



Monthly Activity Report for November 2014



	Nov-14	Nov-13	YTD 14	YTD 13	YTD Difference
Incident Type					
1 Fire	13	13	79	83	-4
2 Overpressure Rupture, Explosion, Overheat (no fire)	1	0	4	3	1
3 Rescue & Emergency Medical Service Incident	93	98	1235	1164	71
4 Hazardous Condition (no fire)	7	7	64	74	-10
5 Service Call	25	23	289	198	91
6 Good Intent Call	19	15	256	196	60
7 False Alarm & False Call	15	18	280	221	59
8 Severe Weather	0	1	4	10	-6
Other	0	0	1	1	0
Total Count	173	175	2212	1950	262
	Nov-14	Nov-13	YTD 14	YTD 13	YTD Difference
Incidents By Zone					
Urban	102	110	1371	1282	89
Rural	38	40	507	435	72
Other (Carmel, Westfield, Pike, Lebanon, Whitestown)	33	25	334	233	101
Total Count	173	175	2212	1950	262

Incidents

- 11/2/14 – 5906 Solomon Harmon Way, Whitestown, House Fire
- 11/4/14 – 11329 E SR 32, Zionsville, Aircraft Emergency
- 11/11/14 – 10799 Temple Ave, Zionsville, Vehicle Collision w/ Injury, Car into the water
- 11/13/14 – 320 Patterson St, Lebanon, Comm. Building Fire
- 11/18/14 – 1524 W. 193rd St, Westfield, House Fire
- 11/18/14 – 4842 S. Main St, Whitestown, House Fire
- 11/19/14 – 3881 N. 1000 E, Sheridan, Grain Bin Fire
- 11/21/14 – 1625 Perry-Worth Rd, Lebanon, House Fire
- 11/22/14 – 712 W. North, Lebanon, House Fire
- 11/24/14 – 6538 Abby Ln, Zionsville, House Fire
- 11/30/14 – 4735 S. Main St, Whitestown, SRT Standby

Zionsville Fire Department
Administration Report:
Fire Chief-James VanGorder

- Regular Meetings Attended:
 - Town Council Agenda Meeting
 - Town Council Meeting
 - Town of Zionsville Staff Meetings
 - Fire Department Weekly Administrative Staff Meetings
 - Weekly Fire Department Executive Meetings
 - Boone County Fire Chiefs Association
 - Town of Zionsville Safety Board Meeting
- Organizational meeting with Deputy Chief Miller and Deputy Chief Beam
- Continued in the Certified Public Manager Program through Ball State University (Fishers Campus)
- Met with Director of Fleet Services Mel Vlha
- Attended pow wow meeting
- Conducted station visits over 3 days with all personnel
- Met with House Captain David Kail to review facility needs
- Conference calls with BTL representatives regarding employment contracts
- Attended Monthly police department meeting and training
- Organized and hosted meeting regarding design firms for government center
- Conducted final interviews with applicants in firefighter hiring process
- Prepared and presented hiring list for approval by Safety Board
- Attended HR class –regarding anti-harassment
- Met with apparatus committee regarding specifications for new quint at fire station 93
- Completed 63 hours of FTO time with PD
- Met with Apparatus Committee Chairman Captain David Kail regarding Quint apparatus specifications
- Work with IT Director Rust and ZFD Matt Petro to work towards resolution on outstanding OR's
- Met with and extended conditional offers of employment per Safety Board
- Town Hall Building Maintenance- lighting, plumbing repairs, temporary space needs, and future plans

Administration Report: Operations
Deputy Chief Brian Miller

- Set up 2015 staffing schedule and completed 2015 vacation calling for all full-time staff
- Assisted the Captains in completing 2015 Kelly day selection for all staff
- Attended quarterly safety committee meeting to review incidents
- Met with all three shifts and stations with Chief VanGorder and Deputy Chief Beam to review department projects and news
- Held two bid committee meetings where the group continues to work on redline version of the new policy before running a mock bid process in preparation for 2016
- Conducted apparatus check-off ride on the Medic trucks to ensure staff ability to operate the vehicle and the mapping software program as well as equipment
- Met with aerial apparatus committee to review outline for writing specifications
- Attended monthly county operations meeting
- Conference call with Terry Dawson to review employment contract concept
- Worked two twenty four hour shifts with the B and C shifts to allow the house Captains time to meet with staff at the other two stations
- Set up monthly company walk-throughs for all three shifts and stations for December
- Attended weekly department staff meetings as well as executive meetings for fire department staff
- Attended town wide harassment training

Administration Report: Operations

Deputy Chief Brian Miller (CONTINUED)

- Set up monthly staffing and station assignments for all three stations for the month
- Held quarterly ZVFD board meeting
- Completed monthly vehicle inspections
- Held monthly Operations meetings with the Captains
- Held Operations meeting with the Captains and Lieutenants
- Attended monthly Safety board meeting

