

REQUEST FOR COUNCIL ACTION

TO: Mayor via City Secretary

Subject: Approve the payment of certification and recertification 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 (<u>Department or other point of origin</u>): Rodney West Acting Fire Chief Fire Department	Origination Date	Agenda Date
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<u>DIRECTOR'S SIGNATURE</u> 	Council District(s) Affected: All
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For additional information contact: Richard Mann Phone: 832-394-6712	Date and Identification of prior authorizing Council Action: Motion 2016-0496 on October 12, 2016
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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 (TCFP) for initial and recertification of firefighters in an amount not to exceed \$364,745.00.

Amount: \$ 364,745.00 General 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 of Fire Protection (TCFP) for initial and recertification of firefighters in an amount not to exceed \$364,745.00 for FY18.

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 recertification fees of \$75 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 \$37.50, 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 \$364,745.00 in FY18.

Fiscal Note:

Funding for this item is included in the FY18 Adopted Budget. There is no increase to the operating budget.

TCFP Renewal Fees FY18 Budget	Units	Cost/Unit	Total Cost
TCFP- Annual Renewal - Department Personnel	4171	\$75	\$ 312,825.00
Renewal for Training Facility and Head of Department	3	\$75	\$ 225.00
Initial Testing and Certifications for Cadet Training	140	\$85	\$ 11,900.00
TCFP Retest Fees	15	\$35	\$ 525.00
Fire Officer I Testing and Certification	30	\$170	\$ 5,100.00
Fire Officer II Testing and Certification	30	\$170	\$ 5,100.00
Fire Instructor I Testing and Certification	96	\$170	\$ 16,320.00
Fire Instructor II Testing and Certification	60	\$170	\$ 10,200.00
Safety Officer Testing and Certification	15	\$170	\$ 2,550.00
			\$ 364,745.00

REQUIRED AUTHORIZATION

Finance Department:	Other Authorization:	Other Authorization:
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