

APPENDIX A: FIRE PREVENTION STAFFING COMPARISON

The following table is a comparison of current positions between Portland, Long Beach & Ft. Worth Fire Prevention bureaus.

Position Title	Long Beach ¹³⁰ 2005	Ft. Worth ¹³¹ 2003	Portland 2006
FIRE PREVENTION ADMINISTRATION			
Fire Marshal	1 Deputy Chief	1 Battalion Chief	1 Assistant Chief
Deputy Fire Marshal	2 Battalion Chief		1 Deputy Chiefs
Administration Sub-Total	3	1	2
Plan Check			
Senior Plan Examiner	1 Civilian Plan Examiners	1 Sr. Fire Protection Engineer	1 Supervising Engineer
Senior Plan Examiner	N/A	N/A	1 Senior Inspector
Plan Examiners	2 Civilian Plan Examiners	2 Fire Prevention Spec. Plan Examiners	5 Inspector Specialists
Development Services Technician	N/A	N/A	1 Development Services Tech. II
Construction, Fire Protection Systems & High Rise Inspection			
Senior Fire Inspector	1 Firefighter	3 Captains ¹³²	1.3 Senior Inspectors ¹³³
Fire Inspector	3 Firefighters	2 Lieutenants ¹³⁴	5 Inspectors ¹³⁵
Development Services Technician	N/A	N/A	1.5 Development Services. Tech. II
Construction Contract Deputy Insp.	1 Civilian Fire Inspector		
Construction Enforcement Sub-Total	8	8	12.8
Existing Structures Code Enforcement			
Senior Fire Inspector	1 Firefighter	1 Captain	2.7 Senior Inspectors
	N/A	1 Lieutenant	N/A
Fire Inspector	2.5 Firefighter	5 Firefighters	16 Inspectors
Existing Structure Enforcement Sub-Total	3.5	7	18.7
Fire & Safety Public Education:			
Senior Public Educator	N/A	N/A	.5 Sr. Inspector
Public Educator	1 Civilian Public Educator	N/A	4 Inspectors
Public Education Sub-Total	1	0	4.5
Environmental Enforcement			
1 Senior Fire Inspector	1 Civilian Senior Fire Insp.	1 Captain (Hazmat)	N/A
Fire Insp. (Tank Insp.)	1 Firefighter	N/A	N/A
Fire Inspector (Hazmat Investigator & Environmental Crimes)	1 Firefighter	2 Lieutenants (Hazmat)	N/A
Fire Insp. (Business Plans)	1 Civilian Fire Inspector*	N/A	N/A

¹³⁰ This is the number of positions proposed in March 2005 which increased the fire prevention bureau staffing by 2 positions over the existing number.

¹³¹ This is the number of positions proposed in early 2003.

¹³² A captain was assigned to inspect sprinkler systems, 1 was assigned to alarms and 1 to standpipes.

¹³³ This includes .4 Sr. Inspector in Fire Alarms, .4 Sr. Inspector in Suppression Systems, .5 Sr. Inspector in Special Use.

¹³⁴ A lieutenant was assigned to inspect sprinkler systems and 1 to inspect alarm systems.

¹³⁵ This includes 1 Inspector in Fire Alarms, 2 Inspectors in Suppression Systems and 2 Inspectors in Special Use.

Position Title	Long Beach ¹³⁰ 2005	Ft. Worth ¹³¹ 2003	Portland 2006
Environmental Sub-Total	4	3	0
Harbor			
Captain	1 Captain*	N/A	1 Inspector Specialist
Fire Inspector	1 Firefighter*	N/A	N/A
Harbor Sub-Total	2	0	1
Special Events			
Senior Fire Inspector	1 Civilian Sr. Fire Inspector	N/A	.5 Senior Inspector
Fire Inspector	5 Firefighter	1 Firefighter	2 Inspectors
Development Services Technician II			.5 Development Services Tech. II
Special Events Sub-Total	6	1	3
Fire Prevention Planning			
Positions Not Identified	N/A	3 Firefighters ¹³⁶	N/A
Fire & Environmental Crime Investigations			
Captain	1 Captain	N/A	1 Captain
Lieutenant	N/A	N/A	N/A
Fire Investigators	3 Fire Investigators	N/A	7 Investigators
Security & Investigations Sub-Total	4	N/A	8
Training	N/A	N/A	.5*
TOTAL PROFESSIONAL POSITIONS	27	23	50.5
Less Non-Comparable Positions*	(3)	(3)	(.5)
TOTAL COMPARABLE PROFESSIONAL POSITIONS	24	20	40
CLERICAL STAFF			
Business Operations Supervisor	N/A	N/A	1 Business Operations Supervisor.
Administrative Supervisor	N/A	N/A	1 Administrative Supervisor
Bureau Secretary	1 Secretary		1 Administrative Assistant
Permitting & Billing Clerk	1.5 Clerks	3 Clerical Assistants	1.5 Clerks
Environmental Clerk	.5 Clerk	N/A	N/A
Fire Investigations Clerk	1 Clerk	N/A	1 Senior Administrative Specialist
Code Enforcement Support	N/A	N/A	2 Clerks
TOTAL CLERICAL POSITIONS	4	3	7.5
TOTAL COMPARABLE POSITIONS	28	23	57.5

¹³⁶ These positions should not be included in comparisons as they are special functions that are not typical to most fire prevention bureaus.

APPENDIX B: WORKLOAD ANALYSIS FOR FMO

The table below is a computation of available time for productive work in the Fire Marshal's Office.

Description of Activities:	Hours per Year Assigned to Non-Productive Tasks	Hours per Year Available for FPB Productive Tasks
FPD Employees work 40 hours per week (four 10-hour days)		
Total Work Hours per Year		2,080
Less Usable Non-work Hours:		
Holidays – 7 days per year (Seven* 10-hours per day)	(70)	
Vacation (Used 16.5 days as an average * 10 hours per day)	(165)	
Sick Leave (For most employees it is five days * 10 hours per day)	(50)	
Sub-Total of Work Hours Less Non-work Hours	(285)	1,795
Less Training Hours Required for Fire Inspector:		
Fire Inspector Cue's (20 CEU hours per year) Same as Firefighter	(100)	
Sub-Total of Work Hours for Fire Inspector	(100)	1,695
Less Additional Training Hours Required for Sworn Inspectors:		
Firefighter Training (Required of sworn inspectors)	(75)	
Paramedic Training (Required of sworn inspectors) (40hrs/2yrs.)	(20)	
Sub-Total of Work Hours for Sworn Inspectors	(95)	1,600
Less Additional Training Hours Required for Arson Investigators:		
Law Enforcement (40hr./2yrs. most combined w/ fire training)	80	
Law Enforcement (State Mandated Law Enforcement Training)	27	
Sub-Total of Work Hours for Arson Investigators	(107)	1,493