



Monthly Activity Report for April 2013



	Apr-13	Apr-12	YTD 13	YTD 12	YTD Difference
Incident Type					
1 Fire	6	10	17	25	-8
2 Overpressure Rupture, Explosion, Overheat (no fire)	0	0	2	1	1
3 Rescue & Emergency Medical Service Incident	113	78	420	392	28
4 Hazardous Condition (no fire)	4	2	21	9	12
5 Service Call	10	9	71	41	30
6 Good Intent Call	23	15	60	61	-1
7 False Alarm & False Call	21	13	65	50	15
8 Severe Weather	6	0	6	0	6
Other	0	0	0	1	-1
Total Count	183	127	662	580	82
	Apr-13	Apr-12	YTD 13	YTD 12	YTD Difference
Incidents By Zone					
Urban	116	90	458	397	61
Rural	41	20	147	125	22
Other (Carmel, Westfield, Pike, Lebanon, Whitestown)	26	17	57	58	-1
Total Count	183	127	662	580	82

Incidents

- 4/16/13 – 1132 Huntington Woods Dr, House Fire
- 4/17/13 – 800 Hal Sharpe Rd, Building Fire
- 4/17/13 - 9109 Stonington Pl, Lightning Strike (no Fire), confirmed strike
- 4/19/13 – 950 E / 200 S, Water Rescue, Car into Water
- 4/19/13 – 10803 E. 550 S, Water Rescue, Evacuation
- 4/19/13 – 10799 E. 550 S, Water Rescue, Evacuation
- 4/19/13 – 4th / Sycamore, Water Rescue, Evacuation
- 4/19/13 – 550 S/Perry-Worth Rd, Car into Water
- 4/19/13 – 10095 E. 300 S, Water Rescue, Evacuation
- 4/20/13 – 3600 S. 975 E., Personal Injury with Entrapment
- 4/28/13 – 2600 S. 1200 E, Personal Injury with Entrapment

Zionsville Fire Department
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
- Met with IT Director Rust regarding IT items
- Met with Public Education Officer Lt. Scott Peters
- Met with Medical Director Mike Kaufmann
- Visited with FF Starwalt who had new baby girl, Bethany Ann
- Met with Quartermaster Lt. Scott Kirkwood
- Attended monthly meeting with other government officials POWOW
- Several meeting regarding updating signage at Town Hall facility
- Attended ZVFD Board Meeting
- Reviewed hiring list and prepared hiring proposal for Town Manager and Safety Board for consideration
- Met with Awards Committee Chair-Lt. Steve Hayes regarding Honor Guard implementation
- Met with Inter Act CAD representatives as a meet and greet prior to the implementation meeting
- Attended largest fire based training program in Indianapolis the week of April 22—FDIC
- Performed as the Incident Commander at Town EOC during record flooding on April 19, 2013
- Organizational meeting with Deputy Chief Miller
- Several meetings with IPSP regarding merit Fire Captain promotion process
- Reviewed and inspected Rescue 91 from repairs performed
- Visited with all three stations and all three shifts for first quarter
- Met with Director of Fleet Services Mel Vlha
- Organized and lead after action meeting with all town staff
- Reviewed part-time administrative assistant applications in effort to have selected and hired part-time person within next 30 days
- Met with Town insurance agent regarding policy changes
- Met with representatives of the Zionsville Golf Course to see what FD can assist with, we are loaning them Command trailer for temporary office, and we are transporting golf carts to stations where staff can assist with repairs to damaged equipment.
- Town Hall Building Maintenance- exterior and interior light repairs, town hall signage, mailbox repairs, and parking lot.

Administration Report: Operations
Deputy Chief Brian Miller

- Met with all nine Lieutenants to finalize the plan for work group rotations and station moves for 2013. The final plan is now in place for all three shift and stations
- Performed return to work performance evaluations (WPE) for two firefighters coming off light duty
- Held one Operations Lieutenant meeting. This month's meeting was spent reviewing the most recent national emergencies and the responses to these events and how we can better train for preparedness
- Met with CSO and Performed a walkthrough of station 93 to create a final punch list of items for the contractor to complete for the end of the one year warranty
- Set up monthly staffing and station assignments for all three stations for the month of May 2013
- Attended weekly department staff meetings

Administration Report: Operations

Deputy Chief Brian Miller (CONTINUED)

- Worked with IPSP and Chief VanGorder to select the testing material and reference material for promotion process for operational Captain
- Conducted one apparatus check off ride to ensure staff ability to operate the emergency vehicle and the mapping software program as well as equipment associated with the apparatus
- Held a post incident analysis to review PI accident with entrapment on CR 975 south of Holiday road to review both tactical and operational functions to increase knowledge and training
- Conducted work performance evaluations (WPE) for seven part-time firefighter applicants
- Held two post incident analysis to review the house fire in Huntington Woods and the out building at the school sports complex- we reviewed both tactical and operational functions to increase knowledge and training
- Participated in the after action review of the most recent flooding to review operations that worked and look at miss opportunities that we can improve on as a department and town
- Attended three days of classroom training at the national firefighters instructors conference (FDIC) in Indianapolis. Classes reviewed: Succession planning in today's fire service, Command expectations and fitting the action plan, The fireman's standard

