

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 the following units: Administration, Fire Operations including career and reserve staff, and Ocean Rescue.

Fire Administration is comprised of 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 officer is responsible for oversight of the Operations division of the Department, operational budget, and response to emergencies to serve as a command staff position, 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, the responsibilities include administration of the safety program; investigation of accidents/incidents and educating employees on safety requirements.

The office manager is responsible for our administrative functions including record keeping, processing requisitions, statistical reporting, budget preparation, management of fire reserve office staff and customer service to visitors of Fire Station 16.

Fire Operations is comprised of captains, driver operators and firefighters. The captains supervise the driver operators and the firefighters in day to day operations involving emergency response, fire inspections, training and daily station activities. The driver operators are responsible for ensuring that all fire apparatus is functioning properly and operating them in an efficient and safe manner. The firefighters are responsible for ensuring equipment is maintained for emergency response, completing the necessary tasks to mitigate an emergency incident, assisting with fire inspections and public education of our citizens. Reserve firefighters support the objectives of the fire department and participate in the same functions as career staff when available.

The Ocean Rescue Division is comprised of a captain, lifeguard supervisors and lifeguards. The captain is responsible for the operational readiness of the division 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 carrying out our services including fire prevention, fire suppression, emergency management, technical rescue and public education. Each of these dynamic tasks will continue

Fire and Rescue – Overview, Goals, and Objectives

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 department 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, near 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** - Evaluate, improve, and deliver fire prevention and life safety education in support of 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 community risks affecting populations so they may be fairly and effectively mitigated through a progressive strategy of education, engineering, and enforcement 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, and social media outlets to deliver and distribute timely public safety messages.

Fire Rescue – overview, Goals, and Objectives

- **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.

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 4 minutes per recommended NFPA standards.
 3. Acquire necessary firefighting equipment such as air packs, turnout gear, and thermal imaging cameras, to achieve the objective.
 4. Maintain preparedness of current firefighting and rescue equipment through annual maintenance, testing, and inspection.
 5. Provide for ongoing and progressive staff training, qualification, and certification at the levels to which they are expected to perform; firefighters, rescue technicians, emergency medical technicians, emergency managers and Ocean Rescue lifeguards.
 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.
 - **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 –

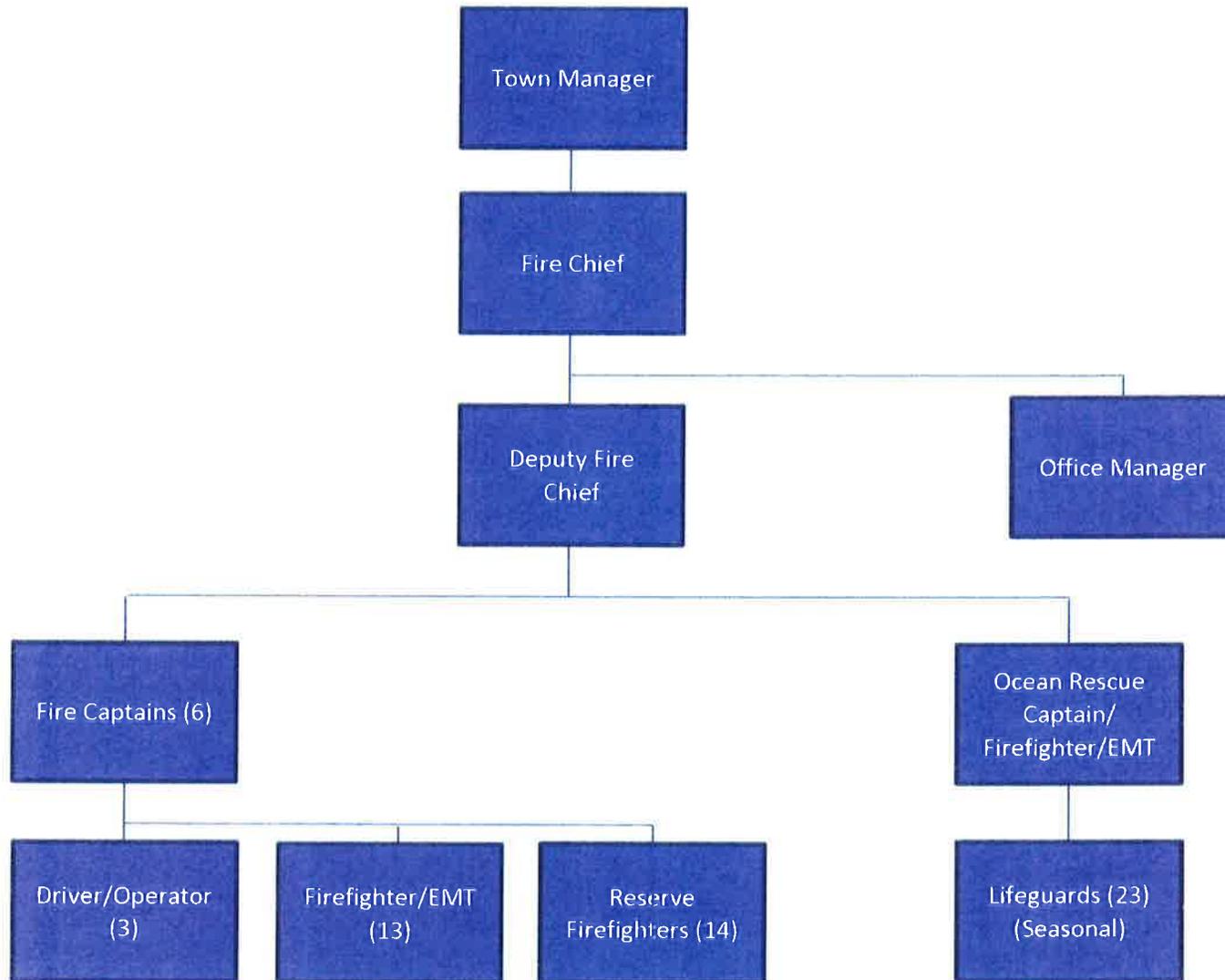
1. Acknowledge the value of preserving natural areas, environments, and wildlife.
2. Remove excess fuels from interface areas via prescribed fire or mechanical means to create defensible space between forests and structures.
3. Partner with North Carolina Forestry, The Nature Conservancy, Jockey's Ridge 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 wild land training and acquire equipment necessary to prepare current structural firefighter staff to cross train and become certified in wild land fire suppression.

