoices, and customer service to visitors.
- Fire Operations is comprised of fire captains, master firefighters, driver operators, and firefighters. Each fire captain is assigned to an operational or administrative support function to ensure tasks are managed efficiently. Fire captains are responsible for the supervision of master firefighters, driver operators, and firefighters in daily operations involving emergency response, fire inspections, training, and fire station maintenance activities. The driver operators ensure all fire apparatus are functioning properly and operating efficiently and safely. The master firefighters and firefighters ensure equipment is maintained and prepared for emergency response, mitigate emergency incidents, conduct fire inspections, and deliver public safety education information. Volunteer firefighters support the department and participate in the same functions as career staff by participating in fire station standbys, training, and emergency responses.
- Ocean Rescue is comprised of an Ocean Rescue captain, lifeguard supervisors, and lifeguards. The captain is responsible for the operational readiness of the organization through planning, public education outreach, acquisitions, and training while the supervisors manage the lifeguards in their day-to-day operations.

# FIRE AND OCEAN RESCUE

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## GOALS

- Maintain our Insurance Services Office Class II rating.
- Maintain efficient and effective response to fires, medical, and rescue emergencies.
- Continue to provide community risk reduction programs as a high priority activity, encouraging a livable, safe, and well-maintained community.
- Seek additional opportunities to employ risk reduction measures to decrease loss due to fire and injuries from medical emergencies and traumatic events.
- Provide a high level of customer service.
- Act in a fiscally responsible manner, ensuring budgetary needs are prioritized and managed effectively.
- Continue to provide high level training to both career and volunteer staff to ensure the needs of our community are met in emergency and non-emergency response.
- Continue to work to eliminate drowning and other water-related incidents in the ocean.
- Improve the Town's capability for disaster management by enriching all hazards preparedness, response, recovery, and mitigation planning.

## OBJECTIVES AND PERFORMANCE INDICATORS

**Objective -Provide efficient and effective emergency response using best practices, strategies, and tactics that improve life safety efforts, and property conservation.**

Performance Indicators-

- Reduce losses from fires by continuing to establish high training and performance standards for fire personnel, both career and volunteer.
- Provide effective response to all life-threatening and traumatic emergency medical incidents.
- Improve response times to successfully achieve arrival at 90% of emergencies within five minutes, per recommended NFPA standards.
- Establish replacement schedules for firefighting equipment such as fire apparatus, air packs, turnout gear, thermal imaging cameras, and other equipment based on recognized industry standards and expected service life.
- Maintain emergency response equipment through routine inspection, annual maintenance, and required testing.
- Maintain current career firefighter staffing levels and emphasize daily wellness activities as a lifelong component of firefighter safety.
- Increase volunteer staffing levels by five personnel over the next two years.

# FIRE AND OCEAN RESCUE

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**Objective - Deliver fire prevention, life safety education, and support services to produce a safe, family friendly, and well-maintained community.**

Performance Indicators-

- Identify community risk reduction programs that will help to reduce injuries, and loss of property.
- Complete progressive staff training, qualification, and certification at the levels to which they are expected to perform in services such as fire inspectors, fire public education specialists, child car seat technicians, CPR instructors, and fire support personnel.
- Encourage input and incorporate stakeholder changes in a supportive, business-friendly manner.
- Continue to provide extensive public education programming in the community.
- Observe the North Carolina adopted fire inspection schedule and further strengthen the proactive functions of the commercial fire inspection program.
- Employ all web based, published, broadcast, e-mail, social media outlets and wireless emergency alerting systems to deliver and distribute timely public safety messages.

**Objective - Identify and obtain approval to acquire financial resources that support life safety efforts, fire prevention, and emergency response capabilities.**

Performance Indicator-

- Review local, state, federal and private resources for funding opportunities.

**Objective - Through firefighter training, public education, and mitigation, work to decrease the potential of uncontrolled wildfire adjacent to neighborhoods and in rural areas.**

Performance Indicators-

- Acknowledge the value of preserving natural areas, environments, and wildlife.
- Remove excess fuels from interface areas via prescribed fire or mechanical means to create defensible space between forests and structures.
- Partner with North Carolina Forestry, The Nature Conservancy, Jockey's Ridge State Park, and Cape Hatteras National Seashore to work cooperatively to present public education in our mutual fire prevention goal.
- Participate in the North Carolina Department of Forestry Fire Wise program to assist with education and fuel reduction in residential areas that border our natural forests.

