

## **FIRE DEPARTMENT**

### **I. MISSION**

The mission of the Fire Department is to preserve life and property using community volunteers and career personnel to deliver ground and air emergency medical services, rescue, fire suppression, prevention, and training.

### **II. DEPARTMENT RESPONSIBILITIES**

The North Slope Borough Fire Department is responsible for professionally responding to emergency situations including: structure fires, vehicle fires, ground fires, commercial fire alarms, carbon monoxide alarms, emergency medical calls, emergency trauma calls, medevacs, hazardous materials incidents, surface water rescue, and vehicle extrication in all eight North Slope Borough communities.

The Fire Department is responsible for documenting emergency responses and submitting various reports as required by applicable Municipal Codes, State Regulations, and Federal Law.

Community Fire Chiefs are responsible for delivering or coordinating the training needs of their Department. The North Slope Borough Fire Department Administration is responsible for supporting the training efforts of each Community Fire Chief.

The Maintenance Division is responsible for managing emergency apparatus and response vehicles in all eight North Slope Borough Communities. Our mechanics are trained, certified, and experienced in preventative maintenance, mechanical diagnostics, and repair. All our mechanics are trained, certified, and experienced in Fire/EMS and authorized to respond to emergency calls.

The Medevac Division is responsible for maintaining skills, certifications, and licensure necessary to continue serving all eight North Slope Borough communities as a Critical Care Air Ambulance Service. The primary role of the Medevac Division is providing the highest level of Emergency Medical care while transporting patients from a local medical facility to the most appropriate medical facility in a different community. Medevac personnel assist with ground EMS as well as fire suppression activities.

### III. GOALS AND OBJECTIVES

#### Goal 1: Revitalization

- Obj. 1.1: Build a robust network of paid first responders across the North Slope.
- Obj. 1.2: Address existing demands contributing to burnout of existing trained and certified personnel.

#### Goal 2: Professional Development

- Obj. 2.1: Identify and implement an Officer Development Program to ensure the rising generation of Fire Department leadership gains experience and proficiency while current leadership is still active.
- Obj. 2.2: Implement a Mentorship Program led by the participants of the Officer Development Program. Fire Department members with at least 1 year experience will seek out, or be assigned a mentor from the Officer Development Program. This will ensure that Firefighters, EMTs, and Emergency Responders are proficient in their skills and abilities to care for our communities.
- Obj. 2.3: Implement a New Recruit Orientation Program led by the participants of the Mentorship Program. New members with less than one year experience will be automatically enrolled into the New Recruit Orientation Program. This program will give the new recruit the foundational

knowledge of the Department's operations, guidelines, and protocols.

#### Goal 3: Recruitment and Retention

- Obj. 3.1: Identify and develop an updated Health and Safety Program that limits exposures to known hazards on the job and promotes healthy lifestyles for our staff and volunteers.
- Obj. 3.2: Continue to strengthen the close working relationship with Police and SAR. Working together as the North Slope Borough Emergency Services team is essential to retaining our emergency responders.
- Obj. 3.3: Continue to provide Pay for Call and support volunteers in their efforts to maintain or advance their level of certification.
- Obj. 3.4: Continue to provide Department personnel and resources necessary for active members, Community Health Aides, and others to maintain or renew their level of certification.

#### Goal 4: Training

- Obj. 4.1: Update or re-establish Department Policy and supporting curriculum for required annual training. Annual trainings are courses required by OSHA, the State of Alaska, North Slope Borough Fire Department Policy, and adopted NFPA standards.

- Obj. 4.2: Update or re-establish Department Policy and supporting curriculum for elective trainings. Elective trainings are the courses delivered within a community based on the request of that community's Fire Chief.
- Obj. 4.3: Develop internal Instructors, to the best of each community's ability, to teach any and all training courses that the NSBFD is authorized to deliver.
- Obj. 4.4: Provide, to the best of our ability, each community Fire Department the resources needed to deliver innovative and purposeful topic-specific training, on a weekly basis.

**Goal 5: Fire Prevention and Life Safety Education**

- Obj. 5.1: Identify and deploy an innovative Fire Prevention program in the North Slope Borough schools.
- Obj. 5.2: Identify and advertise an avenue for local businesses, groups, or organizations to request Fire Department activities geared towards Fire Prevention and Life Safety Education.
- Obj. 5.3: Continue to provide Department personnel for courtesy inspections of homes and businesses.

