

## ZFD Monthly Report for July 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
  - Town of Zionsville Safety Board Meeting
  - Fire Department Weekly Administrative Staff Meetings & Executive Meetings
- Hosted meeting with Department heads and CSO regarding color selections for furniture
- Organized and hosted bi-monthly Town Hall construction site tours
- Attended Town Hall construction progress meetings with RL Turner Corporation on a bi-monthly basis
- Attended District 5 Planning Group meeting via conference call
- Completed mid-point check-ins with all staff
- Met with various vendors related to Town Hall project
- Met with IT Department regarding technology needs for the new Town Hall weekly
- Reviewed furniture bids with CSO, and awarded furniture package
- 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
- Hosted kick off meeting with ESCO regarding audio and video project for new Town Hall
- Met with Director of Fleet Services Mel Viha regarding vehicle work orders
- Met with multiple signage companies regarding interior signs for the new Town Hall
- Prepared and submitted 2018 Budget request for the Department
- Several meetings regarding fire station 93 roof replacement
- Attended 5 day training conference –2017 Fire Chiefs Conference in North Carolina
- Met weekly regarding Town Hall development project with Town Hall Team members
- Town Hall Building Maintenance-HVAC, odor control, gutters, lawn care, windows, electrical, entry/exit systems

### Administration Report: Operations Deputy Chief Brian Miller

- Met with Chief VanGorder and Beam to review and discuss 2018 budget items
- Worked with contractors to replace station 93 roof
- Attended a post incident analysis review for a house fire on US 421
- Attended three days of classroom training at the Fire Rescue International Conference in North Carolina
- Worked with newly promoted Captains to begin to on-board them with their new positions
- Conducted three apparatus check-off rides on the Medic truck
- Attended executive policy review meeting with Chief VanGorder and Chief Beam
- Worked with Chief VanGorder and Chief Frost to review the keying for the new town hall project
- Met with EMS Division Chief to review changes to three department SOG's
- Attended a meeting to review mental health crisis intervention strategies
- Met with Jane Whinnery from St. Vincent to review mobile integrated health
- 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 August

## Monthly Run Report for June 2017

	Jul-17	Jul-16	YTD 17	YTD 16	YTD Difference
<b>Incident Type</b>					
1 Fire	8	5	60	52	3
2 Overpressure Rupture, Explosion, Overheat (no fire)	2	0	3	5	-2
3 Rescue & Emergency Medical Service Incident	106	129	760	802	-42
4 Hazardous Condition (no fire)	14	8	39	48	-9
5 Service Call	21	37	225	202	-3
6 Good Intent Call	35	26	137	179	-26
7 False Alarm & False Call	28	22	183	136	47
8 Severe Weather	1	0	4	2	2
Other	0	0	0	0	0
<b>Total Count</b>	215	227	1411	1426	-15
	<b>Jul-17</b>	<b>Jul-16</b>	<b>YTD 17</b>	<b>YTD 16</b>	<b>YTD Difference</b>
<b>Incidents By Zone</b>					
Urban	135	143	863	856	7
Rural	43	47	363	352	-10
Other (Carmel, Westfield, Pike, Lebanon, Whitestown)	37	37	185	218	-7
<b>Total Count</b>	215	227	1411	1426	-15

### Administrative Report: Administration

#### Deputy Chief Jeff Beam

- Provided operations management of the Public Safety Emergency Operations Center for the Town of Zionsville Fourth of July celebration
- Conducted exit interview with personnel accepting employment with other public safety agency
- Met with Fire Department Executive Team to discuss various projects
- Attended monthly Town of Zionsville Safety Board meeting
- Prepared final 2018 Employee Benefits Proposal and presented to Mayor and Deputy Mayor for review
- Coordinated annual SCBA and regulator flow testing for ZFD and Perry Twp. Volunteer Fire Department
- Met with Fire Department Executive Team to discuss 2017 budget preparation
- Coordinated new applicant medical and psychological testing
- Participated in mid-year Performance Appraisal
- Coordinated ordering of new fire gear for 10 firefighters
- Attended International Fire Chiefs Association Fire Rescue International conference

