



## **Fire Department**

**2010**

## **Year End Report**



**January 3<sup>rd</sup>, 2011**

## **Zionsville Fire Department Mission Statement**

The mission of the Zionsville Fire Department is to prevent harm to the citizens and visitors of the Town of Zionsville and other areas as requested, by providing the highest possible levels of service through fire prevention, public education, fire suppression, emergency medical services, and mitigation of the effects of natural and man-made disasters consistent with the resources provided, and in the safest manner possible for those providing these services.

### **STATEMENT OF CORE VALUES**

- **Public Services** - committed to providing the highest level of service to citizens and visitors of the Town of Zionsville within the resources allocated.
- **Bravery and Courage** - committed to service to the public, and in offering such service, our employees will act bravely and with courage as required.
- **Caring** - committed to dealing with each emergency in a timely, professional, and courteous manner.
- **Teamwork** - committed to the development of a team, working together to achieve goals in a trusting and cooperative environment.
- **Management** - committed to excellence in management, working toward the best interests of employees, residents and visitors of the protection area.
- **Individual Responsibilities** - committed to employee excellence, expecting no less than the best effort on each task performed.
- **Professionalism** - committed to professionalism in performance, appearance, and attitude.
- **Safety** - committed to the safety of citizens and visitors of the Town of Zionsville, and the personnel of the Zionsville Fire Department.
- **Productivity** - committed to greater productivity by continually offering new or increased services of emergency mitigation and control.
- **Education** - committed to education for its personnel and the public to limit death and destruction from fires and other emergencies.
- **Community Relations** - committed to the continued improvement of our community through public presentations and programs.

## Major Accomplishments for the Zionsville Fire Department

### The hiring of a Captain of Training

In 2010, the fire department was approved to move forward with the hiring of a full-time Training Captain. This process was put together with several different elements to allow competitive screening and the final selection process. The hiring process for this position had five major components: application process, structured board interviews, classroom presentation, hands-on skills presentation, and final round interviews. The classroom presentation and hands-on skills presentation allowed the firefighters and staff opportunity to view the applicants' knowledge of the topic, their teaching style and their ability to interact with staff. This process yielded a strong

candidate, Jeff Beam, who was hired in April of 2010.



James VanGorder  
Fire Chief

### The hiring of a full-time Fire Marshal

In 2010, the fire department was approved to move forward with the hiring of a full-time Fire Marshal. This process was put together with several different elements to allow competitive screening and the final selection process. This process yielded a strong candidate, Blake Hayes, who was hired in June of 2010.

### Station 93 Planning and Development

In the spring of 2010, the fire department continued to work closely with the Zionsville Schools cooperatively to review the best location and site to build Station 93 on the Z West school property. An RFP selection process began mid-year when firms were reviewed by Councilor Haak, Town Manager Ed Mitro, Chief VanGorder and Deputy Chief Miller. These reviews included board interviews with the firms and several site visits of buildings that had been designed by the firms applying for the process. At the end of the process, CSO architects was selected to design the new station. Several meetings have taken place to date to build the needed information to begin writing the specifications and blue prints that will be the foundation for the project. The project is scheduled to go to begin in 2011 and have substantial completion of the project by the end of the year.

### Station 91 Interior Renovations

Significant renovations that started at the end of 2009 were completed in 2010. The last two areas to be completed in 2010 were the workout facility and the dayroom. The workout space added significant room for firefighters to train and stay in shape for the job. All this would not have been possible without the hard work of the entire staff performing the majority of the work while on duty or volunteering their time and talent. This effort allowed us to minimize the use of outside vendors and limit the cost on the project.



Brian Miller  
Deputy Chief

## Other projects and items

- In June 2010 the Second Annual Zionsville Volunteer Fire Department Larry K. Rust Golf Outing was held at the Zionsville Golf Course, the first scholarship in the name of Larry K Rust was awarded through a selection process and presented at the chosen Senior's Awards Program. Funds from the 2010 outing were transferred to the Boone County Community Foundation in preparation for this year's scholarship.
- Also in June the department participated for a second year with the Hoosier Burn Camp. The Support Services Division raised over \$ 2500.00 to sponsor children to attend this year's camp. In June, several ZFD firefighters went to participate in the fire department parade at the Camp. All involved found the event moving and have planned to return and assist with children who have suffered burns again next year.
- The fire department took bids and reviewed them to award a contractor to update and install a new fire alarm system building wide for the Town Hall.

