

Fire Rescue – Overview, Goals, and Objectives

Overview

Nags Head Fire Rescue proudly provides the residents and visitors of Nags Head with the most efficient and professional service possible. Fire Rescue achieves this goal by delivering quality fire and life safety education to citizens, business owners, and visitors, thereby promoting the preservation of human life and protection of property. Nags Head Fire Rescue ensures that emergency response to fires, medical emergencies, technical rescues, and other natural/man-made disasters are corrected in the safest and most efficient manner possible. The department collaborates with other local and state emergency organizations to provide a unified and coordinated response to emergencies.

Fire Rescue is comprised of: Fire Administration, Fire Operations (including career and reserve staff), and Ocean Rescue.

Fire Administration is comprised of the fire chief, deputy fire chief, and fire 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 officer is responsible for oversight of the operations division and the operational budget, as well as 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 enforcement of the fire code, conducts technical site plan review, and completes final 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 or administrative functions including record keeping, processing requisitions, statistical reporting, budget preparation, management of fire reserve office staff, facility maintenance contracts/invoices, and customer service to visitors.

Fire Operations is comprised of fire captains, master firefighters, driver operators, and firefighters. The fire captains supervise master firefighters, driver operators, and the firefighters in day to day operations involving emergency response, fire inspections, training, and daily fire station facility maintenance activities. The driver operators are responsible for ensuring that all fire apparatus is functioning properly and operating in an efficient and safe manner. The master firefighters and firefighters are responsible for ensuring equipment is maintained and prepared for emergency response, completing the necessary tasks to mitigate an emergency incident, assisting with fire inspections, and delivery of public safety education information. Reserve firefighters support the objectives of the department and participate in the same functions as career staff, providing a ready reserve workforce when emergencies require additional assistance.

Ocean Rescue is comprised of a captain, lifeguard supervisors, and lifeguards. The captain is responsible for the operational readiness of the organization through planning, public education outreach, acquisitions, and training. The supervisors oversee the direct supervision of the lifeguards in their day to day seasonal operations.

As the department moves forward, we will continue to provide efficient service with the most professional level of customer service while

Fire Rescue – overview, Goals, and Objectives

delivering fire prevention, fire suppression, emergency management, technical rescue, and public education benefits. Each of these dynamic tasks will continue to evolve as we respond to the community and proactively adjust services to meet all customer needs.

Goals

- Continually provide fire and life safety education programming as a high priority activity, encouraging a livable, safe, and well maintained community. (BOC Values 3, 4, 5, and 6)
- Continue to provide effective and immediate emergency response, eliminating hazards and preventing fatalities, injuries, and property loss. (BOC Values 1, 2, 3, 4, 5, and 6)
- Continually improve customer service and communications with the public and with other Town departments. (BOC Values 4, 5, and 6)
- Obtain no cost, in-kind or low cost alternative funding and services that are fiscally responsible and support the mission of Nags Head Fire Rescue. (BOC Values 2, 5, and 6)
- To preserve a green environment, continue planning to eliminate uncontrolled wildfires between residential areas and rural terrain in the community. (BOC Values 1, 2, 3, 5, and 6)
- Continue to build a well-trained, available, and responsive cadre of reserve firefighters via an efficient process of recruitment and retention. (BOC Values 2, 3, 4, and 5)
- Continually work to eliminate drowning and other water-related injuries in the ocean. (BOC Values 2, 4, 5, and 6)
- Improve the Town's capability for disaster management by enriching all hazards preparedness, response, recovery, and mitigation planning. (BOC Values 1, 2, 3, 4, 5, and 6)

Objectives and Related Performance Indicators

- **Objective** - Deliver fire prevention, life safety education, and support services to produce a safe, family friendly and well maintained community.
Performance Indicators –
 1. Realize a quantitative community reduction in fatalities, injuries, and loss of property.
 2. Complete progressive staff training, qualification, and certification at the levels to which they are expected to perform; fire inspectors, fire public education specialists, child car seat technicians, CPR instructors, and fire support personnel.
 3. Identify at-risk populations so they may be effectively mitigated through a progressive strategy of education, engineering, enforcement and response efforts.
 4. Encourage input in the process and incorporate stakeholder changes in a supportive, business-friendly manner.
 5. Continue to provide extensive public education programming in the community.
 6. Observe the North Carolina fire inspection schedule and further strengthen the proactive functions of the commercial fire inspection program.
 7. Thoroughly utilize 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 provide excellent emergency response using best practices, strategies, and tactics that improve life safety efforts and promote safe neighborhoods and community risk reduction.

