



## Monthly Activity Report for March 2013



	Mar-13	Mar-12	YTD 13	YTD 12	YTD Difference
<b>Incident Type</b>					
1 Fire	4	4	11	15	-4
2 Overpressure Rupture, Explosion, Overheat (no fire)	0	0	2	1	1
3 Rescue & Emergency Medical Service Incident	116	106	307	314	-7
4 Hazardous Condition (no fire)	5	5	17	7	10
5 Service Call	26	7	61	32	29
6 Good Intent Call	13	16	37	46	-9
7 False Alarm & False Call	12	10	44	37	7
8 Severe Weather	0	0	0	0	0
Other	0	1	0	1	-1
<b>Total Count</b>	176	149	479	453	26
	<b>Mar-13</b>	<b>Mar-12</b>	<b>YTD 13</b>	<b>YTD 12</b>	<b>YTD Difference</b>
<b>Incidents By Zone</b>					
Urban	124	100	342	307	35
Rural	36	36	106	105	1
Other (Carmel, Westfield, Pike, Lebanon, Whitestown)	16	13	31	41	-10
<b>Total Count</b>	176	149	479	453	26

### Incidents

3/26/13 – Cardiac/Resp. Arrest

3/13/13 – 128 mm I-65 NB, Semi Rollover / HAZMAT

3/10/13 – 875 E / 400 S, Pedestrian Struck

3/7/13 – 4405 E 500 S, House Fire, Assist WFD

Zionsville Fire Department  
Administration Report:  
Fire Chief-James VanGorder

- Regular Meetings Attended:
  - Town Council Agenda Meeting
  - Town of Zionsville Safety Board Meeting
  - Town of Zionsville Staff Meetings
  - Fire Department Weekly Administrative Staff Meetings
  - Boone County Fire Chiefs Association
- Assisted family of Cody Richardson with Funeral, Fulltime Firefighter Paramedic Cody Richardson passed away March 4, 2013
- Met with IT Director Rust regarding IT items
- Met with Public Education Officer Lt. Scott Peters
- Attended Boone County Council meeting where final funding was approved for Inter Act Cad and RMS
- Visited with FF/Medic Nikki Moss at hospital who celebrated birth of her son Triston
- Met with Quartermaster Lt. Scott Kirkwood
- Attended monthly meeting with other government officials POWOW
- Attended two day StrategyWorx Leadership training
- Reviewed hiring list and prepared hiring proposal for Town Manager and Safety Board for consideration
- Met with Awards Committee Chair-Lt. Steve Hayes regarding Honor Guard implementation
- Completed pre-construction meeting regarding medic 95
- Met with Lt. Jason Potts regarding Communications items and Inter Act CAD implementation
- Organizational meeting with Deputy Chief Miller
- Met with Vice-President John Dattilo of BHI regarding Code Compliancy questions
- Met with Director of Fleet Services Mel Vlha
- Met with Town insurance agent regarding policy changes
- Performed 1-year walk through at fire station 93 as we prepared for final punch list
- Met with Councilor Papa and Mundy regarding ZVFD Inc service agreement
- Met with applicant regarding conditional offer of employment and began final testing phase
- Attended organization meeting regarding Inter Act CAD RMS implementation Team configuration
- Town Hall Building Maintenance- exterior and interior light repairs, town hall signage, mailbox repairs, and supplies.

Administration Report: Operations  
Deputy Chief Brian Miller

- Spent several days working as the department liaison with the family of firefighter Cody Richardson to help with his sudden passing
- Met with Horton ambulances manufacturer to review pre-construction for M95 and completed the build specification and total cost for the apparatus to allow it to go into production
- Held one Operations Lieutenant meeting. This month's meeting was spent reviewing the goals that had been set for 2013 operational staff as we wrap up the first quarter
- Performed a walkthrough of station 93 to create a final punch list of items for the contractor to complete or address from the original construction.
- Worked with ZPD to set a plan to review all tornado sirens in the Zionsville area during the severe weather preparedness week to ensure they are all functional during the two tests that were performed
- Met with SCBA vendor to review new industry standards and time lines for cost analysis and review
- Continued to meet with all nine Lieutenants to help with workgroup goals for 2013 performance appraisals for all operational staff.
- Set up monthly staffing and station assignments for all three stations for the month of April 2013

