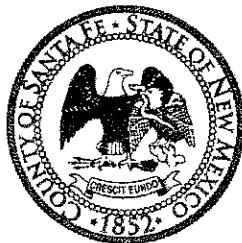


**Henry P. Roybal**  
Commissioner, District 1

**Anna Hansen**  
Commissioner, District 2

**Robert A. Anaya**  
Commissioner, District 3



**Anna T. Hamilton**  
Commissioner, District 4

**Ed Moreno**  
Commissioner, District 5

**Katherine Miller**  
County Manager

**Pablo Sedillo, III**  
Public Safety Director

**To:** Santa Fe County Board of County Commissioners  
**From:** Pablo Sedillo, III  
Public Safety Department Director  
**Via:** Katherine Miller  
County Manager  
**Date:** April 24, 2018  
**Re:** SFC Public Safety Department Monthly Report for March 2018

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The purpose of this memo is to provide you information relative to the SFC Public Safety Department for the month of March 2018.

## **CORRECTIONS DEPARTMENT**

### **Adult Detention Facility (ADF)**

- During the month of March the Santa Fe County Adult Detention Facility had 734 intakes and 748 releases.
- The Board of County Commissioners conducted their Annual Tour and Inspection of the Adult Detention Facility on March 13, 2018. They Commissioners were provided with an operational overview of the facility and provided information in areas such as, Inmate Housing, Staffing, Medical, Food Service, Electronic Monitoring, and Mental Health and Re-Entry.
- Re-Entry staff met with the Human Services Department to improve collaboration on Care Coordination through various MCO's (Managed Care Organizations). Discussion was held on potentially drafting a blue print for other facilities state wide on Santa Fe County's Re-Entry Program.

### **Electronic Monitoring Program**

#### **Population**

- Providing services: 427

#### **Deposits**

- \$18,904.75

#### **Clients Financial Obligation**

- Paying- 21%
- Waived- 3%
- Unemployed- 72%
- Out of County- 4%

#### **Other Client Data**

- Arrest- 23
- Absconded- 8
- Intakes- 85
- Releases- 31
- Drug Tested- 260
- Positive Drug Test- 102
- Surety Bonds- 4
- Cash Bonds- 60
- Municipal Bonds- 16
- Municipal Fees- \$160.00
- B.I. Bill for Equipment- \$48,045.58

### **Youth Development Program (YDP)**

- On March 5, 2018, the Santa Fe County Youth Development Program had the New Mexico Children, Youth and Families Department come to start their annual audit. They reviewed our paperwork, files, and policies.
- On March 6, 2018, the New Mexico Children, Youth and Families Department continued their audit of the Santa Fe County Youth Development Program. They did a tour of the facility, asking questions of staff and spoke with some of the residents. The report will come later. Overall it went well with just a few items that need to be addressed.

#### **March 2018**

<b>Intakes</b>	<b>19</b>
<b>Releases</b>	<b>21</b>
<b>Male Intakes</b>	<b>15</b>
<b>Female Intakes</b>	<b>4</b>
<b>Average Daily Population</b>	<b>12</b>

### **FIRE DEPARTMENT**

#### *Administration, Facilities, Fleet*

- The Fire Department received five new replacement Water Tenders purchased through 2017 NM Fire Council Grants and District Fire Funds - Edgewood, Tesuque, Agua Fria, Turquoise Trail, and Chimayo.
- Construction continues on Galisteo Station 1 apparatus bay and training room addition with an anticipated completion date during the month of April.
- Rancho Viejo Station 1 staircase Notice to proceed issued to Vigil Construction.
- Purchase Order issued for NCA Architects to begin design work for a new training room addition to Madrid Station 1.
- Architect contracts in process for La Puebla, Cerrillos (TT Fire District), and Chimayo Fire Station projects.
- Inventory Exempt Assets Report submitted before the end of the month.

- Fixed asset surplus reports completed and sent to Finance in preparation for auction.
- Participated in ambulance billing audit with recommendations report to be issued in April.
- Ambulance revenue at \$132,055 for the month. Annualized receipts are projected to meet budgeted amount of \$1,178,126 for FY 2018.