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Performance Indicators -

1. Realize a quantitative community reduction in fatalities, injuries, and loss of property.
2. Improve personnel response times to successfully achieve arrival at 90% of emergencies within four minutes, per recommended NFPA standards.
3. Acquire necessary firefighting equipment such as fire apparatus, air packs, turnout gear, thermal imaging cameras, and other equipment necessary to achieve the objective.
4. Maintain preparedness of current firefighting and rescue equipment through annual maintenance, testing, and inspection.
5. Provide ongoing, progressive staff training, qualification, and certification at the levels to which staff and volunteers are expected to perform.
6. Maintain current firefighter staffing levels and emphasize daily wellness activities as a lifelong component of firefighter safety.

- **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 efforts, work to decrease the potential of uncontrolled wildfire adjacent to neighborhoods and in rural areas.

Performance Indicators –

1. Acknowledge the value of preserving natural areas, environments, and wildlife.
2. Remove excess fuels from interface areas via prescribed fire or mechanical means to create defensible space between forests and structures.
3. 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.
4. Install engineered water supply resources to enable successful firefighting in remote areas.
5. Initiate firefighter wildland training and acquire equipment necessary to prepare current structural firefighter staff to cross train and become certified in wild land fire suppression.

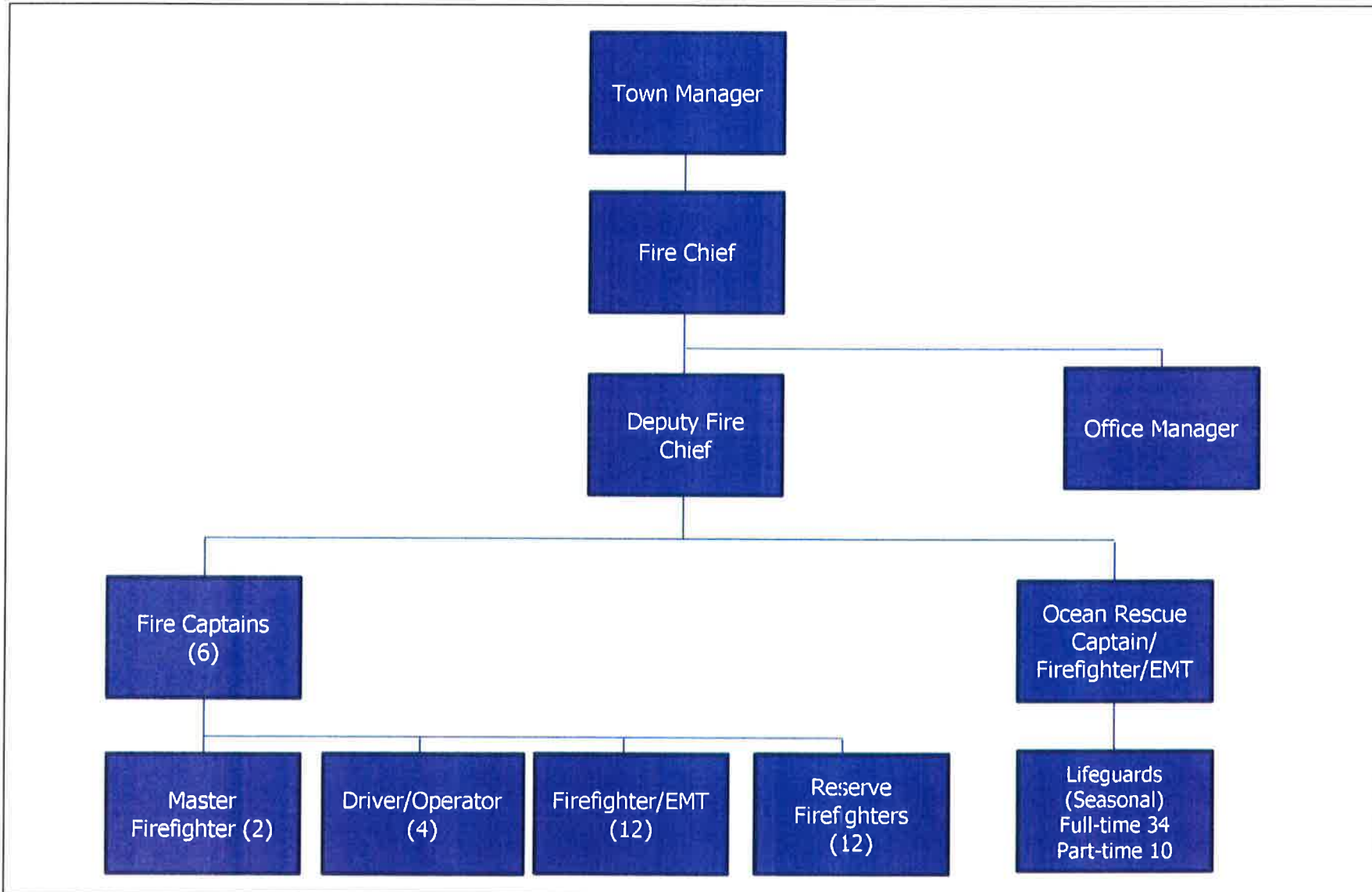
- **Objective** - Enhance water rescue surveillance, response, and safety education to help eliminate drowning and water-related injuries.

