



Monthly Activity Report for January 2016



	Jan-16	Jan-15	YTD 16	YTD 15	YTD Difference
Incident Type					
1 Fire	7	6	7	6	1
2 Overpressure Rupture, Explosion, Overheat (no fire)	0	0	0	0	0
3 Rescue & Emergency Medical Service Incident	107	121	107	121	-14
4 Hazardous Condition (no fire)	7	2	7	2	5
5 Service Call	9	13	9	13	-4
6 Good Intent Call	31	39	31	39	-8
7 False Alarm & False Call	19	32	19	32	-13
8 Severe Weather	0	0	0	0	0
Other	0	0	0	0	0
Total Count	180	213	180	213	-33
	Jan-16	Jan-15	YTD 16	YTD 15	YTD Difference
Incidents By Zone					
Urban	110	129	110	129	-19
Rural	42	48	42	48	-6
Other (Carmel, Westfield, Pike, Lebanon, Whitestown)	28	36	28	36	-8
Total Count	180	213	180	213	-33

Incidents

- 1/5/16 – PI w/ Entrapment, 6490 S. SR 267
- 1/9/16 – House Fire, 3140 S. 575 E, Assist Whitestown FD
- 1/11/16 – Chimney Fire, 9001 Whitestown RD
- 1/11/16 – House Fire, 6529 Yorkshire Cir

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
- Met with CSO regarding design concepts for new government center on a bi-weekly basis
- Communications meeting with Captain Jason Potts
- Met with vendor regarding new ambulance construction and delivery
- Met with Deputy Chief Miller regarding operations items
- Organizational meeting with Deputy Chief Miller and Deputy Chief Beam
- Met with Vendor regarding fire apparatus construction
- Attended ZVFD Board of Directors Meeting
- Attended Ball State Certified Public Manager Program
- Met with E-One regarding production timeline for fire apparatus construction and progress
- Attended meeting for 2015 Boone County Leadership Class
- Conducted face to face visits with staff over three days
- Attended the Zionsville Chamber of Commerce Annual Awards Program
- Met with Town Engineer Firm regarding developmental plans for station 91
- Met with Director of Fleet Services Mel Vlha regarding vehicle work orders
- Met on multiple occasions regarding Town Hall development project
- Presented program to the Boone County Senior Service group
- Met with IT Director Rust regarding continued outstanding IT related items
- Met with Town Manager and set Goals for 2016
- Met with representatives of BC Sheriff's Department regarding Communication Center progress
- Met with Crowe Horwath regarding Town Hall financing plans
- Attended Operations meeting with Deputy Chief Miller
- Attended Nature Center construction kick off meeting
- Completed goal setting with HQ staff for 2016
- Town Hall Building Maintenance—Electrical, plumbing repairs, HVAC, and future plans

Administration Report: Operations

Deputy Chief Brian Miller

- Assisted with three days of ice water rescue training
- Met with Captains to review expectations for the new work groups
- Held a post incident analysis to review an accident with entrapment on Oak Street
- Met with Sheriff's department to review the Boone County Communication Center quality review
- Met with ladder 93 committee to work through final graphic design and layout
- Completed station visits with Chief VanGorder and Beam to review upcoming projects and plans for 2016
- Held county operations meeting
- Conducted one apparatus check-off ride on the Medic truck
- Met with EMA to review tornado sirens and the maintaining of other sirens throughout Boone County
- Completed the operational year-end report for 2015

Administration Report: Operations

Deputy Chief Brian Miller (CONTINUED)

- Held first quarter ZVFD board meeting
- 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 February
- Held Operations meeting with the Captains and Lieutenants

Administrative Report: Administration

Deputy Chief Jeff Beam

- Conducted Quarterly station visits to each fire station to review 2016 plans
- Attended IDHS District 5 Indiana Firefighter Training System bi-monthly meeting
- Met with physical provider to review benefits of on-site physical services delivery
- Participated in facility walk-through at newly constructed commercial occupancy
- Finalized development of Goal Setting Guide for Fire Department personnel
- Completed annual OSHA 300 reporting
- Began implementation of procedures for annual Local Pension Board elections
- Attended BCFCA Training Sub-Committee bi-monthly meeting to discuss cooperative training opportunities among Boone County fire departments

Administration Report: Training

Division Chief Mark Hart

- Set up February Training schedule
- Stabilization training at the training tower; utilizing cribbing, rescue jack and air shores
- Held command training with shifts going over residential tactics
- Conducted a Driver Operator retest
- Prepared annual report for the training division
- Completed outline and plan for combined RIT training with Lebanon and Whites town
- Finalized recruit class syllabus for Feb 2016 start time
- Continued to work on paperless training reporting in Firehouse
- Attended Post Incident Analysis from serious MVA on Oak Street
- Attended Gordon Graham Talk on Risk Management
- Lead Instructor on shift level Ice rescue hands on training at Village Walk
- Taught a night of Haz-mat ops, gave final scenario and final written test
- ZFD completed 629.5 hours of training during the month of January

Administration Report: Fire Prevention/Code Enforcement

Division Chief Josh Frost

- Conducted 9 final inspections
- Conducted 21 annual commercial inspections
- Conducted 4 site consultations
- Conducted 1 rough-in inspection
- Conducted 3 above ceiling inspections
- Attended FIAI meeting to coordinate a response to FP&BSC action
- Represented Town interests at FP&BSC hearing on variances for projects in Zionsville
- Witnessed Fire Drills at ZCSC facilities
- Participated in Lunch and Learn presentation on fire prevention to Boone County Senior Services
- Facilitated company walk-throughs at new Lids Corporate Headquarters

Administration Report: Fire Prevention/Code Enforcement

Division Chief Josh Frost (CONTINUED)

- Coordinated the special event postings including those with Fire Department coverage
- 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 a variety of ongoing commercial projects
- Participated in Town TAC meetings to review new projects
- Completed monthly fire and EMS training
- Maintained Faulty/False Alarm Log
- Miscellaneous duties performed as assigned by the Chief
- Completed the performance appraisal interviews and goal setting for 2015
- Attended and represented ZFD at the Indiana Pipeline Emergency Response Awareness Dinner
- Coordinated the Engine Company Inspection/Pre-Incident Survey program

<u>FD Reviews</u>	<u>January 2016</u>	<u>January 2015</u>	<u>YTD 2016</u>	<u>YTD Fees (Received)</u>
Site	4	8	4	N/A
Building	4	1	4	818.50
Fire Alarm Systems	0	1	0	
Sprinkler Systems	1	0	1	50.00
Fines, Fees	9	2	9	675.00

Administration Report: EMS

Division Chief Steve Gilliam

- Met with CIPROMS EMS billing to review working with current EMS reporting software
- Attended seminar with speaker Gordon Graham
- Completed new manuals for 2016 St. Vincent EMS protocols
- Attended webinar concerning EMS and Medicare/Medicaid reimbursement
- Facility walk through at LIDs
- Chaired EMS sub-committee meeting of the Boone County Fire Chief's Association
- Met with Perry Township EMS Captain to talk about trainings and mutual aid
- Worked with part time staff to help complete their orientation
- Assisted in Ice water rescue trainings
- Attended Monthly Audit and Review with Dr. Kaufmann
- Swapped out medications with ambulances and stations to minimize those expiring

There were a total of 99 patient contacts to date for January- 83 of those patients were transported.