## Fire Prevention Division

In 2010, a Full-Time Fire Marshal was hired to administer the Fire Prevention Department. He was a crucial addition to the department. During this time he not only conducted the inspections, consultations and plan reviews below, but he also accomplished the following items:

- Writing and implementing a local Fire Protection Ordinance as passed by the State of Indiana Fire Prevention and Building Safety Commission and the Town of Zionsville Town Council.
  - Inspection Processes, Plan Review Processes, Acceptance Testing, Adopted Fee Structure
- Re-addressing of Hoosier Village to provide more accurate run information



## Inspections-186 total

Annual: 95	Fire Alarm: 12
Re-Inspections: 6	Sprinkler System: 4
Site: 10	Fire Alarm Rough-In: 1
Pre-Drywall: 9	Sprinkler System Rough-In: 5
Above Ceiling: 4	Hood Suppression System: 3
Pre-Final: 10	Acceptance Test – Fire Alarm: 3
Final: 10	Acceptance Test – Sprinkler System: 2
Other: 10	Acceptance Test – Hood Suppression System: 1

## Consultations-133 total

Fire Alarm – 11  
Sprinkler System – 9  
Site – 44  
Fire Protection – 6  
All others - 63

## Plan Review-22 total

Site: 3  
Building: 12  
Fire Alarm: 1  
Sprinkler System: 2  
Hood Suppression System: 1  
Fire Protection: 3

## Training Division

In 2010, a Training Captain was hired to oversee the Training Division. He was a crucial addition to the department. During this time he accomplished the following items:

- Developed Monthly Training Packets to encourage daily training opportunities and to provide an opportunity for firefighters to develop their instructor skills
- Regularly attended Indiana Department of Homeland Security District 5 Training Council meetings to advocate for training opportunities specific to Zionsville Fire Department needs
- Developed 2011 Training Calendar of public safety related topics in order to become compliant with various regulatory and accreditation agencies
- Hosted local law enforcement personnel for various training opportunities pertinent to both law enforcement and firefighting personnel
- Updated driver's training program to coincide with current State of Indiana and nationally recognized standards
- ZFD personnel attended over 642 training opportunities, representing 75 various topics, and logged over 4,895 hours of training for the year 2010



Jeff Beam  
Captain of Training

## EMS Division

### CPR and AED Program

Building on our CPR and AED program the Zionsville Fire Department was able to place more AEDs into the community. Azionaqua, the Lions Club and Lions Club Park were recipients of new units. Approximately 600 people were taught and received CPR certifications. These courses included Lions Club members, Boone County Sheriff Deputy Reserves, All ZCS bus drivers, all Zionsville High School freshman, and Town Staff.

### Paramedic Staff:

The Zionsville Fire Department has had 2 Firefighter/EMTs complete their schooling to become certified Firefighter/Paramedics. This is the first group of individuals for ZFD to complete this intense 14-month training program through St. Vincent Hospital and go on to become certified.

### Lifepak 15s

Purchased and implemented two new LP 15 cardiac monitors that have carbon monoxide patient monitoring. These units were used very soon after adding them to the 1<sup>st</sup> out ambulances to help determine the severity of the patients in a critical incident involving a carbon monoxide exposure.

### Patient Transports to date 12/28/2010

Dispatched to the scene for 1127 total patient contacts  
Of those: 835 required or requested transport  
143 required rapid emergent transport



Steve Gilliam  
EMS Lieutenant

## **Administrative Assistant Division**

This year along with everyday tasks and responsibilities the administrative assistant also took on several other projects including: Researching and reviewing new ID card printers and software, designing a new fire department employee identification card, examining department wide alpha pager use and costs, creating pdf forms and an SOG (Standard Operating Guidelines) book with the use of Acrobat 8, reviewing the use of department issued cell phones and plans to lower costs, and was elected Vice President of the Support Services Division for 2011. Some of the routine responsibilities completed include: processed 852 patient records and forwarded to billing service, completed 24 payroll sessions for approximately 60 employees per payroll, assisted in processing and tracking invoices and the budget, tracked over 598 official reports throughout the year, attended all Safety Board meetings and dictated minutes for each meeting.



Tiffany Howard  
Administrative  
Assistant

## **Communications Division**

This year the Communications Division completed its major project of creating grid assignments to all of the ZFD protection area. These assignments provide an added layer of protection to the community by allowing staff to pre-plan responses and mutual aid prior to an actual emergency occurring and having those run responses programmed into the Boone County Communications Center's computer aided dispatch software. Once entered into the computer, the 911 operator determines the call type and a response is sent based on several factors including location, type of incident, and the resources needed. Other departments in the county are using this programming as a template for their own departments and are beginning to establish their own grid assignments. ZFD again has been the catalyst driving a higher level of public safety in the community.



