

# Fire and Emergency Management FY11 Budget

## Overview

The Reading Fire Department's 48 full time employees are primarily organized around four Groups of Officers and Firefighters. The budget requests the funding of a Chief, Secretary, four Captains, five Lieutenants, thirty seven Firefighters and two part time Fire Alarm Technicians. Our major responsibilities are:

- ◆ Delivery of Emergency Medical Services
- ◆ Fire Suppression
- ◆ Fire Prevention
- ◆ Emergency Management

Administrative functions are performed by the Fire Chief, Day Officer and Department Secretary.

- ◆ The Fire Chief is responsible for emergency management, personnel, fire prevention, and financial management, overall maintenance of equipment, facilities and training. The Fire Chief responds to major emergencies.
- ◆ The on duty shift is responsible to respond to emergencies and deliver services, training, equipment maintenance and routine fire prevention duties. The on duty shift staffs two engines, a ladder truck and an ambulance.

- ◆ The Day Officer is responsible to review new development and ensure code compliance, schedule fire equipment and station maintenance. The Day Officer responds to major emergencies.
- ◆ The Department secretary handles ambulance billing other administrative functions.

## Staffing – wage costs

No changes to staffing are anticipated by this budget. Due to an existing labor contract, a deferred 1% raise on 6/30/10 increases FY11 wage expenses by \$46,767. No additional COLA increases or step movements are included in this budget.

## Expenses

Only 2.9% of the entire department budget is allocated to expenses, which are level funded at \$103,930. This budget will allow the department to maintain our existing service levels for FY 11.