



## AMERICAN CANYON FIRE PROTECTION DISTRICT BOARD MEETING

### AGENDA

City Hall - Council Chambers  
4381 Broadway, Ste. 201, American Canyon

**September 27, 2022**

**6:30 PM**

**Chair:** Leon Garcia  
**Vice Chair:** Mariam Aboudamous  
**Board Members:** Mark Joseph, David Oro, Pierre Washington

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*Consistent with Government Code Section 54953 and the American Canyon Board of Directors Resolution Declaring the Existence of a Local Emergency due to the COVID-19 Pandemic, Board of Directors and other public meetings will be conducted both in person at City Hall, 4381 Broadway, Suite 201, and also via Zoom Teleconferencing to promote local, state, and federal guidelines and social distancing recommendations for the containment of the coronavirus. District officials and members of the public are invited to attend the meeting either in person or via teleconference This meeting will be broadcast live to residents on Napa Valley TV [here](#) and on YouTube [here](#).*

**You may submit public comments for any Agenda Item, Non-Agenda Item or make general public comments by one of the following methods:**

**Written comments, Via eComments:** The eComments link is located on the Meetings & Agendas page of our website here. Comments received before the 3:00 p.m. day-of-meeting cutoff time will be routed to all Board Members at that time. eComments will remain open throughout the meeting, and all comments received will be posted online and become part of the meeting record.

**Oral comments, during the meeting:** A Zoom Meeting has been established for public participation during the meeting related to a specific agenda item, or matters not on the agenda. To give your public comment directly to the legislative body during the meeting, use the Register to Speak feature of [eComments](#) or connect via below Zoom link and follow the instructions or by calling 1-669-900-6833.

**Zoom Meeting Link:** [Click here](#)

**Meeting ID:** 853 8612 1407 **Passcode:** 906496

The above-identified measures exceed all legal requirements for participation in public comment, including those imposed by the Ralph M. Brown Act. For more information, please call the Office of the Fire Executive Assistant at (707) 551-0653 or email [here](#).

**AGENDA MATERIALS:** Board agenda materials are published 72 hours prior to the meeting, and are available to the public via the City's website at [www.cityofamericancanyon.org](http://www.cityofamericancanyon.org).

**AMERICANS WITH DISABILITIES ACT:** The Board of Directors will provide materials in appropriate alternative formats to comply with the Americans with Disabilities Act. Please send a written

request to Fire Executive Assistant at 911 Donaldson Way E., American Canyon, CA 94503 or by email [here](#). Include your name, address, phone number and brief description of the requested materials, as well as your preferred alternative format or auxiliary aid, at least three calendar days before the meeting.

## 5:30 P.M. CLOSED SESSION

1. **Conference with Legal Counsel - Anticipated Litigation.  
Pursuant to Government Code Section 54956.9 (d)(2); and,  
One Matter.**
2. **Matters Relating to Public Employment - Pursuant to Government Code Section 54957 (b)  
Position: Battalion Chief.**

## PUBLIC ADDRESS-CLOSED SESSION ITEMS

*The Chairman will call the meeting to order and conduct role call. The Board of Directors will immediately convene into Closed Session after hearing any public comment on items agendaized for Closed Session consideration. At 6:30 p.m. the Board of Directors will reconvene into Open Session and then resume Closed Session at the end of the meeting to address outstanding items, if necessary.*

## 6:30 P.M. OPEN SESSION - REGULAR MEETING

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

REPORT ON CLOSED SESSION/CONFIRMATION OF REPORTABLE ACTION

## PROCLAMATIONS AND PRESENTATIONS

3. **[Proclamation - Fire Prevention Month, October 2022](#)**
4. **[Certification of Appreciation recognizing Martha Banuelos for 15 years of Public Service](#)**

## PUBLIC COMMENT

*This time is reserved for members of the public to address the American Canyon Fire Protection District Board on items of interest that are not on the Agenda and are within the subject matter jurisdiction of the American Canyon Fire Protection District Board. It is recommended that speakers limit their comments to 3 minutes each and it is requested that no comments be made during this period on items on the Agenda. Members of the public wishing to address the American Canyon Fire Protection District Board on items on the Agenda should comment via email prior to the start of the meeting. The American Canyon Fire Protection District Board is prohibited by law from taking any action on matters discussed that are not on the Agenda, and no adverse conclusions should be drawn if the American Canyon Fire Protection Board does not respond to public comment at this time. Speakers are asked to please speak clearly, and provide their name. Any handouts for distribution to the American Canyon Fire Protection District Board must be emailed by 3:00 p.m. on meeting day.*

## AGENDA CHANGES

*The Chair/Board of Directors may change the order of the Agenda or request discussion of a Consent Item. A member of Public may request discussions of a Consent Item by completing a Speaker's Card and presenting it to the Fire Executive Assistant prior to Public Comment.*

## CONSENT CALENDAR

5. **Minutes of August 23, 2022**

**Recommendation:** Approve the [Minutes](#) of August 23, 2022

6. **AB 361 In Person and Remote Teleconferenced Meetings - October 1, 2022 - October 31, 2022**

**Recommendation:** Adopt a [Resolution](#) due to continuing conditions of a state of emergency caused by the COVID-19 Pandemic, District meetings will be held as hybrid or in-person meetings with the option to attend by teleconference/video conference or in-person meetings of legislative bodies of the American Canyon Fire Protection District for the period of October 1, 2022 through October 31, 2022 pursuant to Brown Act Provisions.

## PUBLIC HEARINGS

7. **Fiscal Year 2022-2023 Approval of Final Operating and Capital Budget**

**Recommendation:** Hold a Public Hearing and adopt a resolution approving the Final Operating and Capital Budgets for the American Canyon Fire Protection District for Fiscal Year 2022-23.

## BUSINESS

8. **Receive and File the Public Protection Classification Summary Report**

**Recommendation:** Receive and file the Public Protection Classification Summary Report created July 2022, effective November 1, 2022, prepared by the Insurance Service Office, Inc., (ISO).

## FIRE CHIEF ORAL REPORT

## CHAIR/BOARD COMMENTS, COMMITTEE REPORTS, AND FUTURE AGENDA ITEMS

*The Chair and Board of Directors may comment on matters of public concern and announce matters of public interest; no collective Board action will be taken.*

## ADJOURNMENT

## CERTIFICATION

I, Geoff Belyea, District Fire Chief, do hereby declare that the foregoing Agenda of the American Canyon Fire District Board was posted in compliance with the Brown Act prior to the meeting date.

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Geoff Belyea, Fire District Chief

# AMERICAN CANYON FIRE PROTECTION DISTRICT



## PROCLAIMING THE MONTH OF OCTOBER 2022 AS

### *Fire Prevention Month*

- WHEREAS,** The American Canyon Fire Protection District is committed to ensuring the safety and security of all those living and visiting the City of American Canyon; and
- WHEREAS,** Fire is a serious public safety concern both locally and nationally, and homes are the locations where people are at greatest risk from fire; and
- WHEREAS,** When the smoke alarm sounds American Canyon residents may have less than two minutes to escape to safety and should make a home escape plan and practice with everyone in the household including visitors; and
- WHEREAS,** American Canyon residents should make sure everyone in the home knows how to call 911 or the local emergency from a cell phone or a neighbor's phones; and
- WHEREAS,** American Canyon residents should practice using different ways out, residents in a real emergency should get low and go under the smoke to get out quickly and should never go back inside the home for people, pets or things; and
- WHEREAS,** The 2022 Fire Prevention Week theme, "Fire won't wait. Plan your escape". Plan ahead! Make a home fire escape plan, pick a meeting place, communicate with everyone in your house where to meet in case of an emergency, and practice your home fire drill.

**NOW, THEREFORE, BE IT RESOLVED** that I, Leon Garcia, Chairman of the Board of Directors of the American Canyon Fire Protection District, hereby proclaim October 2022 as Fire Prevention month throughout the City of American Canyon, and I urge all the people of American Canyon to be aware of their surroundings, look for available ways out in the event of a fire or other emergency, respond when the smoke alarm sounds by exiting the building immediately, and to support the many public safety activities.

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Leon Garcia, Chairman of the Board

**Dated: September 27, 2022**

# *Certificate of Appreciation*

*This certificate is awarded to*

*Martha Banuelos*

In recognition of 15 years of valuable service with the

*American Canyon Fire Protection District*



\_\_\_\_\_  
Leon Garcia

Chairman of the Board

\_\_\_\_\_  
Date

# American Canyon Fire Protection District

## Board Meeting

### ACTION MINUTES

August 23, 2022

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#### **PUBLIC ADDRESS – CLOSED SESSION 5:30 P.M.**

#### **CLOSED SESSION ROLL CALL**

**Present:** Chairman Leon Garcia, Vice-Chair Mariam Aboudamous, Board Members Mark Joseph, and Pierre Washington

**Absent:** Pierre Washington (Excused)

#### **5:30 P.M. CLOSED SESSION**

- 1. Conference with Legal Counsel – Anticipated Litigation Pursuant to Government Code Section 54956.9 (d) (2); and, Three Matters**

#### **6:30 P.M. OPEN SESSION**

#### CALL TO ORDER

Chairman Garcia called the Meeting to Order at 6:30 p.m.

#### PLEDGE OF ALLEGIANCE

Chairman Garcia led the Pledge of Allegiance

#### ROLL CALL

**Present:** Chairman Leon Garcia, Vice-Chair Mariam Aboudamous, Board Members Mark Joseph, and Pierre Washington

**Absent:** Pierre Washington (Excused)

#### REPORT ON CLOSED SESSION/CONFIRMATION OF REPORTABLE ACTION

District Counsel, William D. Ross provided an oral report on Closed Session. The Board convened in Open Session at 5:36 p.m. to address the matters in Closed Session and after ascertaining there were no comments on the matters agendaed for Closed Session consideration, Closed Session began at 5:36 p.m. With respect to each of the matters considered under the Closed Session item, there was no reportable action under the Common Law Attorney Client Privilege provided by Government Code Section 54956.9(d)(2). Closed Session concluded at 6:20 p.m.

## PROCLAMATIONS AND PRESENTATIONS

None

## Public Comment

None

## AGENDA CHANGES

None

## CONSENT CALENDAR

**Action:** Motion to approve CONSENT CALENDAR made by Board Member Mark Joseph, seconded by Board Member David Oro, and CARRIED by roll call vote.

**Ayes:** Chairman Leon Garcia; Vice-Chair Mariam Aboudamous; Board Members Mark Joseph; and David Oro

**Nays:** None

**Abstain:** None

**Absent:** Board Member Pierre Washington

### 2. Approve July 26, 2022, Fire District Minutes.

**Action:** Approved the minutes from the Fire District Board Meeting of July 26, 2022.

### 3. Approve August 3, 2022, Fire District Minutes

**Action:** Approved the minutes from the Fire District Board Meeting of July 26, 2022.

### 4. AB361 In-Person and Remote Teleconferenced Meetings – July 1 – August 31, 2022.

**Action:** Adopted Resolution approving District meetings to be held as hybrid or in-person meetings with the option to attend by teleconference/video conference or in-person meetings of legislative bodies of the American Canyon Fire Protection District for the period of September 1, 2022 through September 30, 2022, pursuant to Brown Act Provisions.

## PUBLIC HEARINGS

None

## BUSINESS

### 5. Adopt Resolution No. 2022-20 Authorizing Execution of a Lease/Purchase Agreement with Bank of America in an amount not to exceed \$1,842,000 and approving related documents and actions.

The Board of Directors received a presentation from Fire Chief Geoff Belyea. Chair Garcia opened Public Comment. Written comments: none. Oral Comments: None. Chair Garcia closed Public Comment.

**Action:** Motion to approve Resolution 2022-20 Authorizing Execution of a Lease/Purchase Agreement with Bank of American in an amount not to exceed \$1,84,000 and approving related documents and actions made by Board Member David Oro, seconded by Board Member Mark Joseph, and CARRIED by roll call vote.

