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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 September, 2011

**Emergency Activities:**

Calls Classification:	This Month	Last Month Totals	Year to Date	2010 Year to Date
Fires	7	29	36	50
Emergency Medical Calls	243	1653	1896	1578
Intercepts	6	102	108	114
Hazardous Conditions	9	69	78	57
Service Calls/Good Intent Calls	8	79	87	61
False Alarms/False Calls	19	103	122	113
Other/Special Incident Types		20	20	23
<b>Totals</b>	<b>292</b>	<b>2085</b>	<b>2377</b>	<b>1996</b>
Town of Barton Calls	0	6	6	7
Town of West Bend Calls	3	8	11	17

**Chief's Activities:**

2012 Budget preparation and review with City Administrator  
Prepare and submit 2011 Assistance to Firefighters Grant  
Meeting with Ozaukee County Emergency Management re: Haz Mat Team Operations  
Selection Process for Fire Prevention Captain  
Presentation to Council re: additional revenue sources

**Operations and Administration Bureau:**

**Battalion Chief Gerald Kudek**

**Captain Jon Coutts**

September traditionally marks the end of summer. We now start our focus on the upcoming winter months and types of emergency situations we may encounter.

September is also the month we prepare for all of our October's Fire Prevention Month activities. Here is a summary of our activities for September 2011:

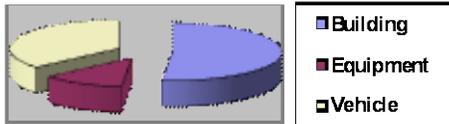
**Administration:**

September is when we review the status of our capital outlay projects for this year. These projects are typically the larger priced budgeted items that take longer to complete. We have completed several outlay items for this year. These include:

Capital Projects:

- Purchased new bunker equipment for firefighters. This continued our plan to upgrade turn out gear for our fire fighters. A few years ago we conducted “wear tests” of several different styles. The type we have chosen still remains our standard issue gear.
- As part of our ongoing computer upgrade/replacement program, we replaced the computers for the Training Officer, Fire Inspector, and Fire Prevention Battalion Chief. The “old” computers were then redeployed and replaced 3 computers that were at least 8 years old.
- 40 new pagers were purchased and placed into service through an 80/20 Assistance to Firefighters Grant Program (AFGP) award. These pagers replaced old, out of warranty pagers that did not meet federal narrow banding guidelines. These new pagers have a 5-10 year life expectancy.

**Operations:**



During the month of September, thirty-three (33) hours were spent on maintenance within the fire department. The breakdown looks like this: seventeen (17) hours were spent on

Building maintenance/repairs, four (4) hours were spent on Equipment maintenance/repairs, and twelve (12) hours were spent on Vehicle maintenance/repairs.



The dryer at Station 1 would not start. A bad motor was found and it was determined that the cost of repairs exceeded the cost of a new dryer. A new dryer was purchased from Kettle Moraine Appliance.

The oven on the kitchen stove at Station 2 would not turn off when the control knob was turned to the off position. A bad control thermostat was found and replaced. Repairs were completed by Kettle Moraine Appliance.





There was grinding noise from the rear of Med 21 (Vehicle 1106). The rear brake pads and rotors were replaced. While returning from a medical call, the air conditioning stopped working. The compressor was replaced and the system recharged.

On Truck 2, one of the cabinets in the cab had the light flickering on and off while driving. The door latch was loose and was adjusted. A fluid leak was found when the truck was moved. A line from the foam tank to the foam pump had a loose clamp that was tightened and the area cleaned. The radio was hanging open at times. General Communications was notified and the switch on the microphone was found to be sticking open. The microphone was replaced under warranty.



While performing daily vehicle checks, it was found that the hood on the Plow Pickup (Vehicle 874) would not open. The hood release cable handle had a broken mount. The cable assembly was replaced.

The flood light on the side of Engine 3 would not operate. A bad switch was the problem and was replaced.



