

ZFD Monthly Report for January 2018



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
- Attended Town Hall construction progress meetings with RL Turner Corporation on a bi-monthly basis
- Met with various vendors related to Town Hall project
- Conference call regarding implementation of Locution Services to improve county wide dispatch
- Met weekly with IT Department regarding technology needs
- Met with Director of Communications and caterer regarding service at new Town Hall
- Organized and hosted lunch meeting with Female firefighters to better understand their needs
- Attended bi-monthly legal work update meetings
- Met with Director of Finance and Records Amy Lacy on several occasion regarding budget items
- Met with IT to address ongoing IT related items
- Met with Matt Wilson Executive Director of Boone County Mentoring
- Met with IT staff regarding project management and launching the new IT Help Desk ticket
- Traveled to all fire station and all shifts and met with each crew thanking them for their hard work in 2017 and setting path for items for 2018
- Completed department wide goal setting appraisals with all employees
- Attended follow up meeting with BCFCFA on Locution –set March date as Launch time
- Met with Deputy Chief Beam, Miller, and Frost regarding policy review
- Attended product meeting with CISO regarding communications items
- Met with vendors regarding small room addition to Fire Station 92
- Attended kick off meeting regarding Tellestaff program implementation
- Met with Deputy Mayor and IT Director to discuss internet service improvements at Fire Station 92
- Met with Mayor and Deputy Mayor to review Town Hall construction budget
- Met with Deputy Chief Miller regarding operations items
- Prepared for Annual Awards program
- Met with Director of Fleet Services Mel Vlha regarding vehicle work orders

Administration Report: Operations Deputy Chief Brian Miller

- Met with all three shifts and stations for a total of twelve meetings to look ahead at 2018
- Participated in three days of command training center programs with each battalion chief
- Worked with members of the engine committee to complete a final review of the pre-build information
- Finalized 2018 goals with the division Chief of EMS, division Chief of Training and Battalion Chiefs
- As part of the application review process for new part time staff completed three interviews
- Tested bi-directional antennas for the school corporation at Eagle and Pleasant View elementary schools
- Worked with staff to relocate and build a new storage area for protective clothing
- Met with Chief VanGorder and Joe Rust to look at video conferencing solutions
- Attended fire drills at Stonegate and Boone Meadow elementary schools
- Conducted two apparatus check-off rides on the Medic truck to insure staff ability to operate the vehicle
- Attended weekly department staff meetings as well as executive meetings for fire department

Monthly Run Report for January 2018

	Jan-18	Jan-17	YTD 18	YTD 17	YTD Difference
Incident Type					
1 Fire	8	8	8	8	0
2 Overpressure Rupture, Explosion, Overheat (no fire)	0	1	0	1	-1
3 Rescue & Emergency Medical Service Incident	119	93	119	93	26
4 Hazardous Condition (no fire)	6	3	6	3	3
5 Service Call	10	11	10	11	-1
6 Good Intent Call	20	16	20	16	4
7 False Alarm & False Call	41	23	41	23	18
8 Severe Weather	0	0	0	0	0
Other	0	0	0	0	0
Total Count	204	155	204	155	49
	Jan-18	Jan-17	YTD 18	YTD 17	YTD Difference
Incidents By Zone					
Urban	123	93	123	93	30
Rural	61	39	61	39	22
Other (Carmel, Westfield, Pike, Lebanon, Whitestown)	20	23	20	23	-3
Total Count	204	155	204	155	49

Administrative Report: Administration

Deputy Chief Jeff Beam

- Met with Fire Department Executive Team to discuss various projects
- Conducted Station Visits with Executive Team to discuss 2017 accomplishments and 2018 projects
- Conducted 2018 Division goal meetings with staff and met with the Chief regarding 2018 goals for Administration
- Calculated 2018 employee performance salary increases and base salary amounts for various positions
- Compiled 2017 injury/illness data for annual OSHA reporting
- Conducted return-to-duty evaluations for personnel returning from extended injuries
- Coordinated with Department of Finance and Records regarding new employee benefits for 2018
- Coordinated upcoming Zionsville Fire Department Local Pension Board elections
- Participated in the 2018 Boone County Leadership program
- Met with representatives regarding upcoming Kronos TeleStaff implementation

Administration Report: Training

Division Chief Mark Hart

- Setup February Schedule
- Conference call with FDIC staff for 2018 conference
- Completed outline for upcoming recruit class starting late February 2018
- Attended weekly staff meetings
- New employee Orientation starting January 2nd
- Taught 8 functions of Command
- Set Command Training Center running personnel through residential and strip mall occupancies
- Met with Chief Miller about development of shift training as well as plan for 700 training house

