

FIRE MARSHAL

MISSION

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

VISION

With a staff of six 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 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	2010 ACTUAL	2011 ACTUAL (Jan-Oct)	2012 PROJECTED
Number of Safety Inspections conducted	1,067	861	1,115
Number of Re-inspections	65	57	55
Fees Collected	\$1,675	\$1,500	\$1,500
Number of Safety Inspections follow-up	122	82	134
Fireworks Inspections	109	6	122
Fees Collected	\$12,400	\$800	\$13,400
Gates	0	1	2
Fees Collected	\$0	\$50	\$100
Mass Gatherings	1	1	2
Fees Collected	\$200	\$200	\$400
Number of Plans reviewed	322	246	345
Fees Collected	\$136,775	\$201,800	\$154,300
Number of Fire Calls responded to	5,584	4,772	6,125
Number of Investigations conducted	153	150	160
Number of Follow up Investigations	317	239	3334
Number of Cases Filed	23	19	26
Exemptions	24	15	10
Fees Collected	\$46,150	\$86,400	\$56,200

FIRE MARSHAL

FUND: 100 General

ACCOUNTING UNIT: 100543100 Fire Marshal

EXPENSE BUDGET

CATEGORY	2010 ACTUAL	2011 ADOPTED	2012 ADOPTED
Salaries and Personnel Costs	\$ 668,381	\$ 688,820	\$ 696,489
Operating and Training Costs	\$ 1,577,692	\$ 1,596,761	\$ 1,586,684
Information Technology Costs	\$ 2,995	\$ 17,073	\$ 7,908
Capital Acquisitions	\$ 28,406	\$ 0	\$ 0
TOTAL	\$ 2,277,473	\$ 2,302,654	\$ 2,291,081

2012 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