Performance Indicators –

1. Realize a quantitative community reduction in water related fatalities and injuries.
2. Recruit, train, and deploy sufficient water safety professionals in waterfront areas in fixed stands and roving patrols.
3. Broadcast water safety education messages via e mail, local public TV channels, radio stations, published sources, social media, and internet outlets as public service announcements.
4. Compile a water safety and drowning prevention brochure for distribution on the beach and through rental programs.
5. Acquire necessary water rescue equipment to maintain readiness and response capabilities.

Fire and Rescue

Recommended Organization and Staffing



Fire and Rescue – Budget Highlights

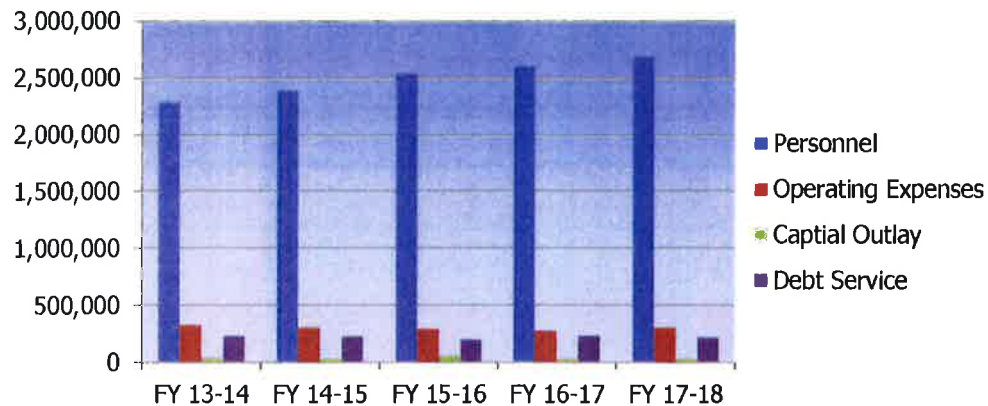
Highlights

- Fire capital outlay funding includes the purchase of a brush truck skid unit at \$18,500.
- The Fire budget includes \$22,800 for the purchase of eight sets of turnout gear.
- Ocean Rescue capital outlay includes the purchase of two all terrain vehicles.
- The Ocean Rescue budget includes funding of \$7,162 to increase the minimum wage for lifeguards from \$11.25/hour to \$11.75/hour.

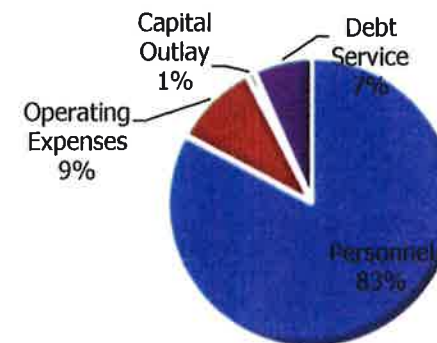
Expenditures by Function

		FY 2016-2017 Adopted	FY 2017-2018 Recommended	Percent Change
Personnel Services	\$	2,603,060	\$ 2,688,172	3.27%
Operating Expenses	\$	279,280	\$ 310,867	11.31%
Capital Outlay	\$	32,000	\$ 28,500	-10.94%
Debt Service	\$	235,792	\$ 218,412	-7.37%
Total	\$	3,150,132	\$ 3,245,951	3.04%

