

REQUEST FOR COUNCIL ACTION

TO: Mayor via City Secretary

Subject: Approve the payment of certification and re-certification fees to the State of Texas Commission on Fire Protection for State Firefighter certifications	Category #	Page 1 of 2	Agenda Item
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From: (Department or other point of origin): Terry Garrison Fire Chief Fire Department	Origination Date September 17, 2015	Agenda Date
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<u>DIRECTOR'S SIGNATURE</u> 	Council District(s) Affected: All
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For additional information contact: Michelle Golovine Phone: 832-394-6649	Date and Identification of prior authorizing Council Action: Motion 2014-0853 on September 16, 2014
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RECOMMENDATION: (Summary)
The Fire Chief recommends that City Council approve a motion authorizing payment to the Texas Commission on Fire Protection for initial and annual re-certification of firefighters in the amount not to exceed \$409,955.

Amount and Source of Funding: \$409,955 General Fund (Fund 1000)	Finance Budget
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SPECIFIC EXPLANATION:

The Fire Chief recommends that City Council approve a motion authorizing payment to the Texas Commission on Fire Protection (TCFP) for initial and re-certification of firefighters in an amount not to exceed \$409,955 for FY16.

Texas Government Code 419.034 requires that all firefighters employed in the State of Texas as a full-time firefighter hold a State certification. Certification must be renewed annually for each firefighter. Annual re-certification fees of \$85 per firefighter are to be paid to the TCFP prior to October 31st of each year. Payment after October 31st results in a late penalty of \$42.50 in addition to the renewal fee for each individual for which a renewal fee was due.

Certifications include firefighting, inspection, rescue, aircraft firefighting, hazmat, arson, fire officer, and fire instructors. Not every firefighter holds each certification. Each individual is state certified in accordance with their job responsibilities within the department. Based on current numbers of certified employees and projected trainees to be certified this fiscal year, HFD budgeted a total expenditure of no more than \$409,955 in FY16.

REQUIRED AUTHORIZATION

Finance Department: 	Other Authorization:	Other Authorization:
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TCFP Renewal Fees FY16	Units	Cost per Unit	Total Cost
Number of Employees to be renewed	4000	\$ 85	\$ 340,000.00
Renewal for Training Facility and Head of Department	1	\$ 255	\$ 255.00
Initial Testing and Certifications for Cadet Training (2015B, 2015E, 2015G)	210	\$ 170	\$ 35,700.00
Fire Officer I Testing and Certification	60	\$ 170	\$ 10,200.00
Fire Officer II Testing and Certification	40	\$ 170	\$ 6,800.00
Fire Instructor I Testing and Certification	60	\$ 170	\$ 10,200.00
Fire Instructor II Testing and Certification	40	\$ 170	\$ 6,800.00
TOTAL			\$ 409,955.00