



Jim Vest, Fire Chief
West Bend Fire Department 325 N. 8th Avenue West Bend, WI 53095 262.335.5052
vestj@ci.west-bend.wi.us

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 January, 2012

Emergency Activities:

Calls Classification:	This Month	Last Month Totals	Year to Date	2011 Year to Date
Fires	2		2	1
Emergency Medical Calls	226		226	215
Intercepts	10		10	9
Hazardous Conditions	3		3	3
Service Calls/Good Intent Calls	6		6	16
False Alarms/False Calls	14		14	13
Other/Special Incident Types	1		1	1
Totals	262		262	258
Town of Barton Calls	2		2	0
Town of West Bend Calls	1		1	1

Chief's Activities:

Prepare information for the Value Task Force

Meetings:

Joint Fire & Police Staff Meeting

City worker's Comp Representative re: Fire Department Injury Statistics

St. Joseph's Hospital, Director of Patient Services

Operations and Administration Bureau:

Battalion Chief Gerald Kudek

Captain Jon Coutts

January is typically a busy time of the year for our department, and with the New Year come new challenges and goals. Emergency calls increase as well as the not so glamorous paperwork detail that comes with the end of the year. Here is a summary of our activities for the month of January 2012:

Administration:



Battalion Chief Gerald Kudek was informed in January that he had successfully completed all the requirements of the National Fire Academy's *Executive Fire Officer Program*. The Executive Fire Officer Program (EFOP) is an initiative of the United States Fire Administration/National Fire Academy designed to provide senior officers and others in key

leadership roles with:

- An understanding of:
 1. the need to transform fire and emergency services organizations from being reactive to proactive; with an emphasis on leadership development, prevention, and risk-reduction
 2. transforming fire and emergency services organizations to reflect the diversity of America's communities
 3. the value of research and its application to the profession
 4. the value of lifelong learning.
- Enhanced executive-level knowledge, skills, and abilities necessary to lead these transformations, conduct research, and engage in lifelong learning.

The officers enhance their professional development through a unique series of four graduate and upper-division-baccalaureate equivalent courses. The EFOP spans a 4-year period with 4 core courses. Each course is 2 weeks in length.

EFOP participants must complete an Applied Research Project (ARP) that relates to their organization within 6 months after the completion of each of the four courses. A certificate of completion for the entire EFOP is awarded only after the successful completion of the final research project.

Captain Coutts attended the Wisconsin EMS Association Exposition in Milwaukee. This conference and trade show is one of the largest in Wisconsin. While attending, he visited with many of our vendors and received information on the latest products on the market.

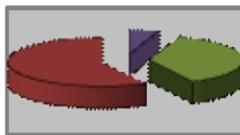




In January, Battalion Chief Gerald Kudek assisted the Sheboygan Fire Department with their promotional assessment center. Five candidates from Sheboygan Fire were vying for promotions to the Captain or Lieutenant ranks. Our role was to assist Sheboygan Fire in evaluating these candidates' responses given fire ground scenarios, problems solving, and instructor skills. This is a common practice to have chief officers from other departments evaluate their candidates. Here in West Bend we also use outside evaluators, including chiefs from the Sheboygan Fire Department.

Operations:

During the month of January, fifty-nine (59) hours were spent on maintenance within the fire department. The breakdown looks like this: three (3) hours were spent on Building



- Building
- Equipment
- Vehicle

maintenance/repairs, twenty-two (22) hours were spent on Equipment maintenance/repairs, and thirty-four (34) hours were spent on Vehicle maintenance/repairs. Annual turnout gear inspection was started but not completed. Repairs to gear and

replacement of small items will be completed during February.



During a training exercise, the halyard on a 35 foot extension ladder broke. A new halyard was installed and the ladder returned to service.

Two of our Self Contained Breathing Apparatus (SCBA) needed repair. The LEDs for the Heads Up Display (HUD) on one of the units were not operating, and one of the alarm units on the other was bad. Both units were repaired under warranty by Oshkosh Fire and Police Equipment.



The dishwasher at Station 1 was leaking water on the floor and venting improperly damaging the countertop. Kettle Moraine Appliance repaired the door and rotated the gasket for proper sealing.

