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2016-2017 Final Report - **PENINSULA FIRE DISTRICT**

SUMMARY

The Peninsula Fire District (PFD) receives a positive review from the Grand Jury. The Grand Jury selected the Hamilton Branch of the Peninsula Fire District for a safety review as part of the 2016-17 Grand Jury Report. The Grand Jury found that the Peninsula Fire District is effectively providing quality service to its customers and to the employees who make up the Fire District. One recommendation was made, regarding counseling programs for Post Traumatic Stress Disorder (PTSD).

BACKGROUND

The Grand Jury selected the PFD main station (Hamilton Branch Fire Station) for review since the PFD had not been reviewed in over seven years.

METHODOLOGY

The review was focused on training, safety, and general welfare of all personnel associated with the Fire District. The Grand Jury made three trips to do personnel interviews, inspect facilities and equipment. The Jury reviewed documents including safety meeting agendas, meeting attendance records and vehicle maintenance inspections.

The Grand Jury interviewed two full time firefighters, one volunteer fire fighter, an Assistant Captain, two of the District Captains as well as the Fire Chief. All the interviews were held at the Peninsula District Hamilton Branch Fire house. Visits were made to the Hamilton Branch Fire station to inspect equipment, vehicles, and the EMT vehicle.

The Grand Jury reviewed the following documents from the Peninsula Fire District:

- The Administrative Assistant Evaluation Form
- The Final Budgets for 2012-2013, 2013-2014, 2014-2015, and 2015-2016
- The Safety Training Records for 2014, 2015, 2016
- The Performance Appraisal Form for Firefighters / Engineers / Captains
- The form used to evaluate the Fire Chief
- Vehicle inspection documents
- The contract for personal use of PFD vehicle
- The Grand Jury also reviewed the Plumas County Fire Association web site and the PFD web site.

DISCUSSION

Safety, whether it is personal training, vehicle and building maintenance as well as morale, are all areas the Peninsula Fire District takes very seriously. During the three visits to the District the Grand Jury paid particular attention to process and procedures exercised by the district staff and focused on all areas that might affect the safety of the fire fighters. Vehicle maintenance procedures were reviewed along with an inspection of vehicle supplies (i.e. Respirators, rehydration supplies, and personal safety equipment). The PFD conducts equipment, vehicle and safety inspections which are fully documented daily, weekly and monthly.

The PFD has processes and procedures for replacing of safety equipment, filing and responding to personnel complaints, and dealing with employee Post Traumatic Stress Disorder (PTSD). The Grand Jury



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did find that the telephone number posted on the firehouse wall for fire fighters and first responders to deal with possible PTSD is not valid.

The PFD has a contract agreement in place with the current Chief that allows use of the district vehicle due to the need for his quick response time, since he is on call 24 hours a day and 7 days a week.

FINDINGS

F1. The Grand Jury finds that the Peninsula Fire District is effectively providing quality management of its fire fighters, volunteers and employees who make up the Fire District.

F2. The Grand Jury finds the PFD is safety conscious and has proper processes and procedures in place to insure the safety of its firefighters and staff.

F3. The Grand Jury found the PFD vehicles are properly supplied with rehydration supplies and safety equipment.

F4. The Grand Jury finds the PFD has a documented process for handling employee complaints.

F5. The Grand Jury finds that the PFD posted phone number for PTSD referral is incorrect.

RECOMMENDATIONS

R1. The Grand Jury recommends the PFD correct the posted PTSD referral phone number and notify staff of the correction.

REQUEST FOR RESPONSES

Pursuant to Penal code section 933.05, the grand jury requests responses as follows:

PFD Fire Chief should respond to Findings F1 thru F5 and Recommendation R1.

Bibliography

www.countyoffice.org/hamilton-ca.fire-departments/

<https://www.facebook.com/peninsulafire/> Hamilton Branch

www.plumasfirechiefs.org/fire-departments.htm/ Fire Chiefs