



## Monthly Activity Report for March 2015



	Mar-15	Mar-14	YTD 15	YTD 14	YTD Difference
<b>Incident Type</b>					
1 Fire	9	12	26	21	5
2 Overpressure Rupture, Explosion, Overheat (no fire)	0	0	1	0	1
3 Rescue & Emergency Medical Service Incident	113	98	337	335	2
4 Hazardous Condition (no fire)	6	5	15	17	-2
5 Service Call	28	18	70	45	25
6 Good Intent Call	25	23	97	63	34
7 False Alarm & False Call	16	22	69	97	-28
8 Severe Weather	0	0	0	1	-1
Other	0	0	0	0	0
<b>Total Count</b>	197	178	615	579	36
	Mar-15	Mar-14	YTD 15	YTD 14	YTD Difference
<b>Incidents By Zone</b>					
Urban	126	110	372	357	15
Rural	42	44	148	140	8
Other (Carmel, Westfield, Pike, Lebanon, Whitestown)	29	24	95	82	13
<b>Total Count</b>	197	178	615	579	36

### Incidents

3/4/15 – Gas Line Cut, 11403 Copley Ct, Zionsville

3/8/15 – Urban Search and Rescue, 14000 –blk Little Eagle Creek Ave, Zionsville

3/11/15 – Gas Line Cut, 11611 E. Sycamore St, Zionsville

3/25/15 – Structure Fire, 308 N. Lebanon St, Lebanon

3/29/15 – House Fire, 750 Sugarbush Dr, 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
  - Fire Department Weekly Administrative Staff Meetings
  - Weekly Fire Department Executive Meetings
  - Boone County Fire Chiefs Association
- Attended Phase II Public Manager program at Ball State-Fishers Campus
- Organizational meeting with Deputy Chief Miller and Deputy Chief Beam
- Finalized quint fire apparatus bid specifications for public bidding process
- Confirmed legal notice with BTL representative and arranged for legal notice advertisement for quint fire apparatus purchase
- Hosted pre-bid meeting on March 26, 2015 related to the quint fire apparatus
- Met with Director of Fleet Services Mel Vlha regarding vehicle repairs, budget and long range preventative vehicle care
- Met with SCBA manufacturer representative and signed purchase agreement for new SCBA for the department
- Met with CSO regarding design concepts for new government center on a weekly basis throughout the month
- Met with Town Manager regarding project status relative to new government center
- Conference call with BTL regarding department items
- Met with Deputy Chief Miller regarding operations items related to staff vehicles
- Met with SCBA vendor regarding Air/light truck improvements
- Picked up new staff vehicle for projected in-service as 9901
- Became a cleared reserve police officer with Zionsville Police Department
- Attended POW WOW meeting at Schools
- Lunch meeting with Matt Petro regarding software improvements
- Met with IT Director Rust regarding outstanding IT related items
- Met with Brownsburg firefighter regarding training program for fire officer development and his willingness to present to ZFD staff
- Met with Steve Pittman regarding residential development and the requirements of the FPO and ensure the health and safety of the community
- Met with Apparatus Committee Chairman Captain David Kail regarding preparation for bidding Quint apparatus specifications
- Town Hall Building Maintenance- Electrical, lighting, plumbing repairs, annual fire extinguisher service, and future plans

Administration Report: Operations  
Deputy Chief Brian Miller

- Completed the final printing of the FOG (Fire Operations Guide) manual. Implementation and training for crews and staff will begin with upcoming course.
- Met with Division Chief of EMS to review all EMS billing rates as well as special event billing and CPR/ first aid course costs.
- Held a post incident analysis to review house fire in Sugarbush subdivision. We reviewed both tactical and operational functions to increase knowledge and training for all staff.

