



FIRE AND TECHNICAL RESCUE COMMITTEE REPORT

COMMITTEE MEMBERS:

Brad Anders, Chair
Director
Knox Co Emergency Communications District

Perry Benshoof
Controller
Knox County Finance Department

David Brace
Chief Operating Officer & Deputy to the Mayor
Office of Mayor India Kincannon

Jenny Holden
Director
Knox County Community Development

Larry Hutsell
Emergency Response Coordinator
Knox County Health Department

Dwight Van de Vate
Chief Operating Officer
Office of Knox County Mayor Glenn Jacobs

BACKGROUND

The Fire and Technical Rescue Committee was formed on March 6, 2020. Mayor Jacobs asked that we look at fire and rescue services across the county and provide recommendations for the FY21 budget. Our members bring a variety of perspectives informed by previous experience working in or with the emergency response community in Knox County.

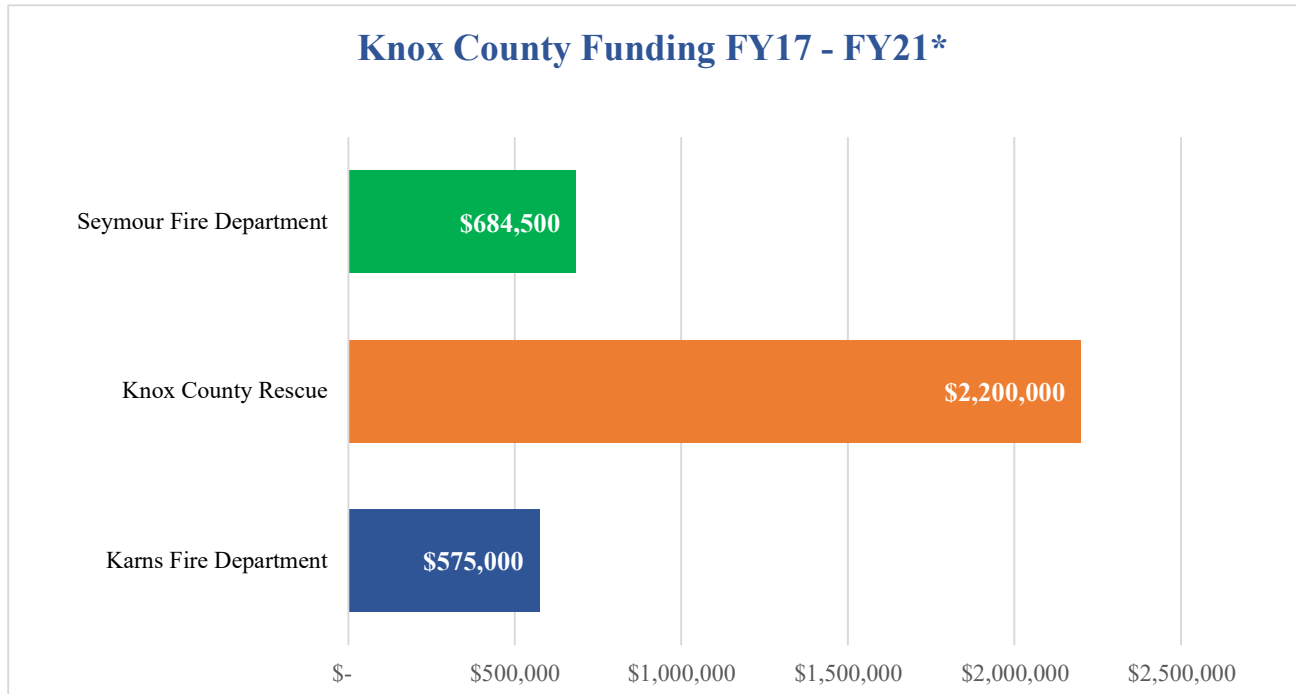
Due to the pandemic, we recommended continuing funding for all three agencies at their FY20 level for the first six months of FY21 to ensure emergency response capabilities remained stable during this unprecedented time. Memorandums of Understanding covering the period of July 1st through December 31st were approved by Commission and executed with the three agencies funded in FY20: Karns Fire Department, Knox County Rescue, and Seymour Volunteer Fire Department.

