



# Agenda Report

February 24, 2025

**TO:** Honorable Mayor and City Council

**FROM:** Fire Department

**SUBJECT: AMEND THE FIRE DEPARTMENT FISCAL YEAR (FY) 2025 OPERATING BUDGET BY RECOGNIZING REVENUE AND APPROPRIATING \$105,370 FROM RIO HONDO COMMUNITY COLLEGE DISTRICT TO FUND VOCATIONAL TRAINING PROGRAMS AND FIRE EQUIPMENT**

## **RECOMMENDATION:**

It is recommended that the City Council:

1. Find that the recommended actions are exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines per Section 15061(b)(3), the "Common Sense" exemption that CEQA only applies to projects that may have an effect on the environment; and
2. Amend the Fire Department Fiscal Year (FY) 2025 Operating Budget by recognizing revenue and appropriating \$105,370 from Rio Hondo Community College District to fund vocational training programs and fire equipment.

## **BACKGROUND:**

The Pasadena Fire Department (PFD) plans and conducts in-service training for full-time fire personnel throughout the year. Training topics include those that are mandated by regulatory agencies such as the California Occupational Safety and Health Administration ("Cal-OSHA") and guided by organizations such as the National Fire Protection Association and Insurance Services Office ("ISO"). Additionally, certain technical skills require annual recertification, which may include classroom instruction and simulated manipulative exercises.

Instructional Service Agreements (ISAs) were created by the State Chancellor's Office ("State") to provide college-level credit for certain mandated training for public agencies each year. The level of training in these sectors meets the education qualifications required for community college courses. ISAs would allow for community colleges to

provide credits to employees of fire agencies, while providing specialized training and services that foster lifelong learning and skills and serve local and regional needs. Individuals with specific expertise and training can also teach courses that are approved through the college's curriculum approval process.

The Rio Hondo Community College District (RHCCD) and the PFD entered into an ISA on December 5, 2023 and enrolled personnel into Rio Hondo in February 2024. The ISA benefits the PFD by providing a resource to undertake training while employees receive college credits. Fire personnel who are approved as instructors by RHCCD and qualified to teach particular subjects (e.g. EMS, fire technology, and wildland) will provide the applicable training. Training hours, which correlate to the terms of the ISA, will be converted into academic credits. The RHCCD will be eligible to receive funding from the State on a standard per student basis for each eligible PFD enrolled student and shall remit payment to the Fire Department semi-annually based on apportionment funding. Credit and/or non-credit revenue received from the State will be split, whereby 25% will go to the Fire Department and 75% will go to the RHCCD. This apportionment revenue split is the standard by which other participating fire agencies in the area receive funding pursuant to their agreement with the Rio Hondo Community College District, including Sierra Madre Fire Department, Arcadia Fire Department, and Santa Fe Springs Fire Department.

Participation in the ISA is a new source of annual revenue for the PFD which was not previously available. In FY 2025, the Department will receive \$105,370 in revenue share from Rio Hondo for the first semi-annual term. The established Agreement has been highly successful, to date. Staff recommend an appropriation of \$105,370 for Fire Department training programs and equipment.

The Department expects total annual revenue received through the ISA with Rio Hondo Community College District to be approximately \$250,000. Annually, the Fire Department will make recommendations for the funds to be used for specific personnel training and fire equipment purchases.

#### **COUNCIL POLICY CONSIDERATION:**

The proposed budget amendment furthers the City Council's strategic planning goal to ensure public safety and maintain fiscal responsibility and stability.

#### **ENVIRONMENTAL ANALYSIS:**

The proposed action has been determined to be exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15061 (b)(3), the "Common Sense" Exemption that CEQA applies only to projects which have the potential for causing a significant effect on the environment.

**FISCAL IMPACT:**

Approval of the recommended action will amend the FY 2025 Fire Department Operating Budget by recognizing revenues of \$105,370. Funds will be appropriated in the Fire Department Operating Budget for fire personnel training (\$80,000) and for equipment purchases (\$25,370). There are no anticipated impacts to other operational programs or capital projects.

Respectfully submitted,



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Approved by:



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