## Administration Report: Operations

### Deputy Chief Brian Miller (CONTINUED)

- Met with ZPD to review updated active shooter SOG. Nine joint trainings were setup between the two departments to review tactics and joint operations for these type of events.
- Completed 10 interviews for new paid stand by firefighters as part of the application screening process
- Met with SCBA distributor to review final cost quote for replacement and upgrades to current SCBA and placed the order for new equipment
- Held monthly bid committee meeting to continue work on redline version of the new policy
- Held monthly county operations group meeting to establish new working group schedule that would include all Boone County fire departments
- Met with aerial apparatus committee to review questions from the potential bidders at the pre-bid meeting held at town hall
- 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 April
- Held monthly Operations meeting with the Captains
- Held Operations meeting with the Captains and Lieutenants
- Held quarterly ZVFD board meeting

## Administrative Report: Administration

### Deputy Chief Jeff Beam

- Met w/ newly hired Division Chief of Training to review Division goals and objectives
- Provided staffing coverage for operational personnel
- Reviewed newly created SOG's with Deputy Chief of Operations
- Conducted IDHS Technical Rescue Awareness certification exams
- Met with vendor to confirm SCBA purchase
- Attended Meet & Greet meeting with recruits at Pike Township Fire Department
- Began development of ZFD Driver/Operator Manual
- Developed future Engineer's Promotion Process

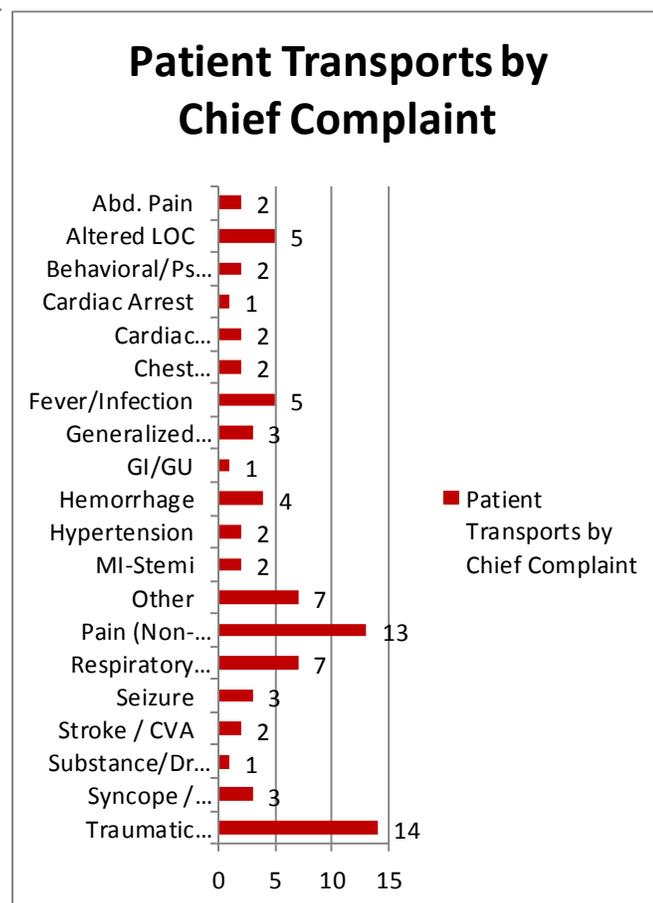
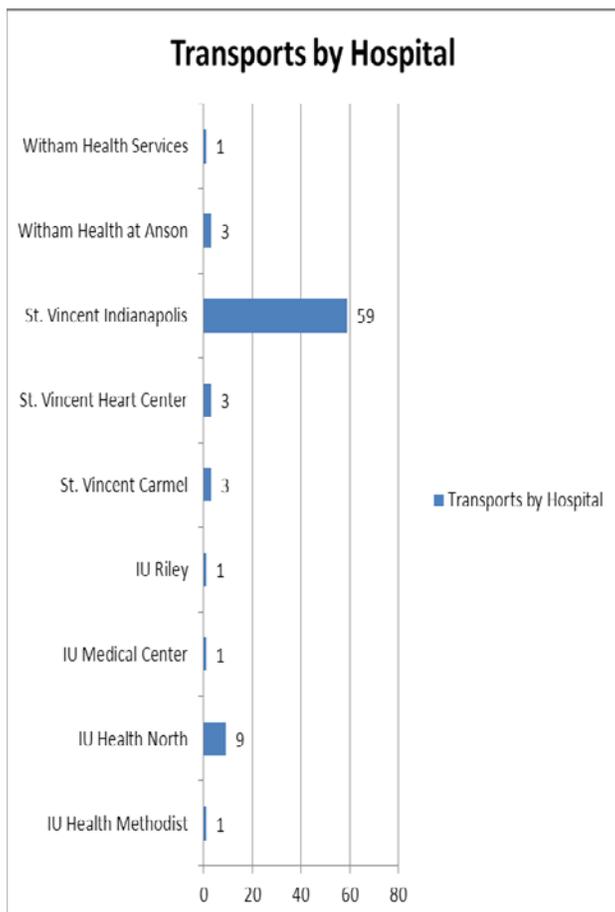
## Administration Report: Training

