



City of San Antonio

Agenda Memorandum

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Agenda Item Number: 5

Agenda Date: August 15, 2023

In Control: Public Safety Committee

DEPARTMENT: Fire Department

DEPARTMENT HEAD: Charles Hood, Fire Chief

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

San Antonio Fire Department Re-Accreditation Process and Strategic Plan.

SUMMARY:

The Public Safety Committee will be briefed on the status of the Commission on Fire Accreditation International (CFAI) process and the updated San Antonio Fire Department Community Risk Assessment and Standards of Cover (CRA/SOC) document.

BACKGROUND INFORMATION:

The Commission on Fire Accreditation International (CFAI) accreditation is offered by the Center for Public Safety Excellence. The CFAI accreditation process is an all-hazard, quality improvement model based on risk analysis and self-assessment that promotes the establishment of community-adopted performance targets for fire and emergency service agencies. This will be the

first reaccreditation cycle for the department as they were originally accredited in 2019.

Accredited agencies are described as being community-focused, data-driven, outcome-focused, strategic-minded, well organized, properly equipped, and properly staffed and trained. An accreditation designation is renewed every five years. The SAFD is actively engaged in the process of renewing its accreditation.

Process to become and remain accredited:

1) Become an Applicant Agency by completing three documents: a) Community Risk Assessment: Standards of Cover Document, b) Community-driven Strategic plan, and c) Self-Assessment Manual

2) Become a Candidate Agency. Once the documents are complete the applicant becomes a candidate for accreditation. The CFAI assigns a peer team to review the candidate's documents, conducts an onsite assessment, and prepares an accreditation report. The accreditation report is presented during a CFAI public hearing.

3) Becoming and Remaining an Accredited Agency. Accreditation is valid for a five-year period and every year the agency submits an annual compliance report. At the end of the five-year period, the Fire Department will repeat the steps in the Candidate Agency process.

The accreditation process is based on 3 documents that aim to validate information-based decision making, constant improvement, and organizational involvement through a realistic self-assessment process. A site visit is conducted by a Peer Assessment Team to provide an outside assessment of the department's documents and processes. The Peer Team, based on the outcome of the site visit, will leave the department with recommendations for improvement and make a recommendation to the Commission on accreditation status. Department representatives will then appear before the Commission at a hearing to answer questions on the recommendations and department operations. At that time the Commission will vote on the accreditation status of the department.

The department is completing the initial phases of the reaccreditation process and has evaluated the required data and performed the self-assessment process. Writing and formatting continues on the over 250 criteria in 11 categories that examine all aspects of the department. The department's strategic plan and the CRA/SOC are two of the cornerstone documents that are examined in the accreditation process.

The San Antonio Fire Department, in keeping current with the planning cycle, has recently gone through a Strategic Planning process. The process was led by a team from the Center for Public Safety Excellence and was coordinated by the SAFD Planning and Analytics Division. The process involved external and internal stakeholder input. The external stakeholder group was comprised of civilians from across the city representing several civic and neighborhood groups, as well as, several council districts. The internal stakeholder group was made up of 40 uniformed and non-uniformed SAFD members representing every Division in the Department, and included representatives from the San Antonio Professional Firefighters Association.

The 2023-2028 SAFD Strategic Plan features 7 goals and several objectives to address perceived weaknesses in the Department. Each objective has been assigned to a responsible person to move the objectives forward.

ISSUE:

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FISCAL IMPACT:

The item is for briefing purposes only.

ALTERNATIVES:

The item is for briefing purposes only.

RECOMMENDATION:

The item is for briefing purposes only.