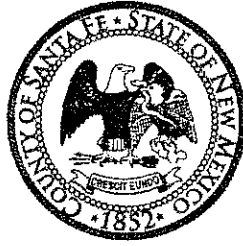


Henry P. Roybal
Commissioner, District 1

Anna Hansen
Commissioner, District 2

Robert A. Anaya
Commissioner, District 3



Anna T. Hamilton
Commissioner, District 4

Ed Moreno
Commissioner, District 5

Katherine Miller
County Manager

Pablo Sedillo, III
Public Safety Director

To: Santa Fe County Board of County Commissioners

From: Pablo Sedillo, III
Public Safety Department Director

Via: Katherine Miller
County Manager

Date: January 30, 2018

Re: SFC Public Safety Department Monthly Report for November & December 2017

The purpose of this memo is to provide you information relative to the SFC Public Safety Department for the month of November & December 2017.

CORRECTIONS DEPARTMENT

Adult Detention Facility (ADF)

November & December

- The Facility had 759 intakes, and 704 releases for the month of November, and 696 intakes and 707 releases for the month of December.
- The Camera project has begun at the Adult Facility. APIC Solutions is currently pulling wire to install cameras in the Echo building of the facility which includes Administration, Laundry, Kitchen and Warehouse.
- Corrections Staff met with Matthew Esquibel from CYFD regarding Parenting Classes we are implementing in the facility to ensure that our criteria will satisfy CYFD for certification purposes.
- Psychiatrist, Dr. Anne Ortiz and Community Re-Entry Specialist, Priscilla Torres attended the Treatment Team meeting at Community Services and advised team of upcoming programming at our facility and how to bridge gaps once inmates are released from our facility back in the community.
- Staff at the Adult Facility adopted a family for the holidays from the Villa Therese Catholic Clinic. The family in need has five children and each child was presented with gifts from our staff including two bikes, makeup, a doll house, art supplies and a baby doll. The family was very grateful that we could assist in making their Christmas special.

Electronic Monitoring Program

November

- Providing services to 349 clients.
- There were 31 successful releases for November.
- Clients Financial Obligation – Paying - 22%, Waived - 1%, Unemployed - 70%, Out of County - 7%.

December

- Providing services to 361 clients.
- There were 25 successful releases for December.
- Clients Financial Obligation – Paying - 23%, Waived - 1%, Unemployed - 70%, Out of County - 6%.

Youth Development Program (YDP) November

- November 15, 2017 - Volunteer Coordinator, Jo Anne Pena held a volunteer orientation for new and current volunteers at Youth Development.
- November 17, 2017 - Santa Fe County Youth Development Program had their National Commission on Correctional Health Care (NCCHC) Audit.
- November 30, 2017 - Espanola Wildlife Center held a presentation on and with owls.

November 2017

Intakes	34
Releases	36
Male Intakes	26
Female Intakes	8
Average Daily Population	17

December 2017

- Senior Shift Supervisor Montoya and Administrative Assistant Maria-Elena Montoya met with Audrey Esquibel of Human Resources and Diane Sena of Adult Facility. Maria-Elena will be doing the EPAs and rejection letters for applicants and hires.

December 2017

Intakes	17
Releases	21
Male Intakes	12
Female Intakes	5
Average Daily Population	16

FIRE DEPARTMENT November

Administration, Facilities, Fleet

- Construction on the Galisteo station apparatus bay addition continues.
- Architect solicitation for the Madrid Station Training Room project completed and a contract awarded.
- Volunteer Fire Academy continued throughout the month in preparation for the International Fire Service Accreditation Congress (IFSAC) Fire Fighter 1 testing in December at the State Fire Academy.
- Two career cadets from the 2017 Fire Academy successfully completed Fire Fighter 1 and Fire Fighter 2 retests and are eligible for hire. Working with HR to complete the process.

- Final preparations completed for the next Cadet Academy scheduled to start December 4th with 25 cadets. Captain Mestas has been identified as the Lead Instructor, with assistance from the Shift Training Captains, Captains Jaffa and Feulner, and Regional Firefighters as necessary.
- Staff is continuing to work on upgrading the training grounds and have identified a scope of work and available funding.
- District Hose and Ladder testing underway for all 14 Districts. The project will be completed in December.
- La Puebla District Squad emergency response vehicle arrived and work is underway to place it into service.
- Ambulance revenue at \$119,354 for the month. Annualized receipts are projected to meet budgeted amount of \$1,178,126 for FY 2018.