**Ayes:** Chairman Leon Garcia; Vice-Chair Mariam Aboudamous; Board Members Mark Joseph; and David Oro

**Nays:** None

**Abstain:** None

**Absent:** Board Member Pierre Washington

6. Adopt Resolution No. 2022-21 Approving the Proposed Master Equity Lease Agreement between the American Canyon Fire Protection District and Enterprise Fleet management.

The Board of Directors received a presentation from Fire Chief Geoff Belyea. Chair Garcia opened Public Comment. Written comments: none. Oral Comments: None. Chair Garcia closed Public Comment.

**Action:** Motion to adopt Resolution 2022-21 approving the Proposed Master Equity Lease Agreement between the American Canyon Fire Protection District and Enterprise Fleet management and actions made by Board Member Mark Joseph, seconded by Vice-Chair Mariam Aboudamous, and CARRIED by roll call vote.

**Ayes:** Chairman Leon Garcia; Vice-Chair Mariam Aboudamous; Board Members Mark Joseph; and David Oro

**Nays:** None

**Abstain:** None

**Absent:** Board Member Pierre Washington

## **FIRE CHIEF REPORT**

Chief Belyea provided an update on the fire season.

Chief Belyea announced that the Fire District will hold the annual 911 Memorial Event at 11:00 am at the Public Safety Facility on September 11<sup>th</sup>. The Public is invited to attend.

Chief Belyea provided an update on the Assistant Fire Chief recruitment. Qualified applicants are encouraged to apply and information can be found on the District's website.

**CHAIR/BOARD COMMENTS, COMMITTEE REPORTS, AND FUTURE AGENDA ITEMS**

None

**ADJOURNMENT**

Meeting was adjourned at 7:03 p.m.

**CERTIFICATION**

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Geoff Belyea,  
District Fire Chief/District Clerk



AMERICAN CANYON FIRE PROTECTION DISTRICT  
BOARD AGENDA  
SEPTEMBER 27, 2022

STAFF REPORT  
CONSENT  
**ITEM NUMBER: 6.**

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**TITLE**

AB 361 In Person and Remote Teleconferenced Meetings - October 1, 2022 - October 31, 2022

**RECOMMENDATION**

Adopt a [Resolution](#) due to continuing conditions of a state of emergency caused by the COVID-19 Pandemic, District meetings will be held as hybrid or in-person meetings with the option to attend by teleconference/video conference or in-person meetings of legislative bodies of the American Canyon Fire Protection District for the period of October 1, 2022 through October 31, 2022 pursuant to Brown Act Provisions.

**CONTACT**

Geoff Belyea, Fire Chief  
William D. Ross, District Counsel

**BACKGROUND & ANALYSIS**

On May 24, 2022, the District Board of Directors voted to hold the Fire District Board Meetings on an in-person basis. However, due to the rise of the COVID-19 Pandemic, the District Board voted unanimously 5-0 at the June 28, 2022 Fire Board Meeting to return to a hybrid meeting format (both In-Person and Teleconference) effective immediately. Prior to the June 28th meeting the District had met by Zoom teleconference, as did the City of American Canyon as allowed by Executive Order N-29-20 which technically expired on September 30, 2021. Assembly Bill 361, which was approved by the Governor on September 16, 2021, allows local agencies such as the District to continue to meet by Zoom teleconference, provided that certain conditions are met.

The effect of Executive Order N-29-20 was to suspend certain provisions of the Ralph M. Brown Open Meeting Act (Government Code Section 54950 et seq.), which only allowed remote teleconference participation by District Board Members through a posting process at that Legislative body's physical location, with agenda provisions indicating that location with a requirement that it be accessible to the public.

Enclosed is a District Board Resolution which would comply with the provisions of AB 361 to reinstate Zoom meetings of the District Board, effective October 1, 2022 while also permitting in-person meetings. This "hybrid" style of meeting continues to promote social distancing by allowing

members of the Board and members of the public to participate in the manner in which the feel most safe, thereby promoting public participation while simultaneously protecting vulnerable members of the public, such as those with compromised immune systems.

The ability to continue to meet by Zoom, even in conjunction with Open Meetings, can be accomplished by the District Board provided that monthly resolutions, as amended are enacted with provisions referencing appropriate confirmation of declared emergencies are described.

Stated plainly, the Board must enact a "361 Resolution" at each meeting of the District Board to allow the Zoom teleconference procedure to continue with the scheduled in-person meetings.

Changes to the initial Agenda page of the Board will also change as the means for the public to participate via continued Zoom teleconference will have to be described consistent with the AB 361 procedures rather than Executive Order N-29-20. These changes indicate that, pursuant to this authority, members of the public and members of the District Board may continue to participate by Zoom video/teleconferencing, or alternatively participate in person at the designated physical meeting location.

### **COUNCIL PRIORITY PROGRAMS AND PROJECTS**

Public Safety: "Ensure American Canyon remains a safe community."

### **FISCAL IMPACT**

None

### **ENVIRONMENTAL REVIEW**

None

### **ATTACHMENTS:**

[Resolution 2022-22 Implementing AB 361](#)

## RESOLUTION NO. 2022-22

A RESOLUTION OF THE AMERICAN CANYON FIRE PROTECTION DISTRICT PROCLAIMING A LOCAL EMERGENCY EXISTS, RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY GOVERNOR NEWSOM ON MARCH 4, 2020, AND AUTHORIZING IN-PERSON OR REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE AMERICAN CANYON FIRE PROTECTION DISTRICT FOR THE PERIOD OCTOBER 1, 2022 THROUGH OCTOBER 31, 2022, PURSUANT TO BROWN ACT PROVISIONS

**WHEREAS**, the American Canyon Fire Protection District (“District”) is committed to preserving and nurturing public access and participation in meetings of the American Canyon Fire Protection District Board of Directors (“Board”);

**WHEREAS**, all meetings of the District’s legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the District’s legislative bodies conduct their business;

**WHEREAS**, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions;

**WHEREAS**, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558;

**WHEREAS**, that proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District’s boundaries, caused by natural, technological, or human-caused disasters;

**WHEREAS**, that proclamation also requires that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees;

**WHEREAS**, emergency conditions exist in the District, specifically, a State of Emergency has been proclaimed by Governor Newsom on March 4, 2020, proclaiming a State of Emergency to exist in California as a result of the threat of COVID-19;

**WHEREAS**, during the COVID-19 pandemic, the District Board has conducted remote, teleconferenced, or socially distanced meetings, consistent with the Governor’s Executive Orders promoting social distancing, with an exception on June 28, 2022;

**WHEREAS**, consistent with AB 361, as a condition of extending the use of the provisions found in Government Code Section 54953(e), the District Board must reconsider the circumstances of the state of emergency that exists in the District, and the District Board has done so;

**WHEREAS**, due to the emergence of new variants of COVID-19, such as Delta Variant and the BA-5 Variant, followed by the surging of the Omicron Variant of COVID-19, not all members of the public may feel safe to participate personally at in-person meetings;

**WHEREAS**, the District Board has determined that conducting “hybrid” style meetings with the option for members of the public and members of the Board of Directors to attend either virtually or in person would allow participation in a manner in which individuals feel most safe, thereby promoting public participation while simultaneously promoting social distancing and protecting vulnerable members of the public, such as those with compromised immune systems;

**WHEREAS**, as a consequence of the local emergency, the District Board does hereby find that the legislative bodies of the District shall conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and,

**WHEREAS**, the District is providing teleconference access via a conference phone-line number to the meetings to ensure public access.

**NOW, THEREFORE, THE BOARD OF DIRECTORS OF AMERICAN CANYON FIRE PROTECTION DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:**

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Affirmation that Local Emergency Exists. The District Board hereby proclaims that a local emergency now exists throughout the District, and the surging Delta Variant of COVID-19 followed by the surging of the Omicron and BA-5 Variant of COVID-19 would present an imminent risk to meeting in person.

Section 3. Ratification of Governor’s Proclamation of a State of Emergency. The District Board hereby ratifies the Governor of the State of California’s Proclamation of State of Emergency, effective as of its issuance date of March 4, 2020.

Section 4. Remote Teleconference and In-Person Meetings. The staff and legislative bodies of the District are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public meetings by remote teleconference and in-person in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of October 31, 2022 or such time the District Board adopts a subsequent Resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of the District may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

**PASSED, APPROVED** and **ADOPTED** at a Special scheduled meeting of the District Board of the American Canyon Fire Protection District held on the 27th day of September, 2022, by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

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Leon Garcia, Chairman

ATTEST:

APPROVED AS TO FORM

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Geoff Belyea, Fire Chief  
Clerk to the Board

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William D. Ross, District Counsel



## **TITLE**

[Fiscal Year 2022-2023 Approval of Final Operating and Capital Budget](#)

## **RECOMMENDATION**

Hold a Public Hearing and adopt a resolution approving the Final Operating and Capital Budgets for the American Canyon Fire Protection District for Fiscal Year 2022-23.

## **CONTACT**

Geoff Belyea, Fire Chief

## **BACKGROUND & ANALYSIS**

Pursuant to Section 13890 of the Health and Safety Code, fire districts in California must adopt at least a preliminary budget by July 1 of each year and, after having done so, must then adopt a final budget by October 1st. On June 28, 2022, the American Canyon Fire Protection District Board conducted a public hearing and adopted preliminary operating and capital budgets for fiscal year 2022-23, with September 27, 2022, being set as the date for the public hearing and adoption of the final budget.

Attached is the June 28, 2022, preliminary budget staff report, and following is a discussion of the recommended budget changes/updates from the preliminary operating and capital budgets to the final budgets.

## **FINAL BUDGET**

The District's General Operations Fund (Fund 810) accounts for the day-to-day expenses associated with providing fire and life safety services to the citizens of the District. In addition, a portion of the annual operating funds received by the District are set aside to meet future capital maintenance and replacement needs and to fund the benefits promised to District employees upon retirement. The fund's overall financial condition remains stable, with a (pre-audit) fund balance on June 30, 2022, of \$5.8 million. While essentially the same as the prior year's (6/30/21) ending balance, it's \$329,000 higher than the projected opening balance in the preliminary budget primarily due to a significant year end property tax payment (\$184,000) and lower than expected costs associated with dispatch (\$73,500) and other contractual services (\$73,300).

Projected operating revenue for FY 2022-23 was increased by \$192,000 due to higher projected property tax revenue. General operating expenditures have been reduced by a net \$23,000; the OPEB prefunding amount for 2022-23 was reduced by \$100,000 based on the latest actuarial valuation, while expected dispatch costs were increased by \$75,000 to account for the 2021-22 late billing. As a result of these adjustments, the projected operating deficit decreased by \$214,000, from \$632,000 in the preliminary budget to \$418,000 in the final budget.

The Fire Mitigation Fee Fund (Fund 830) collects funds from new development to help defray capital costs associated with maintaining fire and life safety services as new development occurs within the District. Mitigation fees are dependent upon the level of development activity and can vary widely, as evidenced recently with no fees being collected in FY 2018-19 and \$561,00 collected in FY 2019-20. Mitigation fee revenue of \$192,000 was projected for FY 2022-23 based on a rolling average of the actual collections over the previous five-year period, with an additional \$250,000 related to development activity associated with the Watson Ranch project for a total projected fee revenue of \$442,000.

Capital expenditures are accounted for in the Fleet, Facilities & Equipment Fund (FF&E Fund 860), which is funded mainly through transfers from the General Operations and Mitigation Fee Funds. The FF&E Fund also accounts for grant funded expenditures, proceeds from the sale of surplus assets, and any one-time funding sources. After adoption of the 2022-23 preliminary budget, the District entered into a seven-year, \$1.8 million lease purchase financing with Bank of America for the acquisition of two Type I fire engines and a five-year operating lease with Enterprise Fleet Management for command and other auxiliary vehicles. The 2022-23 FF&E Fund final budget includes funding for six months for both transactions. Other planned capital spending for the year includes \$140,000 for replacement radios, \$60,000 for station alerting, \$33,000 for essential safety equipment for new hires, and \$20,000 to replace the rescue boat.

