

DATE: JULY 9, 2024

FROM: FINANCIAL PLANNING & ANALYSIS

SUBJECT: RESOLUTION NO. _____ - APPROVAL OF THE FIRST AMENDMENT TO AGREEMENT 1956 MEMORANDUM OF UNDERSTANDING FOR SERVICES RENDERED BY THE CITY OF LOS ANGELES TO THE HARBOR DEPARTMENT IN SUPPORT OF TIDELANDS TRUST FOR SERVICE LEVEL INCREASE OF SIX FIRE CAPTAINS FOR THE LOS ANGELES FIRE DEPARTMENT

SUMMARY:

Staff requests approval of a proposed First Amendment to Agreement 1956, a Memorandum of Understanding (MOU) between the Los Angeles Harbor Department (Harbor Department) and the City of Los Angeles (City) for services rendered by the City to the Harbor Department in support of the Tidelands Trust. This amendment will increase the level of service provided by the Los Angeles Fire Department (LAFD) to the Harbor Department for water-based services through the addition of six new Fire Captains. These newly requested Fire Captains will supervise the operations of two fireboats which are currently overseen by Supervising Mates. The Harbor Department will be financially responsible for the payment of salary, benefit, and overhead expenses incurred under the proposed Amendment.

RECOMMENDATIONS:

It is recommended that the Board of Harbor Commissioners (Board):

1. Find that the Director of Environmental Management has determined that the proposed action is administratively exempt from the requirements of the California Environmental Quality Act (CEQA) under Article II Section 2(f) of the Los Angeles City CEQA Guidelines;
2. Approve the proposed First Amendment to Agreement 1956, an MOU between the Harbor Department and the City of Los Angeles for services rendered by the City of Los Angeles to the Harbor Department in support of the Tidelands trust for a service level increase of six Fire Captains for the Los Angeles Fire Department;
3. Authorize the Executive Director to execute and the Board Secretary to attest to said Amendment for and on behalf of the Board; and
4. Adopt Resolution No. _____.

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DISCUSSION:

Background of MOU 1956 – Agreement for City Services - MOU 1956 was approved by the Harbor Department and the City in June 1997 to establish an agreement that allows the City to provide necessary services to the Harbor Department which are consistent with the Tidelands Trust. The MOU also creates a predictable basis for determining costs associated with these services. Routine City Services provided within the MOU are outlined in Exhibits A & B of the agreement and include labor related services from various City Departments such as Fire, Recreation and Parks, CAO, City Attorney, and Personnel.

The MOU, as outlined below, also establishes the approval process for major changes to service levels provided by the respective City Departments, particularly within the underlined section:

Change of Service Level: The parties recognize that from time to time there may be changes in departmental programs, priorities, plans and cost calculation methodologies that could alter the nature, level or cost of the services described in EXHIBITS A and B. Other than for a change in the cost of a specific item in accordance with Article 6 hereof, all increases and decreases in the cost of services described in Exhibits A and B shall be solely authorized by the Department [Harbor Department] by written amendment to this Memorandum.

LAFD has indicated that six additional Fire Captains, at an annual cost of about \$3 million, are required to adequately staff the fireboat fleet, and to provide safe and efficient water-based services within the Harbor District. Therefore, as outlined within MOU 1956, an approval of a “Change of Service Level” amendment is required by the Harbor Department to authorize the additional services.

Fire Services provided by LAFD to the Harbor Department - Within the Harbor District, LAFD provides both water-based and land-based services, which include firefighting as well as technical rescue, hazardous materials mitigation, and emergency medical care.

As part of these water-based services, LAFD operates, maintains, and staffs five primary fireboats. These five fireboats are continuously available, with 24-hour operations occurring each day of the year through the rotation of three separate fireboat platoons, staffed by LAFD personnel as shown in Table 1.

Two of these vessels (Fireboats 2 and 4) are larger vessels, with each platoon supervised by a Fire Captain and operated by a crew that also includes a Fireboat Pilot, a Fireboat Mate, and multiple Fire Engineers and Firefighters. Three smaller vessels (Fireboats 1, 3 & 5) are primarily operated to conduct dive operations, with each platoon currently supervised by a Supervising Mate (Fireboat Mate) who operates and pilots each dive vessel, supervises the overall dive operations including the two Firefighters that serve as

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divers, and coordinates with other agencies during emergency operations. The platoon staffing level for each fireboat is shown in Table 1.

