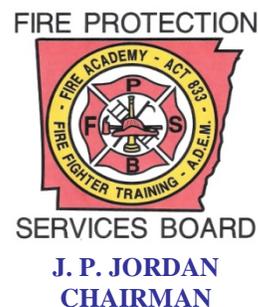




**ASA HUTCHINSON
GOVERNOR**

**STATE OF ARKANSAS
FIRE PROTECTION SERVICES BOARD**



June 10, 2015

Arkansas Secretary of State
Executive Office
State Capitol, Suite 256
500 Woodlane Avenue
Little Rock, AR 72201

Act 1345 of 2013 required that the Arkansas Fire Protection Services Board draft rules and a form concerning universal fire department insurance reimbursement. In following procedure I presented the FINAL version of the form to the Arkansas Legislative Review Committee this morning and the form was reviewed with no issues. It is my understanding that pursuant to Ark. Code Ann. 25-15-204(f)(1)(A), the form will now go into effect 30 days after the submission to your office.

Enclosed are the FINAL version of the form and a copy of Act 1345. If there are any further requirements, issues, or questions, please contact me.

Respectfully,

J.P. Jordan, Chair-AFPSB

**Arkansas Fire Protection Services Board C/O Arkansas Department of Emergency Management
Building #9501 Camp Joseph T. Robinson – NLR, Arkansas 72199-9600**

Rules

Purpose: The purpose of the *Uniform Fire Department Insurance Billing Reimbursement Form* is to provide a form and give general guidance for a fire department that is making a claim for reimbursement for services and resources utilized while responding to a fire, or accident involving personal property.

Scope: This document applies to all volunteer and municipal fire departments, within the State of Arkansas, that wish to file a claim for reimbursement from the owner of personal property involved in a fire or accident.

This document **does not** apply to fire departments that operate licensed transport ambulance services as outlined by the *Arkansas State Board of Health, Section of Emergency Medical Services Rules and Regulations for Emergency Medical Services*; or to fire departments operating under existing ordinances or intergovernmental cooperation agreements.

Authority: Act 1345 of 2013

Municipal Fire Departments

1. The fire or accident must have occurred beyond the corporate limits of the fire department's city or town.
2. The fire department must make reasonable effort to obtain reimbursement from the property owner for ninety (90) days.
3. Equipment rates shall be based on the FEMA Schedule of Equipment rates in effect January 1, 2013
4. Expendable resources rates will be based on 100% of current market value. All claims filed for expendable resources must be accompanied by receipts.
5. Pay rates approved by the municipality, at the time of the incident, shall be used to calculate reimbursement for personnel costs.
6. Claims shall be supported by a completed and attached Uniform Fire Department Insurance Reimbursement Billing Form.
7. Each apparatus responded may not be billed for dual purpose (i.e., Engine W/ rescue may be billed for either, not both).

Volunteer Fire Departments

1. The fire department must make reasonable effort to obtain reimbursement from the property owner for ninety (90) days.
2. Equipment rates shall be based on the FEMA Schedule of Equipment rates (January 1, 2013)
3. Expendable resources rates will be based on 100% of current market value. All claims filed for expendable resources must be accompanied by receipts.
4. Claims shall be supported by a completed and attached Uniform Fire Department Insurance Reimbursement Billing Form.
5. Claimed amount per incident **shall not** exceed \$1000.00 USD if it **only** involves personal property of nonmembers.
6. Each apparatus responded may not be billed for dual purpose (i.e., Engine W/ rescue may be billed for either, not both).

Fire Department Information

UNIFORM FIRE DEPARTMENT INSURANCE BILLING REIMBURSEMENT FORM

Department Name:	FDID:	Department Phone:	Department Fax:
Department Street Address:	Department Contact:		
Department City, State, Zip Code:	Contact E-mail Address:		

Incident Information

Property Owner(s)

Incident Date:	Incident Number:	Incident Location:	Property Owner:
Description of Incident:			Mailing Address:
Insurance Company:	Policy Number:	Contact Info:	

Equipment Used

Reference Federal Emergency Management Agency (FEMA) Schedule of Equipment Rates to determine reimbursement costs for equipment used.

