Department New Request Form
Fiscal Year 2022

Program	**Public Safety**	***Title of New Request:***	***Rank:*** 2
Department	Fire	Officer Development Training Program	
Request Category	**New**		
Request Rating	**Required**		
Department Goal	Ongoing budget increase for Officer Development Program		

1.How will request assist in acheiving Department Goal and benefit the customer?

Missoula Fire is seeking an increase to our training budget to fulfill a contractual agreement. This agreement allows MFD to invest in our mid-level leaders by improving our Officer Development Program (ODP). Beginning 7/1/2022 MFD fire captains and battalion chiefs have new requirements set by the City of Missoula and L271 CBA. This agreement requires set standards for our members to obtain and pass our Officer Development Program. The program MFD has developed encompasses professionalism and accountability our officers need to safely and effectively serve our community. It also fulfills the collective bargaining agreement and follows the NFPA 1021 'Standard for Fire Officer Qualifications' level 1.

Acting Captain Course- The overall goal is to provide the Acting Captain/Confirmed Captain the appropriate tools and resources during shifts in the Officer Seat. One step in the process is a formal in-house course instructed by fire chiefs, senior captains and battalion chiefs. This course covers: Fire station and fire company requirements, tasks, responsibilities, and response considerations. Engine and crew capabilities and limitations, information sources, fire tactics, and fire tactics in the wildland/urban interface.

Acting BC Course- This is a 1 day formal classroom instruction by a current battalion chief followed by four 10 hour rides with a current BC. This on the job training

2. What specifically is needed to achieve this goal?

MFD's training budget is unable to absorb the cost in overtime to back-fill these members while in training. Attempting to rely on the current budget would greatly affect our other training programs. Cost breakdown:

o (4)- Day shift Acting BC ride-a-long per @ 4 members per year. 10hrs @ $57.9252. (4) = $2317

o (6)- Backfill for Acting Captain Course member's on-duty during. 24hrs @ $57.9252. (6) = $8341

o (1)- Acting Captain Course instructor Overtime 40hrs @ $57.9252 = $2317.

o (1)- ABC instructor course Overtime 10hrs $57.9252= $579

3. Cost Impact of New Program:

Account #	Item	Qnty	Unit Cost	Requested One-Time	Requested Ongoing	FY 2022 Unfunded	FY 2022 Funded	Proposed FY 2023 Ongoing
Ongoing Expenses								
1000.300.420460.120	10 Hr shift Acting BC ride	40	57.9252		2,317	-	2,317	
1000.300.420460.120	Backfill for Acting Captain	144	57.9252		6,679	-	6,679	
1000.300.420460.120	Acting Captain Instructor	40	57.9252		2,317	-	2,317	
1000.300.420460.120	Acting BC Instructor	10	57.9252		579	-	579	
1000.300.420460.130	Employer Contributions	1	994		994	-	994	
					-	-	-	
					-	-	-	
					-	-	-	
					-	-	-	
					-	-	-	
					-	-	-	
					-	-	-	
					-	-	-	
One-time Expenses								
				-		-	-	
				-		-	-	
				-		-	-	
				-		-	-	
				-		-	-	
			Expense Sub-Total	**-**	**12,886**	**-**	**12,886**	**-**

Revenue Offset:

Account #		Revenue Description	Proposed Onetime Revenue	Proposed Ongoing Revenue
1000.000.311000.00	T	Tax funded		12,886
		Revenue Sub-Total	**-**	**12,886**

4. What sort of data will be used to report results and outcomes of request?

The Officer Development Program is required with the L271 CBA for promotion to Fire Captain or Battalion Chief beginning 7/1/2022. New World Reporting software will be used to calculate hours of training for certification. Each officer going through a course will be issued a task book for evaluation by qualified officers. The training hours and completed task books will be reviewed for satisfaction when complete. Once all documentation is complete the individual will be signed off by the Fire Departments Operations Chief

Requested/Proposed Funding Source

	One-time	Ongoing
Tax or Assessment	-	**12,886**
Non-tax	-	-
Fund Balance	-	-
Total	-	**12,886**