



## Monthly Activity Report for August 2013



	Aug-13	Aug-12	YTD 13	YTD 12	YTD Difference
<b>Incident Type</b>					
1 Fire	8	19	54	84	-30
2 Overpressure Rupture, Explosion, Overheat (no fire)	0	1	2	2	0
3 Rescue & Emergency Medical Service Incident	134	104	851	835	16
4 Hazardous Condition (no fire)	4	7	53	36	17
5 Service Call	8	14	128	84	44
6 Good Intent Call	19	12	148	128	20
7 False Alarm & False Call	28	25	162	111	51
8 Severe Weather	0	2	7	2	5
Other	1	44	1	49	-48
<b>Total Count</b>	202	228	1406	1331	75
	Aug-13	Aug-12	YTD 13	YTD 12	YTD Difference
<b>Incidents By Zone</b>					
Urban	132	105	954	834	120
Rural	50	100	301	367	-66
Other (Carmel, Westfield, Pike, Lebanon, Whitestown)	20	23	151	130	21
<b>Total Count</b>	202	228	1406	1331	75

### Incidents

8/24/13 – US 421 / Greenfield, Personal Injury Tactical (Rollover)

8/17/13 – 650 Mulberry St, Garage Fire

8/16/13 – 1000 N / 1075 E Brownsburg, House Fire

8/10/13 – 10902 Marquette Dr., Oven Fire

8/4/13 – 129 mm I-65 NB, Personal Injury Tactical (Rollover)

## Zionsville Fire Department

### Administration Report:

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### 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
- Prepared for and attended two budget workshops
- Met with IT Director Rust regarding IT items
- Met several times with Matt Petro regarding Share Point implementation
- Met with Quartermaster Lt. Scott Kirkwood
- Several meetings regarding maintenance at Town Hall facility
- Reviewed hiring list and prepared hiring proposal for Town Manager and Safety Board for consideration
- Met with Inter Act CAD RMS implementation Fire/EMS Program director and representatives
- Organizational meeting with Deputy Chief Miller
- Met with Director of Fleet Services Mel Vlha
- Attended IACT Webinar on preparing for disruptions
- Traveled to each station on all three shifts and met with staff regarding FD items of note
- Traveled to and inspected new transporting ambulance vehicle at Horton manufacturer plant in OH
- Prepared draft organization changes and job descriptions regarding Deputy Chief positions
- Attended joint Town / School Budget Meeting
- Met with manufacturer rep of new ambulance regarding delivery schedule
- Met with Fire Marshal Frost to review recommendation regarding the hiring of a part-time fire inspector to assist with work load
- Conducted interview for replacement for part-time admin assistant position
- Met with Inter Act Management Staff regarding gaps in contact items and deliverables
- Met with Apparatus committee regarding specifications on air/light vehicle
- Took Safety Trailer to Town of Advance for them to use during their Labor Day Celebrations
- Met with representatives of IPSP regarding final preparation for Merit Captain promotion process
- Town Hall Building Maintenance- town hall signage and landscaping.
  - Fire Department Major Projects:
    - Captain Promotion process
    - Fulltime hiring
    - Building & Site Plan Review
    - New Construction Inspections
    - Staffing modifications

## Administration Report: Operations

### Deputy Chief Brian Miller

- Completed five interviews for new paid standby firefighters as part of the application screening process
- Attended school bus safety demo and informational meeting with other local public safety officials at IMMI facility in Westfield
- Met with all three operational shift and stations with Chief VanGorder over the course of nine total meetings to review current department projects and upcoming events and goal of the department
- Worked with four new paid standby staff members to complete cross over training on operational equipment and run response guidelines prior to them going on to a shift
- Attended both town budget workshops for the calendar year of 2014
- Held monthly Operations Lieutenant meeting
- Took part in Planning for Disruption Webinar put on by Indiana Association of cities and Towns
- Set up staffing for town sponsored street dance event
- Traveled to Ohio with Jack Emshwiller from Donley Safety to complete the final inspection of Medic 95
- Attended weekly department staff meetings
- Set up monthly staffing and station assignments for all three stations for the month of September 2013
- Attended monthly town safety board meeting

## Administrative Report: Training

### Division Chief Jeff Beam

- Attended regularly scheduled Operations Meetings
- Provided staffing coverage for operations staff
- Chaired BCFCA Training Sub-Committee bi-monthly meeting to discuss cooperative training opportunities among Boone County fire departments
- Conducted orientation training for new Paid Stand-by personnel
- Conducted department-wide IDHS Driver/Operator-Pumper certification course
- Attended Train-The-Trainer course for Emergency Technologies, Inc. records management system
- Updated FireHouse training records
- ZFD personnel logged over 542 hours of training for the month

## Administration Report: EMS Administrative

### Division Chief Steve Gilliam

- Attended weekly staff meetings
- Quality review of patient care reports
- Completed monthly trainings
- Did several CPR skills only evaluations for the public
- Arranged CPR class for Zionsville Meadows, fusion alliance, 2 classes for library staff, and Boone County Health Department staff, Friends and Family class at the Library
- Met with new paid stand by members for orientation
- Covered ambulance staffing to assist with orientation of new members
- Met with EMS billing company regarding procedures and billing process
- Chaired monthly Boone County Fire Chief's Association EMS Section/PLS meeting
- Facilitated medical coverage for the grand prix bicycle race
- Met with Michael Morrow from St. Vincent health regarding affiliate wants and needs
- Attended webinar regarding disruption preparedness

# Administration Report: Fire Prevention/Code Enforcement

## Division Chief Josh Frost

- Conducted 3 rough-in (pre-drywall) inspections
- Conducted 4 final inspections
- Conducted 1 commercial occupancy inspection
- Conducted tent inspections for 5 events
- Attended pre-construction meeting for Stonegate Section XII
- Completed multiple plan reviews
- Inspected 3 fire protection systems
- 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
- Met with firefighters to discuss reporting for Site Survey and Annual Inspection program
- Met with firefighters to discuss current projects in Zionsville
- Attended a Town Department Head Staff Meeting to represent Chief VanGorder
- Led shift level inspection for a Pre-Incident Survey and Annual Inspection
- 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
- Attended IACT Planning for Disruption Webinar
- Consulted Citizen’s Energy Group personnel regarding fire hydrant issues
- 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 a business owner regarding a fire safety review for a mobile boutique
- Consulted with business owners regarding compliance issues related to occupancy
- Completed monthly EMS training
- Completed monthly firefighter training
- Participated in the Operational Captain Promotion process
- Worked on operational fire apparatus training
- Met with Chief VanGorder to discuss ongoing projects and discussions regarding part-time inspector hiring options
- Maintained Faulty/False Alarm Log
- Worked with business entities to remedy repetitive false alarm ordinance violations
- Miscellaneous duties performed as assigned by the Chief
- NFIRS monthly statistics compiled and sent to the state
- Attended PERF informational meeting

<u>FD Reviews</u>	<u>August 2013</u>	<u>August 2012</u>	<u>YTD 2013</u>	<u>YTD Fees (Received)</u>
Site	2	4	18	N/A
Building	2	1	25	13,012.08
Fire Alarm Systems	0	1	4	350
Sprinkler Systems	1	1	5	1,650.00
Fines, Fees	2	5	49	2,800.00