The 2022-23 final budget projects ending operating reserves of \$5.4 million and ending capital reserves of \$1.6 million. The operating reserve amount is \$634,000 above the Board's policy of maintaining a contingency ("rainy day") reserve equal to 20% of the operating expenditures (\$1.4 million) and a minimum operating ("dry period," cash flow) reserve equal to 50% of general operating revenue (\$3.4 million). The reserve amounts are deemed adequate to deal with unforeseen emergencies and affords the ability to maintain current levels of emergency services (or at least minimize any major disruption in emergency services) in the event of another economic downturn.

## **COUNCIL PRIORITY PROGRAMS AND PROJECTS**

Organizational Effectiveness: "Deliver exemplary government services."

## **FISCAL IMPACT**

Adoption of the final budget sets appropriation limits for the upcoming fiscal year.

**ENVIRONMENTAL REVIEW**

None

**ATTACHMENTS:**

[Resolution 2022-23 FD Final Budget](#)

[Draft Fire District Fy2022-2023 Final Budget](#)

**Resolution 2022-23**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE AMERICAN CANYON FIRE PROTECTION DISTRICT  
ADOPTING THE FINAL OPERATING AND CAPITAL BUDGETS ("FINAL BUDGET") FOR FISCAL  
YEAR 2022-23**

**WHEREAS**, on September 27, 2022, the Board of Directors of the American Canyon Fire Protection District (District) held a Public Hearing on the proposed FINAL BUDGET for FY 2022-23; and

**WHEREAS**, it is the intent of the Board of Directors of the District to adopt the proposed FINAL BUDGET for FY 2022-23; and

**WHEREAS**, the Health and Safety Code requires the Fire District to adopt a final budget prior to October 1 of each year,

**NOW THEREFORE, BE IT FURTHER RESOLVED** by the Board of Directors of the District that the Fiscal Year 2022-23 FINAL BUDGET, as summarized in Attachment I, is hereby adopted for FY 2022-23; and,

**BE IT FURTHER RESOLVED** that the amount encumbered on the books of the District for FY 2021-22 shall be carried forward and that the Fire Chief, District Treasurer, or appropriate designees, are hereby authorized to take the necessary steps to carry forward encumbrances in the various funds of the District; and,

**BE IT FURTHER RESOLVED** that the District Board authorizes the Fire Chief to maintain District career firefighter staffing of twenty (25) career personnel; and,

**BE IT FURTHER RESOLVED** that any amendments to the FINAL BUDGET of the District for FY 2022-23 shall only be made in accordance with the fiscal policy of the District; and,

**BE IT FURTHER RESOLVED** that the Fire Chief or his appropriate designee, is hereby authorized to approve payments for goods and services received by the District in accordance with the District's approved budgets, programs, and policies.

**APPROVED AND ADOPTED** at a joint meeting of the City Council of the City of American Canyon and the American Canyon Fire Protection District held on the 27th day of September 2022 by the following:

AYES:

NOES:

ABSTAIN:

ABSENT:

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Leon Garcia, Chairman

ATTEST:

APPROVED AS TO FORM

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Geoff Belyea, Fire Chief  
Clerk to the Board

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William D. Ross, District Counsel

# **AMERICAN CANYON FIRE PROTECTION DISTRICT**

**Fire Chief's Final Budget  
Document  
Adopted 9/27/2022**

**Operating and Capital Budget  
All Funds**

**FISCAL YEAR 2022-2023**



## **ONE TEAM, ONE MISSION**

*Our mission is to provide reliable and progressive emergency response while seeking opportunities to make a positive difference in the lives of the people and the community we serve.*

### **Board of Directors**

Leon Garcia, Chair

Mariam Aboudamous, Vice-Chair

David Oro, Board Member

Mark Joseph, Board Member

Pierre Washington, Board Member

### **The Role of the Board**

*The Board of Directors is the elected policymaking body for the American Canyon Fire Protection District. The Directors provide financial oversight and strategic policy direction to maximize the public value of District services.*

### **Fire Chief/Treasurer**

Geoff Belyea

### **The Role of the Chief**

*The Fire Chief is the Chief Executive Officer of the District. In collaboration with the Board of Directors and in partnership with all members of the organization, the Chief provides direction, protection and order to the District.*

### **District Counsel**

William D. Ross

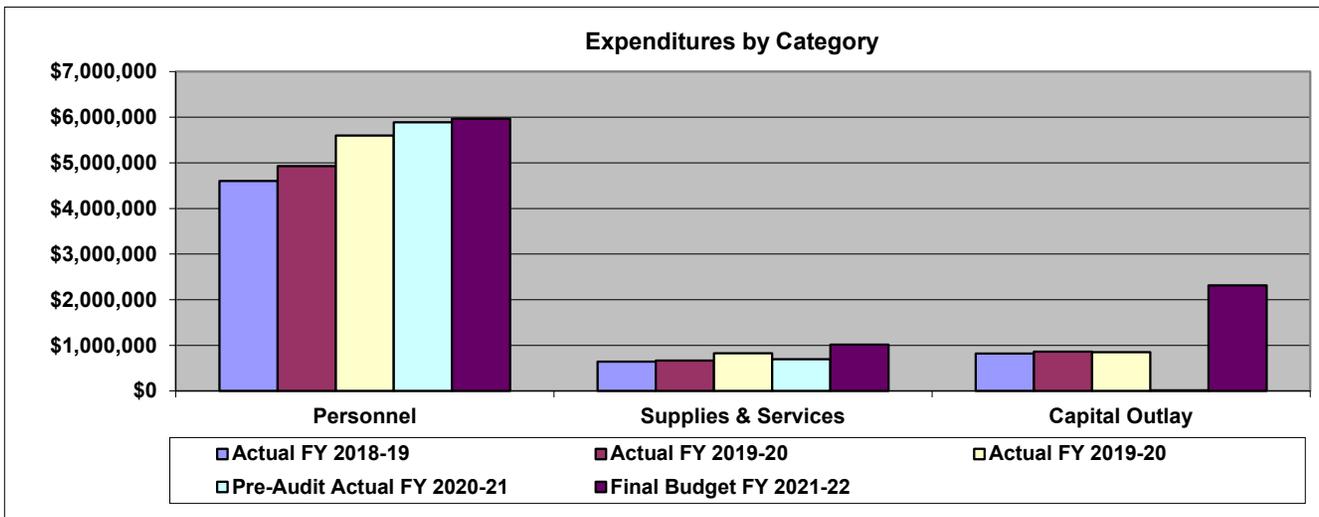
**American Canyon Fire Protection District  
Financial Summary  
Preliminary Budget Year 2022-23**

	General Operations			Fire Mitigation Fee			Fleet, Facilities & Equipment Capital Fund		
	FY 2021-22		FY 2022-23	FY 2021-22		FY 2022-23	FY 2021-22		FY 2022-23
	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
Fund Balance - Beginning	\$5,836,383	\$5,836,383	\$5,807,275	\$872,228	\$872,228	\$992,570	\$17,355	\$17,355	\$227,858
Revenues and Transfers	6,564,188	6,724,073	6,724,951	207,026	120,342	477,858	225,245	224,330	2,070,423
Expenses and Transfers	7,030,286	6,753,180	7,142,773	250,000	-	20,000	178,000	13,827	2,146,630
Rev Over (Under) Exp	(466,098)	(29,108)	(417,822)	(42,974)	120,342	457,858	47,245	210,503	(76,207)
Fund Balance - Ending	\$5,370,285	\$5,807,275	\$5,389,453	\$829,254	\$992,570	\$1,450,428	\$64,600	\$227,858	\$151,651

## Fire District Fund Summary\*

\*Excludes interfund transfers

	Actual FY 2018-19	Actual FY 2019-20	Actual FY 2019-20	Pre-Audit Actual FY 2020-21	Final Budget FY 2021-22
<b>Expenditures</b>					
Personnel	\$ 4,598,920	\$ 4,926,463	\$ 5,598,629	\$ 5,886,136	\$ 5,967,846
Supplies & Services	642,012	663,093	825,895	693,153	1,015,819
Capital Outlay/Lease Payments	818,919	860,967	849,964	13,827	2,315,428
<b>Total for Department</b>	<b>\$ 6,059,851</b>	<b>\$ 6,450,523</b>	<b>\$ 7,274,488</b>	<b>\$ 6,593,116</b>	<b>\$ 9,299,093</b>
<b>Revenues / Funding Sources</b>					
Property Taxes	\$ 4,432,801	\$ 4,640,738	\$ 4,763,342	\$ 5,125,915	\$ 5,545,487
Fire Assessment Fee	638,537	658,922	669,664	696,371	754,969
Fire Mitigation Fee	-	560,748	192,026	116,922	442,148
Interest Earnings	137,817	136,699	26,951	26,549	27,181
State/Fed Revenue	1,056,157	131,708	1,006,689	480,650	27,181
Other	274,349	462,365	488,182	448,447	2,298,995
(Increase) Decrease Reserve Funds	(479,810)	(140,657)	127,634	(301,737)	203,131
<b>Total Department Funding Sources</b>	<b>\$ 6,059,851</b>	<b>\$ 6,450,523</b>	<b>\$ 7,274,488</b>	<b>\$ 6,593,116</b>	<b>\$ 9,299,093</b>



## General Operations Fund #810

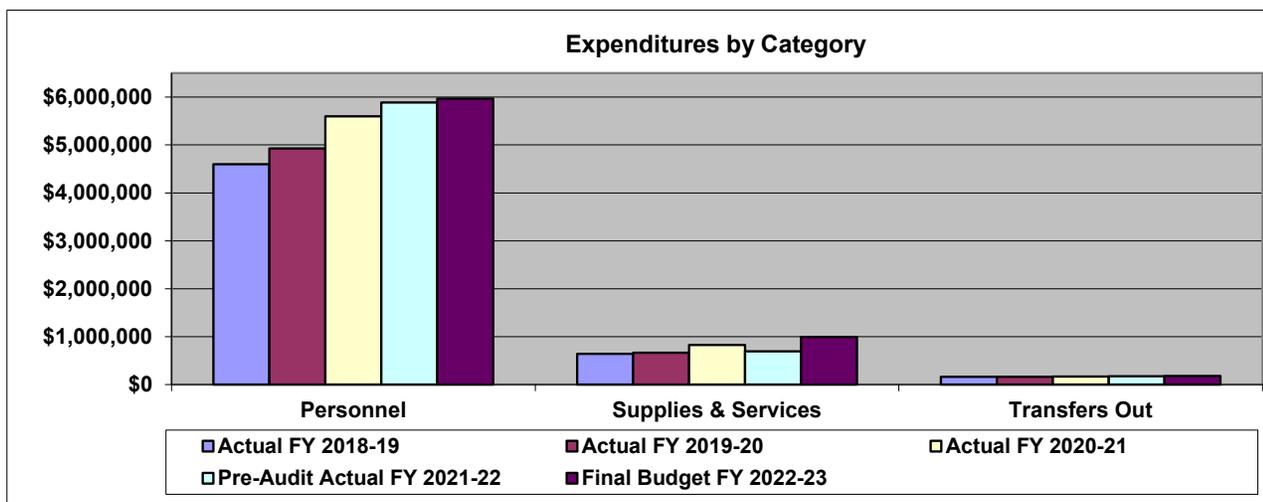
*Mission: To provide reliable and progressive emergency response while seeking opportunities to make a positive difference in the lives of the people and the community we serve.*

