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To: Dennis Melvin – City Administrator
Kraig Sadownikow– Mayor
Members of the Common Council
Members of the Police and Fire Commission

From: Jim Vest, Fire Chief

Subject: Fire Department Activities for July, 2011

Emergency Activities:

Calls Classification:	This Month	Last Month Totals	Year to Date	2010 Year to Date
Fires	6	20	26	37
Emergency Medical Calls	242	1182	1424	1224
Intercepts	13	79	92	84
Hazardous Conditions	9	55	64	26
Service Calls/Good Intent Calls	12	63	75	43
False Alarms/False Calls	14	72	86	75
Other/Special Incident Types	3	16	19	16
Totals	299	1487	1786	1505
Town of Barton Calls	0	6	6	0
Town of West Bend Calls	4	8	12	3

Chief's Activities:
Assistance to Firefighters Grant Program – 6 month reports & financial reports
Lieutenant Test Wrap-up / process evaluation
WI MABAS meeting
Washington County Fire Chiefs meeting

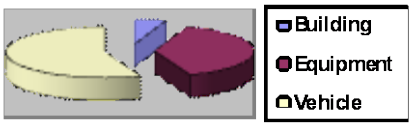
Operations and Administration Bureau:
Battalion Chief Gerald Kudek
Captain Jon Coutts
As we enter the long hot days of summer, Bureau of Operations and Administration continue with our part to keep the department operating efficiently. Here is a summary of our July activities:

Administration:

B C Kudek continues his involvement in the *Southeast Wisconsin Incident Management Team (IMT)*. The mission of the Incident Management Team (IMT) is to assist a local, regional or tribal Incident Command Team with the management of an incident or an event in an efficient manner, considering the safety of the public and incident personnel, effective use of resources, and agency administrators' direction. The IMT supports the local Incident Command or Unified Command in the implementation of the incident command system and specifically in the development, implementation, and evaluation of the Incident Action Plan (IAP). The IMT may also manage logistical concerns and provide financial documentation in the Finance/ Administration Section and provide accountability for personnel and equipment.

We completed our work on the 2012 budget. We all realize that this year's budget dollars are very tight. Our budget has been prepared and submitted. Once again it was our goal to submit a zero increase budget. Like previous years it is becoming extremely difficult with rising prices. It is also our responsibility to submit a Capital Outlay Budget request. These requests are the larger priced items such as vehicles and major equipment purchases. We are confident that all of our requests are justified and clearly explained. All of this is done to make sure our firefighters have the best possible equipment to protect our citizens.

Operations:



During the month of July, ninety-five (95) hours were spent on maintenance within the fire department. Of this total, five (5) hours were spent on Buildings, thirty-seven (37) hours were spent on Equipment, and fifty-three (53) hours were spent on Vehicles. These hours do not include items begun in this or previous months and not completed.

Our annual hose testing and ground ladder testing was completed this month. Hose testing is completed by shift personnel utilizing our hose tester. Ground ladder testing is completed by MPO Rob Hasse with assistance of shift members. Several years ago MPO Hasse attended training by Duo Safety Ladders on proper procedures to follow to properly test the ladders. Both of these are required to be completed annually by the National Fire Protection Association (NFPA).

The Thermal Imaging Camera (TIC) from Engine 1 (Vehicle 947) was not charging. The camera was sent for repair and the circuit board and charging contacts were replaced.

Annual flow testing of our Self Contained Breathing Apparatus (SCBA) was completed this month. The manufacturer recommends that his testing be completed every two years. We do one-half of our SCBA each year to spread the costs evenly.

The extractor that is used to clean our turn out gear was showing an error during the cycle. The water level switches were not operating properly and were replaced.

The Battalion Chief vehicle (Vehicle 1015) had a rough ride and would appear to bottom out on large bumps. The sway bar bushings and all four shock absorbers were found to be bad and were replaced.

Two of our Med Units, Med 12 (Vehicle 1060) and Med 21 (Vehicle 1106) had air conditioning that was not operating properly. Both units had the air conditioning recharged and are now operating properly.

