



**Monthly Activity Report for February 2011**



	Feb.11	Feb.10	YTD 11	YTD 10	YTD Difference
<b>Incident Type</b>					
1 Fire	6	4	8	12	-4
2 Overpressure Rupture, Explosion, Overheat (no fire)	0	0	0	0	0
3 Rescue & Emergency Medical Service Incident	89	89	199	185	14
4 Hazardous Condition (no fire)	3	3	9	3	6
5 Service Call	11	7	21	11	10
6 Good Intent Call	14	8	34	17	17
7 False Alarm & False Call	7	8	14	16	-2
8 Severe Weather	1	0	1	0	1
Other	0	0	0	0	0
<b>Total Count</b>	131	119	286	244	42
	Feb.11	Feb.10	YTD 11	YTD 10	YTD Difference
<b>Incidents By Zone</b>					
Urban	77	81	190	174	16
Rural	41	30	72	53	19
Other (Carmel, Westfield, Pike, Lebanon, Whitestown)	13	8	24	17	7
<b>Total Count</b>	131	119	286	244	42

**General Information:**

**Incidents**

- 2/1/11 – 4077 S. 250 E., Assist Perry Fire, Barn Fire
- 2/4/11 – 10902 Sedgemore Dr. in Carmel, Residence Fire
- 2/19/11 – 5310 Willow Road, Barn Fire
- 2/23/11 – 4950 S. US 421, Assist ZPD with retrieving article from creek
- 2/23/11 – 802 Franklin Trace, Chimney Fire
- 2/28/11 – Five separate water rescue incidents, rescuing 7 people

Zionsville Fire Department  
Administration Report: **February 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
  - Weekly Fire Station 93 Progress meetings with CSO
- Met with James Shields Jr. ZVFD Inc. President
- Attend PIA with Lebanon FD regarding MVA accident
- Met with IT Director Rust regarding IT items
- Met with several video conferencing companies regarding final selection
- Met with BLN and CSO representatives regarding cost estimates for Station 91 storage area
- Met with Lt. Potts and reviewed and discussed communications items
- Met with Quartermaster regarding department uniforms
- Met with Lt. Scales regarding equipment replacement and maintenance items
- Attended meeting to review Hoosier Village plan submittal
- Met with and signed agreement for video conferencing install with E2
- Met with Todd Settle from Zionsville Insurance regarding insurance renewal
- Met with Fire Marshal Hayes regarding address issues at Technology Center Drive
- Prepared for and hosted Fireman's Ball and awards Program
- Met with the Apparatus Committee to review specifications for purchase of fire engine
- Met with Awards Committee regarding recommendations
- Met with representatives from Sugarcreek FD who wanted to review Rescue 91
- Assisted with installing shelving units at the Town Hall
- Attended Angola Indiana Fire School
- Organizational meeting with Deputy Chief Miller

Administration Report: Operations  
Deputy Chief Brian Miller

- Attended weekly meetings with CSO architects to finalize the conceptual design and begin the schematic design work for the building and site
- Conducted a committee meeting for station 93 to review the conceptual design and receive any input and comments before moving on to the schematic design
- Met with the home owner that will be across the street from the new station 93 on 700 east to review the concepts of the plans and to begin conversation as we move closer to becoming neighbors
- Attended a PIA at LFD for the Semi accident that ZFD assisted with that occurred on I65
- Held two Operations Lieutenant meetings to review operational performance and crew readiness
- Attended and completed annual classroom update for Haz-Mat training
- Met with the department's newest full time employee to outline the hands on skills that will need to be reviewed and trained on in the upcoming weeks.
- Participated in annual hands on drills for water and ice rescues
- Conducted one apparatus check off ride on the medic trucks to insure the operation of the equipment and use of mapping software
- Traveled to Angola Indiana to take an eight hour class on Fire-ground strategies
- Attended regular monthly safety board meeting

## Administration Report: Operations (Continued)

### Deputy Chief Brian Miller

- Set up monthly staffing and station assignments for the month of March
- Attended weekly department staff meetings

## Administrative Report: Training

### Captain Jeff Beam

- Prepared outline for Boone County Communications Center dispatcher training
- Conducted department wide training on the dangers of carbon monoxide
- Attended post incident analysis at Lebanon Fire Department regarding semi extrication on I-65
- Created March Monthly Training Packet
- Conducted ice rescue training over three days in conjunction with Lebanon Fire, Center Township Fire, and Boone County EMS- instructing 79 personnel
- Researched Company Officer Development program components
- Updated FireHouse training records
- ZFD personnel logged over 393 hours of training for the month

