



Monthly Activity Report for June 2013



	Jun-13	Jun-12	YTD 13	YTD 12	YTD Difference
Incident Type					
1 Fire	7	15	33	48	-15
2 Overpressure Rupture, Explosion, Overheat (no fire)	0	0	2	1	1
3 Rescue & Emergency Medical Service Incident	92	98	606	609	-3
4 Hazardous Condition (no fire)	15	7	41	23	18
5 Service Call	19	11	103	61	42
6 Good Intent Call	27	16	106	92	14
7 False Alarm & False Call	25	18	110	76	34
8 Severe Weather	1	0	7	0	7
Other	0	0	0	1	-1
Total Count	186	165	1008	911	97
	Jun-13	Jun-12	YTD 13	YTD 12	YTD Difference
Incidents By Zone					
Urban	129	106	694	620	74
Rural	37	48	210	208	2
Other (Carmel, Westfield, Pike, Lebanon, Whitestown)	20	11	104	83	21
Total Count	186	165	1008	911	97

Incidents

6/8/13 - 2510 S. US 421, Motorcycle PI
 6/8/12 – 100 N / US 421, PI with entrapment – Fatality
 6/8/13 – 4th / Ash, Pedestrian Struck
 6/9/13 – 6682 Wimbledon Dr, Grass Fire
 6/15/13 – 250 N. 5th, Person Stuck in Elevator
 6/19/13 – 519 E. Noble St Lebanon, House Fire
 6/20/13 – 300 S / US 421, PI with Entrapment
 6/20/13 – 11280 E. 200 S – HazMat, Anhydrous Tank Leak

6/21/13 – 8270 Oak St, Building Fire, Small Mini Barn
 6/23/13 – 5008 W. 96th St, Power line down across I-465
 6/23/13 – 140 S. 5th St, Tree down on House
 6/25/13 – 9463 Greenthread Dr, House Fire
 6/25/13 – 3570 Flagstone Dr, House Fire

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
- Attend follow up TAC meeting regarding The Farm
- Met with Public Education Officer Lt. Scott Peters
- Met with Lt Hayes and Russell regarding Honor Guard efforts
- Met with Quartermaster Lt. Scott Kirkwood
- Assisted with set up and participated in annual golf outing benefiting Larry K Rust Scholarship and establishing Zionsville Fire Department Bereavement Fund
- Several meeting regarding updating signage at Town Hall facility
- Met with staff member regarding SharePoint implementation for FD
- Reviewed hiring list and prepared hiring proposal for Town Manager and Safety Board for consideration
- Met with Inter Act CAD RMS implementation Director
- Organizational meeting with Deputy Chief Miller
- Met with Town Manager regarding employment item
- Reviewed and inspected Rescue 91 from repairs performed
- Met with Town Manger regarding my mid-year performance check in status
- Met with Director of Fleet Services Mel Vlha
- Picked up new flat bottom Jon boat for fire department operation use
- Traveled to Grayslake IL to walk through Fed Ex facility
- Attended joint budget task force with the Zionsville Schools
- Hosted Fire Department Retreat for Headquarter Staff and their families.
- Conducted one-year walk through of Fire Station 93
- Met with Apparatus committee regarding specifications on air/light vehicle
- Met with Town Manager, HR Director Jones, Division Chief Beam, and representatives of BTL regarding affordable health care act and effects on fire department part-time program
- Town Hall Building Maintenance- town hall signage, mailbox repairs, and landscaping.
 - Fire Department Major Projects:
 - Captain Promotion process
 - Fulltime hiring process-for vacancy
 - Preparing Bi-annual EMS Provider re-certification
 - Pre-incident / Annual Commercial Inspection Program
 - Building & Site Plan Review
 - New Construction Inspections
 - Staffing and the Affordable Health Care Act

