



Monthly Activity Report for September 2013



	Sep-13	Sep-12	YTD 13	YTD 12	YTD Difference
Incident Type					
1 Fire	7	4	61	88	-27
2 Overpressure Rupture, Explosion, Overheat (no fire)	0	0	2	2	0
3 Rescue & Emergency Medical Service Incident	108	123	959	958	1
4 Hazardous Condition (no fire)	5	7	58	43	15
5 Service Call	10	10	138	94	44
6 Good Intent Call	14	11	162	139	23
7 False Alarm & False Call	22	24	184	135	49
8 Severe Weather	2	2	9	4	5
Other	0	0	1	49	-48
Total Count	168	181	1574	1512	62
	Sep-13	Sep-12	YTD 13	YTD 12	YTD Difference
Incidents By Zone					
Urban	106	138	1060	972	88
Rural	38	31	339	398	-59
Other (Carmel, Westfield, Pike, Lebanon, Whitestown)	24	12	175	142	33
Total Count	168	181	1574	1512	62

Incidents

9/2/13 – 50 Colony Ct, Childbirth

9/15/13 – 118 Sanders Ct, House Fire, Assist Whitestown FD

9/21/13 – 8157 E 100 N, Personal Injury w/ Double entrapment

9/23/13 – 11588 E 200 S, Barn Fire, Confined to exterior

9/23/13 – 10830 Bennett Parkway, Fire confined to object of origin

9/27/13 – 132mm I-65 NB, Personal Injury w/entrapment, Assist Whitestown FD

9/28/13 – 250 N. Main St, Person stuck in elevator

Zionsville Fire Department

Administration Report:

Administration Report:

Fire Chief-James VanGorder

- Regular Meetings Attended:
 - Town Council Agenda Meeting
 - Town Council Meeting
 - Town of Zionsville Safety Board Meeting
 - Town of Zionsville Staff Meetings
 - Fire Department Weekly Administrative Staff Meetings
 - Boone County Fire Chiefs Association
- Fire Department Emergency Medical Service Certification was renewed
- Met with IT Director Rust regarding IT items
- Met several times with Matt Petro regarding Share Point implementation
- Met with Quartermaster Lt. Scott Kirkwood
- Interviewed and hired part-time Fire Inspector Jason Adams
- Several meetings regarding maintenance at Town Hall facility
- Reviewed hiring list and prepared hiring proposal for Safety Board for consideration
- Met with Inter Act CAD RMS implementation Fire/EMS Program director and representatives
- Organizational meeting with Deputy Chief Miller
- Took KME Fire Engine to Tipton for warranty paint repairs
- Met with Director of Fleet Services Mel Vlha
- Met with Town Manager regarding FD organizational changes and job descriptions regarding Deputy Chief positions and presented to Safety Board
- Conducted interview for replacement for part-time admin assistant position
- Attended monthly POWOW meeting
- Prepared and provided equipment and supplies for Eagle Creek clean-up
- Met with FD staff to work on remembrance concepts for Cody Richardson
- Attended Boone County Mass Fatality Planning Meeting at BCJ
- Met with Inter Act Management Staff regarding gaps in contact items and deliverables
- Assisted with Set up of Annual ZFD Family Picnic
- Met with Apparatus committee regarding specifications on air/light vehicle
- Met with newly promoted Captains
- Preparing for annual Pancake Day event
- Met with representatives of IPSP regarding proposed hiring process
- Town Hall Building Maintenance- town hall HVAC, custodial service agreement review
- Fire Department Major Projects:
 - Fulltime hiring
 - Hiring Process
 - New Construction Inspections
 - Staffing modifications

Administration Report: Operations

Deputy Chief Brian Miller

- Set up and held an operational meeting with the four surrounding departments (Lebanon, Whitestown, Perry Township and Center Township) this group will meet again in October to review topics to help increase training and information that can improve efficiencies when working together.
- Met with all three newly appointed Captains to review timing of implementation as well as the new shift organizational layout and structure for 2014
- Completed three interviews for new paid stand by firefighter as part of the application screening process
- Conducted three apparatus check-off rides to ensure staff ability to operate the emergency vehicle and the mapping software program as well as equipment associated with the apparatus
- Attended a county wide meeting to review the ESF 8 Mass Fatality plan. This group met to review current plans and the need for development, the meeting was led by the Boone County Health Department and the Coroner offices
- Took delivery of new medic truck and setup and approved graphic design for the vehicle
- Held monthly Operations Lieutenant meeting to review fire and EMS documentation. We reviewed past run reports and the opportunities to improve reporting and a chance to review good reporting.
- Attended weekly department staff meetings
- Set up monthly staffing and station assignments for all three stations for the month of October 2013
- Attended monthly town safety board meeting