Jason Potts  
Communications  
Division Head

## **Equipment Division**

- We now have (4) State of the art Thermal Imaging Cameras located on all primary apparatus.
- The purchase of a new hose tester has allowed us to test more hose safely and efficiently.
- The purchase of personal flashlights for each firefighter to carry as a back up to the truck mounted flashlights as additional safety.
- The development of a new apparatus check sheet that allows us to obtain a faster turnaround on maintenance and equipment issues. Not to mention that these are now electronically completed, which now saves in the cost of printing these on paper.
- All details implementing the new Heavy Rescue and all its equipment and capabilities.
- The purchase of individual SCBA regulators for each firefighter to prevent cross contamination of viruses and other communicable diseases.



Todd Scales  
Equipment  
Division Head

## Quartermaster Division

Working with the Quartermaster Committee a complete uniform review was undertaken in 2010. Price comparisons were reviewed and uniforms were purchased for all personnel on the department (volunteer, part-time, and full-time). With financial support from the Zionsville Volunteer Fire Department, a second set of fire gear was provided to the majority of all active suppression personnel. Closing out 2010 was the completion of a two year project where all personnel will be issued a badge to be assigned to them. Until this time, firefighters had to share badges between one another. These new badges are expected to be issued early 2011.



Donnie Starwalt  
Quartermaster  
Division Head

## Public Safety Education Committee

In May, several ZFD members participated in, organized and worked at the first annual HEROS competition. (Hoosier Emergency Response Olympics) This event brought cadet firefighters from throughout Indiana to compete in fire and emergency medical activities in which they were evaluated and critiqued. Awards were given out to the top teams in all categories and overall. Plans are already in the works for the 2011 competition.

The 1<sup>st</sup> Annual Public Safety Charity Softball Tournament was organized by a group of ZFD firefighters and held on May 15<sup>th</sup>. All proceeds from this event went to the Helping Hands Shelter for Women & Children to help defeat Domestic Violence. This event raised \$3066.06. Six teams representing local public safety personnel competed.

In August of 2010, the Public Safety and Education Committee was formed of firefighters with representation from each shift and a committee chairperson. The committee set a few goals for the remainder of 2010 and is looking to expand safety programs for 2011.



Bennii Weldy  
Public Education  
Committee  
Chairwoman

In December, ZFD utilized our driver's training program to bring Christmas cheer to the community neighborhoods by doing our regular driver's training in the evenings through the neighborhoods with Santa Claus on board waving to the children. Santa Tour 2010 took place over 8 evenings and covered many neighborhoods in the community.

### Event Summary:

	2006	2007	2008	2009	2010
<b>Public Education</b>	<b>74</b>	<b>94</b>	<b>103</b>	<b>113</b>	<b>119</b>
Station tours	12	16	16	31	35
Pre-School programs	8	11	14	13	10
Elementary school programs	14	10	19	10	19
Adult programs	7	7	5	5	1
Safety Trailer Programs	0	20	12	13	14
Special events	17	18	21	19	37
Home Safety Inspections	0	5	8	4	3
Misc.	16	7	8	13	8
<b>Total Children</b>	<b>2,176</b>	<b>3,723</b>	<b>3,877</b>	<b>3,552</b>	<b>4,007</b>
<b>Total Adults</b>	<b>609</b>	<b>1,014</b>	<b>1,237</b>	<b>856</b>	<b>776</b>

## 2010 Emergency Response Statistical Information:

<b>Incident Type</b>	<b>2004</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
1 Fire	64	73	86	76	85	94	113
2 Explosion, Overheat (no fire)	6	5	4	8	5	4	6
3 Emergency Medical Service	219	271	584	1013	1103	1130	1114
4 Hazardous Condition (no fire)	60	74	69	49	72	64	52
5 Service Call	62	44	72	128	130	142	170
6 Good Intent Call	96	109	108	103	161	156	179
7 False Alarm & False Call	106	139	118	168	161	134	141
8 Severe Weather	5	5	1	0	10	3	7
<b>Total Count</b>	<b>618</b>	<b>720</b>	<b>1042</b>	<b>1545</b>	<b>1727</b>	<b>1727</b>	<b>1782</b>

<b>Incidents By Zone</b>	<b>2004</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>	
Union Township ** Incomplete data	31	38	**	59	118	155	496	Zionsville - Rural
Eagle Township	259	296	322	378	387	377		
Town of Zionsville	294	353	691	1055	1128	1108	1163	Zionsville- Urban
Mutual Aid	34	33	29	53	94	87	123	Mutual Aid
<b>Total Count</b>	<b>618</b>	<b>720</b>	<b>1042</b>	<b>1545</b>	<b>1727</b>	<b>1727</b>	<b>1782</b>	