	Actual FY 2018-19	Actual FY 2019-20	Actual FY 2020-21	Pre-Audit Actual FY 2021-22	Final Budget FY 2022-23
<b>Expenditures</b>					
Personnel	\$ 4,598,920	\$ 4,926,463	\$ 5,598,629	\$ 5,886,136	\$ 5,967,846
Supplies & Services	642,012	663,093	825,895	693,153	995,819
Capital Outlay	-	-	-	-	-
Transfers Out	159,135	163,909	168,826	173,891	179,108
Debt Service	-	-	-	-	-
<b>Total Operational Expenditures</b>	<b>\$ 5,400,067</b>	<b>\$ 5,753,465</b>	<b>\$ 6,593,350</b>	<b>\$ 6,753,180</b>	<b>\$ 7,142,773</b>

### Revenues / Funding Sources

Property Taxes	\$ 4,432,801	\$ 4,640,738	\$ 4,763,342	\$ 5,125,915	\$ 5,545,487
Fire Assessment Fee	638,537	658,922	669,664	696,371	754,969
Interest Earnings	111,816	117,703	12,354	22,690	15,500
State OES Reimbursement	499,260	131,708	817,689	480,650	-
Other	206,349	312,365	434,582	398,447	408,995
(Increase) Decrease Reserve Funds	(488,696)	(107,971)	(104,281)	29,108	417,822
<b>Total Operational Funding Sources</b>	<b>\$ 5,400,067</b>	<b>\$ 5,753,465</b>	<b>\$ 6,593,350</b>	<b>\$ 6,753,180</b>	<b>\$ 7,142,773</b>

	Final Budget FY 2021-22	Final Budget FY 2022-23	Comments
<b>Division Staffing</b>			
<b>Full Time Equivalent Positions</b>			
Fire Chief	1.0	1.0	
Assistant Chief	1.0	1.0	
Battalian Chief		2.0	<i>Staffing is augmented by 10 Reserve Firefighters.</i>
Fire Captain	6.0	6.0	
Firefighters	15.0	15.0	
Administrative Assistant	2.0	2.0	
Administrative Clerk	0.3	0.3	
<b>Total Full Time Equivalents</b>	<b>25.3</b>	<b>27.3</b>	



### Fire Mitigation Fund #830

*Mission: To account the collection and use of development fees for Fire District infrastructure needs.*

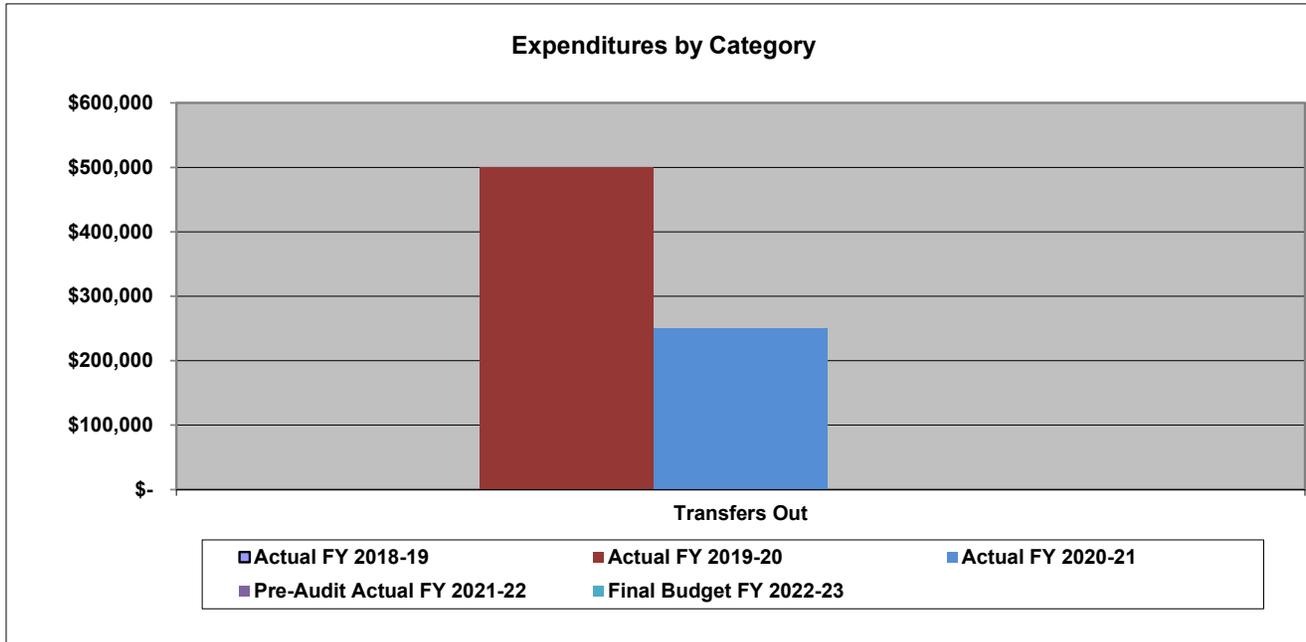
	Actual FY 2018-19	Actual FY 2019-20	Actual FY 2020-21	Pre-Audit Actual FY 2021-22	Final Budget FY 2022-23
<b>Expenditures</b>					
Transfers Out	\$ -	\$ 500,000	\$ 250,000	\$ -	\$ -
Supplies & Services	-	-	-	-	20,000
<b>Total Department Expenditures</b>	<b>\$ -</b>	<b>\$ 500,000</b>	<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ 20,000</b>

	Actual FY 2018-19	Actual FY 2019-20	Actual FY 2020-21	Pre-Audit Actual FY 2021-22	Final Budget FY 2022-23
<b>Revenues / Funding Sources</b>					
Fire Mitigation Fee	\$ -	\$ 560,748	\$ 192,026	\$ 116,922	\$ 442,148
Interest Earnings	18,854	18,478	10,000	3,420	10,366
(Increase) Decrease Reserve Funds	(18,854)	(79,226)	47,974	(120,342)	(432,514)
<b>Total Department Funding Sources</b>	<b>\$ -</b>	<b>\$ 500,000</b>	<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ 20,000</b>

**Staffing**

**Comments**

*No Staff are charged to the Fire Mitigation Fund*



**Fleet, Facilities & Equipment Capital Fund #860**

*Mission: To account for the accumulation of funds used to pay for capital acquisition/replacement.*

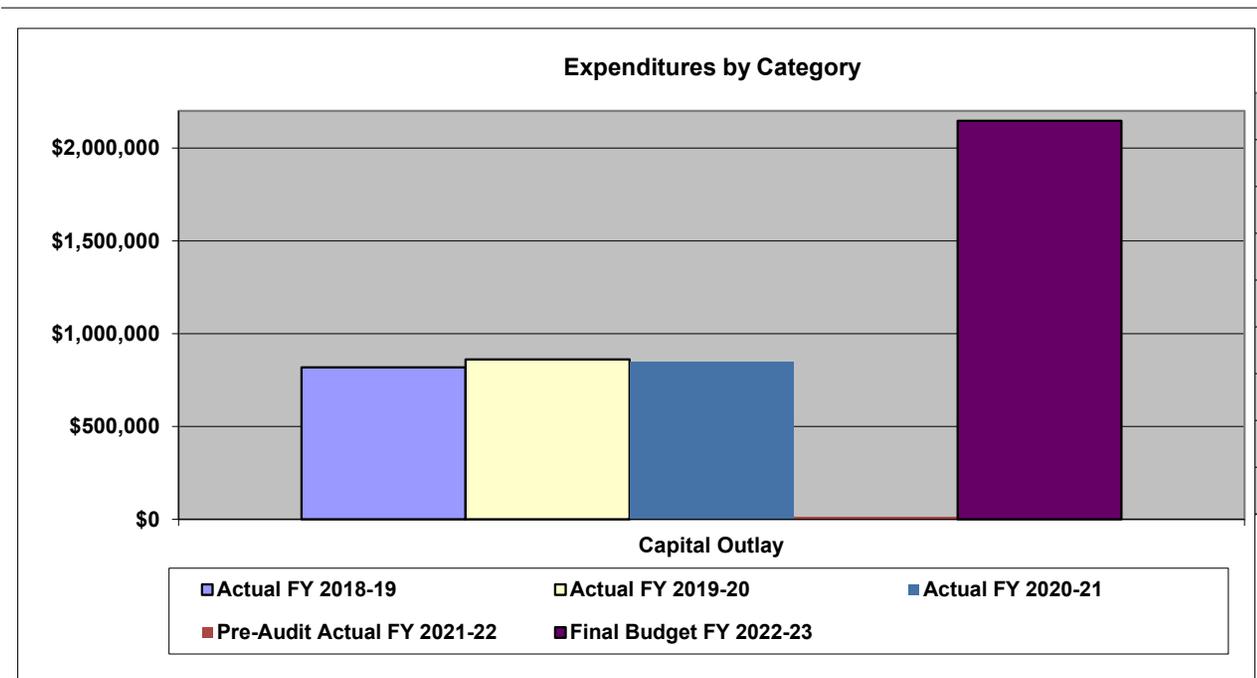
	Actual FY 2018-19	Actual FY 2019-20	Actual FY 2020-21	Pre-Audit Actual FY 2021-22	Final Budget FY 2022-23
<b>Expenditures</b>					
Heavy Rescue	\$ 589,140	\$ -	\$ -	\$ -	\$ -
Rescue Boat	-	-	-	-	\$ 20,000
Facilities	128,303	71,080	571,400	-	70,000
Equipment	101,476	92,684	278,564	13,827	173,000
Engines	-	697,204	-	-	1,714,833
Enterprise Lease	-	-	-	-	32,307
Equipment Lease Financing	-	-	-	-	136,490
<b>Total Department Expenditures</b>	<b>\$ 818,919</b>	<b>\$ 860,967</b>	<b>\$ 849,964</b>	<b>\$ 13,827</b>	<b>\$ 2,146,630</b>

<b>Revenues / Funding Sources</b>					
General Operations Transfer	\$ 159,135	\$ 163,909	\$ 168,826	\$ 173,891	\$ 179,108
Fire Mitigation Fee Transfer	-	500,000	250,000	-	-
Grant Funds/Lease Proceeds	556,897	-	189,000	-	1,840,000
Other	68,000	150,000	53,600	50,000	50,000
Interest Earnings	7,147	518	4,597	439	1,315
(Increase) Decrease Reserve Funds	27,740	46,541	183,941	(210,503)	76,207
<b>Total Department Funding Sources</b>	<b>\$ 818,919</b>	<b>\$ 860,967</b>	<b>\$ 849,964</b>	<b>\$ 13,827</b>	<b>\$ 2,146,630</b>

**Staffing**

**Comments**

*No Staff are charged to the Fleet, Facilities & Equipment Capital Fund*





## FIRE BOARD AGENDA STAFF REPORT

DATE: September 27, 2022

REPORT TYPE:

**ITEM NUMBER: 8.**

### **TITLE**

Receive and file the Public Protection Classification Summary Report created July 2022, effective November 1, 2022, prepared by the Insurance Service Office, Inc., (ISO).

### **RECOMMENDATION**

Receive and file the Public Protection Classification Summary Report created July 2022, effective November 1, 2022 prepared by the Insurance Service Office, Inc., (ISO).

### **CONTACT**

Geoff Belyea, Fire Chief

### **BACKGROUND AND ANALYSIS**

The Insurance Service Office (ISO) Public Protection Classification (PPC) Program evaluates communities according to a uniform set of criteria defined in the Fire Suppression Rating Schedule (FSRS) and then a Public Protection Classification (PPC) grade is assigned to the community. The last time the District was evaluated by the ISO was in 2014 and the District received a rating of 02/2Y. The District is pleased to announce that we have maintained this rating. This rating plays an important role in the underwriting process at insurance companies.