**Objective - Enhance water rescue surveillance, response, and safety education to help eliminate drowning and water-related injuries.**

# FIRE AND OCEAN RESCUE

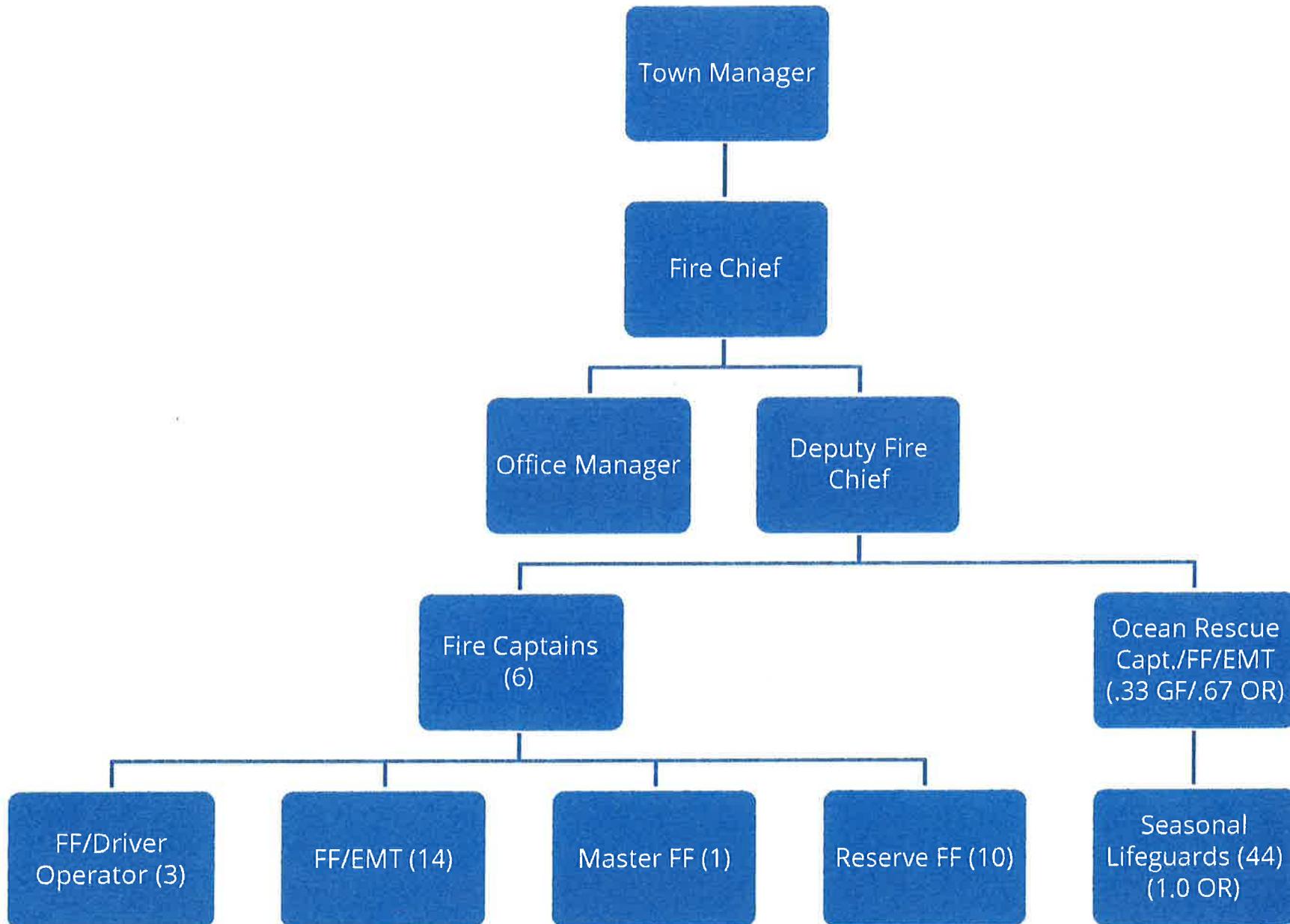
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## Performance Indicators-

- Ensure Ocean Rescue staff continue to receive appropriate training and the required United States Lifesaving Association certification.
- Recruit, train, and deploy water safety professionals to fixed oceanfront stands and roving patrols.
- Maintain equipment and adhere to replacement schedules to ensure response readiness to emergencies.
- Provide information and assistance to residents and visitors in Nags Head, as requested.
- Broadcast water safety education messages via e mail, wireless emergency alerting systems, local public TV channels, radio stations, published sources, social media, and internet outlets as public service announcements.
- Acquire necessary water rescue equipment to maintain readiness and response capabilities.