Administrative Report: Training

Captain Jeff Beam

- Met with Indiana Department of Natural Resources District Wildlife Biologist to develop prescribed burn plans for Station 92 and Mulberry Fields
- Attended Special Town Council meeting regarding annexation
- Participated in Company Level engineer training session
- Began annual SCBA and N-95 mask fit testing for all operations employees
- Participated in Town of Zionsville health insurance renewal meeting
- Met with Westfield Fire Department and Carmel Fire Department representatives regarding upcoming acquired structure live fire training
- Conducted new driver orientation training
- Conducted written testing for IDHS Firefighting certifications
- Participated in SCBA Committee meetings and product demonstrations
- Attended regularly scheduled Operations Meeting
- Chaired BCFA Training Sub-Committee bi-monthly meeting to discuss cooperative training opportunities among Boone County fire departments
- Conducted Work Performance Evaluations for prospective Paid Stand-By personnel and full-time employee return-to-duty evaluations
- Attended Train-the-Trainer class for IDHS Live Fire Trailer
- Provided paramedic coverage for staffing
- Attended annual Fire Department Instructors Conference
- Attended After Action Review for Town of Zionsville flood response
- Updated FireHouse training records
- ZFD personnel logged over 210 hours of training for the month

Administration Report: EMS Administrative

Lieutenant Steve Gilliam

- Covered shifts to assist with staffing
- Attended weekly staff meetings with administrative staff
- Facilitated CPR/First Aid courses for Zionsville Little League Coaches

Administration Report: EMS Administrative

Lieutenant Steve Gilliam (CONTINUED)

- Attended and Chaired monthly Boone County Fire Chief's EMS section meeting
- Requested patient follow ups from St. Vincent Health
- Facilitated EMS coverage for Zionsville Youth Rugby Coverage
- Orientation with new part time FF/ medic staff
- 3 CPR skills check offs
- Covered stations for driver's training
- Met with Sales Rep for Stryker ambulance cot manufacturer regarding replacement batteries
- Attended Classes at the Fire Department Instructor's Conference in Indianapolis
- Attended Audit and Review of runs with Medical Director

Administration Report: Fire Prevention/Code Enforcement

Fire Marshal Josh Frost

- Conducted 15 rough-in (pre-drywall) inspections
- Conducted 5 final inspections
- Completed 6 plan reviews
- Participated in 2 Town of Zionsville TAC meetings
- Assisted in review of address assignments within Zionsville jurisdiction
- Attended Town Staff meeting representing the Fire Department
- Consulted local business owner regarding viability of splitting retail space into multiple leasable spaces
- Met with business representative and Building and Planning Department regarding Sims-Lohman relocation project
- Re-certified as State Fire Instructor I
- Worked shift on station to cover shortage to staffing needs
- Attended and participated in weekly staff meetings at fire department headquarters
- Taught 2 AHA CPR, First Aid and AED classes to Zionsville Little League coaches
- Attended and participated in 2013 Fire Department Instructors Conference in Indianapolis
- Consulted the Zionsville Chamber of Commerce event staff on upcoming Brick Street Market
- Met with Market Master Jennifer Bucher regarding vendor layout for the 2013 Farmer's Market
- Re-programmed all Knox key retention vaults in department apparatus
- Created draft inspection/services handout
- Met with Developers and Planning Department regarding projects in Zionsville
- Participated in the review of new Zionsville Fire Department SOG's prior to dissemination
- Met with Fred Jennings from Meridian Design & Build regarding the FedEx Ground distribution project
- Met with Scott Medley from Atlas Excavating regarding the sanitary sewer project on 121st Street and related road closures
- Consulted with Zionsville Building Inspectors on multiple occasions on a variety of ongoing commercial projects
- Completed the revisions to the annual pre-incident survey and inspection field guide
- Participated in the emergency response to the flood emergency from the local Emergency Operations Center as a member of the General Staff
- Consulted event organizers on tent compliance matters
- Met with Baptist Homes of Indiana, Messer Construction and Town Building officials
- Completed monthly EMS training
- Completed monthly firefighter training
- Maintained Faulty/False Alarm Log
- Miscellaneous duties performed as assigned by the Chief
- NFIRS monthly statistics compiled and sent to the state

<u>FD Reviews</u>	<u>April 2013</u>	<u>April 2012</u>	<u>YTD 2013</u>	<u>YTD Fees (Received)</u>
Site	2	0	9	N/A
Building	4	4	10	11,586.24
Fire Alarm Systems	1	0	2	250
Sprinkler Systems	1	0	3	1,500.00
Fines, Fees	9	0	10	500.00