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

120 Day Level B Preventive Maintenance  
Maintenance

- Engine 1 (Vehicle 947)
- Engine 3 (Vehicle 995)

365 Day Level D Preventive

- MED 31 (Vehicle 1027)
- MED 21 (Vehicle 1106)
- MED 12 (Vehicle 1060)

Vehicles Waxed during September  
Intercept 1 (Vehicle 1273)

**Training:**



Captain Coutts attended the Fall Seminar for the Wisconsin Association of Emergency Vehicle Technicians on September 15. The class was conducted by Paul Newton of Harrison Hydra-Gen and covered the selection, maintenance and repair of their hydraulic generators. This is beneficial class as we currently have one Harrison unit and will probably be placing one on a new engine.

Our goals for the month of October include completing the maintenance and repairs in a timely manner. Annual pump testing will be completed, as well as the annual turnout gear inspections.

**Training Bureau:**

**Battalion Chief Todd Van Langen**

**Captain Tom Thrash**

**Fire Training:**

An emphasis on training for fire personnel in September was safe emergency vehicle driving. Members drove different vehicles in non-emergent situations and reviewed how the vehicles handled. The two main vehicles personnel drive are Tender-1 and Truck-1. Tender-1 has 3500 gallons of water and drivers must be extremely cautious when negotiating curves due to weight shift of the water and the higher center of gravity of the vehicle, this is the vehicle that drivers get the least opportunity to drive in emergent situations. Truck-1 weighs 60 plus thousand pounds, is 40 feet long, and can be a challenge driving and maneuvering on narrow country roads or busy city streets.

**Paid On Call (POC) Training:**

POC training for the month of September consisted of hose advancement and fire attack. A charged line was used to advance up stairs and down stairs and flow water onto a simulated fire in the hose tower at Station-1. A manikin/victim was also placed in the fire room and POC firefighters removed the manikin/victim from the fire room to a safe area. POC firefighters also reviewed several different department response guidelines to emergency calls.

**Special Teams Training:**

September was our departments annual Hazardous Materials Technician Refresher Course. This is coordinated through Washington County Emergency Management, the class is taught by Emergency Response Specialists from Milwaukee whose instructors are Milwaukee firefighters who are members of the MFD Hazardous Materials Team. Department personnel as well as employees of several different industries throughout the County attended the training. The all day class consists of several hours of classroom review of hazardous materials reference information and how to use it as well as going through the Washington County Hazardous Materials Response Team trailer and refamiliarizing ourselves with all the meters and other response equipment. The other half of the day was set up to respond for two separate hazardous materials incidents at different locations in the city, assessing the situations and using equipment from the Washington County Hazardous Materials Team response trailer to mitigate the incident.

In September personnel from our department who are members of the Washington County Dive Team participated in dive training at Big Cedar Lake. Divers practiced search patterns, underwater emergency skills maneuvers, and completed a deep dive with a maximum depth of 56 feet reached. Divers are required to have a minimum of 12 dives annually to be an active dive team member. Firefighters Benidt and Stockhausen are

currently working on completing the requirements to become members of the Washington County Dive Team.

**Other Training Activities:**

Fire personnel worked with West Bend Mutual Insurance Company on a full fire evacuation and re-entry drill at the West Bend Mutual Facility. Department personnel responded non-emergency but participated as responding to an actual event. Upon arrival the building had been evacuated and there were several hundred people outside the building. There were three areas inside the structure where there were several injured people. Fire personnel worked with Mutual Emergency Response Team members and worked at locating the area of the fire and gaining access to the people who needed evacuation. The incident was a valuable exercise in the kinds of issues that will be encountered at such a large scale event. The biggest issue for our department that was discovered was that our portable radios did not work inside the building at several locations. Fire crews inside were unable to talk with each other making coordination of efforts difficult.

