



**STAFF REPORT
ACTION REQUIRED**

Agreement for Toronto Fire Services with Centennial College Pre-Service Firefighter Program and the Establishment of Centennial College Financial Bursaries to Promote Increased Diversity in Student Enrolment

Date:	February 26, 2010
To:	Community Development and Recreation Committee
From:	Fire Chief, Toronto Fire Services, Fire Division
Wards:	All
Reference Number:	p:\2010\ClusterB\FIR\cd1008.doc

SUMMARY

The purpose of this report is to request Council approval for Toronto Fire Services ("TFS") to enter into an agreement with Centennial College of Applied Arts & Technology ("Centennial College") for TFS to provide training services and resources to Centennial College in relation to the practical components of the Ontario Standardized Student Pre-Service Firefighter Education and Training curriculum provided by Centennial College ("Agreement"). It is intended that the participation of TFS will lead to a higher percentage of diverse individuals who receive college instruction in the Pre-Service Firefighter Education and Training curriculum. Increasing the number of diverse individuals who receive Pre-Service Firefighter Education and Training will assist in increasing the number of diverse individuals who apply to TFS for future firefighting positions. The Agreement will be for a five-year term with one-year renewable agreements to ensure the goal of diversity is achieved.

Centennial College is an established leader in obtaining diverse students. Additionally, the Agreement will require Centennial College to establish a financial bursary designed to reduce the amount of the tuition fees charged by Centennial College to diverse students for enrolment in the Pre-Service Firefighter Education and Training curriculum to among the lowest for such a program in the province. Reducing the cost of tuition will assist in overcoming a major equity barrier for diverse individuals to receive college instruction in Pre-Service Firefighter Education and Training.

This agreement enhances TFS' status as leaders for gender and ethnic diversity in fire service recruitment. The training will assist TFS selection process, meet human rights initiatives and address gender, ethnic and economic inequities.

RECOMMENDATIONS

The Fire Chief, Toronto Fire Services, recommends that:

1. authority be granted to the Fire Chief and General Manager, Toronto Fire Services to negotiate terms and conditions and enter into a series of one-year agreements, on terms and conditions as approved by the Fire Chief and General Manager and in a form acceptable to the City Solicitor, with Centennial College of Applied Arts & Technology, to provide training services and resources to Centennial College of Applied Arts & Technology for the practical components of the Ontario standardized student Pre-Service Firefighter Education and Training curriculum as endorsed by the Ontario Office of the Fire Marshal and the Ontario Association of Fire Chiefs at the annual gross expenditure cost of \$62,762.71 (net of HST), subject to annual review and adjustment on a full cost recovery basis for each of the next five (5) program years of Centennial College of Applied Arts & Technology Pre-Service Firefighter Education and Training curriculum provided that funds have been approved as part of TFS' Operating Budget for each year of the agreement;
2. City Council authorize the Fire Chief to receive annual payments from Centennial College of Applied Arts & Technology in the amount of the annual gross expenditure cost including HST for training services and resources provided to Centennial College of Applied Arts & Technology as per the agreements entered into over the next five program years;
3. authority be granted to the Fire Chief and General Manager, Toronto Fire Services to negotiate terms and conditions and enter into a series of one-year agreements, on terms and conditions as approved by the Fire Chief and General Manager and in a form acceptable to the City Solicitor, with Centennial College of Applied Arts & Technology, to require Centennial College of Applied Arts & Technology to provide and administer a financial bursary program in the amount of not less than 6% of the gross amount of the tuition, course material fees and operating grants received by Centennial College of Applied Arts & Technology in relation to the Pre-Service Firefighter Education and Training curriculum, for the purpose of providing financial assistance, on such terms as are acceptable to the Fire Chief and General Manager, Toronto Fire Services and Centennial College of Applied Arts & Technology, to students of ethnic and gender backgrounds which are underrepresented in TFS in relation to the social demographic diversity of the City of Toronto for each of the next five (5) program years of Centennial College of Applied Arts & Technology Pre-Service Firefighter Education and Training curriculum;

4. the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

Financial Impact

The TFS' agreement with Centennial College to provide the training services and resources for the Pre-Service Firefighter Program is based on cost recovery with a net zero impact on the Division's budget. TFS will budget its annual training costs for the program based on a staggered three-semester program with offsetting revenue received from Centennial College under the Agreement. The estimates are principally staffing costs with an additional provision for classroom, equipment and simulator usage with associated consumables. The table below provides the component costs for Fire Services by semester for a typical full year.

Toronto Fire Services Costs	Recoverable Costs - Staffing	Recoverable Costs - Classroom	Total Semester Costs
Semester 1	\$8,995.86	\$4,000.00	\$12,995.86
Semester 2	\$10,661.76	\$5,300.00	\$15,961.76
Semester 3	\$25,155.10	\$8,250.00	\$33,405.09
Total Costs	\$44,812.72	\$17,550.00	\$62,362.72

Training staff costs for Fire Services Training Captains used in the calculations are based on the 2009 rate of \$55.53 per hour with a standard percentage allowance for benefits. Non-salary costs for classrooms, fireground and equipment are calculated at \$250.00 per use, including consumables. Since this program is on a cost recovery basis, it allows TFS to maintain the required mandatory training for operational fire fighters. Simulations that involve compressed gas usage and vehicles from wreckers for simulated auto extrication are included in those estimates.

