

## ZFD Monthly Report for October 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
- Several meetings regarding demolition of old building
- Worked with irrigation vendor to install new system at the new building
- Arranged for "Shred-it" services to remove all old approved documents
- Attended recognition dinner at Cobblestone Grill
- Prepared and assisted with Pancake Day!!!!
- Arranged multiple furniture deliveries at the new facility
- Attended Deputy Chief Brian Miller graduation from Boone County Leadership Class
- Worked with Town Administration to develop policy regarding compensation for FEMA deployments
- Met with Town insurance agent regarding updating facility coverages
- Attended Town Hall construction progress meetings with RL Turner Corporation on a bi-monthly basis
- Met with various vendors related to Town Hall project
- Attended DK Pierce new building dedication
- Met weekly with IT Department regarding technology needs
- Attended ZWIN luncheon
- Met with representatives from St. Vincent Hospitals regarding medical testing services
- Met with Fire Engine bidders regarding their proposals
- Provided multiple tours of the new facility to community groups
- Promoted Josh Frost administratively to the rank of Deputy Chief within the Department
- Attended bi-monthly legal work update meetings
- 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
- Met with Director of Fleet Services Mel Vlha regarding vehicle work orders

### Administration Report: Operations

#### Deputy Chief Brian Miller

- Met with Donley Safety and Fire Service Inc. to review bid questions for new engine project
- Completed the nine month Boone County Leadership program
- Attended community paramedicine state health summit in Crawfordsville
- Continued to meet with firefighter Benji Johnson to work on upcoming citizens academy
- Met with school staff at Stonegate, PVE and Boone Meadow review fire/lockdown drills
- Held operations meeting with Battalion Chiefs to set up 2018 Kelly day and PTO calling
- Attended department Safety Committee meeting
- Completed yearly ground ladder testing for all three stations
- Crews attended 31 public education events in the month of October for fire prevention month
- Met with Battalion Chiefs to start creation of an officer development program for fill-in officers
- Assisted with set up for annual Pancake Day fundraiser and public education event
- Attended weekly department staff meetings as well as executive meetings for fire department

## Monthly Run Report for October 2017

	Oct-17	Oct-16	YTD 17	YTD 16	YTD Difference
<b>Incident Type</b>					
1 Fire	5	8	81	77	4
2 Overpressure Rupture, Explosion, Overheat (no fire)	0	0	3	6	-3
3 Rescue & Emergency Medical Service Incident	124	116	1104	1148	-44
4 Hazardous Condition (no fire)	9	4	68	73	-5
5 Service Call	55	42	352	283	69
6 Good Intent Call	10	16	183	238	-55
7 False Alarm & False Call	20	23	248	228	20
8 Severe Weather	0	0	5	6	-1
Other	0	0	0	0	0
<b>Total Count</b>	223	209	2044	2059	-15
	Oct-17	Oct-16	YTD 17	YTD 16	YTD Difference
<b>Incidents By Zone</b>					
Urban	157	118	1258	1237	21
Rural	48	65	531	522	9
Other (Carmel, Westfield, Pike, Lebanon, Whitestown)	18	26	255	300	-45
<b>Total Count</b>	223	209	2044	2059	-15

### Administrative Report: Administration

#### Deputy Chief Jeff Beam

- Chaired Town of Zionsville Employee Benefits Committee meeting to discuss 2018 benefit changes
- Attended 2017 Firefighter Cancer Summit hosted by IAFF Local 416
- Conducted written testing for IDHS Fire Officer I certification course
- Conducted new driver training for Ladder 93
- Met with various building systems representatives regarding Zionsville Town Hall systems
- Represented Zionsville Fire Department at ZCS facility safety drills
- Attended IDHS District 5 Indiana Firefighter Training System meeting
- Met with INTF-1 representatives and Town of Zionsville representatives regarding recent Task Force deployment reimbursement procedures
- Attended multiple meetings and conference calls with vendor and Town of Zionsville representatives regarding scheduling and payroll system implementation
- Met with vendors regarding annual public safety physicals
- Met with Fire Department Executive Team to discuss various projects
- Attended meeting with Nationwide Retirement Systems regarding 2018 benefit changes

### Administration Report: Training

#### Division Chief Mark Hart

- Setup November Training Schedule
- Continued and finished Fire Officer 1 class
- Set up new employee orientation
- Assisted Perry Township FD Modular firefighter class with live fire training
- Set up various trainings in the old town hall
- Assisted in setting up video conferencing with Westfield FD for EVOC Class

## Administration Report: Training

### Division Chief Mark Hart (CONTINUED)

- Setup and conducted WPE
- Started building SCBA Confidence course at the training tower with Ladder 93 C-shift
- Setup recruit class program starting November 6<sup>th</sup>
- Assisted in covering apparatus for Rescue 91 drive time
- Attended weekly staff meetings
- ZFD completed 556 hours of training for the month of October

## Administration Report: Fire Prevention/Code Enforcement

### Division Chief Josh Frost

- Conducted 3 final inspections
- Conducted 1 annual commercial inspection
- Conducted 2 rough-in inspections
- Conducted 3 above ceiling inspections
- Conducted 1 site consultation
- Conducted 1 special event and tent inspection
- 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
- Maintained Faulty/False Alarm Log
- Maintained the Knox secure access system
- Attended the State Fire Prevention & Building Safety Commission hearing
- Participated in the Community Foundation for Boone County Lilly Scholarship selection process
- Miscellaneous duties performed as assigned by the Chief
- Coordinated the Engine Company Inspection/Pre-Incident Survey program
- Responded to emergency calls for service as needed
- Attended safety drills at ZCSC locations
- Participated in the Town TAC meeting covering multiple projects
- Participated in the annual Pancake Breakfast
- Facilitated public safety walk-through for local business
- Facilitated the orientation process of new full-time Fire Inspector
- Facilitated an automatic sprinkler inspection, testing and maintenance training program for the Central Region of the Fire Inspectors Association of Indiana at Ivy Tech Community College
- Participated in trainings and assisted with various activities for the new government center
- Attended the Boone County Leadership Program graduation
- Assisted the Boone County Health Department with a food truck vendor inspection
- Participated in the LEPC/EMA table top exercise for a hazardous materials response
- Facilitated engine company inspections for pre-incident surveys
- Facilitated company walk through at local telecommunications facility

<u>FD Reviews</u>	<u>October 2017</u>	<u>October 2016</u>	<u>YTD 2017</u>	<u>YTD Fees (Received)</u>
Site	1	1	51	N/A
Building	6	3	30	19,517.20
Fire Alarm Systems	0	1	6	1,475.00
Sprinkler Systems	0	0	14	1,525.00
Fines, Fees	2	5	47	55,250.00

## Administration Report: EMS Division Chief Steve Gilliam

- Facilitated EMS coverage for ZCHS & Covenant Christian School home football games
- Orientation with new full time employee
- Assisted with pancake day set up and pancake day
- Taught CPR courses to Zionsville High School health class students
- Attended community paramedicine summit in Crawfordsville
- Provided AED refresher training at the Zionsville Library
- Met with St. Vincent Health on Stroke Awareness program
- Attended St. Vincent Paramedic advisory board meeting

ZFD had a total of 141 patient contacts of those 99 patients were transported.