RESEARCH

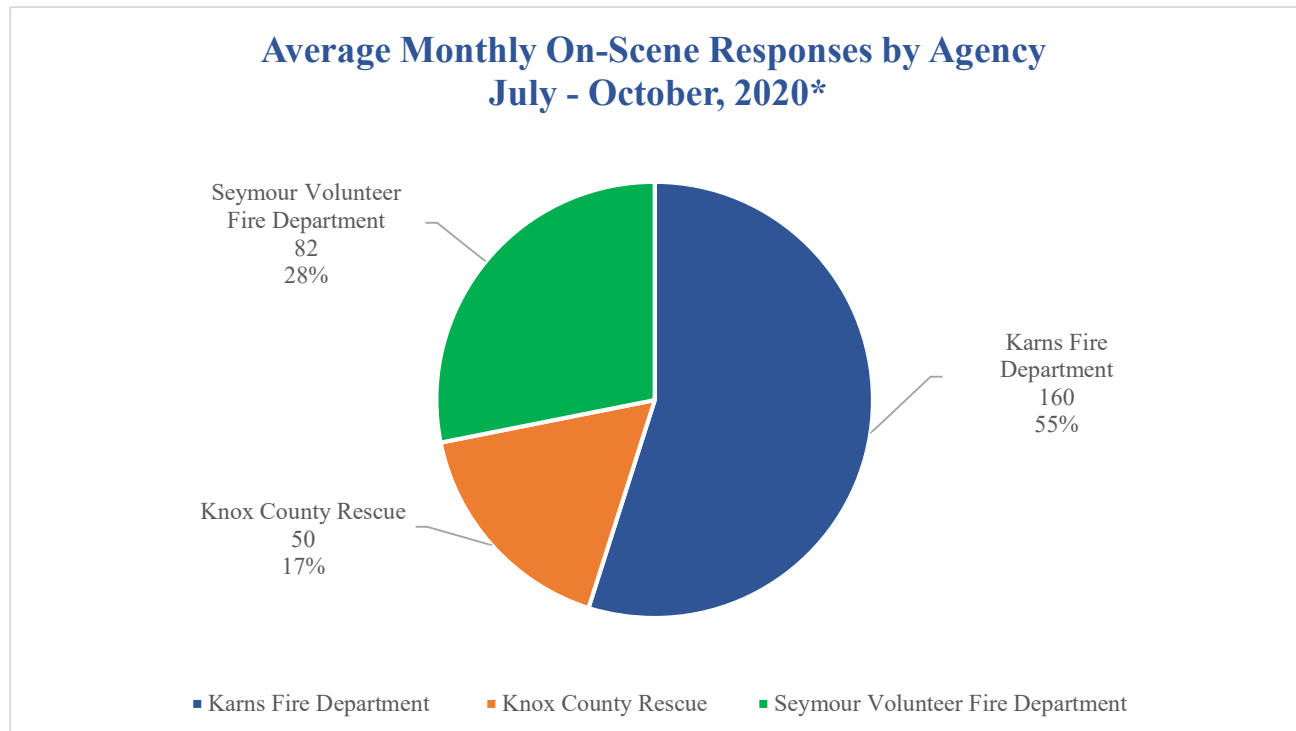
In 2018, Knox County Commission asked the University of Tennessee's County Technical Assistance Service (CTAS) to provide an evaluation of fire and rescue services. We utilized data from this report, along with context provided in response to the report by Rural Metro Fire Department, as the foundation of our research. The three agencies currently receiving funding from Knox County were asked to submit monthly reports on a variety of performance measures starting in July 2020 to provide current data to help inform our recommendations (see attached). We also conducted an interview with the Chief of each of the three agencies to solicit their feedback and recommendations for the future of fire and rescue services within the county.

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Data collected over the course of our research is represented in the following graphs. The final graph pulls data from the CTAS report. While not as current as what is represented on the other graphs, we included this data to show all four agencies and responses across the entirety of the county.



