



## Monthly Activity Report for September 2015



	Sep-15	Sep-14	YTD 15	YTD 14	YTD Difference
<b>Incident Type</b>					
1 Fire	9	4	90	63	27
2 Overpressure Rupture, Explosion, Overheat (no fire)	1	1	4	2	2
3 Rescue & Emergency Medical Service Incident	126	115	1084	1026	58
4 Hazardous Condition (no fire)	4	5	64	52	12
5 Service Call	19	31	199	218	-19
6 Good Intent Call	30	27	250	219	31
7 False Alarm & False Call	16	28	217	234	-17
8 Severe Weather	0	1	5	4	1
Other	0	0	0	1	-1
<b>Total Count</b>	205	212	1913	1819	94
	Sep-15	Sep-14	YTD 15	YTD 14	YTD Difference
<b>Incidents By Zone</b>					
Urban	132	130	1176	1142	34
Rural	41	52	465	413	52
Other (Carmel, Westfield, Pike, Lebanon, Whitestown)	32	30	272	264	8
<b>Total Count</b>	205	212	1913	1819	94

### Incidents

9/11/15 – Building Fire, 4657 S. 700 E

9/17/15 – Building Fire, 3135 S. 875 E

9/24/15 - Car into a building, 4155 S. Indianapolis Rd, Assist WFD

9/24/15 – Building Fire, 401 Longley Dr., Assist LFD

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
- Met with Vendor regarding pre-construction order changes to fire apparatus orders
- Met with Department of Finance and Records regarding payroll process and claims procedure issues
- Attended Boone County Fire Chiefs Association meeting in Lebanon
- Site visit with LIDS regarding project timeline
- Traveled to Fire Station with Mayor, Council, and State Representative Schaibley
- Organizational meeting with Deputy Chief Miller and Deputy Chief Beam
- Attended Ball State Certified Public Manager Program
- Set up and attended Fall Festival and parade
- Attended kick off meeting for 2015 Boone County Leadership Class
- Labor Management discussions with staff and council throughout the month
- Met with Director of Fleet Services Mel Vlha regarding vehicle work orders
- Spent significant time addressing quartermaster supply issues—structure changes are under review
- Met with CSO regarding design concepts for new government center on a bi-weekly basis
- Communications meeting with Captain Jason Potts
- Monthly meeting with Union President Steve Hayes
- 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
- Town Hall Building Maintenance—Electrical repairs, plumbing repairs, HVAC, and future plans

Administration Report: Operations  
Deputy Chief Brian Miller

- Met with vendor to review the complete work order and change orders for the new ladder truck
- Assisted with the completion of annual pump testing on both tankers 92 & 93 as well as ladder 91
- Met with staff at Union Elementary, Eagle Elementary and Z West schools to review lock down and fire drill procedures
- Met with the students and staff at Children's Learning Program to talk about fire safety and community leaders
- Worked with the bid committee to complete the final review of the bid process
- Met with Zionsville Police department to review the incident action plan for Fall Festival
- Set up ZFD area at Lions Park for fall festival
- Attended pipeline training presented by Marathon Pipeline
- Met with the Captains to review second quarter reports to ensure we are meeting industry standards
- Conducted three apparatus check-off rides on the Medic trucks
- 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 October
- Held monthly Operations meetings with the Captains
- Held Operations meeting with the Captains and Lieutenants

## Administrative Report: Administration

### Deputy Chief Jeff Beam

- Participated in IDHS Fire Officer Strategy and Tactics certification course
- Developed procedures related to Bid System, Ride-Out Pay, Kelly Day and PTO selection
- Conducted Return-To-Duty Work Performance Evaluation
- Participated in fire drills at ZCS facilities
- Attended State of Indiana Professional Standards Board meeting to discuss new IDHS training curriculum
- Assisted with payroll preparation for Town of Zionsville
- Met with Town Manager regarding Town of Zionsville learning partnership with Columbia Southern University
- Coordinated with payroll service provider regarding development of Ride-Out Pay