- **Objective** - Strive to enhance water rescue surveillance, response, and water safety education to help eliminate drowning and near drowning.

Performance Indicators –

1. Broadcast water safety education messages on local public TV channels, on radio stations, published sources, social media, and internet outlets as public service announcements.
2. Compile a water safety and drowning prevention brochure for distribution on the beach and as an addition to all seasonal rental home - document packets.

Fire and Rescue Organization and Staffing



Fire and Rescue – Budget Highlights

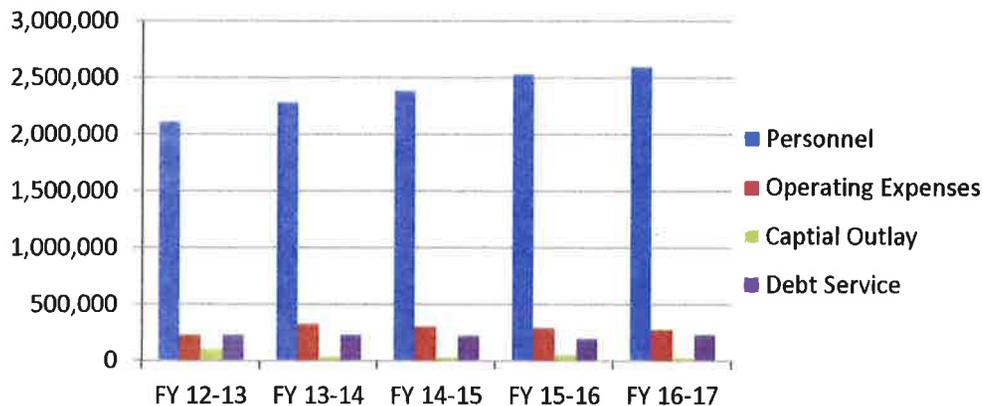
Highlights

- Fire funding includes the purchase of two self contained breathing apparatus (SCBA) at \$13,000, a power stair chair at \$8,000, and an SCBA fill station at \$28,000, financed over 4 years at \$7,313 per year.
- Ocean Rescue capital outlay of \$11,000 includes highway use tax for one replacement vehicle and two ATVs at \$5,000.

