

Confirmation - WFS Staffing Grant Final Report

Smartsheet Forms <forms@app.smartsheet.com>

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To: chief@lookingglassfire.org <chief@lookingglassfire.org>

smartsheet

Thank you for submitting your entry. A copy is included below for your records.

WFS Staffing Grant Final Report

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|--|--------------------------|
| FDID | 00446 |
| Fire Chief | Steven Rhodes |
| Grant Contact, if different | Steven Rhodes |
| Number of staff supported with grant funds | 12 |
| Total grant-supported regular hours worked | 1497.5 |
| Total grant-supported overtime hours worked | 0 |
| Number of calls that included grant-supported staff in response | 27 |
| Number of calls that included grant-supported staff in response | 16 |
| Total grant-supported firefighter payroll costs | 32993.92 |
| Total grant administration costs (NTE 10%) | 2136.25 |
| Total grant funds expended | 34338 (35,138.17 actual) |
| Do you have leftover money | No |

from the WFS Staffing Grant?

Complete

Please complete the final report and submit the Excel sheet.

1. Describe how the funds were used and how the grant impacted your agency.

The awarded funds were used to staff our all volunteer fire station with 12 seasonal firefighters for the period of July 1, 2022 through Sept. 30, 2022. They worked 8 hour days, from 10:00 am to 6:00 pm, coinciding with our local DFPA wildland firefighters and the most active time of the day for fire weather. A total of 78.25 hours of admin time was paid to Department officers to create the program, set up payroll with our local bookkeeper, and staff the program. We had never had paid employees before. Extra firefighters were staffed on July 4 and during 3 days of extreme fire weather in September. The grant made a huge impact on our agency. Response times to 43 incidents were reduced by a minimum of 5 minutes each, or 50%, when factoring in volunteers driving from home to the station. We were able to arrive on scene at fires and fire season violations (illegal burning, chain saw use, etc.) prior to the incident becoming uncontrollable. Our response times to regional mutual aid partners was also reduced. While on duty, firefighters patrolled the areas, created structural triage disaster planning, mapped hazardous areas, answered public calls and visits to the station concerning fire prevention and burn regulations, and prepared the units for response. None of these accomplishments were possible before, as our station is unmanned except for calls and training. A major side benefit is that historically we have had arson related wildland fires in our area. With increased patrols and the presence of our personnel in the area, we experienced no arson this season. I believe that was a result of the staffing grant. The grant left our community and Department more prepared to prevent fires, keep fires small, reduce response times to medical calls, and increase our readiness.

2. This grant was limited to \$35,000 per agency. Was the amount provided sufficient to meet your agency's fire season needs? If not, please explain.

No. Our total payroll requirement with State and Federal requirements was \$35,130.17. Our Department absorbed \$792.17 to keep the staffing funded until September 30. I had estimated payroll and admin at \$34,338 when the grant was submitted. We had to set up a payroll for employees which we had never had before, get a BIN number, and act as an employer for the first time. When we checked with SDAO, we found that worker's comp would also increase. Our contracted bookkeeper initially quoted \$100 per month for payroll, and \$100 for the final annual report. They charged us \$170 total so far, and the Department will also absorb that cost. The worker's comp increase will not be determined until June of 2023 when the audit is completed, but is estimated at \$1500 more. The Board of our District voted to absorb those costs also, impacting our limited available funds but allowing us to pay more payroll to keep the program staffed for 3 months. We will have to submit a supplemental budget to the State also, as the grant was not received or approved when our budget was formulated in April of 2022.

To do the same program for the same period of time in the future, total costs would be approximately \$38,000 to \$40,000.

3. If this grant were to be offered in future years, how could it be improved?

The process was easy and really simple to apply for and manage. The major issues for us was being an all volunteer Department and never having paid employees before. I did not know all the ins and outs of that and underestimated the costs. To totally fund the program from June 15th through October would cost another 25% to us, or approximately \$45,000. We reduced it to July 1 through September 30 to stay within the grant limit while paying a reasonable, competitive enough wage to get seasonal firefighters and pay all of our tax, social security, and medicare commitments.

Additional comments

Thank you so much for the opportunity and the benefit we realized for our community, our Department, and our region.

File Attachments

 LRFGrant FINAL Report.xlsx (12k)