



## Monthly Activity Report for June 2015



	Jun-15	Jun-14	YTD 15	YTD 14	YTD Difference
<b>Incident Type</b>					
1 Fire	11	7	57	43	14
2 Overpressure Rupture, Explosion, Overheat (no fire)	0	0	2	0	2
3 Rescue & Emergency Medical Service Incident	116	98	681	666	15
4 Hazardous Condition (no fire)	9	11	41	36	5
5 Service Call	15	30	133	132	1
6 Good Intent Call	30	28	171	136	35
7 False Alarm & False Call	18	24	134	162	-28
8 Severe Weather	0	0	4	1	3
Other	0	0	0	0	0
<b>Total Count</b>	199	198	1223	1176	47
	Jun-15	Jun-14	YTD 15	YTD 14	YTD Difference
<b>Incidents By Zone</b>					
Urban	121	118	728	740	-12
Rural	51	47	316	274	42
Other (Carmel, Westfield, Pike, Lebanon, Whitestown)	27	33	179	162	17
<b>Total Count</b>	199	198	1223	1176	47

### Incidents

6/6/15 – Motor Vehicle Collision w/ Injury, 143mm I-65 SB, 4 Ambulances on scene including Medic 91 and Medic 93. 10 Patients involved in the incident.

6/12/15 – Building Fire, 215 Royal Oak Ct, Zionsville

6/13/15 – Urban Search and Rescue, Oak ST / Kissel RD, Zionsville Search for missing skydivers

6/14/15 – Motor Vehicle Collision/Tactical – 96<sup>th</sup> ST / Ford RD, Zionsville

6/14/15 – Building Fire, 3380 Roundlake LN, Whitestown, Assist WFD

6/22/15 – Mobile Home Fire, 6034 Cheryl Ln, Zionsville

6/28/15 – Motor Vehicle Collision (Car into the Water), 7525 E 500 S, Zionsville

Zionsville Fire Department  
Administration Report:  
Fire Chief-James VanGorder

- Regular Meetings Attended:
  - Town Council Agenda Meeting
  - Town Council Meeting
  - Town of Zionsville Staff Meetings
  - Safety Board Meeting
  - Fire Department Weekly Administrative Staff Meetings
  - Weekly Fire Department Executive Meetings
  - Boone County Fire Chiefs Association
- Worked with Terry Dawson from BTL to develop By-Laws for the Fire Department Pension Board to consider
- Presented proposed changes to Fire Department fee schedule to the Safety Board
- Scheduled training facility improvements at the County Training Center
- Met with Chief Everett regarding operational items
- Picked up new staff vehicles in Fort Wayne IN
- Met with Engineer firm regarding aircraft hanger construction at Indy Executive Airport
- Attended Phase II Public Manager program at Ball State-Fishers Campus
- Organizational meeting with Deputy Chief Miller and Deputy Chief Beam
- Met with LFD Fire Chief Batts to review County Training Tower changes that ZFD staff will be implementing
- Attended annual Fire Department Golf outing raising money for scholarship
- Completed quarterly station visits with all employees
- Completed annual EVOC re-certification
- Completed mid-point check-in with staff
- Met with Director of Fleet Services Mel Vlha regarding vehicle work orders
- Organized and hosted Fire Department Pension Board meeting where the By Laws were presented and approved
- Met with CSO regarding design concepts for new government center on a weekly basis throughout the month
- Met with Canadian Fire Department regarding purchase of ladder truck
- Several meeting with Matt Petro regarding major software implementation plan for July 6<sup>th</sup>
- Lunch meeting with Chief Doug Everett regarding operational items
- Met with Town Attorney firm regarding employment items
- Met with Deputy Chief Miller regarding operations items
- Met with IT Director Rust regarding continued outstanding IT related items
- Toured Fire Station 92 with Mayor Papa
- Town Hall Building Maintenance- Electrical, lighting, plumbing repairs, entry/exit systems, HVAC, and future plans

Administration Report: Operations  
Deputy Chief Brian Miller

- Met with Division Chief of EMS Steve Gilliam to review all EMS supply costs, run types and supply needs to allow comparison from January 2015 through June 2015 and January 2014 to June 2014.
- Held a post incident analyses to review the house fire in Colony Woods subdivision. Crews reviewed both tactical and operational functions to increase knowledge and training for all staff.
- Met with ZPD to complete ICS forms for July 4<sup>th</sup> event to ensure the incident briefing was complete and the event objective were outlined for public safety.