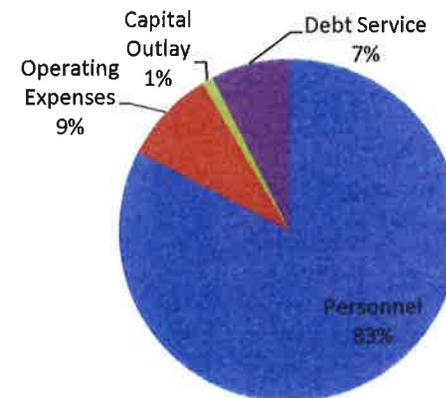
Expenditures by Function

	FY 2015-2016 <u>Adopted</u>	FY 2016-2017 <u>Adopted</u>	Percent <u>Change</u>
Personnel Services	\$ 2,543,352	\$ 2,603,060	2.35%
Operating Expenses	\$ 296,761	\$ 279,280	-5.89%
Capital Outlay	\$ 60,369	\$ 32,000	-46.99%
Debt Service	\$ 203,995	\$ 235,792	15.59%
Total	\$ 3,104,477	\$ 3,150,132	1.47%

Fiscal Year 2016-2017 Adopted Expenditure History



Adopted Fiscal Year 2016-2017 Expenditures by Function



Town of Nags Head
 Adopted Budget
 For the Fiscal Year 2016-2017

Department:	Fire	Manager's Recommended 2016-2017	Adopted Budget 2016-2017	Adopted Budget 2015-2016	Adjusted Budget 2015-2016	Estimated Actual Expenditures 2015-2016	Actual Expenditures 2014-2015	Actual Expenditures 2013-2014
Account Number	Account Description							
PERSONNEL SERVICES								
10-730-2-5102-00	SALARIES/WAGES - REGULAR	\$ 1,372,371	\$ 1,364,553	\$ 1,295,587	\$ 1,315,020	\$ 1,315,020	\$ 1,326,180	\$ 1,291,803
10-730-2-5102-01	SALARIES - LONGEVITY PAY	38,458	38,256	41,497	42,119	42,119	37,908	36,722
10-730-2-5103-00	SALARIES/WAGES - PARTTIME	-	-	10,000	10,000	10,000	9,859	10,235
10-730-2-5104-00	OVERTIME PAY	11,000	11,000	25,000	25,375	25,000	26,188	21,035
10-730-2-5105-00	HOLIDAY PAY	44,000	44,000	25,000	25,375	25,000	16,516	25,103
10-730-2-5206-00	FICA TAX	112,136	111,428	113,597	115,300	115,000	101,760	101,044
10-730-2-5207-00	GROUP HEALTH INSURANCE	382,814	382,814	386,292	386,292	325,000	321,402	279,953
10-730-2-5207-01	RETIREE	12,204	12,204	13,637	13,637	7,791	7,133	-
10-730-2-5208-00	RETIREMENT	101,361	100,690	94,157	95,569	94,338	102,266	99,032
10-730-2-5210-00	401 K	27,962	27,776	25,789	26,175	25,277	25,705	24,944
	Subtotal Personnel Services	\$ 2,102,306	\$ 2,092,721	\$ 2,030,556	\$ 2,054,862	\$ 1,984,545	\$ 1,974,918	\$ 1,889,871
OPERATIONS								
10-730-2-5320-00	TRAINING	\$ 17,912	\$ 17,912	\$ 7,815	\$ 7,815	\$ 7,815	\$ 5,076	\$ 5,246
10-730-2-5320-02	SAFETY TRAINING	5,300	5,300	5,300	5,300	5,300	5,271	5,265
10-730-2-5320-03	OSHA COMPLIANCE COSTS	3,840	3,840	3,840	3,840	3,840	3,710	3,885
10-730-2-5321-00	BUILDING/EQUIPMENT RENTAL	2,800	2,800	2,732	2,732	2,732	2,320	1,415
10-730-2-5322-00	TELEPHONE	6,191	6,191	6,191	6,191	4,734	5,363	5,129
10-730-2-5322-01	TELEPHONE- CELL PHONE STIPEND	4,220	4,220	3,360	3,360	3,360	2,310	2,108
10-730-2-5324-00	TRAVEL	-	-	13,319	13,319	10,000	9,504	7,085
10-730-2-5325-00	POSTAGE	980	980	680	680	458	426	334
10-730-2-5326-00	ADVERTISING	200	200	200	200	200	36	-
10-730-2-5327-00	PRINTING	1,400	1,400	663	663	600	597	519
10-730-2-5431-00	FUEL COSTS	20,000	20,000	21,314	20,314	15,000	20,316	23,026
10-730-2-5433-00	DEPARTMENT SUPPLIES	47,134	47,134	66,500	66,500	62,471	63,743	59,514
10-730-2-5434-00	OTHER SUPPLIES	6,989	6,989	4,414	4,414	4,414	3,678	2,597
10-730-2-5434-05	OTHER SUPPLIES - COMPUTER	-	-	-	-	-	2,139	3,547
10-730-2-5435-00	MAINT/REPAIR BUILDINGS	11,000	11,000	-	-	-	-	-
10-730-2-5436-00	MAINT/REPAIR EQUIPMENT	7,580	7,580	7,480	7,480	7,480	5,607	7,554
10-730-2-5437-00	VEHICLE MAINTENANCE	19,200	19,200	21,200	21,200	20,000	20,862	26,957
10-730-2-5439-00	UNIFORMS	15,108	15,108	17,000	17,000	17,000	14,969	17,468
10-730-2-5440-00	PROFESSIONAL FEES	16,905	16,905	17,261	17,261	17,000	15,594	9,953
10-730-2-5441-00	INCENTIVE PAY	10,000	10,000	4,000	4,000	3,103	3,435	-
10-730-2-5445-00	CONTRACTED SERVICES	22,336	22,336	12,211	12,211	12,000	11,674	10,048
10-730-2-5553-00	DUES AND SUBSCRIPTIONS	2,690	2,690	2,655	2,655	2,161	2,657	2,109
10-730-2-5662-02	GRANT NC FOREST SERVICE	-	-	-	-	-	-	-
10-730-2-5664-00	GRANT - FEMA FIRE GRANT	-	-	-	-	-	-	64,428