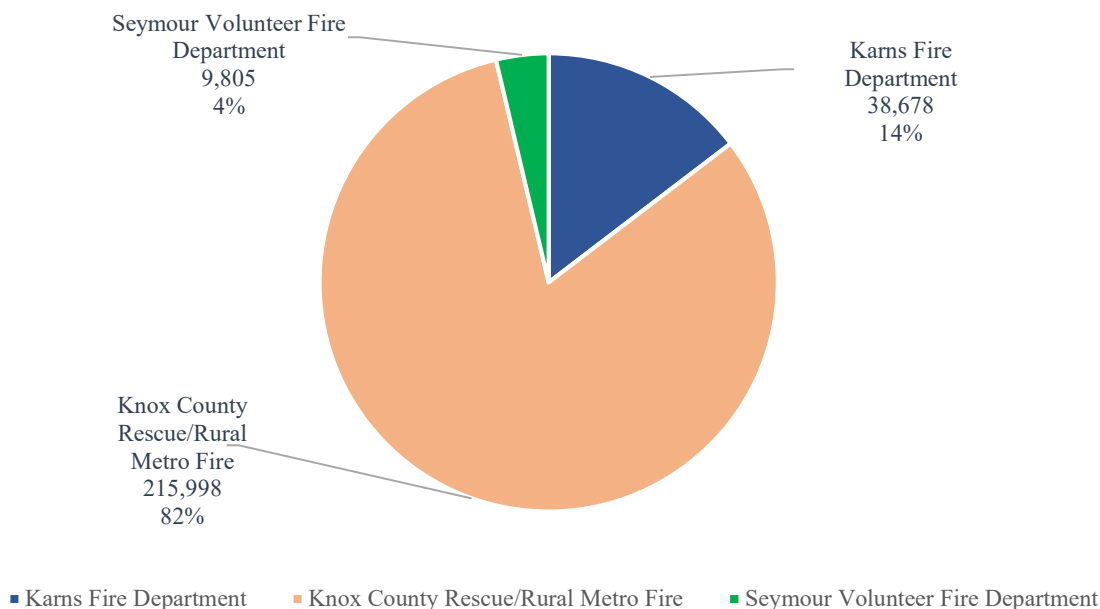
* Total for FY21 includes funding all agencies at their present level through the end of the fiscal year.



*Data from July through October monthly performance measures reporting provided by each agency.

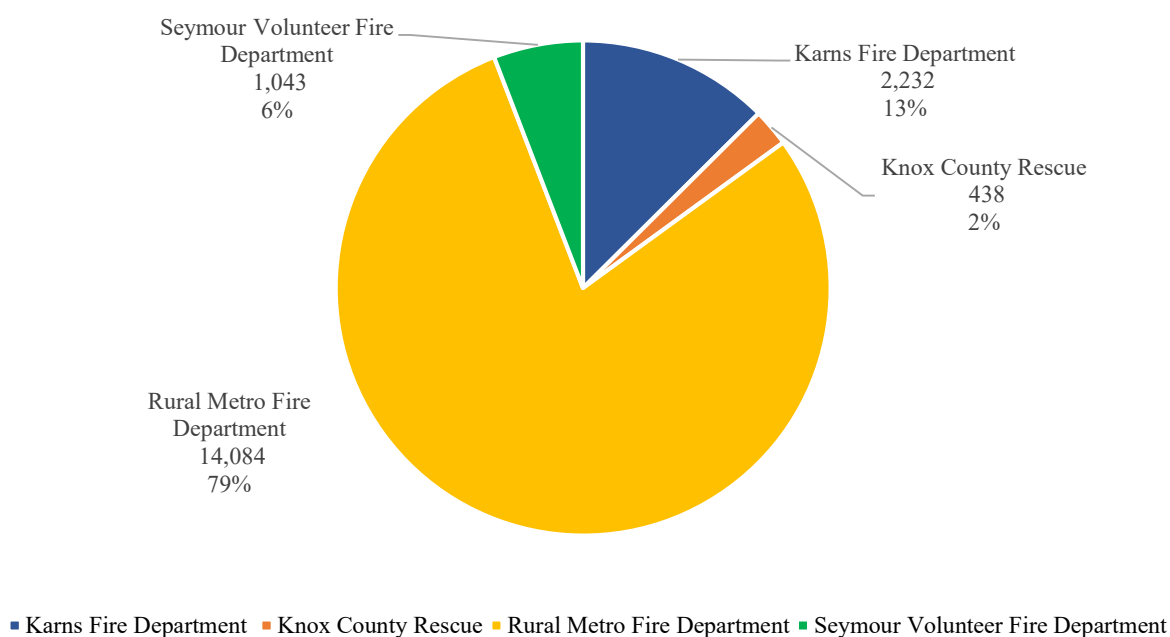
FIRE AND TECHNICAL RESCUE COMMITTEE REPORT

Fire District Populations*



*Knoxville-Knox County Planning, Published 9/25/20; Data Sources: 2014-2018 American Community Survey; KGIS

Total On-Scene Responses Oct 2016-Oct 2017*



*As reported in the 2019 Knox County Fire and Rescue Evaluation prepared by CTAS.