# FIRE AND OCEAN RESCUE ORGANIZATION AND STAFFING

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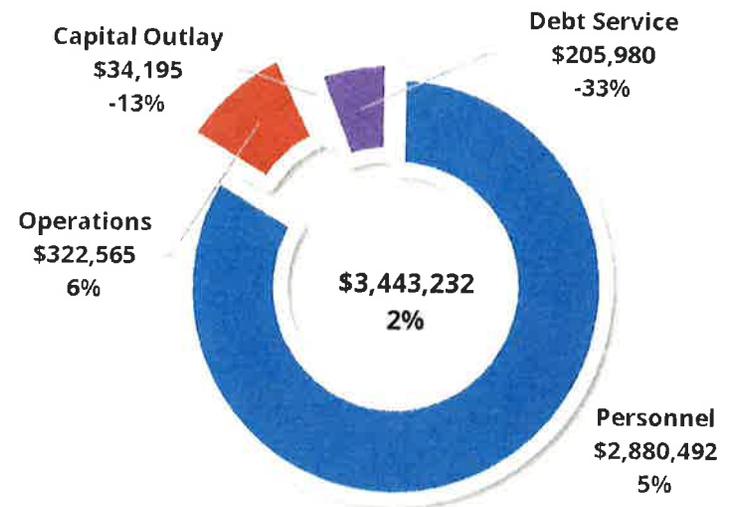


# FIRE AND OCEAN RESCUE - BUDGET HIGHLIGHTS

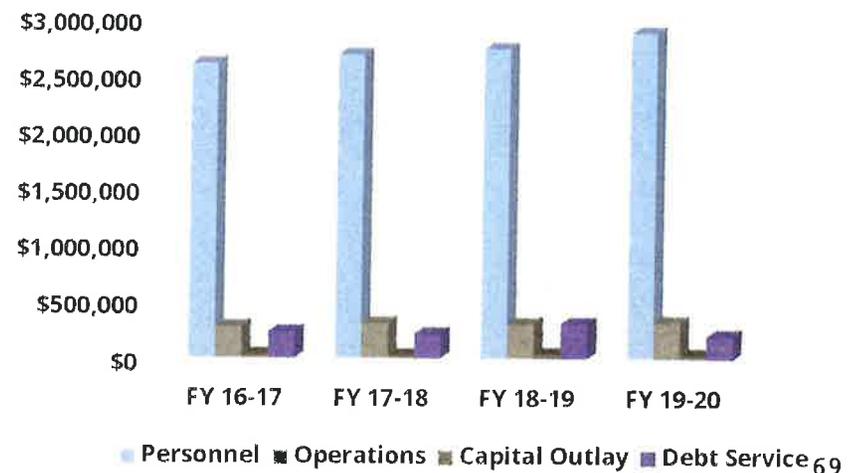
## HIGHLIGHTS

- A Town-wide AED replacement initiative will be overseen by Fire and Ocean Rescue; funding includes \$18,316 to replace 11 AEDs.
- Capital outlay includes the purchase of physical agility test equipment at \$8,495 and two self-contained breathing apparatuses totaling \$14,900.
- In Ocean Rescue, lifeguard hourly pay rates are increased by \$1/hour.
- Capital outlay for Ocean Rescue includes the purchase of two all-terrain vehicle replacements at \$5,400 each.

