

ZFD Monthly Report for May 2017



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 & Executive Meetings
- Organized and hosted weekly Town Hall construction site tours
- Attended Town Hall construction progress meetings with RL Turner Corporation on a bi-weekly basis
- Attended Zionsville School safety partner meeting
- Met with various vendors related to Town Hall project
- Attended onsite meeting with Mayor and other Department heads regarding recent property acquisition
- Met with IT Department regarding technology needs for the new Town Hall
- Met with our insurance agent and reviewed coverages
- Attended weekly meeting with Town IT Director regarding transition plans for new Town Hall
- Acceptance inspection conducted on ambulance construction
- Met with Deputy Chief Beam and Miller regarding policy review
- Met with Mayor and Deputy Mayor to review Town Hall construction budget
- Met with Deputy Chief Miller regarding operations items
- Attended Vonterra residential development open house
- Hosted Furniture meeting with all Departments moving into the Town Hall
- Took FD administrative staff on tour of Ivy Tech Public Safety Campus in Fort Ben
- Met with Knights of Columbus and agreed to provide a parking space at Fire Station 91 for a veterans transportation vehicle with Mayoral approval
- Organized and attended a tour of the Carmel FD fleet service building and training center
- Met with Vendor regarding bid specifications for Town Hall sound, visual, and recording needs
- Attended meeting with other departments on site regarding expiring TCO for the Pearson Tennis Center
- Attended pre-construction meeting regarding Pemberton/Hampshire
- Attended public safety fishing retreat for public safety personnel
- Organizational meeting with Deputy Chief Miller and Deputy Chief Beam
- Met with Director of Fleet Services Mel Vlha regarding vehicle work orders
- Met with Zionsville School representative regarding rehabilitation plans
- Met weekly regarding Town Hall development project with Town Hall Team members
- Town Hall Building Maintenance-odor control, gutters, lawn care, windows, electrical, entry/exit systems

Administration Report: Operations Deputy Chief Brian Miller

- Met with TPS to develop assessment center testing for upcoming Captains promotion process
- Participated in the Boone County leadership class on economic development
- Toured Ivy Tech fire science facility and reviewed program opportunities
- Met with Division Chief Gilliam to review: EMS SOG's, in service plan for new medic truck, and the product review for a training manikin for ems skills
- Worked with firefighter Johnson on the development of the citizens academy program
- Met with Battalion Chief Potts to review apparatus run orders
- Toured the new Carmel Fire Department training facility to gain ideas for future project

Administration Report: Operations

Deputy Chief Brian Miller (CONTINUED)

- Attended fire drills at PVE, Eagle, and Union Elementary as well as ZCHS
- Set up staffing for EMS coverage and public education at Brick Street Market event
- Continued to work with apparatus committee to finalize design of new engine
- Held operations meeting with Battalion Chiefs, Captain and Lieutenants
- Assisted with recruit graduation program and set up
- Attended executive policy review meeting with Chief VanGorder and Chief Beam
- Assisted in two days of interviews and testing for Captains promotion process
- Conducted apparatus check-off ride on the TSU to ensure staff ability to operate the vehicle & equipment
- Attended weekly department staff meetings as well as executive meetings for fire department
- Set up monthly staffing assignments for all three stations for the month June

Monthly Run Report for May 2017

	May-17	May-16	YTD 17	YTD 16	YTD Difference
Incident Type					
1 Fire	10	4	34	38	3
2 Overpressure Rupture, Explosion, Overheat (no fire)	0	2	1	5	-4
3 Rescue & Emergency Medical Service Incident	122	129	527	551	-24
4 Hazardous Condition (no fire)	4	6	18	37	-19
5 Service Call	38	30	170	142	-3
6 Good Intent Call	12	29	77	131	-26
7 False Alarm & False Call	30	23	124	94	30
8 Severe Weather	0	0	3	2	1
Other	0	0	0	0	0
Total Count	216	223	954	1000	-46
	May-17	May-16	YTD 17	YTD 16	YTD Difference
Incidents By Zone					
Urban	126	124	584	586	-2
Rural	68	62	260	258	-10
Other (Carmel, Westfield, Pike, Lebanon, Whitestown)	22	37	110	156	-7
Total Count	216	223	954	1000	-46