Fiscal Year 2017-2018 Recommended Expenditures and Adopted Expenditure History



Fiscal Year 2017-2018 Recommended Expenditures by Function



**Town of Nags Head
Recommended Budget
For the Fiscal Year 2017-2018**

Department: *Fire*

Account Description	Departmental Requested 2017-2018	Manager's Recommended 2017-2018	Financial Plan 2018-2019	Adopted Budget 2016-2017	Adjusted Budget 2016-2017	Estimated Actual Expenditures 2016-2017	Actual Expenditures 2015-2016	Actual Expenditures 2014-2015
PERSONNEL SERVICES								
SALARIES/WAGES - REGULAR	\$ 1,415,011	\$ 1,415,011	\$ 1,444,114	\$ 1,457,809	\$ 1,457,809	\$ 1,428,632	\$ 1,428,970	\$ 1,326,180
SALARIES - LONGEVITY PAY	50,323	50,323	53,883	-	-	-	-	37,908
SALARIES/WAGES - PARTTIME	-	-	-	-	-	-	3,696	9,859
OVERTIME PAY	11,000	11,000	11,000	-	-	-	-	26,188
HOLIDAY PAY	44,000	44,000	44,000	-	-	-	-	16,516
FICA TAX	117,071	117,071	119,569	111,428	111,428	101,586	100,903	101,760
GROUP HEALTH INSURANCE	367,254	367,254	384,302	382,814	382,814	365,906	357,519	321,402
RETIRES GROUP HEALTH INSUR	13,482	13,482	14,092	12,204	12,204	12,636	12,260	7,133
RETIREMENT	114,460	114,460	117,857	100,690	100,690	106,604	99,253	102,266
401 K	30,280	30,280	30,934	27,776	27,776	25,712	25,663	25,705
Subtotal Personnel Services	\$ 2,162,881	\$ 2,162,881	\$ 2,219,751	\$ 2,092,721	\$ 2,092,721	\$ 2,041,076	\$ 2,028,263	\$ 1,974,918
OPERATIONS								
TRAINING	\$ 24,601	\$ 18,151	\$ 20,701	\$ 17,912	\$ 17,912	\$ 16,179	\$ 18,028	\$ 5,076
SAFETY TRAINING	5,857	5,857	5,857	5,300	5,300	2,087	4,779	5,271
OSHA COMPLIANCE COSTS	4,840	4,840	4,840	3,840	8,240	7,136	1,812	3,710
BUILDING/EQUIPMENT RENTAL	3,164	2,492	2,492	2,800	2,800	2,043	2,903	2,320
TELEPHONE	6,191	6,191	6,191	6,191	6,191	4,291	5,497	5,363
TELEPHONE- CELL PHONE STIPEND	3,500	3,500	3,500	4,220	4,220	3,360	3,360	2,310
TRAVEL	-	-	-	-	-	-	-	9,504
POSTAGE	980	980	980	980	980	394	408	426
ADVERTISING	200	200	200	200	200	200	-	36
PRINTING	1,050	1,050	1,050	1,400	1,400	578	824	597
FUEL COSTS	18,000	18,000	18,000	20,000	20,000	13,934	13,482	20,316
DEPARTMENT SUPPLIES	82,653	56,403	61,043	47,134	48,915	54,490	65,688	63,743
OTHER SUPPLIES	4,339	4,339	4,339	6,989	6,989	9,210	4,411	3,678
OTHER SUPPLIES - COMPUTER	-	-	-	-	-	-	-	2,139
MAINT/REPAIR BUILDINGS	37,060	26,060	20,860	11,000	12,600	7,825	-	-
MAINT/REPAIR EQUIPMENT	7,960	7,960	7,960	7,580	6,139	5,034	8,989	5,607
VEHICLE MAINTENANCE	25,600	25,600	22,100	19,200	21,200	19,172	21,820	20,862
UNIFORMS	19,988	15,688	17,264	15,108	15,761	13,685	18,014	14,969
PROFESSIONAL FEES	16,440	15,840	15,790	16,905	17,875	2,190	15,751	15,594
INCENTIVE PAY	10,000	5,000	5,000	10,000	10,000	2,775	3,640	3,435
CONTRACTED SERVICES	17,867	17,867	17,819	22,336	20,336	12,246	12,081	11,674
SUPPLEMENTAL PENSION FUND	3,500	3,500	3,500	-	-	-	-	-
DUES AND SUBSCRIPTIONS	3,424	3,424	3,479	2,690	2,690	3,116	2,293	2,657
Subtotal Operations	\$ 297,214	\$ 242,942	\$ 242,965	\$ 221,785	\$ 229,748	\$ 179,943	\$ 203,778	\$ 199,286