The stove at Station 2 was not heating properly and not cooking food thoroughly. This was the original stove for this station, approximately 15 years old. A new stove was purchased from Kettle Moraine Appliance.



Battalion 1 (Vehicle 1015) had an intermittent no start problem. Lochen Ford traced the problem to the fuel pump and a new fuel pump was installed.

Intercept 1 (Vehicle 1273) would not start after a call. It was jump started and returned to Station 1. The battery was tested and found to be bad. It was replaced by Heiser Chevrolet under warranty.



During weekly pump testing the primer motor on Truck 1 (Vehicle 923) would not shut off. The activating switch and solenoid were replaced, and the primer valve was rebuilt.

The Chief's car (Vehicle 927) had a problem with the brake pedal going to the floor. The metal brake lines had rusted out and were replaced by Vehicle Maintenance.



Numerous minor repairs were also completed this month. Numerous small preventive maintenance items were also completed. Among these were checking fuel levels in emergency generators, replacing the batteries in the station pagers, monthly extinguisher and sprinkler inspections and testing the local fire alarm system. In addition all hose was removed from the apparatus and reloaded.

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

60 Day Level A Preventive Maintenance

- Truck 1 (Vehicle 923)
- Truck 2 (Vehicle 1280)

180 Day Level C Preventive

- Technical Rescue (Vehicle 790)
- MED 21 (Vehicle 1106)
- MED 11 (Vehicle 1304)

Vehicles Waxed during January

MED 31 (Vehicle 1027)

MED 12 (Vehicle 1060)

MED 11 (Vehicle 1304)

Technical Rescue (Vehicle 790)

Our goals for the month of February include completing all of the scheduled preventative maintenance items and continue to keep all apparatus and equipment in a state of readiness.

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 January 2012:

Fire & Emergency Response Training:

Fire training for all 3 shifts and POC personnel for the month of January was a review of Positive Pressure Attack [PPA] procedure. The PPA fans will be placed on front line response apparatus at each Fire Station soon. The Training Bureau is working on developing an SOG for use of the PPA fans on fire responses. Captain Thrash went through the Power Point presentation that he received upon completion of the PPA Instructor academy course. This course certifies Captain Thrash to instruct PPA training.

POC personnel also watched a DVD titled Everyone Goes Home, which was developed by the Chicago Fire Department. This film has survivors of near miss fireground incidents telling their story on how they nearly lost their life at a fire scene. This is a very powerful film that examined the events that led up to several near fatal events. The film promotes firefighter safety and constantly reminds firefighters the importance of their protective gear, being aware of their surroundings, and relying on department Standard Operating Guidelines [SOG] and training to keep themselves from becoming involved in a potentially deadly situation.

Our department hosted a National Fire Academy Incident Safety Officer Train-the-Trainer class during the first week of January. There were over 20 people who attended from around the state including 7 of our own personnel. Upon completion of this class certified Fire Instructors will be able to teach an Incident Safety Officer class.

Our department hosted Washington County Dive Team training in January. The training was held at Big Cedar Lake. Divers cut a hole through the ice and practiced different search techniques used for attempting to locate a person[s] who may fall through the ice. Working under the ice brings a whole set of challenges not encountered in normal open water diving. This has been an especially dangerous year for traveling onto the ice with poor ice conditions throughout much of the winter.

Other Training Activities:

Captain Thrash attended a Washington County Injury Prevention Coalition meeting. The main topic of the meeting was continuing to work with the West Bend School District and the Healthy People Project making it safer for students and staff at Decorah Elementary School. The groups have applied and received a grant to implement designed changes making a safer school environment. Injury Prevention Coalition is also working to present another Every 15 Minutes program at the Slinger High School this spring.

There were 2 CPR and AED classes taught in the month of January to St. John’s School teachers and members of St. Francis Cabrini Church by personnel from our department.

During January there were 385 hours of EMS Training and 293 hours of Fire Training for a total of 678 hours of training.