Operations and Training

Emergency Responses/693 total - 171 Fire Incidents and 522 EMS Incidents

- After Action Reviews and reports were completed and distributed for the Lamy and Shasta Lane residential structure fires.
- Paramedic Advanced Life Support (ALS) refresher class completed for career and volunteer staff. Additional Paramedic Refreshers scheduled for December.
- EMT license renewal process for all members coordinated by Captain Mestas. The renewals will be submitted to the NM EMS Bureau in December prior to the start of the New Year.
- Contract negotiations completed and ratified by the Union. The Agreement was approved by the BCC.
- Assistant Chief Montoya has been visiting the outlying stations to meet with the crews and discuss issues and any concerns.
- Battalion Training schedule has been completed for 2018 and distributed to field staff prior to vacation bidding which is scheduled for December.

Fire Prevention and Wildland

- Development Reviews, Adjustments and Variances – 45
- Site visits and applicant meetings - 73
- Burn Permits – 10
- Movie permits and site work – 10
- Annual Inspections - 25
- Fire Protection Systems Review – 12
- ISO Requests - 5
- Pre-school/School fire and injury prevention presentations/Health Fair – 3
- Fire Prevention related trainings - 43
- The Division is working on implementing a revised fire protection systems plan review process as well as a new Certificate of Fitness Program for inspection and installation vendors in SFC.
- RX and RMP fires – 4
- Hazardous Fuel acres mitigated – 0.2
- Wildland Division suppressed 3 fires that burned a total of 2.6 acres.
- The Division also conducted 14 training sessions for 86 participants during the month.

- The Department was awarded a Youth Conservation Core (YCC) grant for 2018/2019 in order to continue employing young men and women for the 6 month grant sponsored Black Canyon crew. This is the 7th consecutive YCC award to SFCFD.

Volunteer Recruitment and Retention

- New member applications recruited and approved this month - 4 (YTD 75)
- Lead instructor/Coordinator for the Volunteer Fire Academy (VFA). Classes are held two evenings a week and every Saturday until mid-December.
- Attended the Volunteer and Combination Officers Section Symposium in Florida with 4 of the SFCFD volunteer District Chiefs. This is excellent training and networking for volunteer officers.
- Met with the International Association of Fire Chiefs (IAFC) to review progress on the Volunteer Workforce Solutions Grant. Also, continued in the role of Chairperson of the Company Officers Section of the IAFC.
- Coordinated logistics for the December Cadet Academy to include ordering textbooks, cadet uniforms and boots, and so forth.

Emergency Management

- Staff attended a New Mexico Health Care Association training on new Medicare Emergency Preparedness regulations.
- Staff also attended the International Chemical, Biological, Radiological, and Nuclear Emergency (CBRNE) training held in Indianapolis.
- Participated in an FBI training on common chemicals used to improvise explosive devices.
- Staff attended the International Association of Emergency Managers Conference held in Long Beach. During this event, Assistant Chief Vigil attained Instructor status for FEMA's Multi-Hazard Emergency Planning Course.
- Staff implemented Cyanide Poisoning trainings for all career firefighters and implemented antidote equipment on the regional medic units.
- Technical Rescue Team conducted Rope Rescue Training at the Agua Fria training tower facility with the assistance of the Training Captains and EM staff.
- Staff conducted a NIMS 700 and ICS 100 classroom course for the Santa Fe Community College CERT Team.
- The Emergency Management Coordinator (David Elliott) co-taught a 20 hour G-205 FEMA Recovery class in Albuquerque.
- Continued to update the National Incident Management Systems (NIMS) Resource Directory for SFC.
- Operational Readiness checks continued as well as addressing equipment gaps identified during the Vigilant Guard exercise.

December

Administration, Facilities, Fleet

- Construction on the Galisteo station apparatus bay addition continues. Completion is scheduled for April.
- Design solicitations out for Turquoise Trail substation, Chimayo apparatus Bay addition, and La Puebla Station 1 addition.