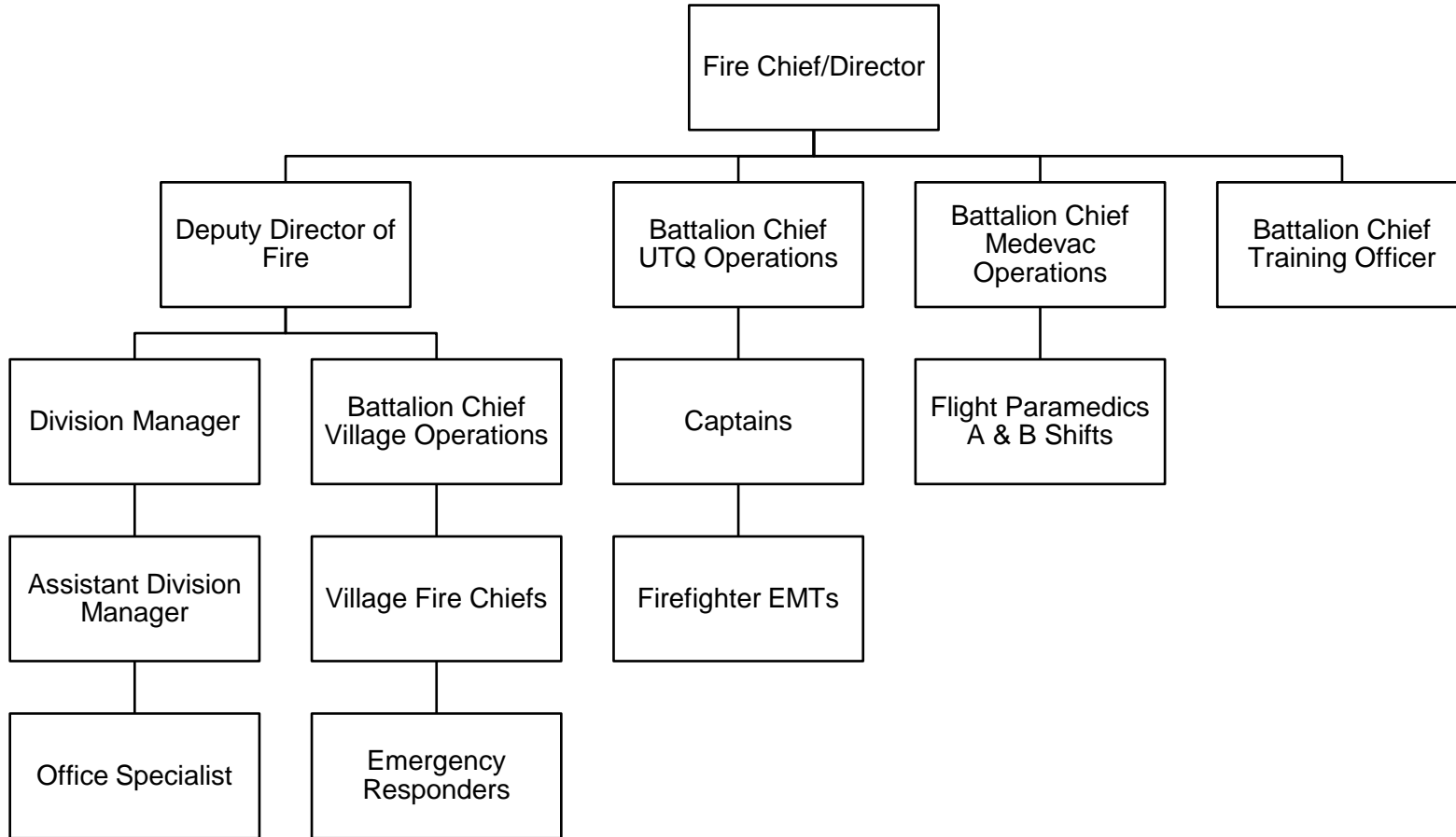
**Goal 6: Administration**

- Obj. 6.1: Develop a positive working relationship with each community Fire Department. This endeavor facilitates fulfillment of our

Department's purpose, which is to support each NSB Volunteer Fire Department's efforts.