ISO is an independent company that serves insurance companies, communities, fire departments, insurance regulators, and others by providing information about risk. ISO's staff collects information about municipal fire suppression efforts in communities throughout the United States. In those communities, ISO analyzes the relevant data and assigns a PPC grade, a number from 1 to 10. Class 1 represents an exemplary fire suppression program, and Class 10 indicates that the area's fire suppression program does not meet ISO's minimum criteria. Assuming all other factors are equal, the price of property insurance in a community with a good PPC is substantially lower than in a community with a poor PPC.

The FSRS recognizes fire protection features only as they relate to suppression of first alarm structure fires. ISO recognizes the dynamic and comprehensive duties of a community's fire service, and understands the complex decisions a community must make in planning and delivering emergency services. The PPC program evaluates the fire protection for small to average size buildings. Specific properties with a Needed Fire Flow in excess of 3,500 gpm are evaluated separately and assigned an individual PPC grade.

ISO's PPC program evaluates communities according to a uniform set of criteria, incorporating nationally recognized standards developed by the National Fire Protection Association and American Water Works Association. A community's PPC grade depends on the following:

- Needed Fire Flows
- Emergency Communications
- Fire Department
- Water Supply

When ISO develops a split classification for a community, for example, the District’s rating of 02/2Y, the first number is the class that applies to the properties within 2 road miles of the responding fire station and within 1,000 feet of a fire hydrant or alternate water supply. The second number is the class that applies to properties beyond 1,000 feet of a fire hydrant but within 2 road miles of a fire station.

ISO concluded its review of the fire suppression being provided for American Canyon Fire Protection District. The resulting community classification is **Class 02/2Y**.

**Summary of PPC Review:**

<b>FSRS Item</b>	<b>Earned Credit</b>	<b>Credit Available</b>
<b>Emergency Communications</b>		
414. Credit for Emergency Reporting	3.00	3
422. Credit for Telecommunicators	3.96	4
432. Credit for Dispatch Circuits	2.16	3
<b>440. Credit for Emergency Communications</b>	<b>9.12</b>	<b>10</b>
<b>Fire Department</b>		
513. Credit for Engine Companies	5.81	6
523. Credit for Reserve Pumpers	0.09	0.5
532. Credit for Pumper Capacity	3.00	3
549. Credit for Ladder Service	3.67	4
553. Credit for Reserve Ladder and Service Trucks	0.22	0.50
561. Credit for Deployment Analysis	6.20	10
571. Credit for Company Personnel	10.17	15
581. Credit for Training	6.42	9
730. Credit for Operational Considerations	2.00	2
<b>590. Credit for Fire Department</b>	<b>37.58</b>	<b>50</b>

<b>Water Supply</b>		
616. Credit for Supply System	28.93	30
621. Credit for Hydrants	2.99	3
631. Credit for Inspection and Flow Testing	6.40	7
<b>640. Credit for Water Supply</b>	<b>38.32</b>	<b>40</b>
<b>Divergence</b>		
1050: Community	-4.13	--
	4.92	5.50
<b>Total Credit</b>	<b>85.81</b>	<b>105.50</b>

**FISCAL IMPACT**

None

**ATTACHMENTS**

Public Protection Summary Report, Insurance Services Office, Inc.

**Public Protection Classification  
(PPC®)  
Summary Report**

**American Canyon FD**

**California (N)**

**Prepared by**

**Insurance Services Office, Inc.  
1000 Bishops Gate Blvd., Ste. 300  
P.O. Box 5404  
Mt. Laurel, New Jersey 08054-5404  
1-800-444-4554**

**Report Created July 2022  
Effective November 1, 2022**

## Background Information

### Introduction

ISO collects and evaluates information from communities in the United States on their structure fire suppression capabilities. The data is analyzed using our Fire Suppression Rating Schedule (FSRS) and then a Public Protection Classification (PPC®) grade is assigned to the community. The surveys are conducted whenever it appears that there is a possibility of a PPC change. As such, the PPC program provides important, up-to-date information about fire protection services throughout the country.

The FSRS recognizes fire protection features only as they relate to suppression of first alarm structure fires. In many communities, fire suppression may be only a small part of the fire department's overall responsibility. ISO recognizes the dynamic and comprehensive duties of a community's fire service, and understands the complex decisions a community must make in planning and delivering emergency services. However, in developing a community's PPC grade, only features related to reducing property losses from structural fires are evaluated. Multiple alarms, simultaneous incidents and life safety are not considered in this evaluation. The PPC program evaluates the fire protection for small to average size buildings. Specific properties with a Needed Fire Flow in excess of 3,500 gpm are evaluated separately and assigned an individual PPC grade.

A community's investment in fire mitigation is a proven and reliable predictor of future fire losses. Statistical data on insurance losses bears out the relationship between excellent fire protection – as measured by the PPC program – and low fire losses. So, insurance companies use PPC information for marketing, underwriting, and to help establish fair premiums for homeowners and commercial fire insurance. In general, the price of fire insurance in a community with a good PPC grade is substantially lower than in a community with a poor PPC grade, assuming all other factors are equal.

ISO is an independent company that serves insurance companies, communities, fire departments, insurance regulators, and others by providing information about risk. ISO's expert staff collects information about municipal fire suppression efforts in communities throughout the United States. In each of those communities, ISO analyzes the relevant data and assigns a PPC grade – a number from 1 to 10. Class 1 represents an exemplary fire suppression program, and Class 10 indicates that the area's fire suppression program does not meet ISO's minimum criteria.

ISO's PPC program evaluates communities according to a uniform set of criteria, incorporating nationally recognized standards developed by the National Fire Protection Association and the American Water Works Association. A community's PPC grade depends on:

- **Needed Fire Flows**, which are representative building locations used to determine the theoretical amount of water necessary for fire suppression purposes.
- **Emergency Communications**, including emergency reporting, telecommunicators, and dispatching systems.
- **Fire Department**, including equipment, staffing, training, geographic distribution of fire companies, operational considerations, and community risk reduction.
- **Water Supply**, including inspection and flow testing of hydrants, alternative water supply operations, and a careful evaluation of the amount of available water compared with the amount needed to suppress fires up to 3,500 gpm.

## Data Collection and Analysis

ISO has evaluated and classified over 39,000 fire protection areas across the United States using its FSRS. A combination of meetings between trained ISO field representatives and the dispatch center coordinator, community fire official, and water superintendent is used in conjunction with a comprehensive questionnaire to collect the data necessary to determine the PPC grade. In order for a community to obtain a grade better than a Class 9, three elements of fire suppression features are reviewed. These three elements are Emergency Communications, Fire Department, and Water Supply.

A review of the **Emergency Communications** accounts for 10% of the total classification. This section is weighted at **10 points**, as follows:

- Emergency Reporting 3 points
- Telecommunicators 4 points
- Dispatch Circuits 3 points

A review of the **Fire Department** accounts for 50% of the total classification. ISO focuses on a fire department's first alarm response and initial attack to minimize potential loss. The fire department section is weighted at **50 points**, as follows:

- Engine Companies 6 points
- Reserve Pumpers 0.5 points
- Pump Capacity 3 points
- Ladder/Service Companies 4 points
- Reserve Ladder/Service Trucks 0.5 points
- Deployment Analysis 10 points
- Company Personnel 15 points
- Training 9 points
- Operational considerations 2 points
- Community Risk Reduction 5.5 points (in addition to the 50 points above)

A review of the **Water Supply** system accounts for 40% of the total classification. ISO reviews the water supply a community uses to determine the adequacy for fire suppression purposes. The water supply system is weighted at **40 points**, as follows:

- Credit for Supply System 30 points
- Hydrant Size, Type & Installation 3 points
- Inspection & Flow Testing of Hydrants 7 points

There is one additional factor considered in calculating the final score – **Divergence**.

Even the best fire department will be less than fully effective if it has an inadequate water supply. Similarly, even a superior water supply will be less than fully effective if the fire department lacks the equipment or personnel to use the water. The FSRs score is subject to modification by a divergence factor, which recognizes disparity between the effectiveness of the fire department and the water supply.

The Divergence factor mathematically reduces the score based upon the relative difference between the fire department and water supply scores. The factor is introduced in the final equation.

### **PPC Grade**

The PPC grade assigned to the community will depend on the community's score on a 100-point scale:

<b>PPC</b>	<b>Points</b>
1	90.00 or more
2	80.00 to 89.99
3	70.00 to 79.99
4	60.00 to 69.99
5	50.00 to 59.99
6	40.00 to 49.99
7	30.00 to 39.99
8	20.00 to 29.99
9	10.00 to 19.99
10	0.00 to 9.99

The classification numbers are interpreted as follows:

- Class 1 through (and including) Class 8 represents a fire suppression system that includes an FSRs creditable dispatch center, fire department, and water supply.
- Class 8B is a special classification that recognizes a superior level of fire protection in otherwise Class 9 areas. It is designed to represent a fire protection delivery system that is superior except for a lack of a water supply system capable of the minimum FSRs fire flow criteria of 250 gpm for 2 hours.
- Class 9 is a fire suppression system that includes a creditable dispatch center, fire department but no FSRs creditable water supply.
- Class 10 does not meet minimum FSRs criteria for recognition, including areas that are beyond five road miles of a recognized fire station.

## New PPC program changes effective July 1, 2014

We have revised the PPC program to capture the effects of enhanced fire protection capabilities that reduce fire loss and fire severity in Split Class 9 and Split Class 8B areas (as outlined below). This new structure benefits the fire service, community, and property owner.

### New classifications

Through ongoing research and loss experience analysis, we identified additional differentiation in fire loss experience within our PPC program, which resulted in the revised classifications. We based the differing fire loss experience on the fire suppression capabilities of each community. The new PPC classes will improve the predictive value for insurers while benefiting both commercial and residential property owners. Here are the new classifications and what they mean.

### Split classifications

When we develop a split classification for a community — for example 5/9 — the first number is the class that applies to properties within 5 road miles of the responding fire station and 1,000 feet of a creditable water supply, such as a fire hydrant, suction point, or dry hydrant. The second number is the class that applies to properties within 5 road miles of a fire station but beyond 1,000 feet of a creditable water supply. We have revised the classification to reflect more precisely the risk of loss in a community, replacing Class 9 and 8B in the second part of a split classification with revised designations.

### What's changed with the new classifications?

We've published the new classifications as "X" and "Y" — formerly the "9" and "8B" portion of the split classification, respectively. For example:

- A community currently displayed as a split 6/9 classification will now be a split 6/6X classification; with the "6X" denoting what was formerly classified as "9".
- Similarly, a community currently graded as a split 6/8B classification will now be a split 6/6Y classification, the "6Y" denoting what was formerly classified as "8B".
- Communities graded with single "9" or "8B" classifications will remain intact.

Prior Classification	New Classification
1/9	1/1X
2/9	2/2X
3/9	3/3X
4/9	4/4X
5/9	5/5X
6/9	6/6X
7/9	7/7X
8/9	8/8X
9	9

Prior Classification	New Classification
1/8B	1/1Y
2/8B	2/2Y
3/8B	3/3Y
4/8B	4/4Y
5/8B	5/5Y
6/8B	6/6Y
7/8B	7/7Y
8/8B	8/8Y
8B	8B

### **What's changed?**

As you can see, we're still maintaining split classes, but it's how we represent them to insurers that's changed. The new designations reflect a reduction in fire severity and loss and have the potential to reduce property insurance premiums.

### **Benefits of the revised split class designations**

- To the fire service, the revised designations identify enhanced fire suppression capabilities used throughout the fire protection area
- To the community, the new classes reward a community's fire suppression efforts by showing a more reflective designation
- To the individual property owner, the revisions offer the potential for decreased property insurance premiums

### **New water class**

Our data also shows that risks located more than 5 but less than 7 road miles from a responding fire station with a creditable water source within 1,000 feet had better loss experience than those farther than 5 road miles from a responding fire station with no creditable water source. We've introduced a new classification — 10W — to recognize the reduced loss potential of such properties.

