



Monthly Activity Report for April 2011



	Apr-11	Apr-10	YTD 11	YTD 10	YTD Difference
Incident Type					
1 Fire	8	11	22	28	-6
2 Overpressure Rupture, Explosion, Overheat (no fire)	0	0	0	0	0
3 Rescue & Emergency Medical Service Incident	104	71	386	340	46
4 Hazardous Condition (no fire)	1	2	11	11	0
5 Service Call	9	11	41	30	11
6 Good Intent Call	14	14	58	60	-2
7 False Alarm & False Call	13	16	35	38	-3
8 Severe Weather	0	0	1	0	1
Other	0	0	0	0	0
Total Count	149	125	554	507	47
	Apr-11	Apr-10	YTD 11	YTD 10	YTD Difference
Incidents By Zone					
Urban	102	84	371	347	24
Rural	38	29	138	121	17
Other (Carmel, Westfield, Pike, Lebanon, Whitestown)	9	12	45	39	6
Total Count	149	125	554	507	47

General Information:

Incidents

4/3/11 - Building Fire, 18462 Tomlinson Rd., Assist Westfield FD

4/6/11 - Building Fire, 195 S. Maple, Kitchen fire contained to area of origin

4/19/11 - Building Fire, 4990 e. 750 S., Assist Perry Twp. FD

Zionsville Fire Department
Administration Report: **April 2011**
Fire Chief-James VanGorder

- Regular Meetings Attended:
 - Town Council Meeting
 - Town Council Agenda Meeting
 - Safety Board Meeting
 - Town of Zionsville Staff Meetings
 - Fire Department Weekly Operational Meetings
 - Boone County Fire Chiefs Association Meeting
 - Zionsville Volunteer Fire Department Inc. Meeting
 - Weekly Fire Station 93 Progress meetings with CSO
- Met with IT Director Rust regarding IT items
- Met with video conferencing vendor regarding installation
- Met with Councilor Mundy regarding Employee Benefits
- Attended Parks Dept. Trail Marking meeting
- Met with Lt. Scales regarding equipment replacement and maintenance items
- Met with Todd Settle from Zionsville Insurance regarding insurance renewal
- Met with ZVFD Inc. President Jim Shields
- Met with Councilor Ulmer regarding fire department operational items
- Met with Representatives from KME regarding fire engine specifications
- Hosted Operational meeting with DC Miller and Capt. Beam regarding ODP and accountability system implementation.
- Met with several neighbors of new fire station 93, (Tim Fretz (Boys & Giles Club), Kurt Gilliam (ZSA))
- Attended meeting to assist Town of Whitestown Planning Director with address submission to public safety mapping
- Reviewed bids with Fire Marshal Hayes regarding 2011 fire station sprinkler and alarm service and testing
- Attended Lebanon Fire Station 1 Dedication
- Attended Monthly EDC meeting
- Traveled to Ohio to review the manufacture process with Horton Ambulances w/ Lt. Giliam and Maintenance Director Vlha
- Attended train the trainer session on video conferencing system
- Met with representative from CIPROMS regarding our ems billing procedures
- Attended training session situation awareness presented by Richard Gasaway
- Met with the Apparatus Committee to review specifications for purchase of fire engine
- Organizational meeting with Deputy Chief Miller

Administration Report: Operations

Deputy Chief Brian Miller

- A large amount of my time this month was spent working closely with CSO to bring the station ninety three project documents to 100% complete and begin to assemble the right spec book for the project. This was done through attending weekly meetings and several site visits and walk through with CSO architects to finalize the schematic design for the building and site.
- Conducted two committee meetings for station 93 to review the schematic design and receive any input and comments from staff before moving on with the construction documents
- Held bi-monthly Operations Lieutenant meeting to review operational performance and crew readiness and review new policies and procedures
- Met with Tim Fretz the director of the Zionsville Boys and Girls club to review the station 93 project as we will be new neighbors to the Z west club.
- Conducted two apparatus check of rides to insure staff ability to operate the emergency vehicle and the mapping software program as well as equipment associated with the apparatus.
- Met with Kurt Gilliam President of the ZSA to review the station 93 project as we will be new neighbors to the soccer complex.
- Took part in a day long class on situational awareness and how it affects emergency responders by Richard Gasaway.
- Attended the training and set up meeting on the Cisco video conferencing equipment
- Attended regular monthly safety board meeting
- Set up monthly staffing and station assignments for the month of May
- Attended weekly department staff meetings