Cost Code	Equipment Description	Quantity	Unit hr/mile	Rate	Total
Total Equipment Cost					

PERSONNEL COST

UNIFORM FIRE DEPARTMENT INSURANCE BILLING REIMBURSEMENT FORM

FEMA's SCHEDULE OF EQUIPMENT RATES

Commonly Used Fire Service Equipment

This list is reproduced from FEMA's Schedule of Equipment Rates.

The entire Schedule of Equipment Rates is available online at <http://www.fema.gov/schedule-equipment-rates>

Rates for equipment not listed will be furnished by FEMA upon request by contacting Pat Hanger, FEMA Region VI, 1-940-898-5167, or patricia.hanger@fema.dhs.gov

Cost Code	Equipment	Specification	Capacity/Size	HP	Notes	Unit	Rate
8070	Automobile*			to 130	Transporting People	mile	\$0.50
8130	Boat, Row*				Heavy Duty	hour	\$0.85
8131	Boat, Runabout*	Size	13'x5'	to 50	Outboard	hour	\$14.00
8132	Boat, Tender*	Size	14'x7'	to 100	Inboard w/360° drive.	hour	\$26.00
8310	Generator*	Prime Output	5.5 kW	to 10		hour	\$3.25
8311	Generator*	Prime Output	16 kW	to 25		hour	\$8.00
8690	Truck, Fire	Pump Capacity	1000 gpm			hour	\$70.00
8691	Truck, Fire	Pump Capacity	1250 gpm			hour	\$80.00
8692	Truck, Fire	Pump Capacity	1500 gpm			hour	\$85.00
8693	Truck, Fire	Pump Capacity	2000 gpm			hour	\$90.00
8694	Truck, Fire Ladder	Ladder Length	75 ft			hour	\$125.00
8695	Truck, Fire Ladder	Ladder Length	150 ft			hour	\$150.00
8800	Truck, Pickup*				Transporting People	mile	\$0.50
8801	Truck, Pickup*		1/2 ton			hour	\$14.00
8802	Truck, Pickup*		1 ton			hour	\$20.00
8780	Truck, Water	Tank Capacity	2500 gal	to 175	Include pump and rear spray system	hour	\$31.00
8781	Truck, Water	Tank Capacity	4000 gal	to 250	Include pump and rear spray system	hour	\$42.00

****Only department owned equipment can be billed***

UNIFORM FIRE DEPARTMENT INSURANCE BILLING REIMBURSEMENT FORM

The following reimbursement rates are approved by FEMA.

FEMA's FIRE MANAGEMENT ASSISTANCE GRANT (FMAG)

Cost Code	Cost Code Description	Unit	Unit Price
	Truck, Fire, Tender, 5000 gpm	hr	\$ 125.00
	Truck, Fire, Tender, 2500 gpm	hr	\$ 95.00
	Truck, Fire, Tender, 1000 gpm	hr	\$ 70.00
	Truck, Fire, Wildland, 150 gpm	hr	\$ 45.00
	Truck, Fire, Wildland, 50 gpm	hr	\$ 42.50
	Truck, Fire, Wildland, 30 gpm	hr	\$ 36.50
	Truck, Fire, Pumper, Type I, 1000 gpm	hr	\$ 70.00
	Truck, Fire, Pumper, Type II, 500 gpm	hr	\$ 62.50
	Truck, Fire, Pumper, Type III, 120 gpm	hr	\$ 44.00
	Truck, Fire, Structure, 1000 gpm	hr	\$ 70.00
	Truck, Fire, Structure, 250 gpm	hr	\$ 46.50

Brush Trucks – use the pump gpm rating to determine the rate to use instead of truck size.

Rescue/Extrication Trucks – if it has a pump, use the pump gpm rating to determine the rate to use. If no pump, use the truck size (tonnage) to determine the rate to use.