**Town of Nags Head
Recommended Budget
For the Fiscal Year 2017-2018**

Department: *Fire*

Account Description	Departmental Requested 2017-2018	Manager's Recommended 2017-2018	Financial Plan 2018-2019	Adopted Budget 2016-2017	Adjusted Budget 2016-2017	Estimated Actual Expenditures 2016-2017	Actual Expenditures 2015-2016	Actual Expenditures 2014-2015
<i>CAPITAL OUTLAY</i>								
CAPITAL OUTLAY EQUIPMENT	\$ 32,000	\$ 18,500	\$ 14,200	\$ 21,000	\$ 47,821	\$ 45,528	\$ 58,104	\$ 61,820
CAPITAL OUTLAY VEHICLE	1,000	-	4,000	-	-	-	-	-
<i>Subtotal Capital Outlay</i>	\$ 33,000	\$ 18,500	\$ 18,200	\$ 21,000	\$ 47,821	\$ 45,528	\$ 58,104	\$ 61,820
<i>DEBT SERVICE</i>								
L/P PRINCIPAL	\$ 203,643	\$ 186,318	\$ 277,724	\$ 201,015	\$ 201,015	\$ 200,558	\$ 193,515	\$ 186,567
L/P INTEREST	10,704	10,705	7,143	14,004	14,004	14,004	23,216	27,787
<i>Subtotal Debt Service</i>	\$ 214,347	\$ 197,023	\$ 284,867	\$ 215,019	\$ 215,019	\$ 214,562	\$ 216,731	\$ 214,354
Totals	\$ 2,707,442	\$ 2,621,346	\$ 2,765,783	\$ 2,550,525	\$ 2,585,309	\$ 2,481,110	\$ 2,506,876	\$ 2,450,378

**Town of Nags Head
Recommended Budget
For the Fiscal Year 2017-2018**

Fire

Description of Capital Items	Department Requested 2017 - 2018	Manager's Recommended 2017 - 2018	Financial Plan 2018 - 2019
Capital Outlay Equipment			
1. SCBA air pack (2 per year replacement schedule)	\$ 13,500	\$ -	\$ 14,200
2. Brush truck skid unit - pump and tank	18,500	18,500	-
Total Capital Outlay Equipment	\$ 32,000	\$ 18,500	\$ 14,200
New Lease Payments			
1. Fire Chief SUV at a cost of \$50,000	\$ 17,324	\$ -	\$ 17,324
2. Pumper at a cost of \$684,000	-	-	84,363
Total New Lease Payments	\$ 17,324	\$ -	\$ 101,687
Capital Outlay Vehicle			
1. Excise tax on Fire Chief SUV	\$ 1,000	\$ -	\$ 1,000
2. Excise tax on Pumper	-	-	3,000
Total Capital Outlay Vehicle	\$ 1,000	\$ -	\$ 4,000