Adopted Expenditures by Function  
2019-2020/Percentage Change From FY 2018-2019



FY 2019-2020 Adopted Expenditures and Expenditure History



**Town of Nags Head  
Adopted Budget  
For the Fiscal Year 2019-2020**

**Department:** *Fire*

Account Description	Manager's Recommended 2019-2020	Adopted Budget 2019-2020	Financial Plan 2020-2021	Adopted Budget 2018-2019	Adjusted Budget 2018-2019	Estimated Actual Expenditures 2018-2019	Actual Expenditures 2017-2018	Actual Expenditures 2016-2017
<b>PERSONNEL SERVICES</b>								
SALARIES/WAGES - REGULAR	\$ 1,488,993	\$ 1,488,993	\$ 1,561,133	\$ 1,435,688	\$ 1,554,108	\$ 1,522,852.81	\$ 1,530,045	\$ 1,473,895
SALARIES - LONGEVITY PAY	40,623	40,623	47,426	53,749	-	-	-	-
OVERTIME PAY	11,000	11,000	11,000	11,000	-	-	-	-
HOLIDAY PAY	44,000	44,000	44,000	44,000	-	-	-	-
FICA TAX	121,606	121,606	127,645	118,532	119,102	109,709	109,367	104,944
GROUP HEALTH INSURANCE	391,469	391,469	409,832	377,666	377,666	383,561	360,407	357,393
RETIRES GROUP HEALTH INSUR	43,455	43,455	45,549	21,111	21,111	25,697	13,438	12,627
RETIREMENT	142,472	142,472	169,508	119,346	119,923	118,626	115,111	110,624
401 K	31,625	30,016	31,492	30,799	30,948	28,796	28,162	26,736
<b>Subtotal Personnel Services</b>	<b>\$ 2,315,243</b>	<b>\$ 2,313,634</b>	<b>\$ 2,447,585</b>	<b>\$ 2,211,891</b>	<b>\$ 2,222,858</b>	<b>\$ 2,189,241</b>	<b>\$ 2,156,530</b>	<b>\$ 2,086,219</b>
<b>OPERATIONS</b>								
TRAINING	\$ 18,362	\$ 18,362	\$ 18,362	\$ 20,701	\$ 20,701	\$ 17,995	\$ 18,535	\$ 15,039
SAFETY TRAINING	7,833	7,833	7,939	5,857	5,857	6,275	4,862	5,590
OSHA COMPLIANCE COSTS	4,450	4,450	4,450	4,840	4,840	-	2,041	6,106
BUILDING/EQUIPMENT RENTAL	3,500	3,500	3,500	3,900	3,900	3,274	4,445	3,109
TELEPHONE	2,401	2,401	2,401	6,191	6,191	5,004	5,413	5,355
TELEPHONE- CELL PHONE STIPEND	3,500	3,500	3,500	3,500	3,500	2,776	3,500	3,500
POSTAGE	980	980	980	980	980	401	316	473
ADVERTISING	200	200	200	200	200	167	100	3
PRINTING	900	900	900	1,050	1,050	-	388	1,058
FUEL COSTS	19,500	19,500	19,500	19,500	19,500	14,233	14,685	13,850
DEPARTMENT SUPPLIES	66,001	66,000	67,051	61,543	61,543	69,841	59,981	51,117
OTHER SUPPLIES	4,870	4,870	4,870	4,339	6,234	7,429	4,273	7,596
MAINT/REPAIR BUILDINGS	23,060	23,060	23,060	20,860	24,141	17,057	29,260	13,020
MAINT/REPAIR EQUIPMENT	6,910	6,910	6,910	7,960	6,960	5,197	4,897	6,247
VEHICLE MAINTENANCE	23,400	23,400	23,100	22,100	22,675	26,348	27,535	24,284
UNIFORMS	17,264	17,264	17,264	17,264	17,264	19,607	15,826	14,921
PROFESSIONAL FEES	6,096	6,096	7,125	6,300	7,425	5,337	13,977	13,280
INCENTIVE PAY	5,000	5,000	5,000	5,000	5,000	2,247	2,120	2,690
CONTRACTED SERVICES	19,155	19,155	18,975	17,819	18,819	16,526	14,407	17,635
SUPPLEMENTAL PENSION FUND	3,500	3,500	3,500	3,500	3,500	1,720	2,710	-
DUES AND SUBSCRIPTIONS	3,564	3,564	3,564	3,479	3,479	3,430	2,497	2,184
<b>Subtotal Operations</b>	<b>\$ 240,446</b>	<b>\$ 240,445</b>	<b>\$ 242,151</b>	<b>\$ 236,883</b>	<b>\$ 243,759</b>	<b>\$ 224,863</b>	<b>\$ 231,768</b>	<b>\$ 207,057</b>