Administration Report: Training
 Division Chief Mark Hart (CONTINUED)

- Set Goals for 2018 with Chief Miller
- Met with IFIA and working on some online training opportunities
- Attended and completed Fire Officer 4 class hosted by Carmel Fire Department
- Attended Audit and Review
- ZFD completed 1326.5 hours for the month of November

Administration Report: Fire Prevention/Code Enforcement
 Division Chief Josh Frost

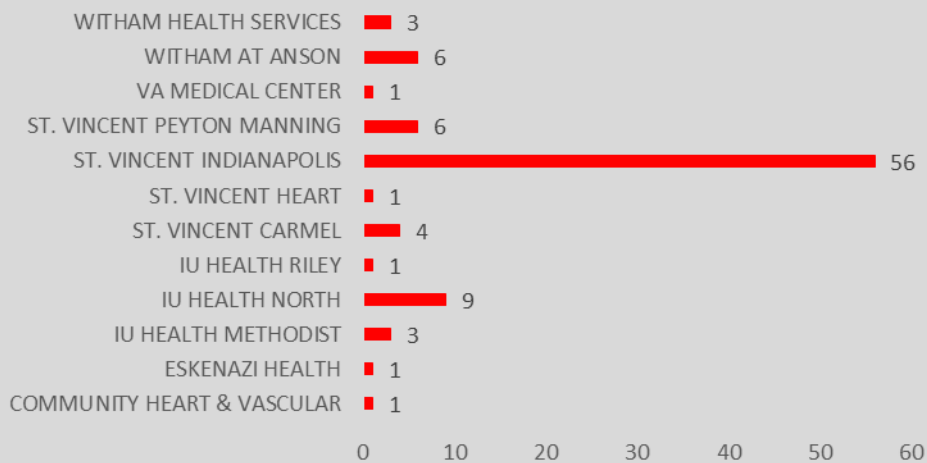
- Conducted 6 final inspections
- Conducted 1 above ceiling inspection
- Conducted 2 fire alarm acceptance tests
- Conducted 79 commercial inspections
- Completed the Knox Key audit and re-programmed all key vaults
- Attended the Fire Protection & Building Safety Commission monthly hearing
- Completed the annual EMS protocol revision test
- Met with Fire Chief and staff to establish performance appraisal goals for 2017
- Participated in the executive staff station visits to inform operational staff of department activities
- Instructed monthly public CPR class
- Successfully completed the State FO III class
- 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 multiple occasions on a variety of commercial projects
- Hosted the Fire Inspectors Association of Indiana Central Region District bi-monthly training
- Hosted the National Fire Sprinkler Association quarterly lunch and learn
- Conducted a home safety survey and facilitated smoke detector maintenance
- Participated in Town TAC process to review new projects
- Participated in legislative process regarding bills presented to the Indiana State Senate and House of Representatives representing relevant life safety considerations
- Completed monthly fire and EMS training
- Maintained Faulty/False Alarm Log
- Attended new business opening ceremony
- Helped to manage awards presentation portion of Annual Firefighters Ball and Awards Banquet
- Staff participated in HBC Winter Gathering
- Miscellaneous duties performed as assigned by the Chief
- Completed the performance appraisal interviews and goal setting for 2017
- Coordinated the Engine Company Inspection/Pre-Incident Survey program

<u>FD Reviews</u>	<u>January 2018</u>	<u>January 2017</u>	<u>YTD 2016</u>	<u>YTD Fees (Received)</u>
Site	0	3	0	N/A
Building	2	1	2	951.40
Fire Alarm Systems	0	5	0	0.00
Sprinkler Systems	4	0	4	325.00
Fines, Fees	4	0	4	775.00

Administration Report: EMS Division Chief Steve Gilliam

- Presented at Boone County Senior Services initial 1st of the month Coffee Clinic
- Acquired new medications to begin to implement the 2018 updated protocols
- Trained staff on new protocols
- Began training with the departments smart stat manikin
- Met with Medical Director Dr. Stephanie Gardner about protocol updates
- Monthly EMS committee meeting to discuss Mobile Integrated Health Care and education needs
- Training with new Firefighter/Paramedic Joseph Goltz
- Met with EMS Chief from Fishers, Steve Davison
- Attended Fire Officer 3 course and obtained that certification
- Met with a ZPD officer to train on EMS considerations for LEOs
- Met with Candice Pope from DHS on department EMS and Fire certifications
- Attended quarterly State EMS Commission meeting
- Traveled for a patient care software conference

Transports by Destination



Patient Contacts by Disposition