## Administration Report: Training

### Division Chief Mark Hart

- Set up October Training schedule
- Co-instructed department wide FOST Class at shift level, 9 classes
- Finalized the recruit academy for 2 new full time employees
- Set up 4 retests for Driver operator
- Set up and applied for Haz-mat awareness, Operations and tech rescue awareness for new recruits as well as the department members needing the courses
- Attended INTF-1 department rep meeting
- Attended State Propane prop train the trainer class sponsored by IDHS
- Took the Battalion vehicle to Lebanon to get new tires
- Covered spots on apparatus to be able to get new employees checked off
- Attended Marathon Pipeline dinner
- Assisted in setting up a shift level extrication class to meet individual goals
- Attended Division chief meeting with the Council
- Performed remedial engineer training
- Met with a homeowner for a possible training house for late next year
- Met with IDEM to discuss some options on acquired structures for trainings
- ZFD completed 1,130 hrs. of training during the month

## Administration Report: Fire Prevention/Code Enforcement

### Division Chief Josh Frost

- Conducted 2 final inspections
- Conducted 47 annual commercial inspections
- Conducted 4 rough-in inspections
- Conducted 7 above ceiling inspections
- Conducted 2 fire alarm acceptance tests
- Conducted 1 sprinkler acceptance test
- Conducted 6 site consultations
- Conducted multiple special event and tent inspections
- 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 a variety of ongoing commercial projects
- Completed multiple reviews for commercial occupancies
- Met with property managers and business owners regarding compliance matters
- Completed monthly fire and EMS training

## Administration Report: Fire Prevention/Code Enforcement

### Division Chief Josh Frost (CONTINUED)

- Maintained Faulty/False Alarm Log
- Miscellaneous duties performed as assigned by the Chief
- Coordinated the Engine Company Inspection/Pre-Incident Survey program
- Maintained Knox Access Program and updated all Knox key vaults
- Responded to emergency calls for service as needed
- Met with Fire Inspector on multiple occasions regarding inspections
- Facilitated a company level tour of the AT&T Facility
- Received quotes and prepared a recommendation memo for Municipal Services Building sprinkler system repair work
- Met with code consultant and interested parties regarding local business occupancy
- Attended the State FP&BSC hearing to represent the interests of Zionsville
- Attended multiple fire or lock-down drills at the various Zionsville schools
- Attended the Boone County Leadership Program class. Also participated in the Boone County poverty simulation
- Provided amusement and tent inspections for the Fall Festival at Lion's Park
- Facilitated the drop off of fleet vehicles for fleet maintenance
- Prepared the dry hydrant annual testing
- Participated in and attended the Marathon Pipe Line training program

<u>FD Reviews</u>	<u>September 2015</u>	<u>September 2014</u>	<u>YTD 2015</u>	<u>YTD Fees (Received)</u>
Site	6	2	48	N/A
Building	1	5	20	9,234.29
Fire Alarm Systems	0	2	5	475.00
Sprinkler Systems	1	2	12	1,025.00
Fines, Fees	2	6	37	1,445.00

## Administration Report: EMS

### Division Chief Steve Gilliam

- Taught monthly CPR class for the general public
- Taught 3 CPR classes for town employees
- Completed several CPR skills exams
- Completed testing and obtained certification in Driver/Operator course
- Participated in Fire Officer Strategies and Tactics classes
- Picked up graphics for photo props from Noblesville location
- Met with paid standby staff regarding orientation progress
- Provided CPR training to Boone County Health Department Staff
- Completed part 2 of 3 for Primary Instructor EMS certification
- Met with Mindy Collins from St. Vincent EMS education regarding training courses
- Facilitated HCP CPR course for a Lebanon Clinic staff
- Drive time on the medic units with Division Chief of training Mark Hart
- Facilitated EMS staffing for ZCHS football home games
- Attended St. Vincent College of Health Professions advisory meeting
- Completed return to full duty WPE
- Trained in use of PYXIS® System at St. Vincent Health to be able to replace medications after transporting patients

There were 137 patient contacts in September and of those 104 were transported to the hospitals as listed.

Primary Impression	
Abdominal Pain/Problems	10
Airway Obstruction	3
Altered Level of Consciousness	8
Behavioral / Psychiatric Disorder	3
Cardiac Arrest	1
Cardiac Rhythm Disturbance	2
Chest Pain (Non-Cardiac)	1
Chest Pain / Discomfort	6
Fever/Infection	1
Generalized Weakness	5
GI/GU	2
Headache	2
Hemorrhage	1
Hypertension	2
Hyperventilation	1
MI -STEMI	1
Other	15
Pain (Non-Traumatic)	13
Poisoning / Drug Ingestion	1
Renal Failure	1
Respiratory Distress	3
Seizure	3
Stroke / CVA	2
Traumatic injury	17
	104