**Town of Nags Head
Recommended Budget
For the Fiscal Year 2017-2018**

Department: *Ocean Rescue*

Account Description	Departmental Requested 2017-2018	Manager's Recommended 2017-2018	Financial Plan 2018-2019	Adopted Budget 2016-2017	Adjusted Budget 2016-2017	Estimated Actual Expenditures 2016-2017	Actual Expenditures 2015-2016	Actual Expenditures 2014-2015
PERSONNEL SERVICES								
SALARIES/WAGES - REGULAR	\$ 39,337	\$ 39,337	\$ 40,119	\$ 60,667	\$ 60,667	\$ 33,602	\$ 34,111	\$ 33,407
SALARIES - LONGEVITY PAY	1,564	1,564	1,595	-	-	-	-	2,155
SALARIES/WAGES - PARTTIME	435,385	435,385	443,880	405,854	405,854	405,854	403,266	405,752
FICA TAX	36,436	36,436	37,148	33,770	33,770	25,684	29,584	28,383
GROUP HEALTH INSURANCE	8,681	8,681	9,106	6,421	6,421	6,535	8,772	11,296
RETIREMENT	3,075	3,075	3,161	2,843	2,843	2,460	2,747	3,637
401 K	813	813	830	784	784	672	815	1,038
Subtotal Personnel Services	\$ 525,291	\$ 525,291	\$ 535,839	\$ 510,339	\$ 510,339	\$ 474,806	\$ 479,294	\$ 485,668
OPERATIONS								
TRAINING	\$ 9,040	\$ 7,040	\$ 6,040	\$ 5,450	\$ 6,260	\$ 3,999	\$ 7,499	\$ 6,655
TELEPHONE	1,260	1,260	1,260	780	780	553	614	973
TELEPHONE-CELL PHONE STIPEND	280	280	280	280	280	188	101	-
POSTAGE	300	300	300	300	300	99	26	54
ADVERTISING	1,000	1,000	1,000	-	-	-	-	-
PRINTING	2,000	2,000	2,000	1,500	1,500	1,110	224	1,074
FUEL COSTS	9,000	9,000	9,000	7,000	7,000	8,983	9,806	10,799
DEPARTMENT SUPPLIES	24,655	20,855	18,055	16,405	16,405	17,692	15,162	33,073
MAINT/REPAIR EQUIPMENT	5,000	5,000	5,000	5,000	5,000	2,088	4,106	3,161
VEHICLE MAINTENANCE	2,400	2,400	2,400	2,400	2,400	3,641	2,464	1,734
UNIFORMS	13,000	13,000	13,000	13,000	13,000	13,000	13,213	12,936
PROFESSIONAL FEES	2,610	2,310	2,310	2,610	2,640	45	4,474	4,882
CONTRACTED SERVICES	1,820	1,820	1,820	1,320	1,320	-	18	-
DUES AND SUBSCRIPTIONS	1,660	1,660	1,360	1,450	1,450	-	1,270	1,630
Subtotal Operations	\$ 74,025	\$ 67,925	\$ 63,825	\$ 57,495	\$ 58,335	\$ 51,398	\$ 58,976	\$ 76,971
CAPITAL OUTLAY								
CAPITAL OUTLAY EQUIPMENT	\$ 10,000	\$ 10,000	\$ 20,300	\$ 11,000	\$ 49,177	\$ 49,129	\$ 59,657	\$ -
CAPITAL OUTLAY VEHICLE	-	-	1,000	-	-	-	-	-
Subtotal Capital Outlay	\$ 10,000	\$ 10,000	\$ 21,300	\$ 11,000	\$ 49,177	\$ 49,129	\$ 59,657	\$ -
DEBT SERVICE								
L/P PRINCIPAL	\$ 20,820	\$ 20,820	\$ 21,946	\$ 20,490	\$ 20,490	\$ 21,106	\$ 11,632	\$ 27,930
L/P INTEREST	569	569	286	283	283	283	-	485
Subtotal Debt Service	\$ 21,389	\$ 21,389	\$ 22,232	\$ 20,773	\$ 20,773	\$ 21,389	\$ 11,632	\$ 28,415
TOTALS	\$ 630,705	\$ 624,605	\$ 643,196	\$ 599,607	\$ 638,624	\$ 596,722	\$ 609,559	\$ 591,055

**Town of Nags Head
Recommended Budget
For the Fiscal Year 2017-2018**

Ocean Rescue

Description of Capital Items	Department Requested 2017 - 2018	Manager's Recommended 2017 - 2018	Financial Plan 2018 - 2019
Capital Outlay Equipment			
1. Honda TRX 420 (2 each year)	\$ 10,000	\$ 10,000	\$ 10,400
2. Wave Runner/trailer	-	-	9,900
Total Capital Outlay Equipment	\$ 10,000	\$ 10,000	\$ 20,300
New Lease Payments			
1. 4x4 pickup at a cost of \$36,000	-	-	12,474
Total New Lease Payments	\$ -	\$ -	\$ 12,474
Capital Outlay Vehicle			
1. Excise tax on new vehicle	-	-	1,000
Total Capital Outlay Vehicle	\$ -	\$ -	\$ 1,000