- Design work underway for the Madrid Station expansion.
- Design work also underway for stabilization of the dirt bank behind Tesuque Station 1.
- Nine volunteers completed the Volunteer Fire Academy. Graduation to be scheduled for February.
- Finished the installation of cradle points in the front line fire and EMS vehicles and the Department will be installing computers in the coming weeks. These will provide access to Dispatch data and mapping and will facilitate emergency response throughout the County.
- District hose and ladder testing has been completed.
- Wildland crew carriers arrived and work is underway to place them into service.
- Ambulance revenue at \$77,025 for the month. Annualized receipts are projected to meet budgeted amount of \$1,178,126 for FY 2018.

Operations and Training

Emergency Responses/750 December total - 186 Fire Incidents and 564 EMS Incidents

- 2017 Emergency Response total – 8602; this represents a 7.56% increase from 2016. This increase is in line with the average increase of 7% during each of the last 10 years. Given this trend, we should anticipate approximately 9200 emergency calls in calendar year 2018.
- Remaining Paramedic Refreshers completed in December – all EMS refresher classes have been completed for the calendar year.
- EMT license renewals for volunteer and career staff submitted to the NM EMS Bureau.
- EMS Fund Act application completion process underway for all Districts. The applications will be submitted to the EMS Bureau in January.
- Lieutenant Acting in Capacity (AIC) program underway with the completion of the Operating Procedures and Task Book. 7 participants in the program; they all successfully passed the Lieutenant promotional exam and are eligible to Act in the Capacity of a Lieutenant.
- Assistant Chief Montoya has been visiting the outlying stations to meet with the crews and discuss issues and any concerns.
- Career Academy underway with 24 Cadets. The Cadets completed the Hazardous Materials module and are working on Firefighter 1 and 2 in preparation for testing. Those in need of EMS licensure will then move into an EMT Basic class before being released to the field.

Fire Prevention and Wildland

- Development Reviews, Adjustments and Variances – 42
- Site visits and applicant meetings – 48
- Burn Permits – 7
- Complaints – 8
- Annual Inspections – 10
- Fire Protection Systems Review – 22
- ISO Requests – 3
- Pre-school/School fire and injury prevention presentations/Health Fair – 1
- Fire Prevention related trainings – 4
- RX and RMP fires – 0 (YTD 23)
- Hazardous Fuel acres mitigated – 1.2 (YTD 14.9 acres)
- Wildland Division suppressed 2 fires that burned a total of 1.1 acres. (YTD 29 fires/23.8 acres)
- The Division also conducted 1 training session for 5 participants during the month. (YTD 44 trainings/454 firefighters trained)

Volunteer Recruitment and Retention

- New member applications recruited and approved this month - 3 (YTD 78)
- Lead instructor/Coordinator for the VFA. Attended the live certification burns and testing for the volunteers at the NM Fire Training Academy. Next VFA tentatively scheduled for June 2018.
- Conducted a new member orientation for interested volunteers.
- Continue to coordinate logistics for the career Cadet Academy.

Emergency Management

- Conducted the initial Local Emergency Planning Committee (LEPC) meeting for southern Santa Fe County.
- The EM Coordinator attended a two day Homeland Security Exercise and Evaluation Program course.
- Staff attended a one day Damage Assessment course at the NM Department of Homeland Security and Emergency Management.
- Staff provided two Stop the Bleed trainings for PERA staff members.
- Continued to update the National Incident Management Systems (NIMS) Resource Directory for SFC.
- Operational Readiness checks conducted as usual.

RECC November

• Operations

- Total Telephone Calls Handled (incoming and outgoing)
 - November – 28,011
- Total calls Received via 911
 - November – 6,115
- County calls requiring response agency dispatch
 - November – 7,782
- City calls requiring response agency dispatch
 - November – 10,677
- Town of Edgewood calls requiring response agency dispatch
 - November - 964

• Staffing

- Vacancies
 - 7 Trainee positions

December

• Operations

- Total Telephone Calls Handled (incoming and outgoing)
 - December – 28,966
- Total calls Received via 911
 - December – 6,507
- County calls requiring response agency dispatch
 - December – 7,722
- City calls requiring response agency dispatch

- December – 10,877
- Town of Edgewood calls requiring response agency dispatch
 - December - 889
- **Staffing**
 - Vacancies
 - 8 Trainee positions

If you have any questions, I can be contacted at 992-3092. Thank you.