Med 11 had the laminate on one of the walls separate from the backing. It was picked up by the dealer and the laminate repaired. This was completed under warranty.

Truck 12 (Vehicle 689) had a report of no backup lights. Both lights had severe corrosion and were replaced.

The air conditioning in the Plow Pickup (Vehicle 874) was not operating. A bad compressor and accumulator were found. We had these replaced and the system recharged. The air conditioning on this vehicle is important as the defroster that is used in winter, is processed through the air conditioning to dry out the air before being blown out the vents.

While performing another repair, the cable that releases the safety when the cab is raised was found to rusted and binding on Engine 3 (Vehicle 995). A new cable was purchased and installed.

The following Preventive Maintenance (PM) service and inspections were completed during July:

Vehicles Waxed during July
Med 11 (Vehicle 1060)
Med 12 (Vehicle 1106)
Med 31 (Vehicle 1027)
Truck 1 (Vehicle 923)
Truck 12 (Vehicle 689)

Our goals for the month of August include completing the Preventive Maintenance items not completed in July, completing annual pump testing and completing the scheduled maintenance and necessary repairs in a timely manner.

Training Bureau:
Battalion Chief Todd Van Langen
Captain Tom Thrash
The report of miscellaneous activities performed by the Bureau of Instruction and Training during the month of July 2011:

Fire and Emergency Response Training:

Training for shift personnel in July consisted of ladder training for fireground operations.

POC training for the month of July included working with the new POC recruits on administrative operations as well as continuing work on fireground operation working with ground and aerial ladders. Two of the POC recruits are now on the active roster and have met all the criteria required to be issued pagers and be able to respond for emergency calls.

Members of the Dive Team as well as shift personnel had a training opportunity this month working with the Lifeguards at Regner Park. This was a simulated emergency response for the report of a missing swimmer. Fire personnel worked with the Lifeguards on search patterns and divers worked on locating and removing a manikin from the water. These trainings assist both agencies with knowing each other's response guidelines and how to work as a unified team at an emergency scene.

Miscellaneous Training Bureau Activity:
Shift personnel provided two station tours including a demonstration of PPE worn by firefighters. The first group was from the Family Center, the second group from the Boys & Girls Club, there were approximately 20-25 people in each group. Engine-3 also went to a block party to talk about the Engine and its equipment and the daily job duties of a firefighter.

Blue Shift personnel participated in the annual Fourth of July Parade with Truck-2 and Med-31.

During July shift personnel finished their SCBA and N95 mask fit testing. This is accomplished using the PortaCount Fit tester purchased by the Washington County Chiefs Association.

Warren Kraft delivered a presentation on the issues and concerns that have been generated on the Governor's passing of legislation affecting city employees. Warren explained what some of the legislation meant for city employees and how the city administration would be dealing with these issues.

WBFD members totaled 262.5 hours of Fire Training in the month of July and 143.5 hours of EMS training for a total of 406 total hours of training.

Fire Prevention Bureau:
Battalion Chief John Spartz
Captain Ed Geidel
Fire and Other Inspection Activity

July Inspections

	Semi-Annual	Annual	Total
Station #1	98	18	116
Station #2	38	8	46
Station #3	102	35	137
Totals	238	61	299
Town of West Bend	0	0	0
Town of Barton	0	0	0

Inspectors recorded 97 code violations that were found in the semi-annual inspections and 12 code violations found during annual inspections in the City. There were 8 code violation compliance notice post card received in June.

July Inspections

	Semi-Annual	Annual	Total
Station #1	136	12	148
Station #2	20	20	40
Station #3	92	0	92
Totals	248	32	280
Town of West Bend	0	0	0
Town of	0	0	0

One tent inspection completed at a single family dwelling on Oriole Court.

Site Plan Review
Revisions to the site plan for Sendiks on N. 18th Avenue. Sendiks proposes to flip their occupancy from the south side of the building to the north side. They also proposed to add two other small tenant lease spaces and removed the center inlet driveway off 18th Avenue.

Sprinkler & Alarm System Involvement
Inspection and pressure testing of fire sprinkler heads relocated at River Shores Chiropractic, 705 Village Green Way. Tenant is expanding their business into an unfinished area and fire sprinkler heads needed to be relocated.

