

COMMISSION ON STATE MANDATES

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SACRAMENTO, CA 95814
(916) 323-3562



April 18, 1997

Mr. Glen Everroad
Revenue Manager
City of Newport Beach
3300 Newport Boulevard
Newport Beach, CA 92663

Re: Test Claim from the City of Newport Beach (CSM-4419)
California Fire Incident Reporting System
as promulgated by the State Fire Marshal in the
July 1990 Fire Incident Reporting System Manual
New CFIRS Manual

Dear Mr. Everroad:

Following the January 31, 1997 prehearing conference, the State Fire Marshal submitted additional documents to the Commission. These documents include letters and question and answer booklets sent out to all fire agencies in California, and a copy of the CFIRS-1 Manual Reporting form. The Manual Reporting Form contains marks which indicate required fields (a black triangle in the upper right hand corner of the field), and the other documents indicate that only fields which are so marked are now required.

Staff Review of Additional Documentation

A review of the CFIRS-1 incident report form and the Manual Reporting Form by Commission staff shows that:

- Sections A, B, and C of both new forms cover the same fire-related data as was formerly reported in sections A through I of the prior incident report form.
- Section D of the new incident report forms reports the same data as section J of the prior incident report form.
- Sections E, F, and G are new on the CFIRS-1 incident report form, and do not appear on the Manual Reporting Form.

Staff determined that sections A through J of the prior incident report form correspond to the "ten reporting categories" alleged by the claimant, and that these in turn correspond with sections A through D of the new incident report form. The former "ten reporting categories" have thus become 4 reporting categories on the new form.

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In terms of the data contained in the "ten reporting categories":

- The old incident report form contained 65 data elements in sections A through J.
- The new CFIRS-1 incident report form contains 79 data elements in sections A through D, of which 5 are optional and 74 are required (according to the CFIRS Manual). This represents an increase of 9 required data elements, or roughly a 14 percent increase in the number of required data elements.
- The new CFIRS-1 Manual Reporting form also contains the same 79 data elements in sections A through D, of which 35 are optional and 44 are required (that is, marked with the black triangle). This represents a decrease of 21 required data elements relative to the old incident report form, or roughly a 32 percent decrease in the number of required data elements.

Since we cannot assume that all data elements require the same effort to complete, we need programmatic information to bridge the analytic gap between the increase or decrease in the number of data elements and the existence of reimbursable state-mandated activities *or* the existence of cost savings to local agencies.

Government Code section 17556 (e) provides that the Commission shall not find costs mandated by the state if, after a hearing, the commission finds that:

"(e) The statute or executive order provides for offsetting savings to local agencies or school districts"

Therefore, while the *addition* of new data elements pertaining to fire incidents by the new CFIRS Manual *may* constitute a higher level of service in an existing program, any additions to the level of service caused by these new data elements *must be offset* by reductions to the level of service resulting from data elements which have been deleted from the new CFIRS Manual or made optional on the Manual Reporting form, but which were required under the old CFIRS Manual.

Request for Additional Information

In view of the foregoing, Commission staff requests that the City supplement its test claim by providing the following information to the Commission **by May 16, 1997**.

1. For each data element which has been added, please explain the underlying program activities which cause a higher level of service to result from completing the data element as added by the new CFIRS Manual (pertaining to fire incidents).
2. For each data element which has been deleted in the new CFIRS Manual or made optional on the CFIRS-1 Manual Reporting form (but was required under the old CFIRS Manual), please explain:

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- the underlying program activities which are no longer required to be done, and
 - the extent to which such deletions cause a level of service reduction which results in an offset to any higher level of service found in item 1.
3. The new CFIRS Manual provides the option of changing fire incident reporting to a paperless format and reducing the number of report filing periods over the course of a year from twelve to four. Do these options provide cost savings to local agencies? If so, please quantify the cost savings.

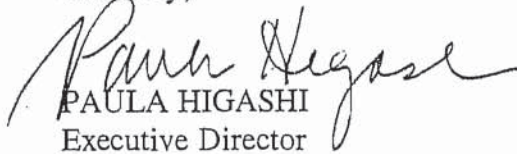
Please note that your written response must support any assertions and representations of fact with appropriate personal affidavits or declarations under penalty of perjury. A copy of all referenced/cited legal authorities must be included with the submission, except court decisions that specifically discuss and decide matters associated with article XIII B, section 6, of the California Constitution. Also, a copy of any filed written response with the Commission must be simultaneously served on all the parties identified on the enclosed mailing list.

If all of the following tentative dates are met, the test claim will be heard on July 31, 1997, 10:00 a.m., State Capitol, Sacramento, California.