- Obj. 6.2: Coordinate the Annual NSB Fire Chiefs Conference.
- Obj. 6.3: Publish a manual consisting of Department Standard Operating Guidelines and Department Policies that are consistent with current regulations and standards.
- Obj. 6.4: Coordinate Firefighter Physicals and fit testing for members, per OSHA 1910.134, Department Policy and adopted NFPA Standards 1500, 1582, and 1404.
- Obj. 6.5: Deploy a mechanism for electronic patient care reporting for our State licensed ambulance services as required under Alaska Statute 18.08.
- Obj. 6.6: Identify and pursue grants, outside funding sources, and scholarship opportunities to support long term sustainability of our system and operations.
- Obj. 6.7: When other funding sources have been exhausted: provide funding for members to attend training that is necessary to maintain their level of certification, or for the advancement and betterment of the services we provide to our communities.

**North Slope Borough  
Fire Department**



**FIRE**  
**FY 2024-2025**  
**Operating Budget Summary**

<b>Business Unit and Division</b>	<b>FTE FY23-24</b>	<b>FTE FY24-25</b>	<b>FY 23-24 Total Budget</b>	<b>Personal Services</b>	<b>Contractual Services</b>	<b>Supplies</b>	<b>Equipment</b>	<b>Other</b>	<b>FY 24-25 Total Budget</b>	<b>Change from Prior Year</b>	<b>% Change</b>
4205 - FIRE CENTRAL OFFICE	66	67	11,050,654	10,483,684	601,005	246,017	79,757	0	11,410,463	359,809	3.3%
<b>Grand Total</b>	<b>66</b>	<b>67</b>	<b>11,050,654</b>	<b>10,483,684</b>	<b>601,005</b>	<b>246,017</b>	<b>79,757</b>	<b>0</b>	<b>11,410,463</b>	<b>359,809</b>	<b>3.3%</b>

**FIRE**  
**Department Total**

Expenditure Type	Actual Year 2021-2022	Actual Year 2022-2023	Budget 2023-2024	Actual 6 months 2023-2024	Budget 2024-2025	Budget Variance	% Change
<b>6100 Personal Services</b>							
Total Permanent Wages	4,809,659	4,950,254	5,940,558	2,456,008	6,151,368	210,810	3.5%
Total Permanent Overtime Wages	338,349	439,051	172,000	229,207	194,000	22,000	12.8%
Total Temporary Wages	169,960	221,600	77,280	76,259	77,280	0	0.0%
Total Temporary Overtime Wages	18,319	19,338	0	0	0	0	0.0%
Total Benefits	4,636,517	4,411,347	3,912,037	1,428,349	4,061,036	148,999	3.8%
<b>Total Personal Services</b>	<b>9,972,805</b>	<b>10,041,589</b>	<b>10,101,875</b>	<b>4,189,822</b>	<b>10,483,684</b>	<b>381,809</b>	<b>3.8%</b>
<b>6200 Contractual Services</b>							
Total Communications	75,136	90,695	80,341	25,885	80,341	0	0.0%
Total Contributions & Municipal Support	0	0	0	0	0	0	0.0%
Total Maintenance Services	21,220	16,426	29,749	4,757	29,749	0	0.0%
Total Insurance & Bonding Reserves	0	0	0	0	0	0	0.0%
Total Professional Services	0	28,576	134,226	0	112,226	(22,000)	(16.4)%
Total Rents and Utilities	167,202	169,712	175,220	77,263	175,220	0	0.0%
Total Travel and Lodging	143,198	143,940	171,274	67,529	171,274	0	0.0%
Total Other Services & Expenses	54,502	50,635	32,195	19,651	32,195	0	0.0%
<b>Total Contractual Services</b>	<b>461,258</b>	<b>499,984</b>	<b>623,005</b>	<b>195,085</b>	<b>601,005</b>	<b>(22,000)</b>	<b>(3.5)%</b>
<b>6500 Supplies</b>							
Total Fuel	123,803	158,194	99,580	30,036	99,580	0	0.0%
Total Supplies-Buildings & Grounds	11,552	22,791	13,500	1,840	13,500	0	0.0%
Total Supplies-Non-Buildings & Grounds	173,811	140,873	132,937	35,304	132,937	0	0.0%
<b>Total Supplies</b>	<b>309,165</b>	<b>321,857</b>	<b>246,017</b>	<b>67,180</b>	<b>246,017</b>	<b>0</b>	<b>0.0%</b>
<b>6700 Equipment &amp; Replacement Parts</b>							
Total New Equipment Under \$5,000	57,801	59,876	17,864	5,084	17,864	0	0.0%
Total Equipment & Parts Under \$5,000	52,216	40,189	61,893	9,848	61,893	0	0.0%
Total Equipment & Parts Over \$5,000	35,273	0	0	102,220	0	0	0.0%
<b>Total Equipment &amp; Replacement Parts</b>	<b>145,290</b>	<b>100,065</b>	<b>79,757</b>	<b>117,152</b>	<b>79,757</b>	<b>0</b>	<b>0.0%</b>
<b>Grand Total</b>	<b>10,888,518</b>	<b>10,963,496</b>	<b>11,050,654</b>	<b>4,569,240</b>	<b>11,410,463</b>	<b>359,809</b>	<b>3.3%</b>