### **What's changed with Class 10W?**

Class 10W is property-specific. Not all properties in the 5-to-7-mile area around the responding fire station will qualify. The difference between Class 10 and 10W is that the 10W-graded risk or property is within 1,000 feet of a creditable water supply. Creditable water supplies include fire protection systems using hauled water in any of the split classification areas.

### **What's the benefit of Class 10W?**

10W gives credit to risks within 5 to 7 road miles of the responding fire station and within 1,000 feet of a creditable water supply. That's reflective of the potential for reduced property insurance premiums.

### **What does the fire chief have to do?**

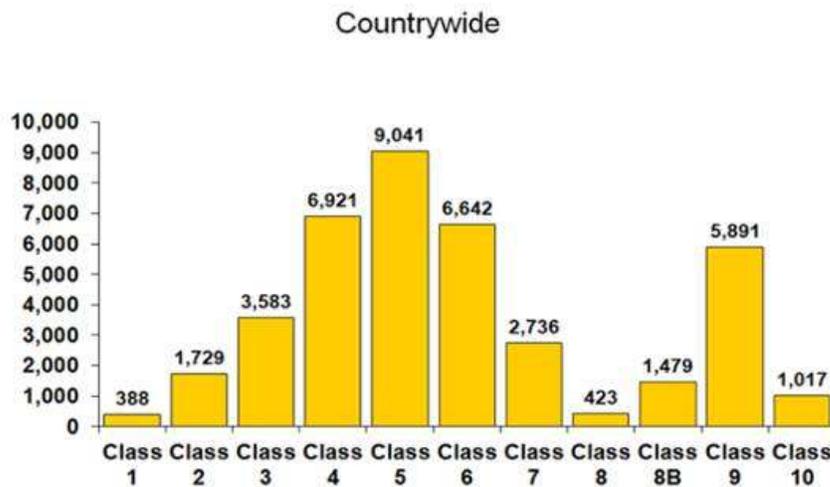
Fire chiefs don't have to do anything at all. The revised classifications went in place automatically effective July 1, 2014 (July 1, 2015 for Texas).

### **What if I have additional questions?**

Feel free to contact ISO at 800.444.4554 or email us at [PPC-Cust-Serv@iso.com](mailto:PPC-Cust-Serv@iso.com).

## Distribution of PPC Grades

The 2020 published countrywide distribution of communities by the PPC grade is as follows:



## Assistance

The PPC program offers help to communities, fire departments, and other public officials as they plan for, budget, and justify improvements. ISO is also available to assist in the understanding of the details of this evaluation.

The PPC program representatives can be reached by telephone at (800) 444-4554. The technical specialists at this telephone number have access to the details of this evaluation and can effectively speak with you about your questions regarding the PPC program. What's more, we can be reached via the internet at [www.isomitigation.com/talk/](http://www.isomitigation.com/talk/).

We also have a website dedicated to our Community Hazard Mitigation Classification programs at [www.isomitigation.com](http://www.isomitigation.com). Here, fire chiefs, building code officials, community leaders and other interested citizens can access a wealth of data describing the criteria used in evaluating how cities and towns are protecting residents from fire and other natural hazards. This website will allow you to learn more about the PPC program. The website provides important background information, insights about the PPC grading processes and technical documents. ISO is also pleased to offer Fire Chiefs Online — a special, secured website with information and features that can help improve your PPC grade, including a list of the Needed Fire Flows for all the commercial occupancies ISO has on file for your community. Visitors to the site can download information, see statistical results and also contact ISO for assistance.

In addition, on-line access to the FSRS and its commentaries is available to registered customers for a fee. However, fire chiefs and community chief administrative officials are given access privileges to this information without charge.

To become a registered fire chief or community chief administrative official, register at [www.isomitigation.com](http://www.isomitigation.com).

## PPC Review

ISO concluded its review of the fire suppression features being provided for American Canyon FD. The resulting community classification is **Class 02/2Y**.

If the classification is a single class, the classification applies to properties with a Needed Fire Flow of 3,500 gpm or less in the community. If the classification is a split class (e.g., 6/XX):

- The first class (e.g., “6” in a 6/XX) applies to properties within 5 road miles of a recognized fire station and within 1,000 feet of a fire hydrant or alternate water supply.
- The second class (XX or XY) applies to properties beyond 1,000 feet of a fire hydrant but within 5 road miles of a recognized fire station.
- Alternative Water Supply: The first class (e.g., “6” in a 6/10) applies to properties within 5 road miles of a recognized fire station with no hydrant distance requirement.
- Class 10 applies to properties over 5 road miles of a recognized fire station.
- Class 10W applies to properties within 5 to 7 road miles of a recognized fire station with a recognized water supply within 1,000 feet.
- Specific properties with a Needed Fire Flow in excess of 3,500 gpm are evaluated separately and assigned an individual classification.

FSRS Feature	Earned Credit	Credit Available
<b>Emergency Communications</b>		
414. Credit for Emergency Reporting	3.00	3
422. Credit for Telecommunicators	3.96	4
432. Credit for Dispatch Circuits	2.16	3
<b>440. Credit for Emergency Communications</b>	<b>9.12</b>	<b>10</b>
<b>Fire Department</b>		
513. Credit for Engine Companies	5.81	6
523. Credit for Reserve Pumpers	0.09	0.50
532. Credit for Pump Capacity	3.00	3
549. Credit for Ladder Service	3.67	4
553. Credit for Reserve Ladder and Service Trucks	0.22	0.50
561. Credit for Deployment Analysis	6.20	10
571. Credit for Company Personnel	10.17	15
581. Credit for Training	6.42	9
730. Credit for Operational Considerations	2.00	2
<b>590. Credit for Fire Department</b>	<b>37.58</b>	<b>50</b>
<b>Water Supply</b>		
616. Credit for Supply System	28.93	30
621. Credit for Hydrants	2.99	3
631. Credit for Inspection and Flow Testing	6.40	7
<b>640. Credit for Water Supply</b>	<b>38.32</b>	<b>40</b>
<b>Divergence</b>	<b>-4.13</b>	<b>--</b>
<b>1050. Community Risk Reduction</b>	<b>4.92</b>	<b>5.50</b>
<b>Total Credit</b>	<b>85.81</b>	<b>105.50</b>

## **Emergency Communications**

Ten percent of a community's overall score is based on how well the communications center receives and dispatches fire alarms. Our field representative evaluated:

- Communications facilities provided for the general public to report structure fires
- Enhanced 9-1-1 Telephone Service including wireless
- Computer-aided dispatch (CAD) facilities
- Alarm receipt and processing at the communication center
- Training and certification of telecommunicators
- Facilities used to dispatch fire department companies to reported structure fires

	<b>Earned Credit</b>	<b>Credit Available</b>
414. Credit Emergency Reporting	<b>3.00</b>	3
422. Credit for Telecommunicators	<b>3.96</b>	4
432. Credit for Dispatch Circuits	<b>2.16</b>	3
<b>Item 440. Credit for Emergency Communications:</b>	<b>9.12</b>	<b>10</b>

### **Item 414 - Credit for Emergency Reporting (3 points)**

The first item reviewed is Item 414 "Credit for Emergency Reporting (CER)". This item reviews the emergency communication center facilities provided for the public to report fires including 911 systems (Basic or Enhanced), Wireless Phase I and Phase II, Voice over Internet Protocol, Computer Aided Dispatch and Geographic Information Systems for automatic vehicle location. ISO uses National Fire Protection Association (NFPA) 1221, *Standard for the Installation, Maintenance and Use of Emergency Services Communications Systems* as the reference for this section.

<b>Item 410. Emergency Reporting (CER)</b>	<b>Earned Credit</b>	<b>Credit Available</b>
<p><b>A./B. Basic 9-1-1, Enhanced 9-1-1 or No 9-1-1</b></p> <p>For maximum credit, there should be an Enhanced 9-1-1 system, Basic 9-1-1 and No 9-1-1 will receive partial credit.</p>	<b>20.00</b>	<b>20</b>
<p><b>1. E9-1-1 Wireless</b></p> <p>Wireless Phase I using Static ALI (automatic location identification) Functionality (10 points); Wireless Phase II using Dynamic ALI Functionality (15 points); Both available will be 25 points</p>	<b>25.00</b>	<b>25</b>
<p><b>2. E9-1-1 Voice over Internet Protocol (VoIP)</b></p> <p>Static VoIP using Static ALI Functionality (10 points); Nomadic VoIP using Dynamic ALI Functionality (15 points); Both available will be 25 points</p>	<b>25.00</b>	<b>25</b>
<p><b>3. Computer Aided Dispatch</b></p> <p>Basic CAD (5 points); CAD with Management Information System (5 points); CAD with Interoperability (5 points)</p>	<b>15.00</b>	<b>15</b>
<p><b>4. Geographic Information System (GIS/AVL)</b></p> <p><u>The PSAP uses</u> a fully integrated CAD/GIS management system with automatic vehicle location (AVL) integrated with a CAD system providing dispatch assignments.</p> <p>The individual fire departments being dispatched <u>do not</u> need GIS/AVL capability to obtain this credit.</p>	<b>15.00</b>	<b>15</b>
<p><b>Review of Emergency Reporting total:</b></p>	<b>100.00</b>	<b>100</b>

**Item 422- Credit for Telecommunicators (4 points)**

The second item reviewed is Item 422 “Credit for Telecommunicators (TC)”. This item reviews the number of Telecommunicators on duty at the center to handle fire calls and other emergencies. All emergency calls including those calls that do not require fire department action are reviewed to determine the proper staffing to answer emergency calls and dispatch the appropriate emergency response. The 2013 Edition of NFPA 1221, *Standard for the Installation, Maintenance and Use of Emergency Services Communications Systems*, recommends that ninety-five percent of emergency calls shall be answered within 15 seconds and ninety-nine percent of emergency calls shall be answered within 40 seconds. In addition, NFPA recommends that eighty percent of emergency alarm processing shall be completed within 60 seconds and ninety-five percent of alarm processing shall be completed within 106 seconds of answering the call.

To receive full credit for operators on duty, ISO must review documentation to show that the communication center meets NFPA 1221 call answering and dispatch time performance measurement standards. This documentation may be in the form of performance statistics or other performance measurements compiled by the 9-1-1 software or other software programs that are currently in use such as Computer Aided Dispatch (CAD) or Management Information System (MIS).

<b>Item 420. Telecommunicators (CTC)</b>	<b>Earned Credit</b>	<b>Credit Available</b>
<p><b>A1. Alarm Receipt (AR)</b></p> <p>Receipt of alarms shall meet the requirements in accordance with the criteria of NFPA 1221</p>	<b>20.00</b>	<b>20</b>
<p><b>A2. Alarm Processing (AP)</b></p> <p>Processing of alarms shall meet the requirements in accordance with the criteria of NFPA 1221</p>	<b>18.99</b>	<b>20</b>
<p><b>B. Emergency Dispatch Protocols (EDP)</b></p> <p>Telecommunicators have emergency dispatch protocols (EDP) containing questions and a decision-support process to facilitate correct call categorization and prioritization.</p>	<b>20.00</b>	<b>20</b>
<p><b>C. Telecommunicator Training and Certification (TTC)</b></p> <p>Telecommunicators meet the qualification requirements referenced in NFPA 1061, <i>Standard for Professional Qualifications for Public Safety Telecommunicator</i>, and/or the Association of Public-Safety Communications Officials - International (APCO) <i>Project 33</i>. Telecommunicators are certified in the knowledge, skills, and abilities corresponding to their job functions.</p>	<b>20.00</b>	<b>20</b>
<p><b>D. Telecommunicator Continuing Education and Quality Assurance (TQA)</b></p> <p>Telecommunicators participate in continuing education and/or in-service training and quality-assurance programs as appropriate for their positions</p>	<b>20.00</b>	<b>20</b>
<p><b>Review of Telecommunicators total:</b></p>	<b>98.99</b>	<b>100</b>

### **Item 432 - Credit for Dispatch Circuits (3 points)**

The third item reviewed is Item 432 “Credit for Dispatch Circuits (CDC)”. This item reviews the dispatch circuit facilities used to transmit alarms to fire department members. A “Dispatch Circuit” is defined in NFPA 1221 as “A circuit over which an alarm is transmitted from the communications center to an emergency response facility (ERF) or emergency response units (ERUs) to notify ERUs to respond to an emergency”. All fire departments (except single fire station departments with full-time firefighter personnel receiving alarms directly at the fire station) need adequate means of notifying all firefighter personnel of the location of reported structure fires. The dispatch circuit facilities should be in accordance with the general criteria of NFPA 1221. “Alarms” are defined in this Standard as “A signal or message from a person or device indicating the existence of an emergency or other situation that requires action by an emergency response agency”.