In September Washington County Medical Examiner's Office and West Bend Police Department Detective Bureau completed their training presentation to our department by presenting to the Green Shift on death and crime scene investigation. Medical Examiner Kelly McAndrews and Detective Timothy Dehring talked about what their agencies are responsible for and how they perform their roles at these scenes. Discussion centered on how fire personnel can effectively interact with these two agencies so that all parties involved can accomplish their responsibilities efficiently.

Capt. Thrash and BC Spartz conducted a Juvenile Fire Setter class for one child involved in an unsafe fire incident. This program is an intervention involving the youth offender and the parent[s] attempting to keep the youth from engaging in that type of activity.

Capt Thrash attended a Washington County Injury Prevention Coalition meeting. The main topic of the meeting was planning for the National Walk Your Child to School Day which will be held October 5<sup>th</sup> and will involve personnel from all 3 stations. The focus of this event is getting children to understand the importance of crossing guards and use caution when crossing streets

Capt. Thrash presented a fire safety talk for the employees of River Way Place. Some of the topics covered were stages of fire, use of fire extinguishers, their facilities fire alarm system, evacuation procedures, and our department's response to an activated alarm.

Fire personnel delivered 1 CPR/AED class for Immanuel Church during the month of September.

Fire personnel conducted 3 Fire Station tours, 2 Engine visits and 5 Fire Safety Trailer visits during the month of September. We were also present at Family Fun Fest at Regner Park with a Fire Engine delivering public education. During September between CPR and fire safety presentations the Wbfd had contact with over 1300 people for education purposes.

WBFD members totaled 301 hours of Fire Training and 176 hours of EMS Training in the month of September.

**Fire Prevention Bureau:**  
**Battalion Chief John Spartz**  
**Captain Ed Geidel**

**Fire and Other Inspection Activity:**

**September Inspections**

	<u>Semi-Annual</u>	<u>Annual</u>	<u>Total</u>
Station #1	89	17	106
Station #2	34	6	40
Station #3	90	10	100
Totals	213	33	246
Town of West Bend	0	0	0
Town of Barton	0	0	0

Inspectors recorded 73 code violations that were found in the semi-annual inspections and no code violations found during annual inspections in the City. There were 2 code violation compliance notice post cards received in September.

<b>October Inspections</b>	<u>Semi-Annual</u>	<u>Annual</u>	<u>Total</u>
Station #1	108	3	111
Station #2	45	8	53
Station #3	77	9	86
Totals	230	20	250
Town of West Bend	35	0	35
Town of Barton	0	0	0

There were 3 new Knox Box installations completed during the month; 151 S 5<sup>th</sup> Ave, 430 S Main St and 150 N Main St. These Knox Boxes were required as these are apartments that previously had access with no locking device to a common area and now are secured. The building owners were informed of the Municipal Fire Code requirements for Knox Boxes. All three building owners had the boxes mounted and keys to the secured areas secured in the Knox Box.

Capt Geidel inspected the locations of fire extinguisher installations at the Lighthouse, 2130 Continental Dr. An inspection was requested by the general contractor to insure the

extinguishers were installed in compliance with State and National Codes. All extinguishers were placed per the approved architect plans.

### **Site Plan Review**

A site plan was reviewed for the Meadows Arbor Place. The site is located on Arbor Point Avenue and Gatewood Drive and has had previous comments. The proposed plan is to convert 3 lots into 2 lots, and building two (2) 8 units CBRFs on that parcel of land. Previous comments back on this review required a sidewalk on the ends of the building. New plans identified a different interior and exit out of the building. There were no further comments on this review.

### **Sprinkler & Alarm System Involvement**

Capt Geidel met with the construction manager for the new Sendiks Grocery Store on No 18<sup>th</sup> Avenue. This meeting was in reference to a one hour fire wall being installed to separate the Sendiks store from the other tenant leasing areas. The wall would require fire alarm annunciation throughout the entire building. The building owner does not want the alarm system to sound in the grocery store if something happens in another part of the building. In order to have this happen a two hour fire wall would be required for the fire separation between the two areas. The construction manager was advised of this code requirement and contacted the architect who advised it would be an easy fix at this stage of construction. The construction manager for Sendiks was very grateful for the information that was provided by Capt Geidel in this matter.