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|---------------|---|
| May 16, 1997 | Claimant and interested parties file supplemental information with the Commission, as requested in this letter. |
| June 5, 1997 | A revised draft of the staff analysis will be prepared and sent to all parties. |
| June 26, 1997 | All parties will be given a minimum of three weeks to review and submit any written comments on the draft staff analysis. |
| July 16, 1997 | Final staff analysis will be released. |
| July 31, 1997 | The test claim will be heard by the Commission at 10:00 a.m., State Capitol, Room 437, Sacramento, California |

If you have any questions on this matter, please contact Steve Zimmerman, the program analyst assigned to this test claim.

Sincerely,


PAULA HIGASHI
Executive Director

Enclosures: Data element list, mailing list
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Table Creation Date: April 7, 1997
 File Number: CSM-4419
 Staff: Steve Zimmerman
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The following table lists each of the data elements found on the old and new CFIRS incident report forms, and shows whether each field is required, optional, or added or deleted, on each report form.¹

Old CFIRS Field Name	Required in Original Incident Report?	New CFIRS Field Name	Required in Automated CFIRS-1 Report?	Required in Manual CFIRS -1 Report?	Level of Service Increase or Decrease?
		Section A			
Fire Dept. ID Number	Required	Fire Dept. ID Number	Required	Required	
Incident Number	Required	Incident Number	Required	Required	
Exposure Number	Required	Exposure Number	Required	Optional	
Del & Corr	Required	Correction: Change Delete	Required	Optional	
[added]	No	Multi-Agency Incident Number	Required	Optional	
Month-Day-Year	Required	Incident Date	Required	Required	
Time	Required	Dispatch Time	Required	Required	
[added]	No	Arrival Time	Required	Required	
[added]	No	End Time	Required	Required	
[added]	No	Additional Days	Required	Optional	
[added]	No	First In Company	Optional	Optional	
District/City	Optional	District	Optional	Optional	

¹ Data elements in the automated CFIRS-1 report are considered to be required if they are not explicitly marked as optional in the new CFIRS Manual. Data elements on the Manual CFIRS-1 Report are required if the field is marked with a black triangle and optional if the field is not so marked.

Type of Incident	Required	Situations Found (up to 4)	Required - up to 4 entries	Required - but only one entry	
Out of Jurisdiction	Optional	Automatic or Mutual Aid	Required	Optional	
Alarm Source	Optional	Method of Alarm	Required	Optional	
[added]	No	Type of Weather	Required	Optional	
[added]	No	Air Temperature	Required	Optional	
Property Management	Required	Property Management	Required	Required	
Incident Address	Optional	Incident Address / Location; Room / Apartment; ZIP Code	Optional	Optional	
Census / Parcel Number	Optional	Census Tract	Required	Optional	
[added]	No	Fire Hazard Severity Zone	Required	Optional	
[added]	No	Total Fire Service Personnel responded - career	Required	Optional	
[added]	No	Total Fire Service Personnel responded - volunteer	Required	Optional	
[added]	No	Number of Apparatus Responded - Engine	Required	Optional	

[added]	No	Number of Apparatus Responded - Truck	Required	Optional	
[added]	No	Number of Apparatus Responded - Rescue Med.	Required	Optional	
[added]	No	Number of Apparatus Responded - Other	Required	Optional	
Occupant Name; Relationship; Address; Room/Apt. No.; City; ZIP; Telephone No. (Callback)	Optional	Involvement Code; Name; Area; Telephone; Address/City; State; ZIP	Optional	Optional	
Owner Name; Address; City; ZIP	Optional	Involvement Code; Name; Area; Telephone; Address/City; State; ZIP	Optional	Optional	
Manager Name; Address; City; ZIP; Telephone No.	Optional	[deleted]	No	No	
Day Code	Optional	[deleted]	No	No	
County of Fire	Optional	[deleted]	No	No	
Property Class - Complex	Required	General Property Use	Required	Required	
Property Class - Individual	Required	Specific Property Use	Required	Required	
[added]	No	Building Code Occupancy Type	Required	Required	

Property Type	Required	Structure Type	Required	Required	
[added]	No	Structure Status	Required	Required	
[added]	No	Occupied at Time of Incident	Required	Required	
Vehicle Property Type	Required	Mobile Property Type	Required	Required	
[added]	No	Mobile Property - Vehicle License Number & State, Year, Make, Model	Required	Optional	
[added]	No	Mobile Property - ICC/DOT Permit Number, Vehicle ID Number, Driver's License Number & State	Required	Optional	
Construction Date (Mobile Home)	Required	[deleted]	No	No	
		Section B			
[added]	No	Type of Actions Taken (up to 4)	Required - up to 4 entries	Required - but only one entry	
Area of Origin	Required	Fire Origin - Area	Required	Required	
Level of Origin	Required	Fire Origin - Level	Required	Required	
[added]	No	Fire Origin Horizontal Distance From	Required	Optional	