As also shown in Table 1, there is currently a total of 66 LAFD fire staff members assigned to the five fireboats for the continuous operation of the vessels and the staffing of the three platoons.

TABLE 1: TOTAL CURRENT FIREBOAT STAFFING

Position	Fire Boat #1 (Dive)		Fire Boat #2		Fire Boat #3 (Dive)		Fire Boat #4		Fire Boat #5 (Dive)		Total	
	Per Platoon	Total	Per Platoon	Total	Per Platoon	Total	Per Platoon	Total	Per Platoon	Total	Per Platoon	All 3 Platoons
Fire Captain II	-	-	1	3	-	-	1	3	-	-	2	6
Fireboat Pilot	-	-	1	3	-	-	1	3	-	-	2	6
Fireboat Mate	1	3	1	3	1	3	1	3	1	3	5	15
Fire Engineer	-	-	2	6	-	-	2	6	-	-	4	12
Firefighter (FF) III	-	-	3	9	-	-	-	-	-	-	3	9
FF III (Diver)	2	6	-	-	2	6	-	-	2	6	6	18
Total	3	9	8	24	3	9	5	15	3	9	22	66

“Change of Service Level Request” to add six additional Fire Captains - LAFD has requested that additional Fire Captains positions are added to the water-based service staffing levels to supervise two of the three smaller dive vessels (Fireboats 1 and 5). Fireboats 3 and 4 work together as a unit, and therefore a Fire Captain is not required for Fireboat 3, as the Captain of Fireboat 4 will supervise the operations of both vessels.

The request is for a total addition of six Fire Captains, so that there is a supervising Fire Captain on each of the three platoons operating Fireboats 1 and 5, increasing total staffing levels for each of these vessels from nine to 12 staff members. As shown in Table 2, this request will increase the total staffing levels on the fireboats from 66 to 72 total fireboat staff members.

TABLE 2: TOTAL REQUESTED FIREBOAT STAFFING WITH 6 NEW FIRE CAPTAINS

Position	Fire Boat #1 (Dive)		Fire Boat #2		Fire Boat #3 (Dive)		Fire Boat #4		Fire Boat #5 (Dive)		Total	
	Per Platoon	Total	Per Platoon	Total	Per Platoon	Total	Per Platoon	Total	Per Platoon	Total	Per Platoon	All 3 Platoons
Fire Captain I (new)	1	3	-	-	-	-	-	-	1	3	2	6
Fire Captain II	-	-	1	3	-	-	1	3	-	-	2	6
Fireboat Pilot	-	-	1	3	-	-	1	3	-	-	2	6
Fireboat Mate	1	3	1	3	1	3	1	3	1	3	5	15
Fire Engineer	-	-	2	6	-	-	2	6	-	-	4	12
Firefighter (FF) III	-	-	3	9	-	-	-	-	-	-	3	9
FF III (Diver)	2	6	-	-	2	6	-	-	2	6	6	18
Total	4	12	8	24	3	9	5	15	4	12	24	72

Justification for additional Fire Captains - LAFD has determined that the responsibilities assigned to the Supervising Mates are onerous, particularly during emergencies, as it is too difficult to pilot and operate a dive vessel while simultaneously supervising dive activities, managing emergency operations, and coordinating with other agencies. Therefore, to ensure the safe and effective operation of Fireboats 1 and 5, the new Fire

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Captains will assume the overall operational supervisory duties of the vessels, including the supervision of all onboard staff and coordination with other agencies during standard and emergency operations. The Fireboat Mates will continue to operate and pilot the vessels.

Furthermore, Fireboats 1 and 5 are designated as “Hazard Vessels” and support all marine operations for LAFD and all types of emergency events. These vessels are stationed closely to the outer harbor of the Port of Los Angeles, allowing these vessels to rapidly respond to emergencies occurring within the outer harbor, serving as first-on-scene water-based resource in many instances. As first responder vessels, LAFD has indicated that the inclusion of Fire Captains is essential to safely and effectively operate and supervise the vessels during these emergencies.

In addition to their supervisory responsibilities aboard the fireboats, Fire Captains serve as primary leaders and supervisors within the overall fire command, providing administrative support and community relations outreach while also overseeing the training and development of staff, and the maintenance and readiness of the fireboats.

Below are some of the primary responsibilities of the Fire Captains that provide water-based fire services and supervise the fire boats:

Leadership and Supervision

- Command the fireboat and lead the crew during operations.
- Oversee daily activities and training of fire boat personnel.
- Ensure all crew members adhere to safety protocols and standard operating procedures.