Capt Geidel and BC Spartz have been conducting final inspections and testing of the fire sprinkler system at the Lighthouse at 2130 Continental Drive. United States Fire Protection is installing the fire sprinkler system and is in the final stages of the installation. Final tests included a pressure test of the fire sprinkler piping and testing of the fire pump. A final flow test will need to be completed for each fire sprinkler riser and the fire alarm system needs to be in operation when this system is put into service.

A commercial kitchen hood fire suppression system was installed at the new Taco Bell, 1307 S Main Street. Fire Safety and Equipment of Platteville did the installation on behalf of the owner. Upon testing of the system it was noted that the electrical appliances underneath the hood did not shut down as required. The contractor made repairs and a second test was conducted. This inspection found appliances shut down as required by the code and the system was left in service.

A final inspection and pressure testing of the fire sprinkler system was completed at the new Marshall's store at 840 W Paradise Drive. This occupancy was completely remodeled on the interior and required a change to the fire sprinkler head locations. Some areas required additional fire sprinkler piping and other areas needed heads adjusted. Design Build Fire Protection completed the work on behalf of the owner.

A sprinkler pressure pipe test and inspection was completed at Moraine Park Technical College. Moraine Park Technical College is adding an addition to the existing building in the Tool and Die area. Fire Line Sprinkler is doing the installation on behalf of the owner. The pressure test was completed and a final test will need to be done when the area is ready for occupancy.

A commercial kitchen hood fire suppression system was installed at the Lighthouse at 2130 Continental Dr. Badger Fire Protection of Madison is doing the installation on behalf of the owner. Badger Fire Protection did not submit plans to the fire department for approval of the installation; however, the puff test was completed. Upon the initial testing, it was found that there were some electrical issues that needed to be fixed by an electrician. Once the electrical matter was resolved the puff testing was completed and the system acted as required by the code.

### **Seminars & Continuing Education:**

Capt Geidel and BC Spartz attended the Area 6 Fire Inspectors meeting in Port Washington held at the WE Energies facility. A very productive business meeting was conducted and a tour of the facility followed. A total of 3 hours was devoted for this meeting.

Capt Geidel and BC Spartz attended the Area 5 Fire Inspectors meeting at the Franklin Fire Department. The business meeting was held and training on NFPA 25 Inspection and Reporting was held. The training involved a new reporting system that would notify building owners of their requirement to do their annual sprinkler inspection. The company sending out the information still contacts the previous fire sprinkler company to do the inspection and to submit the report back to them so it can be forwarded to the Fire Officials. The meeting lasted four and one quarter hours.

### **UST / AST:**

There were 3 underground and 16 aboveground storage tank annual inspections completed for the month.

Capt Geidel and Lt Beistle attended a continuing education class in Stevens Point which gave 6 hours of education to each inspector present towards their local program operator license.

A total of 21 hours were devoted to the UST/AST program during September. There will be one annual aboveground and one annual underground storage tank inspection to be completed in October. When those are completed, this will fulfill the obligation of the West Bend Fire Department who is contracted by the state to do the work in their fire district.

**Permits Issued:**

Permits issued for the month of September

- 1 – Tent
- 2 – Kitchen Hood Suppression
- 3 – Fire sprinkler system installations
- 1 – Outdoor burning
- 1 – Fire alarm installation

There were a total of four tent inspections completed during the month that included the locations of 515 Schoenhaar Drive, Riverside Park, Regner Park and Regalware.

**Other Prevention Bureau Activities:**

A fire drill was witnessed at St Frances Cabrini School. Students evacuated the school in one minute and the drill was completed in an orderly manner.

Capt Geidel and BC Spartz attended a meeting at Regalware in reference to their 100<sup>th</sup> anniversary event at their facility on Schmidt Rd. The meeting was in reference to tent placement, parking and traffic flow patterns, and to give us information on how the event will take place.

