

ITEM	5
MANAGER'S REPORT NO.	16
COUNCIL MEETING	1978 02 27

Re: ATTENDANCE BY FIRE DEPARTMENT PERSONNEL AT
EXTERNAL TRAINING COURSES IN YAKIMA, WASHINGTON

As noted in the following report from The Director of Fire Services, authority is requested to have the Chief of Fire Operations and an Assistant Chief attend training courses in Yakima, Washington. These requests are submitted in compliance with current policy which requires Council to authorize attendance if the estimated cost related to a single course or conference exceeds \$350.00.

Although this would be the first time that a member of The Burnaby Fire Department would attend the school in Yakima, a careful analysis of the content and a knowledge of the Institution's outstanding reputation among firefighting organizations indicates that much would be gained by having Messrs. Brown and Morrison attend these two courses that are strongly oriented toward their respective disciplines. Attendance by other members in the future would be considered on the basis of the reports that would be submitted by Messrs. Brown and Morrison upon their return.

RECOMMENDATIONS:

1. THAT the Chief of Fire Operations, Mr. H. Brown, be authorized to attend the Administrative Course at the 1978 Command School in Yakima, Washington from 1978 April 02 - 06; and
2. THAT the Assistant Fire Chief (Operations), Mr. A. Morrison, be authorized to attend the Operational Command Course at the 1978 Command School in Yakima, Washington from 1978 April 23 - 28.

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TO: MUNICIPAL MANAGER
FROM: DIRECTOR - FIRE SERVICES

FIRE DEPARTMENT
78 02 17

RE: EXTERNAL TRAINING COURSES

Background

The Board of Administration, Burnaby Fire Department, has after careful study and evaluation determined a high degree of priority should be placed on participating in certain external training programs.

Consequently, it is their unanimous decision that permission should be obtained from Council to allow Chief of Fire Operations, H.O. Brown, and Assistant Chief, A. Morrison, to attend an Administrative Course and an Operational Course respectively at Yakima 1978 Command School, Washington State.

- A. Administrative Course - Date: 78 04 02 - 78 04 06
Candidate: Chief of Fire Operations, H. O. Brown
Cost: \$407.00

Breakdown:

Basic fee	\$ 60.00
Accommodation	90.00
Transportation	120.00
Per diem 5 x \$20.00	100.00
Exchange 10%	37.00
Total	\$407.00

Course Content

This course is recognized as being one of the most advanced of its kind in North America and as such, will provide Chief of Fire Operations, H. Brown, with a first hand opportunity to participate at class room level in the decision making processes involving a major modern day Fire Department.

The subject matter will deal with budget programming, projecting equipment and manpower requirements, public relations, the role of the Fire Department in present day society and the philosophy of personnel management.

RECOMMENDATION:

In view of Chief of Fire Operations H. Brown's recent promotion to his present position, this course is deemed most suitable for his personal development and I therefore recommend that he be authorized to attend.

B. Operational Command Course - Date: 78 04 23 - 78 04 28
Candidate: Assistant Fire Chief (Operations), A. Morrison
Cost: \$456.50
Breakdown:

Basic Fee	\$ 65.00
Accommodation	110.00
Transportation	120.00
Per diem 6 x \$20.00	120.00
Exchange 10%	41.50
Total	<u>\$456.50</u>

Course Content

This course is designed for the senior operational fire officer who is normally responsible for multi company fire ground operations.


Emphasis through practical fire ground activities, supplemented by lectures from leading authorities on fire ground operations play a dominant role in this course.

Departmental Benefit

As one of the most senior officers in Burnaby Fire Department, Chief Morrison has been nominated by the Board of Administration insofar as it is their opinion he will be able to evaluate the course content as it relates to our officer development program, so that if considered suitable for Burnaby Fire Department needs, attendance at this course may be a future prerequisite for promotion to a senior officer rank within the Department.

RECOMMENDATION:

In view of the expressed desire of the Board of Administration, Burnaby Fire Department, approval is recommended for Assistant Chief A. Morrison's attendance at the Yakima Command School.


T. G. Nairn
DIRECTOR - FIRE SERVICES

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