



Monthly Activity Report for December 2012



	Dec-12	Dec-11	YTD 12	YTD 11	YTD Difference
Incident Type					
1 Fire	4	8	107	82	25
2 Overpressure Rupture, Explosion, Overheat (no fire)	0	0	3	2	1
3 Rescue & Emergency Medical Service Incident	117	121	1325	1223	102
4 Hazardous Condition (no fire)	6	7	66	49	17
5 Service Call	9	8	167	162	5
6 Good Intent Call	18	9	182	185	-3
7 False Alarm & False Call	15	11	187	123	64
8 Severe Weather	0	0	4	10	-6
Other	0	0	49	0	49
Total Count	169	164	2090	1836	254
	Dec-12	Dec-11	YTD 12	YTD 11	YTD Difference
Incidents By Zone					
Urban	104	119	1344	1234	110
Rural	47	33	549	439	110
Other (Carmel, Westfield, Pike, Lebanon, Whitestown)	18	12	197	163	34
Total Count	169	164	2090	1836	254

Incidents

- 12/4/12 – 129 mm I-65 NB, PI w/ Entrapment
- 12/5/12 – 410 s 4th St. Lot 7, Trailer Fire
- 12/6/12 – 7614 Bishops Green, Garage Fire
- 12/10/12 – 133 mm I-65 NB, PI w/ Entrapment, Assist Whitestown FD
- 12/19/12 – 4457 Summer Dr., Chimney Fire
- 12/20/12 – 6250 Lancaster Pl, Car into a Building
- 12/26/12 – Summersong/Willow Rd, Car into the water

Zionsville Fire Department
Administration Report:
Fire Chief-James VanGorder

- Regular Meetings Attended:
 - Town Council Meeting
 - Town Council Agenda Meeting
 - Town of Zionsville Staff Meetings
 - Fire Department Weekly Operational Meetings
- Met with IT Director Rust regarding IT items
- Attended year end luncheon with Councilor Mundy and Chief Knox
- Attended facility walk through and training at Road Rescue and E-One
- Attended Post Incident Analysis (PIA) on fatal I-65 incident
- Several conversations with insurance company and manufacturer regarding rescue 91 repairs
- Completed year end performance reviews for all HQ personnel (Miller, Beam, Gilliam, Frost, Howard, Vlha)
- Attended facility walk through and training at Horton
- Met with Captain of Training Jeff Beam regarding ISO Certification timelines
- Met with Awards Committee Chair-Lt. Steve Hayes regarding progress on 2013 program
- Met with Quartermaster Lt. Scott Kirkwood
- Met with Lt. Jason Potts regarding Communications items
- Organizational meeting with Deputy Chief Miller
- Met with Fleet Maintenance Director Vlha regarding vehicle repairs
- Met with BCSD Major Mike Nielsen regarding operational items
- Met with apparatus committee regarding future needs
- Met with DC Miller to review promotion process
- Hosted webinar on Inter Act Fire / EMS records management software
- Met with Captain Jeff Beam and John Beard from ISO as we concluded the on-site visit
- Town Hall Building Maintenance- Removed excess furniture, exterior light repairs, plowed snow at Town Hall

Administration Report: Operations
Deputy Chief Brian Miller

- Met with vehicle spec committee to review the final design
- Assisted with staffing apparatus at all three stations several different days throughout the month to allow on duty staff to complete their annual physicals
- Assisted the Boone County investigation task force and ZPD with the most recent fire investigation that resulted in an arson confession
- Attended a PIA for the recent fatal accident on I 65
- Attended Road Rescue and Horton manufacturing facility tours and trainings
- Conducted year-end performance reviews with all six of the operational Lieutenants
- Had my year-end performance review with Chief VanGorder
- Set in on ISO evaluation with field rep from ISO
- Assisted with the testing of two dry-hydrants in the area to validate the flow of the water supply
- Set up monthly staffing and station assignments for all three stations for the month of January 2013
- Met with the three newly promoted operational Lieutenants to review expectations for the job and help set goals for day one on the job as new Lieutenants.
- Attended weekly department staff meetings