Capt Geidel, Capt Thrash and the Green Shift did a relocation drill with West Bend Mutual employees. The purpose of the drill was to test their emergency relocation plans. A meeting was held after the drill was completed to discuss any problems encountered and what potentially can be done to improve the way the drill was conducted. Great feedback was given to the Fire Department for participating in this drill.

Capt Geidel, Building Inspection, and Community Development met to come up with a solution to deal with the address numbers for the building at 133 -137 North 6<sup>th</sup> Ave. The concern is that there is not enough numbering for the entrances needed off of N. 6<sup>th</sup> Avenue. The building has two entrances off of Main St. One is the Exclusive Company and the other is for the basement area which will have pool tables, shuffleboard and other games. It will also be issued a liquor license. It was suggested that the second entrance on Main Street be given an address for the occupancy basement tenant. This was agreed by all as being the simplest solution to this matter. City Hall will inform the owner of the new address assignments and to notify the respective tenants.

BC Spartz scheduled fire prevention week smoke trailer and Engine Company visits for all public and parochial schools in the city. All Kindergarten, first, and second grade school children will be given a smoke trailer safety presentation and engine company tour. Several schools also schedule station tours. The visits start in September and continue through October.

BC Spartz attended the Washington County Fire Chief's Association meeting. The business meeting lasted 2 hours.

**Emergency Medical Services Bureau:**  
**Battalion Chief Todd Van Langen**  
**Captain Tom Thrash**

During the month of September the West Bend Fire Department's Emergency Medical Service (EMS) personnel responded to 201 ambulance calls, 11 intercepts, 33 Interfacility transports and 9 motor vehicle accidents for a total of 254 EMS responses.

Other activities for the month included:

**Intercept & DeFib Review:**

In September an EMS intercepts and call review was conducted with our Medical Director Doctor Therese Gesteland. These reviews are conducted on a monthly basis to make an ongoing effort to refine and improve the EMS care provided by the West Bend Fire Department and surrounding EMS providers in an attempt to deliver the highest level of care possible.

**EMS Advisory Committee:**

There was an EMS Committee meeting in September to talk about issues with our EMS policies and protocols some of the items discussed included: Power gurney magnet will be purchased for Med-12 when it is used as a front line Med Unit when another unit is in for repairs. County Medical Directors have decided there will be no Hypertensive Protocol developed at this time. Department policy is not to run red lights and siren to hospitals requesting emergency Interfacility Transports. New medication boards are being put together for the ALS bags. Cot sheets will no longer be ordered, we will use a blanket[s], and this will result in cost savings. Committee would like to see a Med-Unit used for a second Intercept call or initial Intercept call if Station-1 is unavailable. Next EMS Advisory meeting to be held on 10-17-2011

**Seminar & Continuing Education:**

EMS training for September with Dr Gesteland was a lecture about Thoracic Trauma. Anatomy and physiology was discussed as well as the different types of thoracic injuries that can occur and the different treatment options for those injuries.

B C Van Langen attended the annual Paramedic Systems of Wisconsin Conference held in Green Bay. The conference starts out with a representative from each service at the conference talking about their service and any new programs or initiatives. The conference includes several different lectures on current EMS topics as well as a presentation by the State Medical Director and the EMS Section Chief from the State EMS Office.

**Other EMS Bureau Activities:**

The Head Flight Nurse from Flight For Life presented training on the recognition and care of STEMI patients. This training was presented on three separate days for each shift. The training is part of a program involving our department, Froedtert St. Joseph's Hospital and Flight For Life. The program's intent is when Froedtert St. Joseph's

Hospital requests Flight For Life to transport a STEMI patient to catheterization lab and Flight For Life is unable to respond to the request due to weather conditions, no helicopter available etc..., our department will be the designated agency to respond with a Med-Unit to transport the patient for the life saving procedure.

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. The month of September we had 2 Moraine Park EMT-IV Technician students ride along.