Administrative Report: Administration

Deputy Chief Jeff Beam

- Met with Fire Department Executive Team to discuss various projects
- Assisted with 2017 Recruit Academy as necessary
- Attended IDHS District 5 Indiana Firefighter Training System bi-monthly meeting
- Attended Boone County Fire Chiefs Association Training Subcommittee meeting
- Met with Nationwide representatives to review Town of Zionsville 457B plan options
- Met with representatives of Ivy Tech Community College to review Fire Science program
- Chaired Town of Zionsville Employee Benefits Committee meeting
- Met with third-party vendor to review components of upcoming Captain Promotion Process

Administrative Report: Administration

Deputy Chief Jeff Beam (CONTINUED)

- Met with Scott Health and Safety service technician to conduct repairs on SCBA's
- Conducted written testing for IDHS Vehicle & Machinery Rescue- Operations certification
- Conducted 2017 Captain Promotion Process Assessment Center

Administration Report: Training

Division Chief Mark Hart

- Setup June Training Schedule
- Recruit class
 - 5 days of FDTN for Engine 1, Truck 1 and Live Fire Training
 - Project Life Saver Drills
 - Beck Hybrid and Aircraft Familiarization
 - Active Shooter with ZPD
 - Brotherhood lunch with IAFF Local 4416
 - 8 days of Vehicle and Machinery Extrication
 - Recruit Graduation
- Attended 3 day United Front Disaster Drill with INTF-1 as a heavy rigger
- Attended Vincennes University Advisory Board Meeting
- Attended weekly staff meetings
- ZFD completed 2,609 hours for the month of May

Administration Report: Fire Prevention/Code Enforcement

Division Chief Josh Frost

- Conducted 5 final inspections
- Conducted 2 rough-in inspections
- Conducted 4 above ceiling inspections
- Conducted 3 tent inspections (multiple tents at each event)
- Conducted 1 special amusement inspection
- Conducted 3 alarm acceptance tests
- Conducted 46 annual inspections
- Attended the Fire Protection & Building Safety Commission monthly hearing
- Attended ICC class on special occupancies (IBC Chapter 4)
- Participated in regular monthly TAC meeting
- 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
- Met with Zionsville Chamber of Commerce personnel to assist with Brick Street Market planning
- Participated in facility tour and planning session with Ivy Tech Community College and ZFD
- Met with local church management to help develop an EAP
- Met with fire protection contractor to discuss design & coverage changes for new occupancy
- Taught CPR/First Aid/AED courses to local business staff
- Participated in planning meeting with ZCSC personnel
- Participated in operations meeting with officers to discuss ECI's and open burning enforcement items
- Conducted multiple tent inspections for Brick Street Market and the Farmer's Market Opening Day
- Met with Chief VanGorder regarding new government center building items
- Met with resident to discuss home safety items and test a newly installed motorized gate
- Attended ICC class on NFPA 72 (fire alarm system design, installation and inspection)

Administration Report: Fire Prevention/Code Enforcement

Division Chief Josh Frost (CONTINUED)

- Consulted with Zionsville Building Inspectors on multiple occasions on a variety of ongoing projects
- 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
- Assisted with recruit class 2017-01 graduation
- Met with code consultant on proposed tenant improvement

<u>FD Reviews</u>	<u>May</u> <u>2017</u>	<u>May</u> <u>2016</u>	<u>YTD</u> <u>2016</u>	<u>YTD Fees (Received)</u>
Site	0	0	9	N/A
Building	10	2	13	6,360.10
Fire Alarm Systems	1	0	7	1,350.00
Sprinkler Systems	2	2	5	450.00
Fines, Fees	5	4	6	250.00

Administration Report: EMS

Division Chief Steve Gilliam

- Reviewed arrival of new ambulance
- Completed multiple CPR skills evaluations for the public
- Met with St. Vincent EMS education to create testing scenarios for new recruits
- Began orientation with 16 new recruits which included 3 weeks of EMS focused training
- Facilitated Stryker and Physio Control sales reps to train the recruits on their products
- Facilitated CPR first aid classes for a few businesses
- Attended swearing in ceremony where 16 recruits became probationary firefighters
- Attended Audit & Review with Dr. Kaufmann
- Updated Medvaults to include new paramedic staff codes

ZFD had a total of 131 patient contacts of those 94 patients were transported.