FIRE AND TECHNICAL RESCUE COMMITTEE REPORT**COMMITTEE RECOMMENDATIONS**

While completing this process over the past nine months, one thing remained abundantly clear to the Committee: All the agencies providing fire and rescue services in Knox County are dedicated to their mission and above all else, focused on the safety of the citizens of their communities. During the agency interviews, we asked each Chief to identify the top three needs in fire and rescue services in the county. Although their answers varied, they were unanimous in wanting more involvement from Knox County. They want to know more about the county's expectations, desire assistance from a neutral entity to foster cooperation between agencies and seek a dedicated representative to call on when issues arise.

Based on our research and discussions with the agencies, we recommend:

1. Continue funding the agencies for the remainder of FY21 at the same level as each was funded in the first half of the year: Karns Fire Department (\$62,500), Knox County Rescue (\$212,500), and Seymour Volunteer Fire Department (\$62,500).
2. Replace "within their designated response area" in Section A1 under Scope of Services with "within their designated fire district as it appears on the attached map or at the request for mutual aid from the fire department of another fire district" in the Memorandums of Understanding to be executed for January 2021 through July 2021, (see attached).
3. Convene a permanent Fire and Technical Rescue Committee appointed by the Mayor and confirmed by Commission, to include the Chiefs of each fire and rescue organization serving Knox County: Karns Fire Department, Knox County Rescue, Rural Metro Fire Department, Seymour Volunteer Fire Department, a County Commissioner, a representative of Knox County Emergency Communications District, Knoxville-Knox County Emergency Management Agency, Knox County Finance, Knox County Health Department, Knox County Community Development, and a representative of the Mayor's Office (11 committee members in total).
4. Provide a tentative budget amount, as proposed by the county's Chief Financial Officer (CFO), to the committee prior to the adoption of the FY22 budget. The committee members, relying on their various areas of subject matter expertise, would work together to determine funding allocations, within the budget proposed by the CFO, based on service gaps and long-term goals for fire and rescue services within the county.

FIRE AND TECHNICAL RESCUE COMMITTEE REPORT

These recommendations provide on-going support and a designated county point of contact as requested by the agencies. The fire and rescue chiefs will also have an opportunity to work together and provide input on funding recommendations based on their knowledge of the areas of highest need within fire and rescue. This approach is modeled on the homeland security program that has been successful in providing millions of dollars in equipment to Knox County agencies through shared funding. When cooperation is substituted for competition, the citizens of Knox County will be better served.

Finally, we would like to offer our deep appreciation to everyone who supported the committee over the past several months. To Mayor Glenn Jacobs, we thank you for the trust and confidence you placed in us and for the opportunity to do this important work. To the Knox County Commission, we are grateful for your patience and support. A number of professional partners were instrumental in the completion of this report, giving generously of their time, talents and abilities, in particular Dr. Terry Gilhula of Knoxville-Knox County Planning, Mr. Brad Hair of Mayor Jacob's Office, and Chiefs Russ Frazier, John Linsenbigler and Daron Long. We thank-you for all for what you do to create a better, safer community.