### Administration Report: Training

#### Division Chief Mark Hart

- Setup August training schedule
- Taught Internal Aerial Operator Class to 8 Aerial Operator Candidates
- Assisted Plainfield FD with a captains promotional process
- Took part in Hoosier Burn Camp Teen Boating trip to lake Monroe
- Conducted a joint training with Lebanon Fire at the training tower over hose line advancement
- Started work with FF Pataky on SCBA Confidence Course for the training tower
- FIT Testing
- Conference call for INTF-1 department rep meeting
- FIT Tested at INTF-1 HQ

## Administration Report: Training

### Division Chief Mark Hart (CONTINUED)

- Attended weekly staff meetings
- ZFD completed 644.5 hours for the month of July

## Administration Report: Fire Prevention/Code Enforcement

### Division Chief Josh Frost

- Conducted 4 final inspections
- Conducted 3 rough-in inspections
- Conducted 3 above-ceiling inspections
- Conducted 2 annual inspections
- Conducted 2 public display of fireworks inspections
- Conducted 38 annual commercial inspections
- Conducted 5 above ceiling inspections
- Conducted 1 fire alarm acceptance test
- 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
- Participated in the monthly TAC meeting process for new projects
- Consulted with Zionsville Building Inspectors on multiple occasions on on-going commercial projects
- Completed multiple plan reviews for commercial occupancies regarding relevant life safety criteria
- Met with property managers regarding 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
- Maintained Knox Access Program
- Responded to emergency calls for service as needed
- Met with Fire Inspector regarding various inspection matters
- Represented Zionsville at the State FP&BSC hearing
- Participated in the FIAI State Board meeting
- Met with Chamber of Commerce representatives for pre-event planning support
- Assisted with developing the keying schedule for the new Zionsville Government Center
- Conducted a public education station tour for 2 adults and 2 children
- Met with engineer for Indy Exec Airport project
- Facilitated the delivery and placing of the new generator for the Zionsville Government Center
- Interviewed by local Boy Scout for a public safety based merit badge on fire prevention
- Coordinated public safety agencies for upcoming tree removal on limited access roadway in Zionsville
- Attended Town Staff meeting on behalf of Chief VanGorder

<b><u>FD Reviews</u></b>	<b><u>July 2017</u></b>	<b><u>July 2016</u></b>	<b><u>YTD 2017</u></b>	<b><u>YTD Fees (Received)</u></b>
Site	4	2	40	N/A
Building	7	2	27	13,131.90
Fire Alarm Systems	1	1	4	900.00
Sprinkler Systems	2	0	9	1,025.00
Fines, Fees	3	0	40	3,200.00

## Administration Report: EMS Division Chief Steve Gilliam

- Assisted with Command Staff for Lion's Park 4<sup>th</sup> of July Celebration
- Completed Ortho Trauma EMS shift level training
- Completed multiple CPR skills evaluations for the public
- Met with Deputy Chief Miller to review on going items
- Met with Mindy Collins from St. Vincent EMS education to prepare scenario training for shifts
- Met with Lebanon Fire Department to aid in setting up a new PLS client
- Completed EMS related SOGS and put in service
- 3 days of EMS scenario based training with St. Vincent staff
- Completed training to be certified in Pediatric Education for the Prehospital Provider
- Met with Glenn Sanford from Boys and Girls club East to recognize him for rescuing a choking victim
- Met with Jane Whinnery from St. Vincent Health to discuss mobile integrated health
- Held EMS committee meeting
- Attended PIA for vehicle spring extrication
- Facilitated EMS coverage for Zionsville High School Football
- Managed EMS coverage for Hickory Hall Polo events

ZFD had a total of 114 patient contacts of those 75 patients were transported