### Division Chief Mark Hart

- Started ALS affiliation process
- Attended Audit and Review At St Vincent Carmel
- Attended ladder and search evaluations at the training tower
- Started Multi-month Dynamics training series
- Met with all the company officers and crews to request input and insight on what they feel they need from the training division
- Met with Pike Township Training Division, met the recruit class and talked about ZFD recruits starting on June 1<sup>st</sup>
- Set up April Training schedule
- Set up the syllabus and class for Driver Operator pumping starting the end of April
- Set dates for department wide Fire Officer Strategy and Tactics class starting in August
- Set dates for Fire Officer 1 class starting in October
- ZFD completed 370 hrs of training during the month of March

## Administration Report: EMS Division Chief Steve Gilliam

- Met with Deputy Chief Miller to discuss status of pending EMS items
- Taught public CPR course at Town Hall
- Partnered with St. Vincent EMS education to come to station 91 and rotate firefighter/paramedic staff through ALS skills training for all shifts
- Assisted with switching ambulances so that maintenance could be performed
- Attended Boone County Health Department ESF 8 quarterly meeting
- Attended 2 day training for Fire & EMS supervisors
- Completed training with 3 firefighter/paramedics to set up documentation training with each shift
- Worked on Quality Assurance/Quality Improvement program for patient care and reporting
- Completed and tested for technical awareness class
- Attended Medical Director's monthly Audit and Review of patient care runs
- Met with Division Chief of Training Mark Hart to discuss his paramedic requirements for the department
- March patient contacts to date were 113 of those 81 patients were transported



# Administration Report: Fire Prevention/Code Enforcement

## Division Chief Josh Frost

- Conducted 1 final inspection
- Conducted 21 annual commercial inspections
- Conducted 3 rough-in inspections
- Conducted 1 above ceiling inspection
- Conducted 1 tent inspection
- Conducted 15 site consultations
- 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
- Attended pre-construction meeting for new residential subdivision
- Facilitated company walk-throughs of new field house addition to high school
- Conducted several plan reviews for commercial occupancies
- Met with property managers regarding compliance matters
- Met with Zionsville School Officials on 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 upgraded all apparatus key vaults
- Responded to emergency calls for service as needed
- Met with Fire Inspector regarding various inspection matters
- Met with and set up Firehouse for engine company inspection facilitators
- Inventoried elevators in Zionsville for key boxes

<u>FD Reviews</u>	<u>March 2015</u>	<u>March 2014</u>	<u>YTD 2015</u>	<u>YTD Fees (Received)</u>
Site	0	3	12	N/A
Building	4	5	6	326.77
Fire Alarm Systems	0	2	1	150.00
Sprinkler Systems	0	3	3	250.00
Fines, Fees	0	5	5	250.00