COUNCIL ADMINISTRATIVE REPORT **Department: Foothills Fire Department** TITLE: Safety Codes B2C2 Officer (Term Position)		![Foothills County logo]
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ATTACHMENTS:		

Purpose:

This proposal outlines the recommendation to temporarily reassign a Firefighter to a 6-month term with option to extend, to primarily focus on First Due, developing preplans and launching the community connect module, which are two separate modules in the system that end up working together if there is a call. The project will enhance operational efficiency, provide comprehensive risk assessments, and improve overall preparedness across Foothills Fire Department (FFD) stations and mutual aid partners. The on-call duty officer rotation and operational workload support for the current leadership team will also be additional duties.

Community Connect Module

First Due Community Connect re-imagines the way that residents and business owners can be actively engaged to build their own life-safety profiles in a simple to use online portal - with information to be used alongside First Due data during the time of dispatch.

Pre-Incident Planning Modules within Community Connect

The development of preplans will ensure that all FFD stations and mutual aid partners can access standardized, up-to-date, and actionable response strategies during emergency incidents. This collaborative approach will streamline response times, reduce confusion, and improve safety by providing all personnel with critical information before responding to calls. These preplans will be designed to cater to different incident types, risks, and building types throughout Foothills County. Presently, there are 597 businesses in Foothills County.

Community Connect Details

- **Life Safety**

    - Residents can enter details about their homes – who lives there, and how to contact them during an emergency.

- **Access & Functional Needs Registry**

  - Capture functional needs of residents like medical conditions, mobility concerns, and other critical information to ensure safety and security for every occupant.

- **Pets & Livestock**

  - Ensure no animals are left behind during an emergency. Using Community Connect, residents can enter important information about their pets, including photos and veterinary contact information.

- **Burn Permitting**

  - Residents can apply and your agency can approve a burn permit with just a few clicks. Our fire department presently uses a third-party vendor for burn permit software. We have not renewed our contract with this company from 2022 but still utilize it although it is outdated.

- **Smoke Alarm Installations**

  - Residents can request a smoke alarm test or inspection with ease, taking your community smoke alarm program to the next level.

- **Contact & Occupancy Management**

  - Business owners and managers can enter details about their commercial properties, including building features, business information, and contact information.   Multiple properties can be managed under one account.

- **Access and Utilities**

  - Owners can document building access information, including the locations of elevators, stairwells, key boxes, and utility shutoffs.

- **HAZMAT**

  - Add a note detailing any hazardous materials on premise so crews know before they go.

- **Fire Systems**

  - Document on-premises fire protection systems to assist responders' property awareness and preparedness.

- **Upload Attachments**

  - Business owners can upload attachments with relevant data and images about their property.

- **Schedule Inspections**

  - Schedule an inspection or reinspection directly from Community Connect.

- **Emergency Communications**

- o   Keep our citizens informed during an incident.

- **Data During Response**

  - o   Our crews will have the critical information they need to keep safe during an incident.

- **A Dedicated Website**

  - o   Your own customized home for Community Connect online, built for our organization with a message from our team to our community to inspire continual signups.

- **Content Updates**

  - o   Regular social media content updates highlighting safety topics that resonate with your community.

Further Benefits

1. Fire Underwriting Survey (FUS):

The Fire Underwriting Survey (FUS) studies are critical in determining fire insurance ratings for communities. One of the key factors in meeting these requirements is the development of detailed, accurate pre-plans for various properties and areas. By reassigning a Firefighter to focus on this task, Foothills Fire Department will ensure compliance with FUS standards, which may positively impact the insurance ratings for some Foothills County residents, potentially leading to lower insurance premiums in their community.

2. On-Call Duty Officer

Emergency services are currently provided by the Fire Department on a 24-hour basis. The Fire Department acknowledges the critical nature of providing assistance to the County. The chief staff or leadership team also provide the duty officer support. Duty officers provide an on-call service for the fire department and are obligated to be available to manage a variety of job-related activities and emergencies outside of the "normal organizational working hours." Due to the current gap in the three-week rotation, this term position will also be used to cover the on-call for the two chief staff members, who typically rotate on a one-week on, two-week off schedule.

The Fire Fighter will also be able to fill in for Heritage Pointe officer staff when they are on holidays or ill.

Financial Implications:

The Firefighter who will be re-assigned to this project will be temporarily assigned to a Captain (Tier 3) pay scale for the duration of the 6-month term. This represents a financial operational implication of $58,250 over the course of the term, reflecting the added responsibilities and leadership operational support required for this project. The financial implication, $58,250 can be covered by our current operational budget.

Recommendation to Fire Board

A motion from the Rural Fire Board was made with the following recommendation to Council. Recommend seeking Council's approval to authorize this proposal, Safety Codes B2C2 Officer (term position) at a cost of $58,250.