

FIRE MARSHAL

MISSION

The mission of the Fire Marshal's office is to investigate fires and explosions, maintain fire records, plan and coordinate fire protection, conduct fire and safety inspections, review construction plans and provide training to others in order to protect lives and property in the unincorporated areas of Fort Bend County in accordance with Section 352 of the Local Government Code.

VISION

With a staff of four full time Inspectors/Investigators, the Fire Marshal's office continues to review construction plans, conduct fire and safety inspections while investigating fires, maintaining fire records, planning and coordinating fire protection, providing training to others in order to continue protecting lives and property in the rapidly growing areas of Fort Bend County.

GOALS

GOAL 1

To determine the origin and cause of fires, conduct interviews, collect evidence and prepare a comprehensive report of all findings.

Objective 1 A fire investigator who has reason to believe that arson was committed is obligated to develop the case to its fullest extent, which may include filing criminal charges and serving as witness for the prosecution.

GOAL 2

To maintain records of fires which occur in the unincorporated areas of Fort Bend County.

Objective 1 Coordinate the fire protection efforts with the fire departments in the unincorporated areas of Fort Bend County.

GOAL 3

To conduct fire prevention inspections in the unincorporated areas of Fort Bend County as requested and required by licensing authorities. Inspections of day cares, foster homes, group day care homes, schools, services stations, fireworks stands, other businesses, sprinkler systems, fire alarm systems and all new construction.

GOAL 4

To review building plans and collect fees for all new and/or renovation of businesses in the unincorporated areas of Fort Bend County.

GOAL 5

To continue working with other members of the Public Infrastructure Steering Committee, in implementing our plan to establish an efficient, cost-effective infrastructure development system for Fort Bend County. The Public Infrastructure Steering Committee has the task of combining technology with management's ability to adopt the necessary procedures and processes to meet the needs of County residents.

FIRE MARSHAL

GOAL 6

To adopt the International Fire Code to provide greater protection of life and property in the construction of commercial and multi-family property for the citizens of the unincorporated areas of Fort Bend County.

GOAL 7

To request/acquire additional personnel to accomplish above goals in a more timely and efficient manner for the developers, builders and residents of the unincorporated areas of Fort Bend County.

PERFORMANCE MEASURES	2009 ACTUAL	2010 ACTUAL (Jan-July)	2011 PROJECTED
Number of Safety Inspections conducted	1,263	599	1,060
Number of Re-inspections	84	47	85
Fees Collected	\$2,400	\$1,200	\$2,500
Number of Safety Inspections follow-up	126	86	152
Fireworks Inspections	106	58	120
Fees Collected	\$11,300	\$7,000	\$13,000
Gates	1	1	3
Fees Collected	\$200	\$50	\$150
Mass Gatherings	1	1	3
Fees Collected	\$200	\$200	\$600
Number of Plans reviewed	417	235	276
Fees Collected	\$166,245	\$103,725	\$121,471
Number of Fire Calls responded to	6,927	3,420	6,041
Number of Investigations conducted	179	106	187
Number of Follow up Investigations	271	196	346
Number of Cases Filed	24	13	23
Exemptions	53	21	15
Fees Collected	\$41,725	\$27,400	\$48,380

FIRE MARSHAL

FUND: 100 General

ACCOUNTING UNIT: 100543100 Fire Marshal

EXPENSE BUDGET

CATEGORY	2009 ACTUAL	2010 ADOPTED	2011 ADOPTED
Salaries and Personnel Costs	\$ 631,806	\$ 690,800	\$ 688,820
Operating and Training Costs	\$ 1,597,754	\$ 1,588,225	\$ 1,596,761
Information Technology Costs	\$ 2,532	\$ 3,303	\$ 17,073
Capital Acquisitions	\$ 20,802	\$ 27,900	\$ 0
TOTAL	\$ 2,252,894	\$ 2,310,227	\$ 2,302,654

2011 AUTHORIZED POSITIONS

Job Title	Job Code	Grade	Count
Receptionist/Clerk	J05014	G05	1
Clerk II	J06007	G06	1
Administrative Assistant	J09001	G09	1
Investigator/Inspector	J10023	G10	4
Chief Investigator	J12006	G12	1
Chief Inspector	J12010	G12	1
Fire Marshal	J14013	G14	1
Total Authorized Positions			10

ORGANIZATION CHART

