



Windsor Heights Fire Dept.

1133 66th Street
Windsor Heights, Iowa 50324
Phone: 515-279-9450
Fax: 515-279-9450

Monthly Report

To: Honorable Mayor, Council Members, City Administrator
From: Christopher W. Cross, Fire Chief
Date: December 30, 2009
Re: Fire Department Report for the month of November

Statistics

Attached are the statistics for the month of November.

Significant Emergencies

November 4 – Residential Assignment – Clive

WHFD responded to a residential assignment in Clive. On arrival, WHFD crews served as the rapid intervention team (RIT), assisted with safety officer functions, and performed salvage and overhaul. All occupants of the residence escaped the fire without injury. No fire department personnel were injured, no fire department equipment damaged.

Special Events

WHFD featured on cover of “Windsor Heights Living Magazine”

Lt. Jason Cutsforth and Engineer/Firefighter Damir Nuhanovic were pictured on the cover of “Windsor Heights Living Magazine”. Members of the WHFD were also interviewed and offered safety tips for citizens to observe during the Thanksgiving Holiday.

7th ANNUAL WESTCLIVENDALE HEIGHTS THANKSGIVING

DINNER – Area departments gathered together on the Wednesday before Thanksgiving Day at Clive Fire Station #32 for a lunch event. All of the west metro police, fire and EMS departments collaborate to provide a thanksgiving dinner and have some fellowship prior to the Thanksgiving holiday.

Recruit Orientation

The 4 newest members of the WHFD attended an orientation session to discuss expectations, roles and responsibilities, and policies and procedures. The recruits received their Standard Operating Guideline and FD Personnel Policy Manuals as well as their new employee orientation packets. During this session, the recruits were given their duty assignments and assigned a mentor to assist them integration to the department.

Weekend EMS Coverage

The WHFD experienced 4 “non responses” during the last calendar year. 50% of the “non responses” were fire related, the remaining were EMS related. All of the incidents to which we were unable to respond, occurred during weekend days (0600-1800), a time period which responses are a “scramble”, meaning no specific personnel are assigned to be on call for response. Only those who happen to be available would respond to the station. To rectify the problem, we are instituting a staffing plan to ensure the ambulance is staffed during weekend days, as EMS is approximately 80% of the FD’s mission. The new staffing model is cost neutral and provides on employee that is staffed in the station and one employee on call from home.

Duty Officer Program

Effective January 1, 2010, WHFD is implementing a Duty Officer program. The purpose of the program is to allow the Company Officers the opportunity to control fire department operations for an assigned shift and manage any incidents that may occur during their tour of duty. This, along with ongoing training, will give the company officer experience and provide for professional growth. The Deputy Chief will be the Duty Officer for the GOLD Battalion,



the Chief will be the Duty Officer for the BLACK Battalion, and the RED Battalion will be staffed from the remainder of the Officers.

Rental Inspections

In November, 10 rental units were inspected.

Fire Marshal's Report

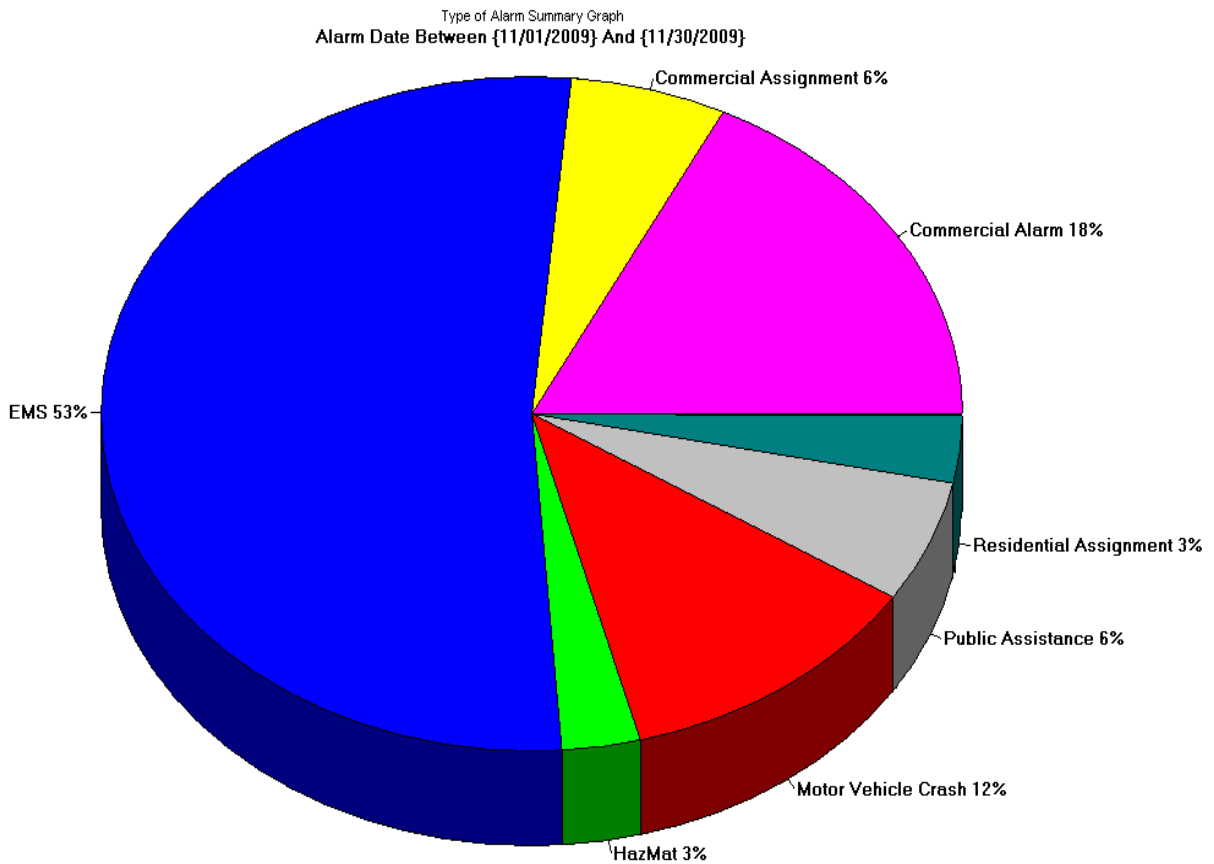
In November, 4 commercial inspections were performed.

Training

- The Department discussed various techniques used to ventilate structures involved with fire.
- A discussion involving recent EMS incidents was conducted with Dr. James Poole, WHFD Medical Director
- A hands-on training session utilizing the 6322 Hickman building was conducted. Members were placed in situations where they must call a "MAYDAY".

Fire Department Statistics

- EMS related responses: 22
- Fire related responses: 12
- Total FD responses for November: 34



EMS Billing

- November Receipts: \$7589.76
- Year to Date EMS Billing Receipts: \$57,715.49