## Administration Report: EMS Administrative

### Lieutenant Steve Gilliam

- Completed to date QC of runs
- Forwarded EMS Reports to Dr. Kaufmann for quality review
- Met with Dr. Kaufmann
- Monthly EMS Training A&R
- Inspection at Zionsville Meadows with Fire Marshal Hayes
- CO and CO2 training for each shift at both stations
- Attended Dr. Kaufmann's A&R
- Covered Station 91 for water rescue training
- CPR training for Police Department
- Attended The Hearth at Tudor Gardens 1 year anniversary
- Prepared staff EMS certifications for renewal
- Prepared for 2011 protocols by having all staff complete competency tests
- Competency check offs for all paramedics for new medication

## Administration Report: Fire Prevention

### Fire Marshal-Blake Hayes

### Fire Prevention Division Report – February 2011

Inspections / Consultations: 43

Investigations: 0

Plan reviews: 10

Variance Request: 0

Meetings: 5

Training: 0

Other: 4

## Inspections

- Occupant Load Inspection
  - 175 S. Main St. – Brick Street Inn
  
- Final Inspections
  - 6110 Technology Center Dr – Patterson Dental (Phase I)
  - 6110 Technology Center Dr – Patterson Dental (Phase II)
  - 190 Hawthorne – Heidi's
  
- Pre-Final Inspections
  - 6110 Technology Center Dr – Patterson Dental (Phase II)
  - 6110 Technology Center Dr – Patterson Dental (Phase I)
  - 100 N 9<sup>th</sup> St – Spinner Ag, Inc.
  
- Fire Alarm Rough – In Inspections
  - 6110 Technology Center Dr – Patterson Dental (Phase II)
  
- Other Inspections
  - Knox Box – Interactive Academy
  - Elevator Recall – Interactive Academy
  - Brick Street Inn – Building (Special Use)
  - Zionsville United Methodist Church – Exiting
  - Northwest Technology Center - Addressing
  
- Fire Alarm Final Inspections
  - 6110 Technology Center Dr – Patterson Dental (Phase I)
  - 6110 Technology Center Dr – Patterson Dental (Phase II)
  
- Fire Alarm Acceptance Tests
  - 6110 Technology Center Dr – Patterson Dental (Phase I)
  - 6110 Technology Center Dr – Patterson Dental (Phase II)
  
- Pre-Drywall Inspections
  - 6110 Technology Center Dr – Patterson Dental (Phase II)
  - 65 Boone Village - Boonedogglers
  
- Annual Inspections
  - Interactive Academy
  - Zionsville Meadows
  - American Legion
  - American Coated Products
  - Zionsville Boys and Girls Club
  - Akards True Value Hardware
  - Fanimation
  
- Sprinkler System Rough-In Inspections
  - 65 Boone Village – Boonedogglers
  - 6110 Technology Center Dr – Patterson Dental (Phase II)

- Consultations
  - Turkey Foot - Addressing
  - Hoosier Village – Addressing
  - 9<sup>th</sup> Street – Addressing
  - Watts Tree Farm – Addressing
  - Oak Ridge – Addressing
  - Quail Run Clubhouse
  - Nana’s – Propane Storage
  - Old Union Elementary
  - Brick Street Inn – Building (x2)
  - Interactive Academy – Address Numbers
  - Zionsville United Methodist Church – Exiting (x2)
  - Zionsville Animal Hospital – Fire Protection
  - Pinky’s Nail Salon - Addressing

Plan Reviews

- Hoosier Village Development Plans
- Cracker Barrel – Site Plans (x2)
- Apex Energy Solutions – Building Plans (x2)
- 60 S. Elm St. – Building Plans
- Walgreens – Development Plans
- Pinky’s Nail Salon – Building Plans & Addressing
- W 106<sup>th</sup> St – DOW Park PUD

Plan Review Fees

<u>Review Type</u>	<u>Business</u>	<u>Location</u>	<u>Submitted</u>	<u>Fee</u>	<u>Feb. 2011</u>	<u>YTD Reviews 2011</u>	<u>YTD Fees</u>	<u>YTD Fees Received</u>
Building Plan Review					3	3	\$206.16	100.67
	Apex Energy Solutions	Michigan Road	Submitted	\$100.67				
	Wulber Offices	S. Elm St.	Completed	\$52.49				
	Pinky's Nails	Boone Village SC	Completed	\$53.00				
Fire Alarm Plan Review					0	0	0	0
Sprinkler Plan Review					0	0	0	0
Kitchen Hood Plan Review					0	0	0	0

Meetings

- Attended regular weekly staff meetings
- Met with Terry Jones regarding addressing
- Misc. meetings with Town of Zionsville Building Officials
- TAC Review – Hoosier Village
- Hoosier Village – Fire Department Review

Other

- NFIRS information sent to Indiana State Fire Marshal’s Office
- Maintain False / Faulty Alarm Log
- Misc. duties as assigned by the Fire Chief
- Fire Safety & Evacuation Planning – Brick Street Inn