There are two different levels of dispatch circuit facilities provided for in the Standard – a primary dispatch circuit and a secondary dispatch circuit. In jurisdictions that receive 730 alarms or more per year (average of two alarms per 24-hour period), two separate and dedicated dispatch circuits, a primary and a secondary, are needed. In jurisdictions receiving fewer than 730 alarms per year, a second dedicated dispatch circuit is not needed. Dispatch circuit facilities installed but not used or tested (in accordance with the NFPA Standard) receive no credit.

The score for Credit for Dispatch Circuits (CDC) is influenced by monitoring for integrity of the primary dispatch circuit. There are up to 0.90 points available for this Item. Monitoring for integrity involves installing automatic systems that will detect faults and failures and send visual and audible indications to appropriate communications center (or dispatch center) personnel. ISO uses NFPA 1221 to guide the evaluation of this item. ISO's evaluation also includes a review of the communication system's emergency power supplies.

### **Item 432 “Credit for Dispatch Circuits (CDC)” = 2.16 points**

## **Fire Department**

Fifty percent of a community's overall score is based upon the fire department's structure fire suppression system. ISO's field representative evaluated:

- Engine and ladder/service vehicles including reserve apparatus
- Equipment carried
- Response to reported structure fires
- Deployment analysis of companies
- Available and/or responding firefighters
- Training

	<b>Earned Credit</b>	<b>Credit Available</b>
513. Credit for Engine Companies	<b>5.81</b>	6
523. Credit for Reserve Pumpers	<b>0.09</b>	0.5
532. Credit for Pumper Capacity	<b>3.00</b>	3
549. Credit for Ladder Service	<b>3.67</b>	4
553. Credit for Reserve Ladder and Service Trucks	<b>0.22</b>	0.5
561. Credit for Deployment Analysis	<b>6.20</b>	10
571. Credit for Company Personnel	<b>10.17</b>	15
581. Credit for Training	<b>6.42</b>	9
730. Credit for Operational Considerations	<b>2.00</b>	2
<b>Item 590. Credit for Fire Department:</b>	<b>37.58</b>	<b>50</b>

## **Basic Fire Flow**

The Basic Fire Flow for the community is determined by the review of the Needed Fire Flows for selected buildings in the community. The fifth largest Needed Fire Flow is determined to be the Basic Fire Flow. The Basic Fire Flow has been determined to be 3500 gpm.

### **Item 513 - Credit for Engine Companies (6 points)**

The first item reviewed is Item 513 "Credit for Engine Companies (CEC)". This item reviews the number of engine companies, their pump capacity, hose testing, pump testing and the equipment carried on the in-service pumpers. To be recognized, pumper apparatus must meet the general criteria of NFPA 1901, *Standard for Automotive Fire Apparatus* which include a minimum 250 gpm pump, an emergency warning system, a 300 gallon water tank, and hose. At least 1 apparatus must have a permanently mounted pump rated at 750 gpm or more at 150 psi.

The review of the number of needed pumpers considers the response distance to built-upon areas; the Basic Fire Flow; and the method of operation. Multiple alarms, simultaneous incidents, and life safety are not considered.

The greatest value of A, B, or C below is needed in the fire district to suppress fires in structures with a Needed Fire Flow of 3,500 gpm or less: **3 engine companies**

- a) **2 engine companies** to provide fire suppression services to areas to meet NFPA 1710 criteria or within 1½ miles.
- b) **3 engine companies** to support a Basic Fire Flow of 3500 gpm.
- c) **3 engine companies** based upon the fire department's method of operation to provide a minimum two engine response to all first alarm structure fires.

The FSRS recognizes that there are **3 engine companies** in service.

The FSRS also reviews Automatic Aid. Automatic Aid is considered in the review as assistance dispatched automatically by contractual agreement between two communities or fire districts. That differs from mutual aid or assistance arranged case by case. ISO will recognize an Automatic Aid plan under the following conditions:

- It must be prearranged for first alarm response according to a definite plan. It is preferable to have a written agreement, but ISO may recognize demonstrated performance.
- The aid must be dispatched to all reported structure fires on the initial alarm.
- The aid must be provided 24 hours a day, 365 days a year.

FSRS Item 512.D "Automatic Aid Engine Companies" responding on first alarm and meeting the needs of the city for basic fire flow and/or distribution of companies are factored based upon the value of the Automatic Aid plan (up to 1.00 can be used as the factor). The Automatic Aid factor is determined by a review of the Automatic Aid provider's communication facilities, how they receive alarms from the graded area, inter-department training between fire departments, and the fire ground communications capability between departments.

For each engine company, the credited Pump Capacity (PC), the Hose Carried (HC), the Equipment Carried (EC) all contribute to the calculation for the percent of credit the FSRS provides to that engine company.

**Item 513 "Credit for Engine Companies (CEC)" = 5.81 points**

### **Item 523 - Credit for Reserve Pumpers (0.50 points)**

The item is Item 523 “Credit for Reserve Pumpers (CRP)”. This item reviews the number and adequacy of the pumpers and their equipment. The number of needed reserve pumpers is 1 for each 8 needed engine companies determined in Item 513, or any fraction thereof.

**Item 523 “Credit for Reserve Pumpers (CRP)” = 0.09 points**

### **Item 532 – Credit for Pumper Capacity (3 points)**

The next item reviewed is Item 532 “Credit for Pumper Capacity (CPC)”. The total pump capacity available should be sufficient for the Basic Fire Flow of 3500 gpm. The maximum needed pump capacity credited is the Basic Fire Flow of the community.

**Item 532 “Credit for Pumper Capacity (CPC)” = 3.00 points**

### **Item 549 – Credit for Ladder Service (4 points)**

The next item reviewed is Item 549 “Credit for Ladder Service (CLS)”. This item reviews the number of response areas within the city with 5 buildings that are 3 or more stories or 35 feet or more in height, or with 5 buildings that have a Needed Fire Flow greater than 3,500 gpm, or any combination of these criteria. The height of all buildings in the city, including those protected by automatic sprinklers, is considered when determining the number of needed ladder companies. Response areas not needing a ladder company should have a service company. Ladders, tools and equipment normally carried on ladder trucks are needed not only for ladder operations but also for forcible entry, ventilation, salvage, overhaul, lighting and utility control.

The number of ladder or service companies, the height of the aerial ladder, aerial ladder testing and the equipment carried on the in-service ladder trucks and service trucks is compared with the number of needed ladder trucks and service trucks and an FSRS equipment list. Ladder trucks must meet the general criteria of NFPA 1901, *Standard for Automotive Fire Apparatus* to be recognized.

The number of needed ladder-service trucks is dependent upon the number of buildings 3 stories or 35 feet or more in height, buildings with a Needed Fire Flow greater than 3,500 gpm, and the method of operation.

The FSRS recognizes that there are **1 ladder companies** in service. These companies are needed to provide fire suppression services to areas to meet NFPA 1710 criteria or within 2½ miles and the number of buildings with a Needed Fire Flow over 3,500 gpm or 3 stories or more in height, or the method of operation.

The FSRS recognizes that there are **0 service companies** in service.

**Item 549 “Credit for Ladder Service (CLS)” = 3.67 points**

### **Item 553 – Credit for Reserve Ladder and Service Trucks (0.50 points)**

The next item reviewed is Item 553 “Credit for Reserve Ladder and Service Trucks (CRLS)”. This item considers the adequacy of ladder and service apparatus when one (or more in larger communities) of these apparatus are out of service. The number of needed reserve ladder and service trucks is 1 for each 8 needed ladder and service companies that were determined to be needed in Item 540, or any fraction thereof.

**Item 553 “Credit for Reserve Ladder and Service Trucks (CRLS)” = 0.22 points**

### **Item 561 – Deployment Analysis (10 points)**

Next, Item 561 “Deployment Analysis (DA)” is reviewed. This Item examines the number and adequacy of existing engine and ladder-service companies to cover built-upon areas of the city.

To determine the Credit for Distribution, first the Existing Engine Company (EC) points and the Existing Engine Companies (EE) determined in Item 513 are considered along with Ladder Company Equipment (LCE) points, Service Company Equipment (SCE) points, Engine-Ladder Company Equipment (ELCE) points, and Engine-Service Company Equipment (ESCE) points determined in Item 549.

Secondly, as an alternative to determining the number of needed engine and ladder/service companies through the road-mile analysis, a fire protection area may use the results of a systematic performance evaluation. This type of evaluation analyzes computer-aided dispatch (CAD) history to demonstrate that, with its current deployment of companies, the fire department meets the time constraints for initial arriving engine and initial full alarm assignment in accordance with the general criteria of in NFPA 1710, *Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Career Fire Departments*.

A determination is made of the percentage of built upon area within 1½ miles of a first-due engine company and within 2½ miles of a first-due ladder-service company.

**Item 561 “Credit Deployment Analysis (DA)” = 6.20 points**

### **Item 571 – Credit for Company Personnel (15 points)**

Item 571 “Credit for Company Personnel (CCP)” reviews the average number of existing firefighters and company officers available to respond to reported first alarm structure fires in the city.

The on-duty strength is determined by the yearly average of total firefighters and company officers on-duty considering vacations, sick leave, holidays, “Kelley” days and other absences. When a fire department operates under a minimum staffing policy, this may be used in lieu of determining the yearly average of on-duty company personnel.

Firefighters on apparatus not credited under Items 513 and 549 that regularly respond to reported first alarms to aid engine, ladder, and service companies are included in this item as increasing the total company strength.

Firefighters staffing ambulances or other units serving the general public are credited if they participate in fire-fighting operations, the number depending upon the extent to which they are available and are used for response to first alarms of fire.

On-Call members are credited on the basis of the average number staffing apparatus on first alarms. Off-shift career firefighters and company officers responding on first alarms are considered on the same basis as on-call personnel. For personnel not normally at the fire station, the number of responding firefighters and company officers is divided by 3 to reflect the time needed to assemble at the fire scene and the reduced ability to act as a team due to the various arrival times at the fire location when compared to the personnel on-duty at the fire station during the receipt of an alarm.

The number of Public Safety Officers who are positioned in emergency vehicles within the jurisdiction boundaries may be credited based on availability to respond to first alarm structure fires. In recognition of this increased response capability the number of responding Public Safety Officers is divided by 2.

The average number of firefighters and company officers responding with those companies credited as Automatic Aid under Items 513 and 549 are considered for either on-duty or on-call company personnel as is appropriate. The actual number is calculated as the average number of company personnel responding multiplied by the value of AA Plan determined in Item 512.D.

The maximum creditable response of on-duty and on-call firefighters is 12, including company officers, for each existing engine and ladder company and 6 for each existing service company.

Chief Officers are not creditable except when more than one chief officer responds to alarms; then extra chief officers may be credited as firefighters if they perform company duties.

The FSRs recognizes **6.48 on-duty personnel** and an average of **0.00 on-call personnel** responding on first alarm structure fires.