FIRE AND TECHNICAL RESCUE COMMITTEE REPORT

AGENCY PERFORMANCE MEASURES REPORTING

JULY – NOVEMBER

Knox County Monthly Performance Measures Report

Agency:		Karns Fire Department		Agency Address:		PO Box 7184 Knoxville, TN 37921		Phone:		865-691-1333	
Agency Point of Contact:		Chasisty Poland		POC Title:		Deputy Chief		POC Email:		cpoland@karnsfire.org	
#	Performance Measure	Description of Performance Measure	July	Aug.	Sept.	Oct.	Nov.	Dec.	Total		
1	Calls for Service	How many calls for service within Knox County did your agency receive from dispatch during this reporting month?	193	176	156	186	168		879		
2	On-Scene Response	How many of the calls listed above resulted in an on-scene response by your agency?	177	159	139	165	150		790		
3	Mutual Aid	How many automatic/mutual aid requests did your agency answer during this reporting month?	0	0	0	0	0		0		
4	Training	How many total hours did your agency personnel spend in training during this reporting month?	1388	1206	611	751	716		4671		
5	Personnel - Volunteer	How many volunteer members were part of your agency during this reporting month? (Include admin and responders)	18	16	16	16	16		82		
6	Personnel - Paid	How many people were employed by your agency during this reporting month? (Include admin and responders)	27	28	28	28	28		139		
7	Personnel - Volunteer	How many volunteer firefighters/rescue technicians worked at least one shift for your agency during the reporting month? (Certified personnel in uniform at the station working a shift - on-call personnel would not be included here)	2	1	2	3	2		10		
8	Personnel - Paid	How many paid firefighters/rescue technicians worked at least one shift for your agency during the reporting month? (Certified personnel in uniform at the station working a shift - on-call personnel would not be included here)	24	24	24	23	25		120		
9	Availability	Report below the percentage of time stations serving Knox County were staffed and equipment available for response during the reporting month. (Certified personnel at the station with fire/rescue apparatus available for response)									
		Station 1 - 6616 Beaver Ridge Rd.	100%	100%	100%	100%	100%				
		Station 2 - 2150 N. Campbell Station Rd.	100%	100%	100%	100%	100%				
		Station 3 - 4725 Guinn Rd.	0%	0%	0%	0%	0%				
		Station 4 - 8109 Ball Camp Pike	0%	0%	0%	0%	0%				
#	If needed, please provide additional information/clarification on performance measures below.										
July	During the Month of July there were 624 hours of Pumper/Driver Operator training, 364 hours of rope rescue training and 20 hours of extrication (rescue) training										
	Of the calls listed, 18 were motor vehicle accidents										
	Station 2 houses two (2) companies, an engine and a ladder truck										
August	During the Month of August there were 128 hours of extrication (rescue) training and 66 hours of swiftwater training										
	Of the calls listed, 17 were motor vehicle accidents, 1 extrication from machinery and 1 water rescue using a boat										
	2 personnel were certified in Advanced Swiftwater										
	2 fire recruits are attending TFACA										
September	During the month of September there were 48 hours of extrication, 17 hours of swiftwater and 85 hours of rope rescue training										
	Of the calls listed, 12 were motor vehicle accidents, 2 extrications, 1 structure fire and 3 rubbish/grass fires.										
October	During the month of October there were 39.5 hours of rope rescue, 12 hours of wildland firefighting, 228 hours of medical advancement and 90 hours of RIT training.										
	On the calls listed, 27 were motor vehicle accidents with 2 extrications, 2 vehicle fires, 7 rubbish/brush fires, 1 equipment fire and 1 building fire.										
	2 Fire Recruits are attending TFACA										
November	During the month of November there were 388 hours of medical advancement training										
	Of the calls listed, 22 were motor vehicle accidents with 2 extrications, 1 equipment fire, 1 structure fire, and 5 brush fires.										
	2 Fire Recruits were attending TFACA										

Knox County Monthly Performance Measures Report

Agency Point of Contact:	Charlotte Melanhorst	POC Title:	Administrative Financial Assistant	POC Email:	charlotte.melanhorst@knoxcountynvrescue.org
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#	Performance Measure	Description of Performance Measure	July	Aug.	Sept.	Oct.	Nov.	Dec.	Total
1	Calls for Service	How many calls for service within Knox County did your agency receive from dispatch during this reporting month?	140*	198*	214*	197	230		552
2	On-Scene Response	How many of the calls listed above resulted in an on-scene response by your agency?	42	52	52	52	75		273
3	Mutual Aid	How many automatic/mutual aid requests did your agency answer during this reporting month?	6	3	0	0	0		9
4	Training	How many total hours did your agency personnel spend in training during this reporting month?	8	10	16	32	48		114
5	Personnel - Volunteer	How many volunteer members were part of your agency during this reporting month? (Include admin and responders)	90*	96*	96*	96	96		282
6	Personnel - Paid	How many people were employed by your agency during this reporting month? (Include admin and responders)	12	12	12	12	12		60
7	Personnel - Volunteer	How many volunteer firefighters/rescue technicians worked at least one shift for your agency during the reporting month? (Certified personnel in uniform at the station working a shift - on-call personnel would not be included here)	7	9	9	9	9		43
8	Personnel - Paid	How many paid firefighters/rescue technicians worked at least one shift for your agency during the reporting month? (Certified personnel in uniform at the station working a shift - on-call personnel would not be included here)	9	12	12	12	12		57
9	Availability	Report below the percentage of time stations serving Knox County were staffed and equipment available for response during the reporting month. (Certified personnel at the station with fire/rescue apparatus available for response)							
		Station 1 - East - 512 N. Chilhowee Drive	100%	100%	100%	100%	100%		
		Station 2 - South - 1100 Gov John Sewier Hwy (training facility)	0%	0%	0%	0%	0%		
		Station 3 - West - 201 N Watt Rd	100%	100%	100%	100%	100%		
		Station 4 - Station 36 - Norman Jack Lane (Emory Rd location)	100%	100%	100%	100%	100%		
		Station - North - 6820 Tice Lane	66%	66%	66%	66%	0%		