### *Operations and Training*

Emergency Responses/727 total - 187 Fire Incidents and 540 EMS Incidents

- Eleven career Firefighter Cadets with EMT certification completed the Fire Training Academy and began field internships on March 31<sup>st</sup>.
- The eleven other cadets without EMT certification began the EMT training program. They are scheduled to complete class work in April, with field internships to follow.
- Established a large pool of candidates from existing staff for an Advanced EMT class. Program scheduled at the SFCC for this fall semester.
- 45 candidates from existing staff for Fire Officer 1 and Fire Instructor 1 classes. Classes start in April and testing for certification to be completed in July.
- Three off-duty Wildland Fire Suppression Battalion Trainings completed for field staff.
- Labor and Management Committee meeting conducted in collaboration with HR.
- Work will be initiated in April to rewrite the Department's Standard Operating Procedures.
- Final equipment and supplies ordered to outfit and house new staff.
- All hands on deck for the annual Chimayo Pilgrimage.

### *Fire Prevention and Wildland*

- Development Reviews, Adjustments and Variances – 59
- Site visits and applicant meetings – 116
- Burn Permits – 13
- Complaints and follow-up - 8
- Annual Inspections – 20
- Fire Protection Systems Review – 35
- ISO Requests – 3
- Pre-school/School fire and injury prevention presentations/Health Fair – 14
- Fire Prevention related trainings – 28
- Film and special event management – 10
- Fire Hydrant Operations – 8
- Additional areas of concentration for the Prevention Division include work toward the 2015 IFC Code Adoption, an updated citation program for violations, EduCode trainings for Fire Prevention Specialist staff, a sponsored blood drive, and the St. Baldrick event.
- Wildfire in the County – 6
- Resource Mobilization Fires (RMP) - 1  
Number of acres burned in the County - 37
- The Wildland Division conducted 3 training sessions for 44 participants during the month.
- Crews assessed 15 properties and conducted 1 community meeting regarding wildfire prevention.

### *Volunteer Recruitment and Retention*

- New member applications recruited and approved this month – 8 (YTD 24)

- Coordinated a 3 day grant funded leadership program conducted at the Rancho Viejo Fire Station for volunteer Chief Officers and other department staff.
- Attended the International Association of Fire Chiefs Strategic Planning and Leadership Seminar in Leesburg, Va.
- Participated in emergency response coverage for the annual Chimayo Pilgrimage.
- Organizing and scheduling the next Volunteer Fire Academy (VFA). Planning underway for a VFA Firefighter 2 class as well.
- Completed revision to the volunteer member PERA submittals at the request of PERA.

### *Emergency Management*

- Conducted final course module for the Santa Fe Community College campus CERT Team training. During the final exercise, regional and volunteer staff deployed two ambulances and Air Methodist landed a helicopter to assist.
- Conducted 8 hours of training for career cadet academy on Multi-casualty Response and Decontamination competencies.
- Presented at the New Mexico Partners in Preparedness Conference on lessons learned from our participation in the Vigilant Guard exercise, New Mexico's largest emergency preparedness exercise in 2017.
- Attended the joint conference sponsored by the New Mexico Emergency Managers Association and the NMDOH Bureau of Health and Emergency Management.
- Facilitated a meeting of northern New Mexico Helicopter Medical service providers to obtain consensus on first due response to Santa Fe County.
- Conducted an Incident Highway Safety training for the northern region and Galisteo Fire District.
- Conducted the final planning meeting in preparation for the annual Chimayo Pilgrimage. Approximately 100 participants from multiple agencies attended. Initial planning steps for this event actual begin in January – over 500 individual action items are required to successfully conduct this operation.
- Provided on-scene Incident Management and issue resolution during the three day Pilgrimage event. Notable events included two working structure fires that occurred on Good Friday.
- Participated in the SFCC lock-down drill and active shooter exercise. During the exercise the Fire Department deployed three rotations of a rescue task force to extract patients.
- Participated in the Pojoaque School District Parent – Teacher Forum on School safety.
- Participated in an Active Threat planning meeting at Buffalo Thunder Resort. This will be an on-going initiative between the Resort, Tribal Police, and Santa Fe County OEM.
- Operational Readiness checks conducted as usual on emergency management assets.

## **RECC**

- Operations
  - Total Telephone Calls Handled (incoming and outgoing)
    - March – 29,774
  - Total calls Received via 911
    - March – 6,274
  - County calls requiring response agency dispatch
    - March – 7,378
  - City calls requiring response agency dispatch

- March – 11,748
  - Town of Edgewood calls requiring response agency dispatch
    - March - 932
- Staffing
  - We have 12 vacancies. Currently awaiting approval from HR for 3 recommended hires.

If you have any questions, I can be contacted at 992-3092. Thank you.