Administrative Report: Training

Captain Jeff Beam

- Chaired BCFCA Training Sub-Committee bi-monthly meeting to discuss cooperative training opportunities among Boone County fire departments
- Conducted accident investigation involving Rescue 91
- Coordinated and provided coverage for annual department physicals in compliance with NFPA standards
- Attended Stormwater Pollution Protection training sessions conducted by Gavin Merriman
- Attended Post-incident Analysis of fatal I-65 vehicle accident conducted by Boone County Sheriff Department
- Conducted department wide ThinkMap functionality training
- Attended informational meeting with Boone County fire department and Sheriff Department representatives regarding proposed county wide dispatch software
- Met with ISO Fire Protection Classification evaluator
- Updated FireHouse training records
- ZFD personnel logged over 221 hours of training for the month, in addition to numerous driver orientation training hours

Administration Report: EMS Administrative

Lieutenant Steve Gilliam

- Covered partial shift for paramedic staff to do offsite training
- Covered stations to help facilitate department physicals
- Attended Waste Water presentation
- Attended Road Rescue and Horton manufacturing facility tours and trainings
- Sent EMS runs to and met with Medical Director
- Met with Chief VanGorder reference year end performance appraisal
- Attended and Chaired monthly Boone County Fire Chief's EMS section meeting
- Attended Webinar for new NFIRS and ePCR software. These are data reporting software for fire and EMS
- Scheduled orientation with new employees
- Attended Monthly Audit and Review of EMS runs with Medical Director
- Met with vehicle committee regarding vehicle specifications
- Worked to obtain and share with staff a log in for a new website dedicated to informing of hospital diversions
- Met with staff at Interactive Academy regarding a request for training and educating staff on gymnastics pit rescue.
- Created January training "Gymnastics pit rescue"

Administration Report: Fire Prevention/Code Enforcement

Fire Marshal Josh Frost

- Conducted 2 site inspections
- Conducted 17 rough-in (pre-drywall) inspections
- Conducted 2 final inspections
- Conducted 7 re-Inspections
- Conducted 1 kitchen hood acceptance test
- Conducted 3 occupancy inspections
- Investigated 3 complaints related to fire hydrant obstructions

Administration Report: Fire Prevention/Code Enforcement

Fire Marshal Josh Frost (CONTINUED)

- Attended and participated in weekly staff meetings at fire department headquarters
- Met with Citizens Energy Group representatives regarding water supply in Zionsville
- Provided station coverage to supplement staffing during annual physicals
- Had 3 consultations with local business representatives/owners
- Participated in and attended the ZVFD Annual meeting and Christmas Dinner
- Completed the year-end performance appraisal process
- Completed annual physical exam
- Met with the project manager for the FedEx Ground distribution center
- Attended the Mobile Eyes inspection software webinar presentation
- Met with the architect regarding the relocation of Landscapes Unlimited
- Consulted with Zionsville Building Inspectors on multiple occasions on a variety of ongoing commercial projects
- Completed monthly EMS training
- Completed monthly firefighter training
- Met with local property owner to discuss FPO requirements for occupancy when new tenants occupy commercial spaces
- Met with homeowner to support residential Knox Box program
- FEMA NIMS Resource management training for general staff
- Attended weekly Town Staff Meeting
- Repaired and replaced Knox Key Vault circuit board and reprogrammed for admin vehicles (2013 Tahoe and Explorer).
- Conducted driver training session with firefighter
- Maintained Faulty/False Alarm Log
- Met with Chief VanGorder and members of other departments to compare advanced technology for electronic inspection documentation and data management
- Miscellaneous duties performed as assigned by the Chief
- NFIRS monthly statistics compiled and sent to the state

<u>FD Reviews</u>	<u>December 2012</u>	<u>December 2011</u>	<u>YTD 2012</u>	<u>YTD Fees (Received)</u>
Site	0	-	21	N/A
Building	2	-	20	15,256.78
Fire Alarm Systems	0	-	17	3,250.00
Sprinkler Systems	0	-	14	1,850.00
Fines, Fees	0	-	37	2,100.00