Town of Nags Head
 Adopted Budget
 For the Fiscal Year 2016-2017

Department: <i>Fire</i>		Manager's Recommended 2016-2017	Adopted Budget 2016-2017	Adopted Budget 2015-2016	Adjusted Budget 2015-2016	Estimated Actual Expenditures 2015-2016	Actual Expenditures 2014-2015	Actual Expenditures 2013-2014
Account Number	Account Description							
	<i>Subtotal Operations</i>	\$ 221,785	\$ 221,785	\$ 218,135	\$ 217,135	\$ 199,668	\$ 199,286	\$ 258,186
	<i>CAPITAL OUTLAY</i>							
10-730-2-5774-00	CAPITAL OUTLAY EQUIPMENT	\$ 21,000	\$ 21,000	\$ 37,013	\$ 59,578	\$ 57,244	\$ 61,820	\$ 474,103
	<i>Subtotal Capital Outlay</i>	\$ 21,000	\$ 21,000	\$ 37,013	\$ 59,578	\$ 57,244	\$ 61,820	\$ 474,103
	<i>DEBT SERVICE</i>							
10-730-2-5781-00	L/P PRINCIPAL	\$ 201,015	\$ 201,015	\$ 180,707	\$ 192,720	\$ 192,720	\$ 186,567	\$ 170,722
10-730-2-5782-00	L/P INTEREST	14,004	14,004	23,288	23,288	23,288	27,787	32,711
	<i>Subtotal Debt Service</i>	\$ 215,019	\$ 215,019	\$ 203,995	\$ 216,008	\$ 216,008	\$ 214,354	\$ 203,433
	Totals	\$ 2,560,110	\$ 2,550,525	\$ 2,489,699	\$ 2,547,583	\$ 2,457,465	\$ 2,450,378	\$ 2,825,594

**Town of Nags Head
 Adopted Budget
 For the Fiscal Year 2016-2017**

Fire Station 16

Description of Capital Items	Manager's Recommended 2016 - 2017	Adopted 2016 - 2017
<i>Capital Outlay Equipment</i>		
1. SCBA Air Pack (2 per year replacement schedule)	\$ 13,000	\$ 13,000
2. Ferno Power Stair Chair	8,000	8,000
<i>Total Capital Outlay Equipment</i>	\$ 21,000	\$ 21,000
<i>New Lease Payments</i>		
1. Compressor at a cost of \$28,000	\$ 7,313	\$ 7,313
<i>Total Lease Payments</i>	\$ 7,313	\$ 7,313