## Administration Report: Operations

### Deputy Chief Brian Miller (CONTINUED)

- Completed State Pumper Operator course as well as all necessary testing components to receive the State certification for Pumper Operator
- Conducted 6 interviews for new paid stand by firefighters as part of the application screening process
- Held three work performance evaluations to evaluate new applicants for the position of part time firefighter
- Completed four mid-point performance reviews for staff
- Met with Lt. Scott Peters to review public education and new marketing ideas for education and outreach to the community.
- Met with members of the ladder committee to gather and prepare information for the pre-build meeting for the project that will take place July 6<sup>th</sup> -9<sup>th</sup>
- Held by-monthly county operations group meeting to review county EOC plan
- Attended weekly department staff meetings as well as executive meetings for fire department staff
- Set up monthly staffing assignments for all three stations for the month of July
- Held monthly Operations meetings with the Captains
- Held Operations meeting with the Captains and Lieutenants
- Held quarterly ZVFD board meeting

## Administrative Report: Administration

### Deputy Chief Jeff Beam

- Conducted practical skills evaluations for IDHS Driver/Operator-Pumper certification course
- Attended meeting for IDHS Fire Officer Strategy & Tactics PILOT course
- Attended Zionsville Fire Department Local Pension Board meeting
- Conducted Performance Reviews of recruits from joint Recruit Academy with Pike Township personnel
- Conducted Post Incident Analysis of residence fire response
- Met with Body One Physical Fitness representatives regarding physical therapy options for injured firefighters
- Distributed documentation regarding annual health insurance Open Enrollment and attended meetings
- Oversaw inventory, set-up, and distribution of new Self Contained Breathing Apparatus
- Presented Engineer position description and Engineer's Promotion Process to Safety Board for approval

## Administration Report: Training

### Division Chief Mark Hart

- Set up July Training schedule
- Finished "Basement fire and follow up report" power point
- Gave shift lecture on "Basement fire and follow up report" to all 3 shifts
- Set up final driving course for Driver operator class over a 3 day period
- Drove all engines through driving course as part of engineer packet
- Gave written test for the Driver operator final
- Attended SLICE-RS class at Brownsburg FD
- Attended SLICE-RS train the trainer class
- Went to Pike with E-93 crew to work on SCBA Drills with new recruits
- Went to Pike with B-shift doing 2.5" hose line drills with new recruits
- Taught fire extinguishers with new recruits with hands on training
- Went to Pike with C-shift for ladder/Multi company drills with the new recruits

## Administration Report: Training

### Division Chief Mark Hart (CONTINUED)

- Went with Recruits to NIST/UL house to prep for training fires
- Working with FF Pataky and Thomas as they design the new SCBA confidence course
- Working with Lt Sparks on mentoring packets for new employees
- Attended the Boone County Training Chiefs meeting
- Set up 3 day SCBA training for New SCBA's prior to putting them in service
- Set up County Wide training drill for July at Boone County Tower
- Ongoing work with Chief Clements from Pike Township about recruit academy
- ZFD completed 409 hours of training during the month

## Administration Report: Fire Prevention/Code Enforcement

### Division Chief Josh Frost

- Conducted 4 final inspections
- Conducted 46 annual commercial inspections
- Conducted 6 rough-in inspections
- Conducted 1 above ceiling inspection
- Conducted 1 fire alarm acceptance test
- Conducted 1 sprinkler acceptance test
- Conducted multiple special event and tent inspections
- Met with Planning Department representatives regarding address assignment issues
- Attended and participated in weekly staff meetings at fire department headquarters
- Met with Contractors, Developers and Planning Department regarding several projects in Zionsville
- Consulted with Zionsville Building Inspectors on multiple occasions on a variety of ongoing commercial projects
- Completed several reviews for commercial occupancies
- Met with property managers regarding compliance matters
- Completed monthly fire and EMS training
- Maintained Faulty/False Alarm Log
- Miscellaneous duties performed as assigned by the Chief
- Coordinated the Engine Company Inspection/Pre-Incident Survey program
- Participated in the Town TAC meetings to evaluate proposed projects in Zionsville
- Maintained Knox Access Program and facilitated quarterly audit
- Responded to emergency calls for service as needed
- Met with Fire Inspector regarding various inspection matters
- Attended Safety Board meeting to provide information regarding new fee structure
- Participated in ZFD Pension Board Meeting
- Met with neighboring AHJ to assist with FH Inspector issues
- Instructed multiple fire extinguisher training classes for local institution
- Assisted as needed with ZFD Golf Outing
- Observed extended care facility evacuation drill
- Participated in PIA for Royal Oak house fire
- Met with PTVFD Chief to discuss fire prevention transitions
- Coordinated meeting participation with INDOT representatives regarding 421/32 roundabout project

<u>FD Reviews</u>	<u>June 2015</u>	<u>June 2014</u>	<u>YTD 2015</u>	<u>YTD Fees (Received)</u>
Site	4	3	33	N/A
Building	2	10	14	1,936.89
Fire Alarm Systems	0	2	3	300.00
Sprinkler Systems	1	0	6	450.00
Fines, Fees	6	8	22	1,120.00

## Administration Report: EMS

### Division Chief Steve Gilliam

- Met with Deputy Chief Miller for midpoint review
- Attended Boone County ESF 8 meeting
- Completed Driver/Operator practical skills testing
- Taught monthly CPR Course for the public
- Met with Training Center Coordinator for AHA courses to update instructors
- Attended EMS affiliate meeting with St. Vincent Health
- Met with Chief Wirey from Lebanon FD to update Project Lifesaver phone and email systems
- Met with Vanessa Pataky in regards to behavioral health training for ZFD staff
- Met with Medshield billing company to review process
- Attended online webinar for vehicle safety information
- Began CPR training for ZFD staff
- Attended Audit and Review with assistant medical director, Dr. Gardner
- Met with Perry Township EMS Captain
- Met with CIPROMS billing company to review process

June patient contacts to date were 125, of those 92 patients were transported.