**6100 Personal Services**

	FTE	FTE	FTE	Position		Budget	Budget	Change	%
	FY 23	FY 24	FY 25	Range	# Months	FY 24	FY 25	Amount	Change
Fire Chief/Director	1	1	1	42	12	184,916	164,561	(20,355)	(11.0%)
Deputy Director of Fire	0	1	1	38	12	152,129	156,694	4,565	3.0%
Battalion Chief/Training Officer	1	1	1	33	12	104,895	108,042	3,147	3.0%
Battalion Chief/Village Operation	0	0	1	33	12	0	108,043	108,043	100.0%
Battalion Chief-Medivac Operation	0	1	1	33	12	117,482	121,006	3,524	3.0%
Battalion Chief-Operation	0	0	1	33	12	0	110,989	110,989	100.0%
Village Fire Chief	7	7	7	33	12	842,189	873,518	31,329	3.7%
Division Manager	1	1	1	32	12	129,830	138,446	8,616	6.6%
Fire Captain/Mechanic	1	1	1	31	12	117,629	110,469	(7,160)	(6.1%)
Assistant Division Manager	1	1	1	30	12	93,906	97,571	3,665	3.9%
Firefighter/Mechanic	2	2	2	29	12	174,165	182,622	8,457	4.9%
Flight Paramedic	8	8	8	29	12	850,548	873,352	22,804	2.7%
Village Fire Lieutenant	0	7	7	27	12	592,207	605,217	13,010	2.2%
Captain/Operations	3	3	3	24	12	291,401	310,961	19,560	6.7%
Emergency Responder	13	6	9	22	12	446,216	692,353	246,137	55.2%
Fire Lieutenant	3	3	3	21	12	247,190	242,927	(4,263)	(1.7%)
Office Specialist	1	1	1	21	12	55,224	59,069	3,845	7.0%
Village Firefighter/EMT	12	12	9	21	12	732,297	532,008	(200,289)	(27.4%)
Firefighter/EMT	9	9	9	15	12	680,283	663,520	(16,763)	(2.5%)
Assistant Chief/EMS Officer	1	1	0			128,051	0	(128,051)	(100.0%)
Deputy Fire Chief	1	0	0			0	0	0	0.0%
Emergency Services Instructor	1	0	0			0	0	0	0.0%

**6110 Permanent Wages**

6111	Regular Wages	66	66	67		5,940,558	6,151,368	210,810	3.5%
6115	Overtime Wages					172,000	194,000	22,000	12.8%
<b>Total Permanent Wages</b>						<b>6,112,558</b>	<b>6,345,368</b>	<b>232,810</b>	<b>3.8%</b>

**6100 Personal Services**

FTE	FTE	FTE	Position		Budget	Budget	Change	%
FY 23	FY 24	FY 25	Range	# Months	FY 24	FY 25	Amount	Change