Administrative Report: Training

Captain Jeff Beam

- Conducted annual SCBA and N-95 mask fit testing
- Conducted quarterly EMS Practical Skills Training in conjunction with EMS Division
- Created May Monthly Training Packet
- Conducted annual SCBA confidence course
- Reviewed draft Company Officer Development program components
- Obtained Driver/Operator-Pumper certification to facilitate future instruction
- Attended Situational Awareness seminar hosted by Carmel Fire Department
- Updated FireHouse training records
- ZFD personnel logged over 267 hours of training for the month

Administration Report: EMS Administrative

Lieutenant Steve Gilliam

- QC EMS runs and overall runs
- Addressed incomplete paperwork and run reports with staff
- Completed CPR instructor updates
- Attended IFCA EMS section meeting
- Instructed Monthly EMS training (neonates)
- Met w/ Chief VanGorder to review AED pricing and completed and received AED order
- Completed 3 of 4 CPR Courses for Interactive Academy
- Met and discussed runs with Dr. Kaufmann
- Ordered equipment for Medic 95 and Medic 98
- Stocked and equipped Medic 98

Administration Report: EMS Administrative Lieutenant Steve Gilliam (continued)

- Prepared truck check sheet for Medic 98
- Updated med-vaults for entry codes for new medics
- Scheduled staffing for April for ambulance orientation on shared calendar
- Visited Horton Ambulance for factory tour
- Orientation of 2 new paramedics
- Quarterly skills check-offs for staff
- Attended Monthly A&R w/ Dr. Kaufmann
- Attended and Chaired BCFCFA EMS Section meeting
- Met w/ Witham staff to learn IV pump training
- Met w/ EMS billing company to discuss concerns
- Assisted with BCFCFA EMS Skills day

Administration Report: Fire Prevention Division Report – April 2011 Fire Marshal-Blake Hayes

Inspections / Consultations: 25

Investigations: 0

Plan reviews: 14

Variance Request (State of Indiana): 0

Meetings: 6

Stop Work Orders: 0

Training: 1

Fire Protection Permits Issued: 1

Other: 4

Inspections

- Final Inspections
 - Boonedogglers Restaurant
- Pre-Final Inspections
 - Pinky's Nail Salon
- Kitchen Hood System Rough – In Inspections
 - Boonedogglers Restaurant
 - Confectioneireess Cupcakes & Sweets
- Other Inspections
 - Brown's on Main
 - Browning Investments
- Re-Inspections
 - Akards True Value
 - Kern Brother's Shoes
- Pre-Drywall Inspections
 - Apex Energy Solutions
 - Confectioneireess Cupcakes & Sweets
- Annual Inspections
 - Anytime Fitness
 - Carter Toy Museum
 - Brown's on Main

- Sprinkler System Rough-In Inspections
 - Pinky's Nail Salon (x2)
- Consultations
 - Confectioneireess Cupcakes & Sweets (x2)
 - Indianapolis Executive Airport
 - Browning Investments
 - Cracker Barrel
 - Hoosier Village
 - Carter Toy Museum

Plan Reviews

- Confectioneireess Cupcakes & Sweets (x3)
- Body Outfitters
- Cracker Barrel (x7)
- Walgreens
- The Domain at Bennett Farms (x4)

Plan Review Fees

<u>Review Type</u>	<u>Business</u>	<u>Location</u>	<u>Submitted</u>	<u>Fee</u>	<u>April 2011</u>	<u>YTD Reviews 2011</u>	<u>YTD Fees</u>	<u>YTD Fees Received</u>
Building Plan Review					2	6	\$588.03	\$195.27
	Body Outfitters	33 E. Cedar St.		\$25.00				
	Cracker Barrel	6398 Crane Dr.		\$315.27				
Fire Alarm Plan Review					0	0	0	0
Sprinkler Plan Review					0	1	\$50.00	\$50.00
Kitchen Hood Plan Review	Confectioneireess	80 Brendon Way		\$50.00	1	1	\$50.00	\$50.00

Meetings

- Attended regular weekly staff meetings
- Misc. meetings with Town of Zionsville Building Officials
- Attended the Zionsville Plan Commission Meeting
- Hoosier Village TAC Review
- Wayfinding Leadership Meeting – Parks Department
- The Domain at Bennett Farms TAC Review

Other

- NFIRS information sent to Indiana State Fire Marshal's Office
- Maintain False / Faulty Fire Alarm Log
- Misc. duties as assigned by the Fire Chief
- Attended State of Indiana Fire Prevention & Building Safety Commission meeting

Fire Protection Permits

- Burnette Fabrication – Confectioneireess Cupcakes & Sweets

Training

- Terrasync – GPS – Mapping Training – Municipal Building (16 hours)