Form of Heat of Ignition	Required	Form of Heat of Ignition	Required	Required	
Act or Omission Causing Ignition	Required	Ignition Factor	Required	Required	
Act or Omission Causing Spread	Required	[deleted]	No	No	
[added]	No	Sex/Age of Person Involved in ignition (2 each)	Required	Optional	
Material Ignited First - Type	Required	Material Ignited First - Type	Required	Required	
Material Ignited First - Form	Required	Material Ignited First - Form	Required	Required	
Main Avenue Fire Spread	Required	Contributing Factors	Required - up to 4 entries	Required - but only one entry	
Material Causing Spread - Type	Required	[deleted]	No	No	
Material Causing Spread - Form	Required	[deleted]	No	No	
[added]	No	Method of Extinguishment	Required	Required	
Estimate Loss - Property	Required	Estimate Property Loss	Required	Required	
Estimated Loss - Contents	Required	Estimated Contents Loss	Required	Required	
[added]	No	Fuel Model	Required	Optional	
[added]	No	Acres Burned	Required	Optional	
Source of Heat Causing Ignition	Required	Equipment Involved in Ignition - Type	Required	Required	
[added]	No	Equipment Involved in Ignition - Make	Required	Optional	

[added]	No	Equipment Involved in Ignition - Model	Required	Optional	
[added]	No	Equipment Involved in Ignition - Year	Required	Optional	
[added]	No	Equipment Involved in Ignition - Serial Number	Required	Optional	
		Section C			
Construction Type - Exterior Wall	Required	Construction Type	Required	Required	
Construction Type - Interior Wall	Required	[deleted]	No	No	
Construction Type - Floor/Roof	Required	Roof Covering	Required	Required	
Construction Type - Fire Rated	Required	[deleted]	No	No	
Number of Stories	Required	Number of Stories	Required	Required	
Extent of Damage - Fire	Required	Extent of Damage - Flame	Required	Required	
Extent of Damage - Smoke	Required	Extent of Damage - Smoke	Required	Optional	
Extent of Damage - Water	Required	[deleted]	No	No	
[added]	No	Material Generating Most Smoke - Type	Required	Optional	

[added]	No	Material Generating Most Smoke - Form	Required	Optional	
Main Avenue of Smoke Spread	Required	Main Avenue of Smoke Travel	Required	Optional	
Signal or Warning System - Type	Required	Detection System Type	Required	Required	
Signal or Warning System - Means of Activation	Required	[deleted]	No	No	
Signal or Warning System - Type Detectors	Required	[deleted]	No	No	
[added]	No	Detection System Power Supply	Required	Required	
Signal or Warning System Effectiveness	Required	Detection System Performance	Required	Required	
[added]	No	Detection System Reason for Failure	Required	Required	
Sprinklers - Type	Required	Extinguishing System Type	Required	Required	
Standpipes - Type	Required	[deleted]	No	No	
Special Hazard Protection - Type	Required	[deleted]	No	No	
Sprinklers Effectiveness	Required	Extinguishing System Performance	Required	Required	
Standpipes Effectiveness	Required	[deleted]	No	No	

Portable Extinguishers Effectiveness	Required	[deleted]	No	No	
Special Hazard Protection Effectiveness	Required	[deleted]	No	No	
[added]	No	Extinguishing System Reason for Failure	Required	Required	
[added]	No	Sprinkler Heads - Type	Required	Required	
[added]	No	Sprinkler Heads - Number Activated	Required	Required	
Portable Extinguishers - Type	Required	[deleted]	No	No	
Private Brigade - Type	Required	[deleted]	No	No	
Private Brigade - Effectiveness	Required	[deleted]	No	No	
Watchman Effectiveness	Required	[deleted]	No	No	
Other Facilities Effectiveness	Required	[deleted]	No	No	
		Section D			
Firefighter - Number Injured	Required	Fire Service Casualty - Injuries	Required	Required	
Firefighter - Number of Deaths	Required	Fire Service Casualty - Fatalities	Required	Required	
Civilians - Number Injured	Required	Non-Fire Service Casualty - Injuries	Required	Required	

Civilians - Number of Deaths	Required	Non-Fire Service Casualty - Fatalities	Required	Required	
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