**6120 Temporary Wages**

6123	Callout Stipend				77,280	77,280	0	0.0%
<b>Total Temporary Wages</b>					<b>77,280</b>	<b>77,280</b>	<b>0</b>	<b>0.0%</b>

**6130 Benefits**

6131	Permanent Employee Benefits - 64%				3,912,037	4,061,036	148,998	3.8%
<b>Total Benefits</b>					<b>3,912,037</b>	<b>4,061,036</b>	<b>148,998</b>	<b>3.8%</b>

<b>Total Personal Services</b>					<b>10,101,875</b>	<b>10,483,684</b>	<b>381,808</b>	<b>3.8%</b>
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**FIRE CENTRAL OFFICE**

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Object Account	Budget FY 2023-2024	Budget FY 2024-2025	Budget Year Variance	Budget Year Variance %
<b>6100 Personal Services</b>				
<b>6110 Permanent Wages</b>				
6111 - REGULAR WAGES-PERMANENT	5,940,558	6,151,368	210,810	3.5
<b>Total Permanent Wages</b>	<u>5,940,558</u>	<u>6,151,368</u>	<u>210,810</u>	<u>3.5</u>
<b>6115 Permanent Overtime Wages</b>				
6115 - OT WAGES-PERMANENT	172,000	194,000	22,000	12.8
<b>Total Permanent Overtime Wages</b>	<u>172,000</u>	<u>194,000</u>	<u>22,000</u>	<u>12.8</u>
<b>6120 Temporary Wages</b>				
6123 - CALLOUT STIPEND	77,280	77,280	0	0.0
<b>Total Temporary Wages</b>	<u>77,280</u>	<u>77,280</u>	<u>0</u>	<u>0.0</u>
<b>6130 Benefits</b>				
6131 - BENEFITS-PERMANENT	3,912,037	4,061,036	148,999	3.8
<b>Total Benefits</b>	<u>3,912,037</u>	<u>4,061,036</u>	<u>148,999</u>	<u>3.8</u>
<b>Total Personal Services</b>	<u><u>10,101,875</u></u>	<u><u>10,483,684</u></u>	<u><u>381,809</u></u>	<u><u>3.8</u></u>
<b>6200 Contractual Services</b>				
<b>6210 Communications</b>				
6215 - AIRLINE EXPRESS	33,710	33,710	0	0.0
6220 - PHONE/FAX/MODEM	38,675	38,675	0	0.0
6225 - POSTAGE	1,200	1,200	0	0.0
6229 - OTHER COMMUNICATIONS	6,756	6,756	0	0.0
<b>Total Communications</b>	<u>80,341</u>	<u>80,341</u>	<u>0</u>	<u>0.0</u>
<b>6250 Maintenance Services</b>				
6265 - COPIER MAINTENANCE	4,749	4,749	0	0.0
6299 - OTHER EQUIP MAINTENANCE	25,000	25,000	0	0.0
<b>Total Maintenance Services</b>	<u>29,749</u>	<u>29,749</u>	<u>0</u>	<u>0.0</u>
<b>6330 Professional Services</b>				
6359 - OTHER SERVICES	134,226	112,226	(22,000)	(16.4)
<b>Total Professional Services</b>	<u>134,226</u>	<u>112,226</u>	<u>(22,000)</u>	<u>(16.4)</u>

