



Monthly Activity Report for March 2012



	Mar-12	Mar-11	YTD 12	YTD 11	YTD Difference
Incident Type					
1 Fire	4	6	15	14	1
2 Overpressure Rupture, Explosion, Overheat (no fire)	0	0	1	0	1
3 Rescue & Emergency Medical Service Incident	106	82	314	282	32
4 Hazardous Condition (no fire)	5	1	7	10	-3
5 Service Call	7	11	31	32	-1
6 Good Intent Call	16	10	46	44	2
7 False Alarm & False Call	10	8	37	22	15
8 Severe Weather	0	0	0	1	-1
Other	0	0	0	0	0
Total Count	148	118	451	405	46
	Mar-12	Mar-11	YTD 12	YTD 11	YTD Difference
Incidents By Zone					
Urban	99	78	305	269	36
Rural	36	28	105	100	5
Other (Carmel, Westfield, Pike, Lebanon, Whitestown)	13	12	41	36	5
Total Count	148	118	451	405	46

General Information:

Incidents

3/12/12 – 270 N. 1st St, Elevator Stuck, Removed person from elevator stuck between floors

3/19/12 – 128 mm I-65 SB, Car Fire w/ 2 injuries

3/27/12 - Near Intersection of Greenthread Drive & Greenthread Lane, grass fire

Zionsville Fire Department
Administration Report:
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
- Met with IT Director Rust regarding IT items
- Met with Lt. Kail regarding equipment placement and installation on new fire engine
- Completed administrative staff performance appraisal process
- Met with Quartermaster Lt. Scott Kirkwood
- Met with Lt. Jason Potts regarding Communications items
- Met with DC Miller and reviewed proposed response matrix for fire station 93
- Met with Architect from CSO regarding Fire Station 93 General Contractor performance
- Attempted final punch list for completion of fire station 93, had to cancel due to contractor not being near completion
- Attended Council Benefits Committee meeting to review Town Health Insurance
- Reviewed Town Addressing policies with Interim Planning Director, Town Manager, Fire Marshal, and Administrative Assistant for the Planning Department.
- Met with Major Mike Nielsen, Lt Potts, DC Miller regarding CAD programming for fire station 93
- Attended Staff TAC review of Blackstone residential development
- Attended County wide addressing meeting regarding collaborative efforts to ensure accuracy
- Met with Street Superintendant Lantz and Parks Director Dickey regarding installation of Fiber optics along rail to connect Town Hall government center to Zionsville Schools
- Took Technical Rescue Awareness certification test
- Met with Net Tech regarding voice and data scope and services for fire station 93
- Organizational meeting with Deputy Chief Miller
- Attended Special Olympics Torch Run organizational meeting
- Met with FF Rob Coonfield regarding implementation of a Chaplaincy program at ZFD
- Took Lebanon Fire Chief Ted Caldwell to lunch as he has announced his retirement after 33 years of service to the Chief of Lebanon
- Attended Akard's Hardware re-opening ceremony
- Attended Town Council Retreat
- Completed Fire Station 93 substantial completion punch list meeting (2nd attempt)
- Town Hall Building Maintenance-short term repairs to entry door system #1- working on proposals for ADA motorized openers for entry door system #1, painted building inspectors office, removed 4 loads of debris from building, met with Storm Water Coordinator regarding rain garden installation at Town Hall, carpet installed in building inspectors office, made arrangements with Street Department to remove overgrown bushes around building in coming weeks.

Administration Report: Operations

Deputy Chief Brian Miller

- Completed detailed punch list and walk through for station 93 with CSO and Gilliatte
- Worked with Lt Kail and Mel Vlha to finalize the set up of equipment and the review of new equipment for the new engine for station 92 so that it could be marked in service
- Met with Whitestown Fire department Deputy Chief of operations and Deputy Chief of administration to review mutual aid response and training opportunities for both departments
- Conducted two apparatus check off rides to ensure staff ability to operate the emergency vehicle and the mapping software program as well as equipment associated with the apparatus
- Met with Chief Knox, Captain Gauthier and Chief VanGorder to review upcoming Special Olympics torch run
- Worked with Ed Mitro, Chief VanGorder and Joe Rust to review fiber installation from the town hall to the high school and from station 93 to Z west middle school.
- Met with Chief VanGorder, Major Nielson and Lt Potts to review run orders and CAD assignments for the opening of station 93 to ensure proper use and training of the current CAD system
- Met with Chief VanGorder and CSO to review the final process to complete station 93
- Held bi-monthly Operations Lieutenant meetings to review operational performance and crew readiness and review new policies and procedures
- Set up monthly staffing and station assignments for the month of April
- Attended weekly department staff meetings

Administrative Report: Training

Captain Jeff Beam

- Completed new apparatus training for Engine 92
- Began Recruit Academy 2012-1 (7 week orientation program for newly hired Full-time firefighters)
- Conducted orientation training for 6 new Paid Stand-by personnel
- Attended IDHS District 5 Indiana Firefighter Training System bi-monthly meeting
- Updated FireHouse training records
- ZFD personnel logged over 800 hours of training for the month

Administration Report: EMS Administrative

Lieutenant Steve Gilliam

- Quality Control of EMS runs and overall runs
- Sent EMS runs to and met with Medical Director
- Attended meeting with St. Vincent EMS Education for their Paramedic Accreditation
- Met with Chief VanGorder for performance appraisal
- Met with Marketing Director from St. Vincent Health
- Project Lifesaver training at Lebanon Fire Station 1
- CPR course with Buckeye Partners
- Attended monthly audit and review of medical runs with Medical Director
- Provided CPR training and orientation for recruit class
- Attended training at Lebanon Fire Station 1 with the Department of Homeland Security Mobile SIM Lab



Zionsville Fire Department

Code Enforcement / Life Safety Division

Joshua Frost, Fire Marshal

Monthly Report—March 2012



<u>FD Reviews</u>	<u>March 2012</u>	<u>March 2011</u>	<u>YTD 2012</u>	<u>YTD Fees (Received)</u>
Site	6	3	7	N/A
Building	2	4	8	13,400.48
Fire Alarm Systems	11	0	12	1,300.00
Sprinkler Systems	10	0	12	1,200.00
Hood Supp. Systems	0	0	0	0

<u>Inspection Type</u>	<u>March 2012</u>	<u>March 2011</u>	<u>YTD 2012</u>
Annual	0	11	0
Re-Inspection	2	2	2
Building	0	0	6
Site, Fire Protection, Spk & F/A Rough-In	2	7	36
Pre-Drywall	16	0	29
Above Ceiling	12	1	19
Pre-Final	4	1	4
Final (New Const.)	4	1	5
Consultations	10	16	31
Permits / Variances / SWO / Citations Issued / Invest.	0	2	6

Meetings Attended:

- Attended regular weekly staff meetings
- Misc. meetings with Town of Zionsville Building Officials
- Multiple meetings with Hoosier Village contractors / construction
- Boone County APC addressing meeting
- Town of Zionsville addressing meeting
- Zionsville Parks Department trail signage meeting
- Re-inspection fines meeting

Training:

- NIMS/ICS annual training

Other Items:

- NFIRS information sent to Indiana State Fire Marshal's Office
- Maintain False / Faulty Fire Alarm Log
- Misc. duties as assigned by the Fire Chief
- Updated commercial occupancy records
- All Knox key vaults have been re-programmed
- Professional affiliations were updated
- Pipeline emergency response reports submitted
- Instructed building construction class for new recruits

Respectfully Submitted,

**Joshua Frost
Fire Marshal, Zionsville Fire Department**