Fire Prevention Bureau:
Battalion Chief John Spartz
Captain Ed Geidel

Fire and Other Inspection Activity

January was a transitional month for the Fire Prevention Bureau. Captain Lamberg started on January 3 and immediately began to establish herself as the new fire prevention officer. She quickly organized her office and continued to work on establishing efficiencies of the workflow. A large majority of Captain Lamberg’s time has been spent on administrative duties and research. The other activities of the bureau are presented below:

January 2012 Inspections

	Semi-Annual	Annual	Total
Station #1	90	10	100
Station #2	38	8	100
Station #3	102	16	118
Totals	230	34	318

Shift inspectors reported 180 violations during the month of January. There were 4 re-inspections conducted during January. It should be noted that re-inspections involve a physical visit by the fire inspector to verify violations have been corrected. The Compliance Card program allows the inspector to leave a card noting the violation for the owner. When the violation is corrected the occupant signs the card and returns it in the mail to the fire department. The department received 30 violation compliance notice cards in January

February 2012 Inspections

	Semi-Annual	Annual	Total
Station #1	143	17	160
Station #2	19	0	160
Station #3	90	11	101
Totals	252	28	421

Site Plan Review

A site plan was reviewed for Boucher Ford at 3201 W. Washington Street. The comments regarding this plan were about eliminating vegetation that would block fire hydrant access. It was also mentioned that vehicle parking spaces should be positioned to allow access from the hydrants to the structure.

Hobby Lobby's proposal to add to the north side of their building at 1800 S Main Street was reviewed and no comments were needed.

Sprinkler & Alarm System Involvement

A plan of the fire alarm system at O'Reilly Auto Parts, 805 S. Main Street was received and approved. The alarm system is designed to monitor the sprinkler system. An acceptance test of the fire sprinkler and fire alarm system was conducted. Both systems passed and were left in service upon completion of the testing.

The fire sprinkler system at Discount Ramps' Warehouse, 2030 Stonebridge Rd. was pressure tested and passed. An acceptance test was conducted immediately following the pressure test. The system passed and was left in service upon completion of the testing.

Captain Lamberg and BC Spartz worked on an ongoing issue with the fire sprinkler and alarm system at the Nationwide Building, 2235 Stonebridge Circle. The old occupant had called the prevention bureau in December to inform them the heat and electric supply to the building had been turned off. A phone call to the owner was made at that time and he was working toward restoring the services. In January, the prevention bureau was notified by the water utility that the building had large quantities of unidentified materials inside that were leaking into the sewer system. The Environmental Protection Agency and WI Department of Natural Resources were also notified and had made arrangements with the owner to allow an inspection. The inspection revealed the heat and power had been restored to the building allowing the sprinkler system and alarm system to be returned to operating condition. Remediation of the items inside the building is ongoing at this time with the EPA and DNR coordinating the efforts.

MPO Lamberg verified the high velocity, low speed fan and alarm system at Planet Fitness worked to shut the fan off when the fire alarm was activated. This was a follow-up inspection from a sprinkler inspection conducted by Captain Geidel in November. The system worked as planned and the system paperwork was completed indicating such.

Meetings, Seminars & Continuing Education:

BC Spartz and Captain Lamberg attended the WI Fire Inspector's Association Area 1 meeting. The meeting was followed by training on the requirements for Areas of Rescue Assistance.

The department's fire prevention committee held a meeting to discuss matters in the fire prevention bureau. Suggested Operating Guidelines were discussed and suggestions made to improve the bureau procedures. Discussion on the department's fire prevention programs was tabled until February due to time constraints. Members of the committee include Lt Beistle, Lt. Gustafson, MPO Reisdorf, Captain Lamberg and BC Spartz.

A meeting was held between the City's GIS department, BC Spartz, and Captain Lamberg. The purpose of the meeting was to establish guidelines on the management of the occupancies in the GIS and fire department's database. The meeting lasted an hour.

BC Spartz, Captain Lamberg and Chief Vest met with the finance Department to determine the best way to handle monthly inspections fees as proposed to the Council. Discussion revolved around the best way to handle the invoicing of the charges. The Council voted to table inspection fees for six months so no further work has been done on this project.

BC Spartz attended sixteen hours of class on Fire Incident Safety Officer. The class was a train-the-trainer class and several department members attended with the intent to teach the class to the remaining members of the department.

BC Spartz and Captain Lamberg attended several emergency medical classes to apply toward retaining their EMS licensure. A minimum of 48 hours is required to maintain EMT-I and Paramedic licenses which have to be renewed every two years.

