

## **Toronto Fire Services and Centennial College - Cost Recovery for the Provision of Training Services and Resources**

**Date:** September 2, 2016  
**To:** Community Development and Recreation Committee  
**From:** Fire Chief and General Manager, Toronto Fire Services  
**Wards:** All

### **SUMMARY**

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The report requests City Council approval for Toronto Fire Services (TFS) to negotiate and enter into a one-year agreement with Centennial College of Applied Arts & Technology (Centennial College) for TFS to provide training services and resources for the practical components of Centennial College's Pre-Service Firefighter Education and Training Program (Centennial Training Program) for the 2016-2017 academic year on a cost recovery basis.

Under the proposed agreement, TFS will provide training services and resources (TFS Resources) for the practical components of the Centennial Training Program. Centennial College will provide TFS with payment to cover the cost of the TFS Resources. Centennial will provide a financial bursary program to reduce the cost of the Centennial Training Program for students belonging to ethnic or gender backgrounds which are under-represented in TFS in relation to the social demographic diversity of the City of Toronto (Under-represented Populations).

In conjunction with the TFS/Centennial Agreement, Centennial and Toronto Employment and Social Services division (TESS) have partnered to provide recipients of Ontario Works with the opportunity to complete the Centennial Pre-Service Firefighter Education and Training Program. These students will enter into the TFS Operations Firefighter recruitment stream upon the successful completion of the curriculum and associated qualifications.

The proposed TFS/Centennial Agreement will be for a one-year term and is in line with the City's Strategic Actions, as well as the goals and objectives set out in the TFS Master Fire Plan and previous TFS Path to Diversity reports. A comprehensive review of all TFS community outreach and recruitment processes is currently underway. This work forms part of the development of the new TFS Inclusion Plan which will be presented to the Community Development and Recreation Committee in November

2016. The TFS Inclusion Plan will include enhancements to TFS outreach and recruitment processes and will ensure future recruit classes are increasingly reflective and representative of the City of Toronto.

## **RECOMMENDATIONS**

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The Fire Chief and General Manager, Toronto Fire Services, recommends that:

1. City Council authorize the Fire Chief and General Manager, Toronto Fire Services to negotiate and enter into a one-year agreement, on behalf of the City of Toronto, 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 for the practical components of the Pre-Service Firefighter Education and Training curriculum for the 2016/2017 program year, at a cost to Centennial College of Applied Arts & Technology of \$70,315.62 (net of HST) and to require Centennial College to provide and administer a financial bursary program in relation to the Pre-Service Firefighter Education and Training curriculum, for the purpose of providing financial assistance to students.

## **FINANCIAL IMPACT**

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The proposed TFS/Centennial Agreement to provide training services and resources for Centennial's Pre-Service Firefighter Program is based on cost recovery with a net zero impact on TFS'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 proposed agreement. The estimates are principally staffing costs with an additional provision for classroom, equipment and simulator usage with associated consumables.

Training staff costs for TFS Training Captains used in the calculations are based on the 2014 rate of \$65.38 per hour with a standard percentage allowance for benefits. This does not include any changes to these rates that may be implemented as a result of ongoing collective agreement negotiations.

Non-salary costs for classrooms, fireground training facilities and equipment are calculated at \$250.00 per use, including consumables. Simulations that involve compressed gas usage and vehicles from wreckers for simulated auto extrication are included in those estimates.

Table 1 provides TFS component costs by semester for 2016 and 2017.

Table 1

TFS Costs	Staffing (Training Captains) Costs	Resources (Classroom, etc.) Costs	Costs Per Semester
Semester 1 Sept./Dec. 2016	\$10,592.35	\$4,000.00	\$14,592.35
Semester 2 Jan./Apr. 2017	\$12,553.90	\$5,300.00	\$17,853.90
Semester 3 May/Aug. 2017	\$29,619.36	\$8,250.00	\$37,869.36
Total Costs	\$52,765.62	\$17,550.00	\$70,315.62

Table 2 provides the estimated annual expenditure and revenue stream for the upcoming three semesters (2016/2017).

Table 2

	2016	2017
Semester 1 - Sept./Dec.	14,592.35	
Semester 2 - Jan./Apr.		17,853.90
Semester 3 - May/Aug.		37,869.36
Gross Expenditure - TFS	14,592.35	55,723.26
Less Revenue - Centennial College	(14,592.35)	(55,723.26)
Net Expenditure	0.00	0.00

The Deputy City Manager & Chief Financial Officer has reviewed this report and agrees with the financial impact information.

## **DECISION HISTORY**

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City Council, at its meeting of July 7, 2015, approved a one-year agreement for TFS to provide, on a cost recovery basis, training services and resources to Centennial College for the practical components of the Pre-Service Firefighter Education and Training in the 2015/2016 program year:

<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2015.CD5.3>

## COMMENTS

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Under the proposed agreement, TFS will provide training services and resources for the practical components of the Centennial Training Program on a cost recovery basis. TFS will schedule all internal organizational, human, and other resources required for teaching the practical portion of this program.

TFS will provide the students with techniques in handling firefighting equipment and working through simulated emergencies under supervision. For the 2016-2017 academic year, TFS will host Centennial College student classes at the Toronto Fire Academy one day per week for each of the first (September-December 2016) and second (January-April 2017) semesters; and three days per week for the (May-July 2017) third semester. This agreement is for a one-year term only.

As in previous agreements, 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 Centennial Training Program.

The proposed agreement would also require Centennial College to operate a financial bursary program, for the purpose of reducing the cost of the Centennial College Pre-Service Firefighter Education and Training Program for students belonging to Under-represented Populations experiencing financial need.

This bursary program reduces the amount of tuition for a number of students from Under-represented Populations who choose to enter Centennial College's Pre-Service Firefighter Education and Training program. Reducing the cost of tuition assists in overcoming a major barrier for some members of Under-represented Populations in completing their NFPA 1001 Pre-Service Firefighter Education and Training. Centennial College administers the bursary program with input from TFS.

The bursary fund is comprised of six per cent of the gross revenues arising from A) revenues received Centennial College (tuition, course material fees and operating grants) and B) the cost savings arising from TFS' staffing and classroom facilities on a cost recovery basis in comparison to the costs had Centennial College undertaken these expenses directly. In the 2015 and 2016 academic year, a total of \$60,000 in financial assistance was presented to 12 students.

The TFS/Centennial Agreement is intended to assist Centennial in increasing the number of Pre-Service Firefighter Education and Training graduates from Under-represented Populations. In conjunction with this agreement, Centennial and Toronto Employment and Social Services division (TESS) have partnered to provide ten recipients of Ontario Works with the opportunity to complete the Centennial Pre-Service Firefighter Education and Training Program. These ten students will enter into the TFS Operations Firefighter recruitment stream upon the successful completion of the curriculum and associated qualifications.

The proposed TFS/Centennial Agreement is in line with the City's Strategic Actions, as well as the goals and objectives set out in the TFS Master Fire Plan and the previous TFS Path to Diversity reports.

A comprehensive review of all TFS community outreach and recruitment processes is underway. This work forms part of the development of the new TFS Inclusion Plan, which will be presented to the Community Development and Recreation Committee in November 2016. The TFS Inclusion Plan will include enhancements to TFS' outreach and recruitment processes which will ensure future recruit classes are more reflective and representative of the City of Toronto.

The TFS Inclusion Plan will also include an expanded partnership with TESS that will enhance accessibility to a number of career opportunities within TFS not previously considered in the Path to Diversity reports.

## **CONTACT**

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## **SIGNATURE**

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Matthew Pegg  
Fire Chief & General Manager (I)  
Fire Services