Administration Report: Operations

Deputy Chief Brian Miller

- Completed four per-incident survey annual inspections with the engine companies at: Zionsville Presbyterian Church, Zionsville Boy & Girl club west, Fc Stone Intl, and Dr. Romas Dentistry
- Set up seven work performance evaluations (WPE) for potential new paid stand by firefighters as part of the application screening process
- Met with Chief VanGorder to complete my midyear performance review check in to ensure goals for 2013 were on track
- Completed two interviews for new paid stand by firefighters as part of the application screening process
- Met with operation staff to begin to set plans in place for upcoming fourth of July celebration
- Held monthly Operations Lieutenant meeting with a focus on this month's meeting being to review run reporting and data entry into firehouse RMS software
- Worked with IPSP to develop the tactical seniors' for the upcoming testing process for operational Captain promotions
- Worked with all three stations and shift to do a complete walk through of the new three story assisted living facility at BHI to ensure crews have an understanding of the building layout and the facilities mechanics prior to residents moving in to the space.
- Provided budget forecasting to Chief VanGorder for the operations side of the department for 2014,2015,2016
- Reviewed June fire reports for content and completion
- Set up monthly staffing and station assignments for all three stations for the month of July 2013
- Attended weekly department staff meetings
- 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
- Attended Safety Board meeting to discuss grant opportunities
- Participated in company level extrication training
- Participated in Indiana Firefighter Training System conference call regarding upcoming training plans
- Conducted Work Performance Evaluations for prospective Paid Stand-By personnel
- Updated FireHouse training records
- ZFD personnel logged over 150 hours of training for the month

Administration Report: EMS Administrative

Division Chief Steve Gilliam

- Organized Monthly CPR training to the public
- 4-CPR skills evaluations to individuals
- Met with Lt. Sparks and Firefighter Nottingham regarding work group EMS training
- Did orientation with several new part-time staff while working on Medic 91
- Exchanged Oxygen Cylinders for medical oxygen

- Assisted with and participated in 2013 ZFD Golf outing
- Attended weekly staff meetings
- Covered staffing for stations due to shortages or driver's training
- Organized Friends and Family CPR class for family of 4
- Facilitated Lunch and Learns sponsored by IU Health. They supplied lunches that were delivered to each station and for each shift. A Cardiologist did a lecture for training purposes
- Did driver's training and cleared 1 individual on M98
- Met with St. Vincent Health to discuss how trauma services were working
- Met with Tracy Miller who is in charge of Philanthropic services for IU North regarding possible community awareness ideas
- Met with Mark Hulett EMS Chief from Carmel Fire Department regarding CPR program and how operations are working
- Chaired monthly Boone County Fire Chief's Association EMS Section/PLS meeting
- Attended Homeland Security / State Department of Health meeting on Data submission for trauma registry
- Attended Lieutenants operation meeting
- Met with Boone County REMC to request grant funding for Project Lifesaver Program. This funding was approved.
- Assisted with Fire watch of Interactive Academy until off duty personnel arrived.

Administration Report: Fire Prevention/Code Enforcement

Division Chief Josh Frost

- Conducted 9 rough-in (pre-drywall) inspections
- Conducted 2 final inspections
- Conducted 17 inspections at new extended care facility at Hoosier Village
- Completed 9 plan reviews
- Inspected 7 fire protection systems
- Conducted hydrant flow test at Hoosier Village
- Knox Box maintenance and upkeep
- Conducted multiple tent inspections
- Participated in Town of Zionsville TAC meetings
- Participated in Blackstone II development pre-construction meetings
- Attended and participated in weekly staff meetings at fire department headquarters
- Taught 2 AHA CPR courses
- Worked with the Cruzionsville event organizers
- Worked with Relay for Life Zionsville event organizers
- Consulted the Zionsville Chamber of Commerce event staff on upcoming Brick Street Market
- Met with Developers and Planning Department regarding projects in Zionsville
- Conducted site visits to inspect newly acquired Town property and building
- Consulted personnel with Citizen's Energy Group regarding procedures for communicating water outages
- Consulted Citizen's Energy Group personnel to discuss upcoming developments
- Participated in pre-TAC development meeting for Hunt Club Hills Subdivision
- Participated in the review of new Zionsville Fire Department SOG's prior to dissemination
- Consulted with Zionsville Building Inspectors on multiple occasions on a variety of ongoing commercial projects
- Consulted event organizers preemptively 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
- Visited the Grayslake, IL FedEx Ground facility
- Consulted with the Romeoville, IL and Grayslake, IL fire departments to determine typical run type and volume for the FedEx Ground facilities in their respective jurisdictions
- NFIRS monthly statistics compiled and sent to the state

<u>FD Reviews</u>	<u>June 2013</u>	<u>June 2012</u>	<u>YTD 2013</u>	<u>YTD Fees (Received)</u>
Site	3	3	14	N/A
Building	5	2	16	11,611.24
Fire Alarm Systems	1	0	3	300
Sprinkler Systems	0	0	3	1,500.00
Fines, Fees	14	20	47	1650.00