Seminars & Continuing Education:
No activity during the month of July.

UST / AST:
The City of West Bend contracts with the State of Wisconsin to provide inspection services for underground and above ground storage tanks. 4 – underground and 12 – aboveground storage tank systems annual inspections were completed during the month of July. 1 – Violation noted that will need correction. There was 1 – underground fuel oil storage tank removed from a private residence in the Town of Barton. A total of 23 hours were devoted to the UST/AST program. A total of 12 underground and 42 aboveground storage tank systems will be inspected by the three certified LPO's the West Bend Fire Department has on staff. These annual inspections are expected to be completed by the end of October.

Permits Issued:
Permits issued for the month of July

4 – Tent
1 – Fire sprinkler system installation
2 – Underground storage tank removal

Other Prevention Bureau Activities:
Capt Geidel and B C Spartz did the inspection and stood by for the regulated fireworks show put on by the City of West Bend at Riverside Park on July 4th. The West Bend Park & Recreation Department contracted with the Bartolotta Fireworks Company to do the performance. Capt Geidel and B C Spartz went over the safety regulations with the company to ensure that NFPA 1123 (Rules & Regulations for discharge of explosives before an audience) is being followed. Then during the performance, they made sure any spot fires were extinguished.

Capt Geidel & Capt Thrash met with West Bend Mutual to go over their evacuation plan that involved the relocation of employees in the event of an alarm at their facility during extreme heat & cold external temperatures. A date was set for this drill to take place that would involve the Fire Department to respond and interact with them. The date of the

drill was postponed until September due to extreme heat, humidity and elevated dew points outside.

Capt Geidel investigated a complaint of an extension cord being used in a hallway in the apartment building at 1937 Sylvan Way. Further investigation into the complaint found a tenant had their electricity shut down by the power company and was using extension cords from a hallway outlet to their apartment door and under the door with the cord to supply unknown electrical devices. Capt Geidel told the tenant that this cannot be done because it is illegal to plug the cord into the hallway household outlet, that the extension cords being used were not of the correct wire size and that the cord cannot pass under the door. The tenant removed the cord and the item was corrected. A phone call to the building owner was made making him aware of the complaint and problem acknowledging Capt Geidel's complaint stating the tenant has done this before but does not seem to stop doing this.

Emergency Medical Services Bureau:
Battalion Chief Todd Van Langen
Capt Tom Thrash
During the month of July the West Bend Fire Department's Emergency Medical Service (EMS) personnel responded to 230 ambulance calls, 16 intercepts, 25 Interfacility transports and 6 motor vehicle accidents for a total of 277 EMS responses.

Other activities for the month included:

Intercept & DeFib Review:
The monthly Intercept/Defib Review for July was cancelled due to Dr Gesteland being ill.

The West Bend Fire Department is continuing the ride along program with students from Moraine Park and Waukesha County Technical Colleges. EMT students ride along on our ambulances and receive an opportunity to practice pre-hospital skills in a supervised setting and obtain the required patient contacts and supervised hours. During the month of July we had 11 EMT-Basic and 5 EMT-Intermediate Ride Along students.

Capt. Thrash taught a Healthcare Provider Basic Life Support CPR class in July to dentist office employees.

EMS Advisory Committee:
An EMS Advisory Committee meeting was held to discuss and recommend changes to our protocols and procedures for EMS calls. Some of the topics included: cell phones for Intercept vehicle, new Intercept response discussed, request for purchase and field testing of SALT airway.

Seminar & Continuing Education:

July EMS training included reviewing our Philips Cardiac Defibrillator/Monitor and our Cardio Cerebral Resuscitation (CCR) protocol.

In July Rick Boeshaar EMS Coordinator for Aurora Medical Center Grafton delivered a presentation on the use of Capnography for treating various types of patients.

Other EMS Bureau Activities:

In June and into July Capt. Thrash and BC VanLangen have been working with the Washington County EMS committee on new county EMS protocols. There was an initial meeting in June and a working committee in the end of July.