The estimated annual expenditure and revenue stream for the upcoming three-year period (2010 – 2012) is based on a pilot program that would involve two successive recruit classes with a decision made after the first class on whether to continue the program into the future. If the pilot is successful there would be continuous enrolment of a new class beginning at Semester One in September of each year.

The cash flow for the first two recruit classes of the pilot project is shown in the table below:

Pre-Service Firefighter Training Program Pilot Project			
1st Recruit Class	2010	2011	2012
Semester 1 – Sept./Dec.	12,995.86		
Semester 2 – Jan./Apr.		15,961.76	
Semester 3 - May/Aug.		33,405.10	
2nd Recruit Class			
Semester 1 – Sept./Dec.		12,995.86	
Semester 2 – Jan./Apr.			15,961.76
Semester 3 - May/Aug.			33,405.09
Gross Expenditure - TFS	12,995.86	62,362.72	49,366.85
Less Revenue - Centennial College	(12,995.86)	(62,362.72)	(49,366.85)
Net Expenditure	0.00	0.00	0.00

Should the pilot project be successful, the annual cash flow would be \$62,362.72. The contract allows for annual cost-of-living adjustments. There has been no labour settlement as yet for Fire Services for the three-year period covered by the pilot project and consequently costs are based on 2009 figures only.

The gross expenditure of \$12,995.86 for the first semester will be accommodated within Fire Services' 2010 Recommended Operating Budget. The 2011 and 2012 Pre-Service Firefighter Training Program project costs and revenue will form part of the Operating Budget submissions in those years and will be budgeted in a separate cost centre to be established for this purpose.

The Deputy City Manager and Chief Financial Officer have reviewed this report and agree with the financial impact information.

ISSUE BACKGROUND

TFS is endeavouring to develop recruitment and selection processes which will assure that future recruit classes are increasingly more reflective and representative of the social demographic diversity of the City of Toronto.

During 2009, TFS regularly met with Centennial College, the Ontario Fire Marshal, the Ontario Association of Fire Chiefs, and the Ministry of Training Colleges and Universities to develop an enhanced program as part of our Divisional Human Rights Plan and initiatives. Any institution providing a Pre-Service Firefighter Training program is required by the Fire Marshal's Office to enter into an arrangement with a local fire service. By entering into such an agreement with Centennial College, Fire Services has an opportunity to make progress towards reaching its diversity goals. One of the main barriers for the diverse candidate target pool Fire Services is trying to reach is financial.

The agreement with Centennial will create bursaries to be provided by Centennial to eligible candidates that effectively reduces the cost of tuition.

COMMENTS

This initiative with Centennial College will provide TFS with an opportunity to expand and increase the pool of diverse candidates for future hiring of firefighters. By TFS providing services on a cost recovery basis for this program Centennial College is able to allocate a larger percentage of their savings to bursaries for the diverse students in need.

Under the terms of the agreement, Centennial College will establish a fund comprised of 6% of gross revenue from fees (tuition, course material fees and operating grants) plus the savings from the differential in costs between Fire Services' staffing and classroom facilities and those of Centennial College had it undertaken the training directly. The amount of the fund is expected to be approximately \$100,000.00 over the 3-semester program. Based on a class size of 35 and on the candidate mix, the bursaries could range between \$4,500.00 to \$5,900.00 per candidate for the 3-semester program. These bursaries would be a significant offset to the \$10,950.00 cost of the program (\$8,950.00 tuition; \$2,000.00 protective gear) for each student. The current tuition fees for GTA-Golden Horseshoe area colleges range from approximately \$7,000.00 to \$16,000.00 (plus ancillary costs, such as personal protective equipment).

TFS will schedule all internal organizational human and other resources required for teaching the practical portion of the program. TFS will involve the students with techniques in handling firefighting equipment and working through simulated emergencies under supervision.

TFS will host classes at the Toronto Fire Academy about one day per week for each of the first (September-December 2010) and second (January-April 2011) semesters; and three days per week for a compressed (May-July 2011) third semester.

Centennial College will be responsible for all logistical and administrative matters typically associated with educational programs. Centennial College will primarily be responsible for in-classroom instruction on theoretical aspects of the Pre-Service Firefighter Education and Training curriculum.

The awarding of the bursaries to selected students will reduce the cost of Centennial College's Pre-Service Firefighter Education and Training program. Centennial College will administrate the bursary program.

TFS and Centennial College will jointly develop the process by which all bursary amounts will be distributed to gender and ethnically diverse students. A joint marketing effort, funded by Centennial, will begin immediately after the Agreement is finalized.

The first class will graduate from the program August 2011 with classes of about 35 students graduating every 12 months on an annual basis. It is intended that each class will contain at least 65% of the students, who are of ethnic or gender backgrounds which are underrepresented in TFS in relation to the social demographic diversity of the City of Toronto. If TFS determines that the program is not successful in providing a benefit to students of underrepresented ethnic or gender backgrounds, TFS will cease its involvement in the program. These students who participated in training courses instructed by TFS' staff will be sound candidates to be considered for TFS' positions in the future.

CONTACT

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SIGNATURE

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