Administrative Report: Training

Deputy Chief Jeff Beam

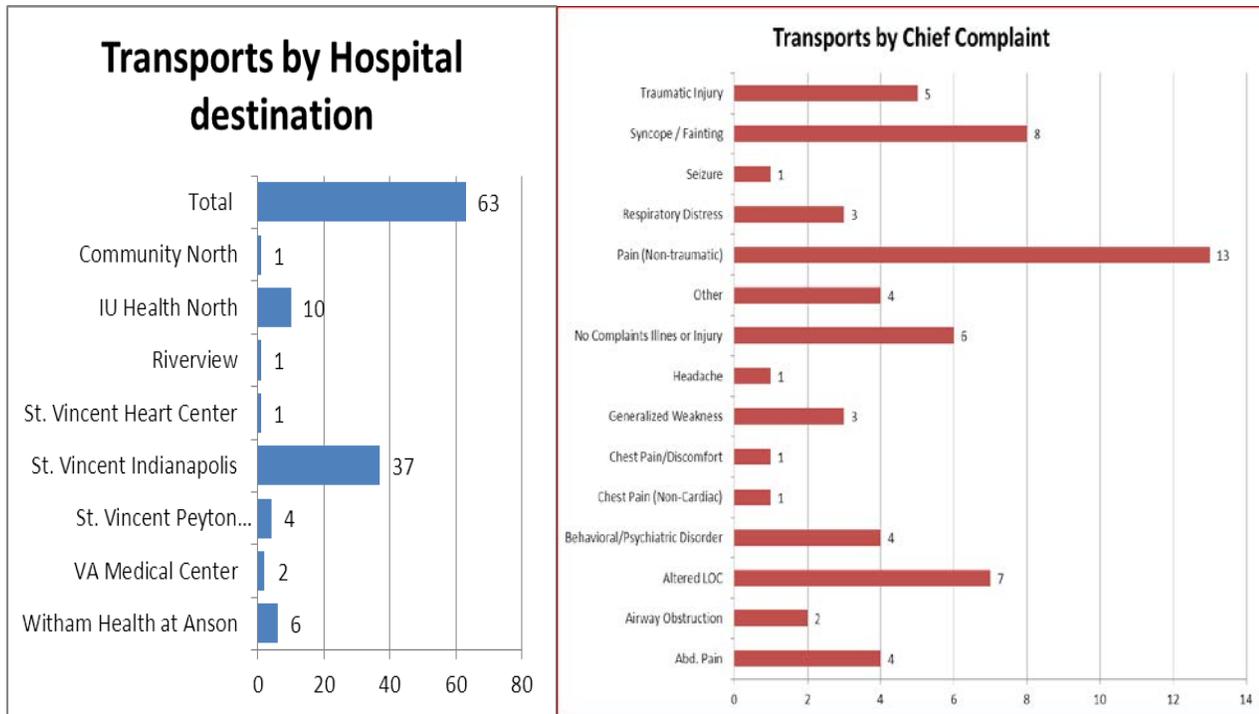
- Completed multi-day schedule to facilitate annual employee physicals
- Conducted bi-monthly meeting with operations personnel to discuss pertinent department items
- Conducted multiple Return-to-Duty Work Performance Evaluations
- Attended IDHS District 5 Indiana Firefighter Training System bi-monthly meeting
- Reviewed evacuation and lockdown procedures for ZCS facility
- Attended Town of Zionsville employment policies training
- Participated in quarterly ZFD Safety Committee meeting
- Attended Advanced Fire Behavior course in Terre Haute
- Provided coverage for operations staff to complete training
- Updated monthly training records
- ZFD personnel logged over 137 hours of training for the month

Administration Report: EMS

Division Chief of Steve Gilliam

- Leave of absence beginning Nov. 11 returning on Dec. 1
- Organized and taught monthly CPR Course at Town Hall
- Processed all patient care reports for billing, quality control and evaluation by Medical Director Dr. Mike Kaufmann
- Set up and moved into department vehicle
- Ordered EMS supplies
- Attended Boone County Health Department meeting regarding Ebola
- Attended IN-DHS web meeting on Ebola
- Completed preparedness plan regarding Ebola emergencies
- 2 separate skills evaluations for people taking CPR online course
- Updated EMS training tracking form
- Completed monthly fire and EMS training
- Met with DC Miller regarding EMS operations items and coverage during leave of absence

To date there were 103 total patient contacts in October. 63 of those patients were transported.



Administration Report: Fire Prevention/Code Enforcement Division Chief Josh Frost

- Conducted 5 final inspections
- Conducted 15 annual commercial inspections
- Conducted 4 site consultations
- Conducted 9 rough-in inspections
- Coordinated the special event postings including those with the Fire Department coverage
- Met with Planning Department representatives regarding address assignment issues
- Completed multiple plan reviews
- Attended and participated in weekly staff meetings at fire department headquarters
- Met with Contractors, Developers and Planning Department regarding several projects in Zionsville
- Consulted with Zionsville Building Inspectors on multiple occasions on a variety of ongoing commercial projects
- Completed monthly fire and EMS training
- Maintained Faulty/False Alarm Log
- Miscellaneous duties performed as assigned by the Chief
- NFIRS monthly statistics compiled and sent to the state
- Maintained Knox access program
- Facilitated organizing fire watch for the months of November and December for the new Zionsville FedEx Ground Facility
- Participated in the annual pre-physical blood draw/screening
- Participated in the ALICE drill at PVE with ZPD
- Met with Skillman CM to discuss special event exit signage at ZCHS
- Attended and participated in the mandatory harassment training

Administration Report: Fire Prevention/Code Enforcement
Division Chief Josh Frost (CONTINUED)

- Secured new Knox Box at local establishment
- Met with Fire Inspector for year-end performance appraisal

<u>FD Reviews</u>	<u>November 2014</u>	<u>November 2013</u>	<u>YTD 2014</u>	<u>YTD Fees (Received)</u>
Site	4	0	23	N/A
Building	2	2	41	7,226.68
Fire Alarm Systems	0	0	12	2,350.00
Sprinkler Systems	3	0	16	2,650.00
Fines, Fees	3	1	45	4,825.00