Administrative Report: Training

Division Chief Jeff Beam

- Attended regularly scheduled Operations Meetings
- Attended IDHS District 5 Indiana Firefighter Training System bi-monthly meeting
- Provided staffing coverage for operations staff
- Attended meeting with operational staff from surrounding Boone County fire departments
- Conducted department-wide IDHS Driver/Operator-Pumper certification course, including practical skills evaluations
- Updated FireHouse training records
- ZFD personnel logged over 345 hours of training for the month

Administration Report: EMS Administrative

Division Chief Steve Gilliam

- Attended weekly staff meetings
- Quality review of patient care reports
- Delivered Quality checked reports to medical director Dr. Mike Kaufmann
- Completed monthly trainings
- Worked on pricing for medications with St. Vincent Health
- Attended operational meeting for all area fire departments to create a needs list for operational and mutual aid improvements
- Began to lay out set up for new ambulance and create list of needs
- Covered staffing for clearance of ambulance positions
- Ordered AED unit for gift to the library from a private donor
- Monthly public CPR class
- Set up EMS coverage for a charity event at Eagle Church
- Attended EMS affiliate meeting at St. Vincent Health
- Chaired monthly Boone County Fire Chief's Association EMS Section/PLS meeting

Administration Report: EMS Administrative Division Chief Steve Gilliam (CONTINUED)

- Met with Dr. Jon Schmitz, EMS medical director for Witham Health Services
- Arranged CPR course on site for General Cable in Lebanon
- Attended conference regarding EMS documentation and Medical billing changes
- Delivered new ambulance to graphic company
- Attended monthly audit and review with medical director Dr. Mike Kaufmann
- CPR class for Boone County Health Department staff

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

- Conducted 2 rough-in (pre-drywall) inspections
- Conducted 1 final inspection
- Conducted 1 commercial occupancy inspection
- Conducted tent inspections for 8 events
- Conducted 11 annual commercial inspections
- Attended pre-construction meetings for Boone Village project
- Met with developer to discuss apartment complex expansion
- Met with design teams to define project scope and review comments
- Met with business owner to discuss month of October special event and fire code compliance
- Met with Zionsville Welcome Center to facilitate compliance matters for grand re-opening event
- Conducted 2 in-ground storage tank inspections
- Completed multiple plan reviews
- Instructed firefighter for drivers training
- Participated in State Certification course practical for D/O Pumper certification
- Inspected 3 fire protection systems
- Met with Chief VanGorder to discuss interview and start of new part-time Fire Inspector
- Ongoing training and introduction of processes of new part-time Fire Inspector
- Conducted 2 site visits to meet with business owners regarding occupancy
- Met with neighboring jurisdiction Fire Prevention Officers in an effort to maintain positive working relationships within peer group
- Attended a Town Department Head Staff Meeting to represent Chief VanGorder
- Participated in Town of Zionsville TAC meetings
- Attended and participated in weekly staff meetings at fire department headquarters
- Met with Contractors, Developers and Planning Department regarding projects in Zionsville
- Consulted Citizen's Energy Group personnel regarding resolution for a fire hydrant issue at Station 93
- Consulted with Zionsville Building Inspectors on multiple occasions on a variety of ongoing commercial projects
- Consulted event organizers on tent and special events compliance matters
- Consulted with business owners regarding compliance issues related to occupancy
- Completed monthly EMS training
- Completed monthly firefighter training
- Worked on operational fire apparatus training
- Met with Chief VanGorder to discuss ongoing projects
- Maintained Faulty/False Alarm Log
- Worked with business entities to remedy repetitive false alarm ordinance violations

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

- Miscellaneous duties performed as assigned by the Chief
- NFIRS monthly statistics compiled and sent to the state
- Attended Town Safety Board Meeting

<u>FD Reviews</u>	<u>September 2013</u>	<u>September 2012</u>	<u>YTD 2013</u>	<u>YTD Fees (Received)</u>
Site	7	3	25	N/A
Building	8	2	33	13,323.37
Fire Alarm Systems	0	1	4	350
Sprinkler Systems	2	1	8	1,950.00
Fines, Fees	2	16	51	3,400.00