Underground and Aboveground Storage Tank Program (UST/AST):

An aboveground storage tank was approved for Russ Darrow at 3210 W Washington St with a final inspection. A second tank permit was requested for Russ Darrow's Service Facility at 3010 and approved. A permit was issued after a review of the plans.

Interstitial monitors for the aboveground storage tank at WE energies, 260 Sand Drive were researched and approved. Paperwork was completed and forwarded to the State of WI Petroleum and Tanks Division.

A phone call was received by a local realtor regarding a storage tank at the old WB Cinema Theater, 125 N. Main St. Records showed a storage tank had been removed from the site in 1997. There were questions from the realtor and a contact at the WI DNR regarding what remediation, if any, had been done for the fuel oil that was discovered under the tank. BC Spartz contacted the engineer listed on the report and his records were forwarded to all parties involved. The WI DNR is following up on the project. BC Spartz worked on the project approximately 2 hours.

Permits Issued:

Count	Permit Type	Total Fees
1	Above-Ground Tank Install 1,100 gal or Less	\$210.00
1	Fire Alarm System Installation 1-50 Detectors	\$55.00
85	Fire Alarm System Annual Permit	\$2,150.00
6	Fire Alarm Monitoring Company	\$150.00
1	Hot Works Annual Permit	\$50.00
1	Liquid Petroleum Temporary Installation	\$75.00
	Total Permit Fees for January	\$2,690.00

Other Prevention Bureau Activities:

BC Spartz and Captain Lamberg were involved with the Value Task Force presentation and planning meeting. The planning meeting lasted one and a half hours while the presentation was three and half hours.

Captain Lamberg worked with the owner of 530 N. Silverbrook Drive to update the keys in the Knox Box. She also worked with two other occupants on key updates for their Knox boxes.

Captain Lamberg was contacted by the owner of the Grasshopper Restaurant to evaluate emergency features and establish the occupancy capacity. The meeting lasted an hour.

Captain Lamberg investigated a report of cooking being conducted with an open LP burner in the back room of a grocery store. The owner was contacted by Captain Lamberg and the issue was resolved.

A fire drill was witnessed by Captain Lamberg at the Washington County Annex II, 515 E. Washington St.

Annual fire alarm permits were mailed out the first week of January. Processing of permits and updating of contacts has been ongoing. A second mailing for delinquent invoices will be conducted after February 15.

Emergency Medical Services Bureau:

Battalion Chief Todd Van Langen

Captain Tom Thrash

During the month of January the West Bend Fire Department's Emergency Medical Service (EMS) personnel responded to 178 ambulance calls, 14 intercepts, 49 interfacility transports and 6 motor vehicle accidents for a total of 247 EMS responses.

Other activities for the month included:

Intercept & DeFib Review:

In January an EMS intercepts and defib 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 Advisory Committee meeting in January to talk about issues/ideas with our EMS system, some of the items were: discussed issues with drawing up Ativan and what steps need to be followed, discussion on procedure for ordering and returning medications to Aurora Pharmacy, and discussion on administering medications to pediatric patients.

Seminar & Continuing Education:

EMS training for January was delivered by George Blankinship. George presented information for 3 consecutive days to each shift on various emergency medical topics. These lectures will assist our EMS personnel in acquiring all required continuing education hours needed for the 2012 State EMS licensing period. George was the instructor from Moraine Park Technical College that instructed our departments 3 paramedic training classes. George taught the paramedic class at our department for 3 consecutive years and helped establish our paramedic program.

All shifts have now completed the annual blood borne pathogen training and infectious disease update materials during January.

Capt. Thrash presented new information provided by the State EMS Office and the Wisconsin Technical College System on what the role/responsibilities of a preceptor are. Personnel who are preceptors were required to fill out a form provided by the Technical College System consisting of mostly demographic information. Our personnel serve as preceptors for students from Moraine Park and Waukesha County Technical Colleges.

Other EMS Bureau Activities:

The new State approved Washington County Protocols went into service for our department in January. These protocols add several new medications and some new skills. Each shift spent several hours reviewing the new protocols and skills.

The West Bend Fire Department is continuing the ride along program with our personnel proctoring 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. For the month of January we had 20 Paramedic students and 2 EMT Basic students participate in the program.