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Knox County Monthly Performance Measures Report

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FIRE AND TECHNICAL RESCUE COMMITTEE REPORT

DRAFT MEMORANDUM OF UNDERSTANDING

JANUARY 2021 THROUGH JULY 2021

**MEMORANDUM OF UNDERSTANDING
CONCERNING RECEIPT OF KNOX COUNTY FUNDS FOR
FIRE/RESCUE EMERGENCY SERVICES**

This Memorandum of Understanding is made and entered at Knoxville, Tennessee on the ____ day of _____, 2021, by and between **Knox County**, hereinafter referred to as "**COUNTY**" and _____, hereinafter referred to as "**AGENCY.**"

WHEREAS, COUNTY desires to promote maximum utilization of fire/rescue emergency resources within Knox County.

WHEREAS, AGENCY is a designated 501(c)(3) with a stated mission of providing fire/rescue emergency services within COUNTY.

WHEREAS, AGENCY has equipment and personnel required to provide such services within their designated response area and is willing and able to render such services.

NOW THEREFORE, in consideration of the foregoing premises, the parties hereto hereby agree as follows:

A. SCOPE OF SERVICES

A1. AGENCY agrees to provide fire/rescue emergency services in accordance with Tennessee Firefighting Commission standards within their designated fire district as it appears on the attached map or at the request for mutual aid from a fire department of another fire district.

A2. AGENCY agrees to provide COUNTY a *Monthly Performance Measures Report*, attached to this Memorandum of Understanding as "Appendix A," by the 15th of the following month.

B. FUNDING

B1. COUNTY shall provide funding to enhance the operation of fire/rescue emergency services provided by the AGENCY on a reimbursement basis. Eligible expenses must be recorded during the period of January 1, 2021 through June 30, 2021. In no event shall the maximum liability of COUNTY under this Memorandum of Understanding exceed _____. AGENCY shall submit an invoice for payment and *Reimbursement Form*, attached to this Memorandum of Understanding as "Appendix B," on a quarterly basis by no later than April 15, 2021 and July 15, 2021. Documentation of expenses including invoices marked paid, receipts, purchase orders, timecards, and cancelled checks must be held in an official file at the office of AGENCY as proof that funds were expended only for services set forth under "Section A – Scope of Services."

C. TERMS AND CONDITIONS :

C1. This Memorandum of Understanding shall be effective upon signatures of COUNTY and AGENCY and will expire on June 30, 2021 unless terminated in conformity with the terms set forth under "Section D – Termination."

C2. AGENCY agrees COUNTY or any of their authorized representatives shall have access to any books, documents, papers, and records of AGENCY that are related to services and funds set forth under "Section A – Scope of Services" and "Section B – Funding" for the purpose of making

audit, examination, excerpts, and transcripts. AGENCY must provide the requested information and/or make the necessary modifications to the information presented to comply with COUNTY requirements and allow site visits by COUNTY representatives when requested. AGENCY must retain all records relevant to this Memorandum of Understanding for a period of at least six (6) years. Notwithstanding, AGENCY will comply with all disclosure requirements under state and federal laws.

C3. AGENCY agrees to render all services as an independent contractor and shall not be considered an officer, agent, or employee of COUNTY or entitled to any benefits, insurance, pension, worker's compensation, or any other benefit as that of an employee of COUNTY. However, AGENCY acknowledges that as a non-profit entity obtaining public funds that it is subject to the same public records disclosure requirements as is COUNTY.

D. TERMINATION

D1. If AGENCY shall fail to fulfill their obligations or violate any terms under this Memorandum of Understanding, COUNTY shall thereupon have the right to terminate this Memorandum of Understanding by giving thirty (30) calendar days written notice to AGENCY of such termination and specifying the effective date thereof and the reason therefore.

D2. At any time and without cause, either party shall have the right, in its sole discretion, to terminate this Memorandum of Understanding by giving sixty (60) days written notice to the other party.

AGENCY

BY: _____ Date _____

KNOX COUNTY, TENNESSEE

BY: _____ Date _____
Glenn Jacobs
Knox County Mayor

APPROVED AS TO FORM:

BY: _____ Date _____
David Buuk
Knox County Law Director

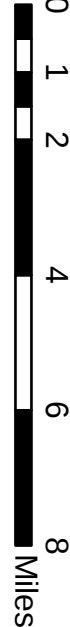
Knox County Fire Districts

Legend

- KFD
- RMFD
- KVFD
- SVFD

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10/23/2020