**Town of Nags Head  
 Adopted Budget  
 For the Fiscal Year 2019-2020**

Department: *Fire*

Account Description	Manager's Recommended 2019-2020	Adopted Budget 2019-2020	Financial Plan 2020-2021	Adopted Budget 2018-2019	Adjusted Budget 2018-2019	Estimated Actual Expenditures 2018-2019	Actual Expenditures 2017-2018	Actual Expenditures 2016-2017
<b><i>CAPITAL OUTLAY</i></b>								
CAPITAL OUTLAY EQUIPMENT	\$ 23,395	\$ 23,395	\$ 15,600	\$ 14,200	\$ 14,200	\$ 14,200	\$ 18,159	\$ 45,528
CAPITAL OUTLAY OTHER	-	-	-	-	-	-	-	41,214
CAPITAL OUTLAY VEHICLE	-	-	3,000	4,000	750,219	750,219	-	-
<b><i>Subtotal Capital Outlay</i></b>	<b>\$ 23,395</b>	<b>\$ 23,395</b>	<b>\$ 18,600</b>	<b>\$ 18,200</b>	<b>\$ 764,419</b>	<b>\$ 764,419</b>	<b>\$ 18,159</b>	<b>\$ 86,742</b>
<b><i>DEBT SERVICE</i></b>								
L/P PRINCIPAL	\$ 156,103	\$ 156,103	\$ 203,238	\$ 277,724	\$ 277,724	\$ 273,426	\$ 186,318	\$ 199,833
L/P INTEREST	25,623	25,623	21,823	7,143	7,143	7,143	10,710	13,994
<b><i>Subtotal Debt Service</i></b>	<b>\$ 181,726</b>	<b>\$ 181,726</b>	<b>\$ 225,061</b>	<b>\$ 284,867</b>	<b>\$ 284,867</b>	<b>\$ 280,569</b>	<b>\$ 197,028</b>	<b>\$ 213,827</b>
<b>Totals</b>	<b>\$ 2,760,810</b>	<b>\$ 2,759,200</b>	<b>\$ 2,933,397</b>	<b>\$ 2,751,841</b>	<b>\$ 3,515,903</b>	<b>\$ 3,459,092</b>	<b>\$ 2,603,485</b>	<b>\$ 2,593,845</b>

**Town of Nags Head  
Adopted Budget  
For the Fiscal Year 2019-2020**

**Fire**

Description of Capital Items	Manager's Recommended 2019-2020	Adopted Budget 2019 - 2020	Financial Plan 2020-2021
<b>Capital Outlay Equipment</b>			
1. SCBA air pack (2 per year replacement schedule)	\$ 14,900	\$ 14,900	\$ 15,600
2. Physical agility test equipment**	8,495	8,495	-
<b>Total Capital Outlay Equipment</b>	<b>\$ 23,395</b>	<b>\$ 23,395</b>	<b>\$ 15,600</b>
<b>New Lease Payments</b>			
1. Replacement of 800MHz Radios at a cost of \$81,357*	\$ -	\$ -	\$ 28,189
2. Replacement brush truck at a cost of \$63,500*	-	-	22,002
<b>Total New Lease Payments</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,191</b>
<b>Capital Outlay Vehicle</b>			
1. Excise tax on brush truck	\$ -	\$ -	\$ 3,000
<b>Total Capital Outlay Vehicle</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,000</b>

\* surplus 2009 radio system  
surplus 2009 radio system  
surplus 2003 brush truck

