

Honorable Mayor and Members  
of the Torrance City Council  
City Hall  
Torrance, California

**Members of the Council:**

**SUBJECT: Council Approval of an Agreement with Dr. Gary Brown for Critical Incident Stress Management Program**

**Expenditure: Not to exceed \$28,000.00**

**RECOMMENDATION**

The Fire Chief and the Human Resources Director recommend that the City Council approve a one-year Consulting Services Agreement with Gary F. Brown ("Consultant"), from July 1, 2006 to June 30, 2007, in an amount not to exceed \$28,000 for provision of Critical Incident Stress Management Program.

**Funding**

Funding is available in the Fire Department FY06-07 Operating Budget (\$22,000) and in the Human Resources Department Program Compliance Budget for FY06-07 (\$6,000).

**BACKGROUND/ ANALYSIS**

The current one-year contract with Dr. Brown expires on June 30, 2006. The Fire Department is satisfied with the services that Dr. Brown provides - Critical Incident Stress Management Program - and would like to renew the contract for the next fiscal year (effective dates July 1, 2006 to June 30, 2007). No changes will be made to the scope of services and other terms of the contract.

Dr. Gary Brown has been functioning as a consultant to the Fire Department since January 1994 through present. From January 1994 through 1996, he provided his clinically based Critical Incident Stress Management (CISM) services, including demobilization, defusings, debriefings, one-to-one interventions, follow-up and referral, at no cost to the City. In 1996, Dr. Brown was awarded a consulting contract with the City of Torrance, and he continued his efforts to expand the program to its full potential. He has recruited, trained and maintained a formal, active, and much needed CISM team comprised of TFD personnel.

The annual compensation for Dr. Brown was \$18,000 from 1996 to 1999. His contract was increased from \$18,000 to \$24,000 per year in fiscal year 1999-00. Recognizing the importance of this program, the Risk Manager agreed to fund the

\$6,000/year increase of the contract. At that time, Dr. Brown agreed to said compensation for a period of five years from July 1, 2000.

In 2005, upon approval of additional budget funding, Dr. Brown's contract was increased to \$28,000 with hourly rate of \$175/hour.

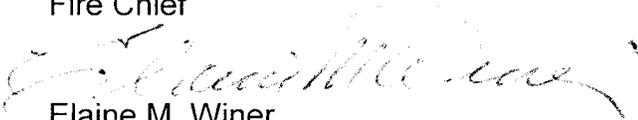
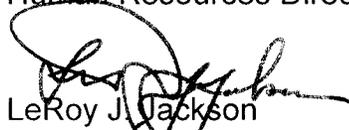
Respectfully submitted,

RICHARD V. BONGARD  
Fire Chief



By Neli Mileva  
Administrative Analyst

CONCUR:

  
Richard V. Bongard  
Fire Chief  
Elaine M. Winer  
Human Resources Director  
LeRoy J. Jackson  
City Manager

Attachment A. Consulting Services Agreement with Gary F. Brown, PHD, LMFT  
(Copy available in the City Clerk's Office.)