Town of Nags Head
 Adopted Budget
 For the Fiscal Year 2016-2017

Department: <i>Ocean Rescue</i>									
Account Number	Account Description	Manager's Recommended 2016-2017	Adopted Budget 2016-2017	Adopted Budget 2015-2016	Adjusted Budget 2015-2016	Estimated Actual Expenditures 2015-2016	Actual Expenditures 2014-2015	Actual Expenditures 2013-2014	
PERSONNEL SERVICES									
10-792-2-5102-00	SALARIES/WAGES - REGULAR	\$ 59,382	\$ 59,159	\$ 53,880	\$ 54,688	\$ 54,688	\$ 33,407	\$ 33,496	
10-792-2-5102-01	SALARIES - LONGEVITY PAY	1,517	1,508	2,155	2,187	2,187	2,155	1,062	
10-792-2-5103-00	SALARIES/WAGES - PARTTIME	405,854	405,854	417,243	417,243	417,243	405,752	379,311	
10-792-2-5206-00	FICA TAX	33,788	33,770	21,287	21,350	21,350	28,383	24,973	
10-792-2-5207-00	GROUP HEALTH INSURANCE	6,421	6,421	13,334	13,334	7,565	11,296	6,667	
10-792-2-5208-00	RETIREMENT	2,860	2,843	3,777	3,833	2,656	3,637	3,705	
10-792-2-5210-00	401 K	789	784	1,120	1,136	790	1,038	681	
	Subtotal Personnel Services	\$ 510,611	\$ 510,339	\$ 512,796	\$ 513,771	\$ 506,479	\$ 485,668	\$ 449,895	
OPERATIONS									
10-792-2-5320-00	TRAINING	\$ 5,450	\$ 5,450	\$ 1,120	\$ 1,120	\$ 1,120	\$ 1,441	\$ 1,220	
10-792-2-5322-00	TELEPHONE	780	780	522	522	500	973	1,096	
10-792-2-5322-01	TELEPHONE-CELL PHONE STIPEND	280	280	-	-	-	-	-	
10-792-2-5324-00	TRAVEL	-	-	5,800	5,800	5,500	5,214	2,537	
10-792-2-5325-00	POSTAGE	300	300	300	300	100	54	86	
10-792-2-5326-00	ADVERTISING	-	-	500	500	50	-	-	
10-792-2-5327-00	PRINTING	1,500	1,500	1,100	1,100	1,100	1,074	528	
10-792-2-5431-00	FUEL COSTS	7,000	7,000	13,570	13,570	10,876	10,799	15,142	
10-792-2-5433-00	DEPARTMENT SUPPLIES	16,405	16,405	28,856	28,856	28,866	33,073	30,370	
10-792-2-5436-00	MAINT/REPAIR EQUIPMENT	5,000	5,000	5,360	5,360	2,983	3,161	4,283	
10-792-2-5437-00	VEHICLE MAINTENANCE	2,400	2,400	2,400	2,400	2,400	1,734	1,250	
10-792-2-5439-00	UNIFORMS	13,000	13,000	12,600	12,600	12,600	12,936	12,337	
10-792-2-5440-00	PROFESSIONAL FEES	2,610	2,610	5,030	5,030	5,030	4,882	3,895	
10-792-2-5445-00	CONTRACTED SERVICES	1,320	1,320	108	108	100	-	-	
10-792-2-5553-00	DUES AND SUBSCRIPTIONS	1,450	1,450	1,360	1,360	1,360	1,630	1,330	
	Subtotal Operations	\$ 57,495	\$ 57,495	\$ 78,626	\$ 78,626	\$ 72,585	\$ 76,971	\$ 74,075	
CAPITAL OUTLAY									
10-792-2-5774-00	CAPITAL OUTLAY EQUIPMENT	\$ 11,000	\$ 11,000	\$ 23,356	\$ 45,467	\$ 42,673	\$ -	\$ 9,043	
	Subtotal Capital Outlay	\$ 11,000	\$ 11,000	\$ 23,356	\$ 45,467	\$ 42,673	\$ -	\$ 9,043	
DEBT SERVICE									
10-792-2-5781-00	L/P PRINCIPAL	\$ 20,490	\$ 20,490	\$ -	\$ 12,356	\$ 11,632	\$ 27,930	\$ 27,454	
10-792-2-5782-00	L/P INTEREST	283	283	-	-	-	485	962	
	Subtotal Debt Service	\$ 20,773	\$ 20,773	\$ -	\$ 12,356	\$ 11,632	\$ 28,415	\$ 28,415	
	TOTALS	\$ 599,879	\$ 599,607	\$ 614,778	\$ 650,220	\$ 633,369	\$ 591,055	\$ 561,429	

**Town of Nags Head
 Adopted Budget
 For the Fiscal Year 2016-2017**

Ocean Rescue

Description of Capital Items	Manager's Recommended 2016 - 2017	Adopted 2016 - 2017
<i>Capital Outlay Equipment</i>		
1. Honda TRX 420 (2) at \$5,000 each	\$ 10,000	\$ 10,000
<i>Total Capital Outlay Equipment</i>	\$ 10,000	\$ 10,000
<i>New Lease Payments</i>		
1. Replace Ford F-150 4x4 at a cost of \$35,000	\$ 9,142	\$ 9,142
<i>Total New Lease Payments</i>	\$ 9,142	\$ 9,142
<i>Capital Outlay Equipment</i>		
1. Excise tax on new vehicle	\$ 1,000	\$ 1,000
<i>Total Capital Outlay Equipment</i>	\$ 1,000	\$ 1,000