## Administration Report: Operations

### Deputy Chief Brian Miller (CONTINUED)

- Attended weekly department staff meetings
- Worked with Chief VanGorder to release upcoming promotion process for operational Captain

## Administrative Report: Training

### Captain Jeff Beam

- Attended IDHS District 5 Indiana Firefighter Training System bi-monthly meeting
- Attended regularly scheduled Operations Meetings
- Participated in Company Level Inspection program training
- Conducted written testing for multiple IDHS Firefighting certifications
- Provided coverage for operations staff
- Updated Driver/Operator-Pumper curriculum for upcoming class
- Updated FireHouse training records
- ZFD personnel logged over 165 hours of training for the month

## Administration Report: EMS Administrative

### Lieutenant Steve Gilliam

- Ordered and picked up EMS supplies from St. Vincent Health
- Prepared exams for 2013 protocols and sent out to staff for testing
- Met with Justin Spivey regarding 2013/14 paramedic program
- Sent EMS runs to and met with Medical Director
- Attended and Chaired monthly Boone County Fire Chief's EMS section meeting
- Requested patient follow ups from St. Vincent Health
- Worked on completion of April EMS training (OB/GYN)
- Worked with Interactive Academy to provide Pit Rescue training
- 2 CPR skills check offs
- Met with Chief VanGorder to review 2013 goals
- Met with Jack Emschwiler from Donely Safety for pre-build of M95 ambulance

## Administration Report: Fire Prevention/Code Enforcement

### Fire Marshal Josh Frost

- Conducted 12 rough-in (pre-drywall) inspections
- Conducted 2 final inspections
- Conducted 2 tent inspections for special events
- Completed 4 plan reviews
- Participated in 3 Town of Zionsville TAC meetings
- Met with Zionsville Lions Club for event planning and to discuss emergency response plans
- Attended and participated in weekly staff meetings at fire department headquarters
- Participated in several events related to the passing of Zionsville Firefighter/Paramedic Cody Richardson
- Attended and participated in an Indiana Association of Cities and Towns workshop on festivals, fireworks and special events
- Met with State Fire Marshal James Greeson
- Met with Dave Smith from the State Fire Marshal's Office
- Met with Mara Snyder from the State Fire Protection & Building Safety Commission
- Met with Developers and Planning Department regarding projects in Zionsville

## Administration Report: Fire Prevention/Code Enforcement

### Fire Marshal Josh Frost (CONTINUED)

- Participated in the review of new Zionsville Fire Department SOG's prior to dissemination
- Attended pre-construction meeting for the FedEx Ground distribution center
- Attended pre-construction meeting for the Bennett Parkway Extension
- Consulted with Atlas Excavating regarding the sanitary sewer project on 121<sup>st</sup> Street and related road closures
- Consulted with Zionsville Building Inspectors on multiple occasions on a variety of ongoing commercial projects
- Met with Chief VanGorder to evaluate and finalize 2013 performance goals
- Completed the revisions to the annual pre-incident survey and inspection field guide
- Instructed nine classroom sessions for firefighter training on the procedures of completing the inspection paperwork and recording the data collected for the establishment of a commercial occupancy and pre-plan database
- Instructed nine work groups in a hands-on training pre-incident survey and annual inspection
- Worked with local business owners Scott Stark and Mike Conover to conduct inspection training in their facility
- Presented pre-incident survey process to Safety Board at the regular monthly meeting
- 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
- NFIRS monthly statistics compiled and sent to the state

<b><u>FD Reviews</u></b>	<b><u>March 2013</u></b>	<b><u>March 2012</u></b>	<b><u>YTD 2013</u></b>	<b><u>YTD Fees</u></b> <b><u>(Received)</u></b>
Site	1	6	7	N/A
Building	4	2	6	\$647.38
Fire Alarm Systems	0	11	1	\$50.00
Sprinkler Systems	1	10	2	\$1,450.00
Fines, Fees	1	-	1	\$50.00