\*\* new addition to fleet

**Town of Nags Head  
Adopted Budget  
For the Fiscal Year 2019-2020**

Department: *Ocean Rescue*

Account Description	Manager's Recommended 2019-2020	Adopted Budget 2019-2020	Financial Plan 2020-2021	Adopted Budget 2018-2019	Adjusted Budget 2018-2019	Estimated Actual Expenditures 2018-2019	Actual Expenditures 2017-2018	Actual Expenditures 2016-2017
<b>PERSONNEL SERVICES</b>								
SALARIES/WAGES - REGULAR	\$ 41,584	\$ 41,584	\$ 43,021	\$ 40,163	\$ 41,991	\$ 40,000	\$ 37,873	\$ 36,588
SALARIES - LONGEVITY PAY	2,491	2,491	2,568	1,604	-	-	-	-
SALARIES/WAGES - PARTTIME	467,859	467,859	501,838	433,880	433,880	430,000	422,114	386,992
FICA TAX	39,163	39,163	41,878	36,387	36,404	35,000	28,717	28,890
GROUP HEALTH INSURANCE	10,916	10,916	11,430	9,165	9,165	9,761	9,107	7,567
RETIREMENT	3,965	3,965	4,648	3,232	3,249	2,472	2,867	2,672
401 K	880	880	910	834	838	633	758	729
<b>Subtotal Personnel Services</b>	<b>\$ 566,858</b>	<b>\$ 566,858</b>	<b>\$ 606,293</b>	<b>\$ 525,265</b>	<b>\$ 525,527</b>	<b>\$ 517,866</b>	<b>\$ 501,436</b>	<b>\$ 463,438</b>
<b>OPERATIONS</b>								
TRAINING	\$ 9,020	\$ 9,020	\$ 8,820	\$ 5,780	\$ 6,830	\$ 8,844	\$ 7,034	\$ 3,819
TELEPHONE	960	960	960	1,260	1,260	2,070	680	639
TELEPHONE-CELL PHONE STIPEND	280	280	280	280	280	420	280	280
POSTAGE	300	300	300	300	300	146	97	72
ADVERTISING	1,000	1,000	1,000	1,000	700	615	675	-
PRINTING	2,000	2,000	2,000	2,000	1,250	956	1,611	1,323
FUEL COSTS	13,000	13,000	13,000	11,000	11,000	9,108	9,041	8,438
DEPARTMENT SUPPLIES	29,655	29,655	28,455	20,855	20,855	13,817	22,749	18,077
MAINT/REPAIR EQUIPMENT	5,000	5,000	5,000	5,000	5,000	2,043	4,604	3,274
VEHICLE MAINTENANCE	2,400	2,400	2,400	2,400	3,742	1,655	1,245	3,019
UNIFORMS	13,000	13,000	13,500	13,000	13,000	13,000	12,782	12,830
PROFESSIONAL FEES	2,625	2,625	2,625	2,310	2,310	2,300	1,894	2,347
CONTRACTED SERVICES	1,520	1,520	1,520	1,820	1,820	1,800	1,264	1,492
DUES AND SUBSCRIPTIONS	1,360	1,360	1,860	1,360	1,360	1,300	1,980	1,480
<b>Subtotal Operations</b>	<b>\$ 82,120</b>	<b>\$ 82,120</b>	<b>\$ 81,720</b>	<b>\$ 68,365</b>	<b>\$ 69,707</b>	<b>\$ 58,073</b>	<b>\$ 65,936</b>	<b>\$ 57,090</b>
<b>CAPITAL OUTLAY</b>								
CAPITAL OUTLAY EQUIPMENT	\$ 10,800	\$ 10,800	\$ 10,600	\$ 20,300	\$ 20,300	\$ 20,300	\$ 9,998	\$ 49,129
CAPITAL OUTLAY VEHICLE	-	-	-	1,000	43,188	43,188	-	-
<b>Subtotal Capital Outlay</b>	<b>\$ 10,800</b>	<b>\$ 10,800</b>	<b>\$ 10,600</b>	<b>\$ 21,300</b>	<b>\$ 63,488</b>	<b>\$ 63,488</b>	<b>\$ 9,998</b>	<b>\$ 49,129</b>
<b>DEBT SERVICE</b>								
L/P PRINCIPAL	\$ 23,248	\$ 23,248	\$ 30,764	\$ 23,332	\$ 23,332	\$ 23,968	\$ 20,819	\$ 21,107
L/P INTEREST	1,006	1,006	438	286	286	286	569	283
<b>Subtotal Debt Service</b>	<b>\$ 24,254</b>	<b>\$ 24,254</b>	<b>\$ 31,202</b>	<b>\$ 23,618</b>	<b>\$ 23,618</b>	<b>\$ 24,254</b>	<b>\$ 21,388</b>	<b>\$ 21,390</b>
<b>TOTALS</b>	<b>\$ 684,032</b>	<b>\$ 684,032</b>	<b>\$ 729,815</b>	<b>\$ 638,548</b>	<b>\$ 682,340</b>	<b>\$ 663,681</b>	<b>\$ 598,758</b>	<b>\$ 591,047</b>

**Town of Nags Head  
Adopted Budget  
For the Fiscal Year 2019-2020**

**Ocean Rescue**

<b>Description of Capital Items</b>	<b>Departmental Requested 2019-2020</b>	<b>Manager's Recommended 2019 - 2020</b>	<b>Financial Plan 2020-2021</b>
<b><i>Capital Outlay Equipment</i></b>			
1. Two replacement four-wheelers for beach patrol*	\$ 10,800	\$ 10,800	\$ 10,600
<b><i>Total Capital Outlay Equipment</i></b>	<b>\$ 10,800</b>	<b>\$ 10,800</b>	<b>\$ 10,600</b>
<b><i>New Lease Payments</i></b>			
1. Replacement of 800MHz Radios at a cost of \$48,214*	\$ -	\$ -	\$ 16,706
<b><i>Total New Lease Payments</i></b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 16,706</b>

\* surplus one 2014 Honda TRX and one 2015 Honda TRX  
surplus one 2014 Honda TRX and one 2016 Honda TRX  
surplus 2019 radio system