**FIRE CENTRAL OFFICE**

4205.\*

Object Account	Budget FY 2023-2024	Budget FY 2024-2025	Budget Year Variance	Budget Year Variance %
<b>6360 Rents &amp; Utilities</b>				
6375 - UTIL-ELECTRICITY	138,000	138,000	0	0.0
6376 - NATURAL GAS	11,220	11,220	0	0.0
6380 - WATER/SEWER	26,000	26,000	0	0.0
<b>Total Rents and Utilities</b>	<b>175,220</b>	<b>175,220</b>	<b>0</b>	<b>0.0</b>
<b>6400 Travel &amp; Lodging</b>				
6401 - AIRFARE ON-SLOPE	49,768	49,768	0	0.0
6402 - AIRFARE IN-STATE	54,000	54,000	0	0.0
6403 - AIRFARE OUT-OF-STATE	11,456	11,456	0	0.0
6410 - GROUND TRANSPORTATION	650	650	0	0.0
6415 - PER DIEM	28,000	28,000	0	0.0
6420 - LODGING	20,350	20,350	0	0.0
6428 - EXCESS BAGS(not freight)	6,050	6,050	0	0.0
6429 - OTHER TRAVEL AND LODGING	1,000	1,000	0	0.0
<b>Total Travel and Lodging</b>	<b>171,274</b>	<b>171,274</b>	<b>0</b>	<b>0.0</b>
<b>6450 Other Services &amp; Expenses</b>				
6485 - TRAIN/TUITION/CONFERENCE	9,650	9,650	0	0.0
6490 - MEMBERSHIPS DUES/SUBS	22,545	22,545	0	0.0
<b>Total Other Services &amp; Expenses</b>	<b>32,195</b>	<b>32,195</b>	<b>0</b>	<b>0.0</b>
<b>Total Contractual Services</b>	<b>623,005</b>	<b>601,005</b>	<b>(22,000)</b>	<b>(3.5)</b>
<b>6500 Supplies</b>				
<b>6510 Fuel</b>				
6530 - VEHICLE FUEL	97,580	97,580	0	0.0
6539 - OTHER FUEL	2,000	2,000	0	0.0
<b>Total Fuel</b>	<b>99,580</b>	<b>99,580</b>	<b>0</b>	<b>0.0</b>
<b>6540 Supplies-Buildings &amp; Grounds</b>				
6550 - HEATING & ELEC SUPPLIES	1,500	1,500	0	0.0
6599 - OTHER BLDGS & GRND SUPPL	12,000	12,000	0	0.0
<b>Total Supplies-Buildings &amp; Grounds</b>	<b>13,500</b>	<b>13,500</b>	<b>0</b>	<b>0.0</b>

**FIRE CENTRAL OFFICE**

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Object Account	Budget FY 2023-2024	Budget FY 2024-2025	Budget Year Variance	Budget Year Variance %
<b>6600 Supplies-Non-Buildings &amp; Grounds</b>				
6610 - EDUC/TRAINING SUPPLIES	10,000	10,000	0	0.0
6615 - FOOD/WATER/COFFEE/CATER	18,500	18,500	0	0.0
6620 - HOUSEHOLD SUPPLIES	13,000	13,000	0	0.0
6630 - MEDICAL SUPPLIES	26,632	26,632	0	0.0
6645 - SOFTWARE FOR PC'S	4,900	4,900	0	0.0
6650 - UNIFORMS/PROTECTIVE ITEMS	40,000	40,000	0	0.0
6655 - VEHICLE/AIRCRAFT SUPPLIES	10,848	10,848	0	0.0
6699 - OTHER NON-BLDG SUPPLIES	9,057	9,057	0	0.0
<b>Total Supplies-Non-Buildings &amp; Grounds</b>	<b>132,937</b>	<b>132,937</b>	<b>0</b>	<b>0.0</b>
<b>Total Supplies</b>	<b>246,017</b>	<b>246,017</b>	<b>0</b>	<b>0.0</b>
<b>6700 Equipment &amp; Replacement Parts</b>				
<b>6710 New Equipment Under \$5,000</b>				
6720 - COMPUTER/PRINTER <\$5000	6,780	6,780	0	0.0
6759 - OTHER EQUIPMENT < \$5000	11,084	11,084	0	0.0
<b>Total New Equipment Under \$5,000</b>	<b>17,864</b>	<b>17,864</b>	<b>0</b>	<b>0.0</b>
<b>6760 Replacement Parts Under \$5,000</b>				
6785 - GENERATOR PARTS < \$5000	1,000	1,000	0	0.0
6795 - VEHICLE PARTS < \$5000	55,893	55,893	0	0.0
6799 - OTHER EQUIP PART <\$5000	5,000	5,000	0	0.0
<b>Total Equipment &amp; Parts Under \$5,000</b>	<b>61,893</b>	<b>61,893</b>	<b>0</b>	<b>0.0</b>
<b>Total Equipment &amp; Replacement Parts</b>	<b>79,757</b>	<b>79,757</b>	<b>0</b>	<b>0.0</b>
<b>Grand Total</b>	<b>11,050,654</b>	<b>11,410,463</b>	<b>359,809</b>	<b>3.3</b>