Emergency Response

- Direct firefighting operations on water, including fire suppression and search and rescue missions.
- Coordinate with other emergency services and agencies during maritime incidents.
- Assess emergency situations and develop strategic plans for effective response.

Incident Command

- Take charge of the scene during multi-agency maritime incidents.
- Communicate effectively with command centers and other responding units.
- Implement incident action plans and adjust tactics as necessary during operations.

Equipment Maintenance and Readiness

- Ensure the fireboat and all equipment are maintained and in operational condition.
- Conduct regular inspections and drills to maintain readiness.

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- Manage the inventory of firefighting and medical supplies on the boat.

Training and Development

- Conduct training sessions for the crew on fire suppression techniques, maritime safety, and rescue operations.
- Mentor and evaluate the performance of crew members.
- Keep up to date with advancements in firefighting technology and techniques.

Administrative Duties

- Prepare and maintain logs, reports, and records related to boat operations and incidents.
- Manage schedules and assignments for fire boat personnel.
- Ensure compliance with local, state, and federal regulations pertaining to maritime operations.

Community Relations

- Engage in public education and outreach programs regarding fire safety and maritime hazards.
- Represent the fire department at community events and meetings.
- Foster positive relationships with local marinas, harbor authorities, and the maritime community.

Ultimately, LAFD has indicated that the addition of six Fire Captains will enhance overall fireboat safety and efficiency in the operation of the entire fireboat fleet (Transmittal 2). These Fire Captains will play a crucial role in ensuring that the boat crews are well-trained and supervised, and that the fireboats are properly maintained and operated. This staffing increase will help LAFD deliver the highest level of fire safety services throughout the port complex and the harbor community, ensuring an ongoing commitment to public safety.

Salary, Benefit, and Overhead Costs - LAFD has indicated that the classification for the six newly requested Fire Captains who will be assigned to supervise the smaller, dive boats (Fireboats 1 & 5) will be Captain I (Classification 2141-1), as opposed to the Captain II (Classification 2141-2) that is utilized to supervise the larger vessels (Fireboats 2 & 4).

Based on average salary figures provided by LAFD, and fringe benefit, overhead, and other salary related expenses calculated annually as part of the Harbor Department's payment for City Services to LAFD, the forecasted annual costs for each Captain I are as follows:

Position	Direct Salary	Fringe Benefits	Overhead & Other Expenses	Total
Captain I (2141-1)	\$170,644	\$106,987	\$224,543	\$502,174

The total forecasted annual expense for the six additional Captain I positions is anticipated to be \$502,174 X 6 = **\$3,013,044**.

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The labor expenses associated with the captains will increase annually with cost-of-living adjustments to salaries and other mandatory increases to benefits and overhead calculations.

ENVIRONMENTAL ASSESSMENT:

The proposed action is the approval of the First Amendment to MOU 1956, which is an administrative activity. Therefore, the Director of Environmental Management has determined that the proposed action is administratively exempt from the requirements of CEQA in accordance with Article II, Section 2(f) of the Los Angeles City CEQA Guidelines.

FINANCIAL IMPACT:

Approval of the First Amendment to MOU 1956 would authorize the addition of six Captain I positions, and the associated salary, benefit, and overhead expenses, to the water-based staff of LAFD in order to supervise the marine operations of Fireboats 1 and 5.

Fiscal Year 2024/25 funding is available within the City Services Budget Category, Account 57070 (City Services – Fire), and Center 0900 (Harbor Operating Division) to fund these additional six positions.

Though available, the total annual funding amount of \$3,013,044 for salaries, benefits, and overhead for all six positions will probably not be fully utilized in FY 2024/25 as it will take time for LAFD to fully staff these newly authorized positions.

Assuming that annual salaries, benefits, and overhead for the six positions equal \$3,013,044, and assuming a capitalization rate of 5%, the present value of this funding obligation into perpetuity would be approximately \$60,260,880.

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CITY ATTORNEY:

The City Attorney prepared the First Amendment to the MOU and has approved it as to form and legality.

TRANSMITTALS:

1. First Amendment to MOU 1956
2. Memo from LAFD to Harbor Department requesting six new Fire Captains
3. MOU 1956

FIS Approval: JS (initials)

CA Approval: SO (initials)



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APPROVED:



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