**Item 571 “Credit for Company Personnel (CCP)” = 10.17 points**

**Item 581 – Credit for Training (9 points)**

<b>Training</b>	<b>Earned Credit</b>	<b>Credit Available</b>
<p><b>A. Facilities, and Use</b></p> <p>For maximum credit, each firefighter should receive 18 hours per year in structure fire related subjects as outlined in NFPA 1001.</p>	<b>10.00</b>	<b>35</b>
<p><b>B. Company Training</b></p> <p>For maximum credit, each firefighter should receive 16 hours per month in structure fire related subjects as outlined in NFPA 1001.</p>	<b>21.88</b>	<b>25</b>
<p><b>C. Classes for Officers</b></p> <p>For maximum credit, each officer should be certified in accordance with the general criteria of NFPA 1021. Additionally, each officer should receive 12 hours of continuing education on or off site.</p>	<b>12.00</b>	<b>12</b>
<p><b>D. New Driver and Operator Training</b></p> <p>For maximum credit, each new driver and operator should receive 60 hours of driver/operator training per year in accordance with NFPA 1002 and NFPA 1451.</p>	<b>5.00</b>	<b>5</b>
<p><b>E. Existing Driver and Operator Training</b></p> <p>For maximum credit, each existing driver and operator should receive 12 hours of driver/operator training per year in accordance with NFPA 1002 and NFPA 1451.</p>	<b>5.00</b>	<b>5</b>
<p><b>F. Training on Hazardous Materials</b></p> <p>For maximum credit, each firefighter should receive 6 hours of training for incidents involving hazardous materials in accordance with NFPA 472.</p>	<b>1.00</b>	<b>1</b>
<p><b>G. Recruit Training</b></p> <p>For maximum credit, each firefighter should receive 240 hours of structure fire related training in accordance with NFPA 1001 within the first year of employment or tenure.</p>	<b>5.00</b>	<b>5</b>
<p><b>H. Pre-Fire Planning Inspections</b></p> <p>For maximum credit, pre-fire planning inspections of each commercial, industrial, institutional, and other similar type building (all buildings except 1-4 family dwellings) should be made annually by company members. Records of inspections should include up-to date notes and sketches.</p>	<b>11.40</b>	<b>12</b>

**Item 580 “Credit for Training (CT)” = 6.42 points**

**Item 730 – Operational Considerations (2 points)**

Item 730 “Credit for Operational Considerations (COC)” evaluates fire department standard operating procedures and incident management systems for emergency operations involving structure fires.

<b>Operational Considerations</b>	<b>Earned Credit</b>	<b>Credit Available</b>
<b>Standard Operating Procedures</b> The department should have established SOPs for fire department general emergency operations	<b>50</b>	<b>50</b>
<b>Incident Management Systems</b> The department should use an established incident management system (IMS)	<b>50</b>	<b>50</b>
<b>Operational Considerations total:</b>	<b>100</b>	<b>100</b>

**Item 730 “Credit for Operational Considerations (COC)” = 2.00 points**

**Water Supply**

Forty percent of a community's overall score is based on the adequacy of the water supply system. The ISO field representative evaluated:

- the capability of the water distribution system to meet the Needed Fire Flows at selected locations up to 3,500 gpm.
- size, type and installation of fire hydrants.
- inspection and flow testing of fire hydrants.

	<b>Earned Credit</b>	<b>Credit Available</b>
616. Credit for Supply System	<b>28.93</b>	30
621. Credit for Hydrants	<b>2.99</b>	3
631. Credit for Inspection and Flow Testing	<b>6.40</b>	7
<b>Item 640. Credit for Water Supply:</b>	<b>38.32</b>	<b>40</b>

### **Item 616 – Credit for Supply System (30 points)**

The first item reviewed is Item 616 “Credit for Supply System (CSS)”. This item reviews the rate of flow that can be credited at each of the Needed Fire Flow test locations considering the supply works capacity, the main capacity and the hydrant distribution. The lowest flow rate of these items is credited for each representative location. A water system capable of delivering 250 gpm or more for a period of two hours plus consumption at the maximum daily rate at the fire location is considered minimum in the ISO review.

Where there are 2 or more systems or services distributing water at the same location, credit is given on the basis of the joint protection provided by all systems and services available.

The supply works capacity is calculated for each representative Needed Fire Flow test location, considering a variety of water supply sources. These include public water supplies, emergency supplies (usually accessed from neighboring water systems), suction supplies (usually evidenced by dry hydrant installations near a river, lake or other body of water), and supplies developed by a fire department using large diameter hose or vehicles to shuttle water from a source of supply to a fire site. The result is expressed in gallons per minute (gpm).

The normal ability of the distribution system to deliver Needed Fire Flows at the selected building locations is reviewed. The results of a flow test at a representative test location will indicate the ability of the water mains (or fire department in the case of fire department supplies) to carry water to that location.

The hydrant distribution is reviewed within 1,000 feet of representative test locations measured as hose can be laid by apparatus.

For maximum credit, the Needed Fire Flows should be available at each location in the district. Needed Fire Flows of 2,500 gpm or less should be available for 2 hours; and Needed Fire Flows of 3,000 and 3,500 gpm should be obtainable for 3 hours.

### **Item 616 “Credit for Supply System (CSS)” = 28.93 points**

**Item 621 – Credit for Hydrants (3 points)**

The second item reviewed is Item 621 “Credit for Hydrants (CH)”. This item reviews the number of fire hydrants of each type compared with the total number of hydrants.

There are a total of 850 hydrants in the graded area.

<b>620. Hydrants, - Size, Type and Installation</b>	<b>Number of Hydrants</b>
<b>A. With a 6 -inch or larger branch and a pumper outlet with or without 2½ -inch outlets</b>	<b>848</b>
<b>B. With a 6 -inch or larger branch and no pumper outlet but two or more 2½ -inch outlets, or with a small foot valve, or with a small barrel</b>	<b>0</b>
<b>C./D. With only a 2½ -inch outlet or with less than a 6 -inch branch</b>	<b>2</b>
<b>E./F. Flush Type, Cistern, or Suction Point</b>	<b>0</b>

**Item 621 “Credit for Hydrants (CH)” = 2.99 points**

**Item 630 – Credit for Inspection and Flow Testing (7 points)**

The third item reviewed is Item 630 “Credit for Inspection and Flow Testing (CIT)”. This item reviews the fire hydrant inspection frequency, and the completeness of the inspections. Inspection of hydrants should be in accordance with AWWA M-17, *Installation, Field Testing and Maintenance of Fire Hydrants*.

**Frequency of Inspection (FI):** Average interval between the 3 most recent inspections.

<b>Frequency</b>	<b>Points</b>
1 year	30
2 years	20
3 years	10
4 years	5
5 years or more	No Credit

**Note:** The points for inspection frequency are reduced by 10 points if the inspections are incomplete or do not include a flushing program. An additional reduction of 10 points are made if hydrants are not subjected to full system pressure during inspections. If the inspection of cisterns or suction points does not include actual drafting with a pumper, or back-flushing for dry hydrants, 20 points are deducted.

**Total points for Inspections = 4.00 points**

**Frequency of Fire Flow Testing (FF):** Average interval between the 3 most recent inspections.

<b>Frequency</b>	<b>Points</b>
5 years	40
6 years	30
7 years	20
8 years	10
9 years	5
10 years or more	No Credit

**Total points for Fire Flow Testing = 2.40 points**

**Item 631 “Credit for Inspection and Fire Flow Testing (CIT)” = 6.40 points**

**Divergence = -4.13**

The Divergence factor mathematically reduces the score based upon the relative difference between the fire department and water supply scores. The factor is introduced in the final equation.

**Community Risk Reduction**

	<b>Earned Credit</b>	<b>Credit Available</b>
1025. Credit for Fire Prevention and Code Enforcement (CPCE)	<b>1.89</b>	2.2
1033. Credit for Public Fire Safety Education (CFSE)	<b>1.93</b>	2.2
1044. Credit for Fire Investigation Programs (CIP)	<b>1.10</b>	1.1
<b>Item 1050. Credit for Community Risk Reduction</b>	<b>4.92</b>	<b>5.50</b>

<b>Item 1025 – Credit for Fire Prevention Code Adoption and Enforcement (2.2 points)</b>	<b>Earned Credit</b>	<b>Credit Available</b>
<b>Fire Prevention Code Regulations (PCR)</b> Evaluation of fire prevention code regulations in effect.	<b>10.00</b>	<b>10</b>
<b>Fire Prevention Staffing (PS)</b> Evaluation of staffing for fire prevention activities.	<b>4.80</b>	<b>8</b>
<b>Fire Prevention Certification and Training (PCT)</b> Evaluation of the certification and training of fire prevention code enforcement personnel.	<b>4.00</b>	<b>6</b>
<b>Fire Prevention Programs (PCP)</b> Evaluation of fire prevention programs.	<b>15.50</b>	<b>16</b>
<b>Review of Fire Prevention Code and Enforcement (CPCE) subtotal:</b>	<b>34.30</b>	<b>40</b>

<b>Item 1033 – Credit for Public Fire Safety Education (2.2 points)</b>	<b>Earned Credit</b>	<b>Credit Available</b>
<b>Public Fire Safety Educators Qualifications and Training (FSQT)</b> Evaluation of public fire safety education personnel training and qualification as specified by the authority having jurisdiction.	<b>7.00</b>	<b>10</b>
<b>Public Fire Safety Education Programs (FSP)</b> Evaluation of programs for public fire safety education.	<b>28.00</b>	<b>30</b>
<b>Review of Public Safety Education Programs (CFSE) subtotal:</b>	<b>35.00</b>	<b>40</b>

<b>Item 1044 – Credit for Fire Investigation Programs (1.1 points)</b>	<b>Earned Credit</b>	<b>Credit Available</b>
<b>Fire Investigation Organization and Staffing (IOS)</b> Evaluation of organization and staffing for fire investigations.	<b>8.00</b>	<b>8</b>
<b>Fire Investigator Certification and Training (IQT)</b> Evaluation of fire investigator certification and training.	<b>6.00</b>	<b>6</b>
<b>Use of National Fire Incident Reporting System (IRS)</b> Evaluation of the use of the National Fire Incident Reporting System (NFIRS) for the 3 years before the evaluation.	<b>6.00</b>	<b>6</b>
<b>Review of Fire Investigation Programs (CIP) subtotal:</b>	<b>20.00</b>	<b>20</b>

**Summary of PPC Review**  
**for**  
**American Canyon FD**

FSRS Item	Earned Credit	Credit Available
<b>Emergency Communications</b>		
414. Credit for Emergency Reporting	3.00	3
422. Credit for Telecommunicators	3.96	4
432. Credit for Dispatch Circuits	2.16	3
<b>440. Credit for Emergency Communications</b>	<b>9.12</b>	<b>10</b>
<b>Fire Department</b>		
513. Credit for Engine Companies	5.81	6
523. Credit for Reserve Pumpers	0.09	0.5
532. Credit for Pumper Capacity	3.00	3
549. Credit for Ladder Service	3.67	4
553. Credit for Reserve Ladder and Service Trucks	0.22	0.5
561. Credit for Deployment Analysis	6.20	10
571. Credit for Company Personnel	10.17	15
581. Credit for Training	6.42	9
730. Credit for Operational Considerations	2.00	2
<b>590. Credit for Fire Department</b>	<b>37.58</b>	<b>50</b>
<b>Water Supply</b>		
616. Credit for Supply System	28.93	30
621. Credit for Hydrants	2.99	3
631. Credit for Inspection and Flow Testing	6.40	7
<b>640. Credit for Water Supply</b>	<b>38.32</b>	<b>40</b>
<b>Divergence</b>	<b>-4.13</b>	<b>--</b>
<b>1050. Community Risk Reduction</b>	<b>4.92</b>	<b>5.50</b>
<b>Total Credit</b>	<b>85.81</b>	<b>105.5</b>

**Final Community Classification = 02/2Y**