

Fund: GENERAL
Department: FIRE
Division: FIRE PROTECTION
Division No.: 40151

MISSION:

The mission of the Fire Department is to promote fire safety, protect property and preserve life.

SERVICES:

The Fire Department provides services including educational programs, preventive inspection services and response to emergencies such as fires and rescue incidents in our community.

SIGNIFICANT GOALS AND OBJECTIVES:

GOAL:

- A. Provide the citizens of Carbondale with the highest standards of professionalism in regards to emergency response and related Fire Department services

Objective:

- 1. Improve knowledge and proficiency of all department members

Strategies:

- a. Assign additional training duties to shift captains and shift firefighters
- b. Utilize the Illinois Fire Service Institute for available training
- c. Increase on-site training through the Illinois Fire Service Institute, National Fire Academy and independent educators
- d. Enhance extrication and technical rescue capabilities through more defined, specialized training

Objective:

- 2. Maintain aggressive posture in cause and origin determination of all fire incidents

Strategies:

- a. Conduct refresher training for all fire command officers in origin and cause investigation techniques
- b. Provide refresher training to all firefighters in basic cause and origin investigations
- c. Provide refresher and new techniques training in evidence retention practices for fire investigators

Objective:

- 3. Expand Fire Department hazardous materials incident capabilities

Strategies:

- a. Conduct refresher training at first responder and operations level of incident management
- b. Provide specialized technician level training to four MABAS Division 45 Hazardous Materials Team members
- c. Maintain inventory of materials to assist in confinement and control of hazardous materials incidents
- d. Refine the Hazardous Materials Incident Response Plan

Objective:

- 4. Deliver emergency services in a safe and efficient manner to all areas of the community

Strategies:

- a. Continue to monitor, report and analyze emergency response times
- b. Work to enhance dispatch services and resources
- c. Encourage automatic aid agreements with neighboring agencies to reduce risk and provide for more efficient deployment of resources

GOAL:

- B. Promote an atmosphere enhancing the health and safety of all Department personnel

Objective:

- 1. Reduce the incidence of injury and maximize improved health by managing associated risks

Strategies:

- a. Emphasize periodic medical exams for Department personnel

- b. Encourage participation of department personnel in health and fitness training
- c. Continue providing Self Contained Breathing Apparatus (SCBA) fit testing and proficiency exercises
- d. Continue infectious disease exposure training
- e. Provide appropriate safety equipment and apparatus
- f. Maintain a comprehensive apparatus preventive maintenance program
- g. Maintain a standing safety committee for review of any incidents or safety concerns and interaction with the City's insurance carrier

GOAL:

- C. Keep Carbondale attractive for economic development and residential growth by working to improve the City's insurance classification rating

Objective:

- 1. Maintain computerization of Fire Department's records and information systems

Strategies:

- a. Record all fire and hazardous material incidents on computer
- b. Track all preplanning and inspection schedules with the aid of computer software
- c. Maintain accurate water flow and hydrant maintenance records
- d. Maintain detailed training records to track progress and determine effectiveness

Objective:

- 2. Identify problem areas for fire suppression water supply within the present City limits and planned annexation areas

Strategies:

- a. Research and plan required waterline and hydrant placement within the parameters of the Five Year Community Investment Program

- b. Work in conjunction with the Public Works Department to maintain annual water flow testing and hydrant maintenance programs
- c. Cooperate with water districts that serve our present and planned annexation areas in regard to water flow and hydrant testing
- d. Disseminate water flow results to the Public Works Department - Water Distribution Division and other water districts to inform them of areas needing improvement
- e. Review required maintenance with the Public Works Department - Water Distribution Division to ensure water system is maintained and functional at all times

Objective:

- 3. Provide serviceable and adequate pumper and ladder companies in proper fire station placement

Strategies:

- a. Maintain apparatus at a high level of readiness and continue preventive maintenance programs through the City Maintenance Division
- b. Review annually, apparatus viability and prepare replacement program
- c. Review annually, response distance to all segments of the coverage district
- d. Maintain annual Underwriters Laboratories testing of all aerial devices as required by Insurance Services
- e. Conduct pump certification testing of all engines as required by Insurance Services

GOAL:

- D. Reduce the number of actual and false emergency response incidents

Objective:

- 1. Increase the community's fire prevention awareness level

Strategies:

- a. Expand fire prevention programs to increase juvenile contact at the preschool, elementary school, middle school and high school levels

- b. Increase diversified areas of fire prevention education activities to as many alternate sites as possible
- c. Maintain “Fire Safety House” educational programs at all schools attended by children living in the City
- d. Maintain regularly scheduled station tours and lectures
- e. Maintain media coverage of Fire Department activities, incidents and progress with regularly scheduled press releases and public service audio and video releases
- f. Continue enforcement of false fire alarm ordinances for all occupancies
- g. Cooperate with Southern Illinois University to reduce false fire alarms in campus facilities
- h. Maintain the Juvenile Fire Setter Intervention Program to support families and individuals affected by children engaged in unsafe fire related activities

Objective:

- 2. Maintain a proactive approach to pre-incident planning for occupancies within the corporate boundaries

Strategies:

- a. Preplan and review all commercial, business and industrial occupancies, as well as schools, hospitals and churches within the corporate limits
- b. Maintain regular inspections of commercial, business and industrial occupancies
- c. Review all site plans on new or remodeled construction for code compliance coordinated through Development Services Department
- d. Regularly review existing fire codes to enable proper recommendations for changes or necessity of additional requirements
- e. Maintain citizen awareness of the home safety inspection program
- f. Encourage use of home carbon monoxide detectors

PROGRAM HIGHLIGHTS:

In FY 2015, the Fire Department moved into the new west side fire station. Personnel began responding to calls for service at 6:00 p.m. on July 19, 2014. A ribbon cutting and open house was held on October 4, 2014, in conjunction with Fire Prevention Week activities. The new single story all brick facility is designed to meet the present and future needs of the department with four apparatus bays, seven bunk rooms, living and kitchen space, a workout room, a training room and office space for three Assistant Fire Chiefs and one Training Officer. The facility also contains space for the City’s Emergency Operations Center and Storm Watch functions. The building is designed to be energy efficient and meets or exceeds all relevant energy codes as well as seismic standards. Some design features include a backup generator capable of providing power to the entire building, geothermal heating and air conditioning for the living area, and radiant heat in the apparatus bay floor.

In FY 2015, the department completed the purchase of two new pieces of fire apparatus. Budgeted funds were used to replace a 1989 FMC pumper with a 2014 Toyne pumper and a \$250,000 Assistance to Firefighters Grant from the Federal Emergency Management Agency enabled the department to purchase a 2015 Pierce rescue truck. The new rescue truck has allowed for the consolidation of a variety of rescue and hazmat equipment to be consolidated on one unit for greater efficiency. Both trucks were designed with durability in mind and have been constructed of stainless steel to prevent rust and corrosion.

The department began the process of expanding its emergency capabilities to include water and ice rescue. With grant funds received from the City’s risk management insurance carrier, the department has been able to purchase a boat, as well as various equipment and necessary training.

In FY 2015, the pre-fire planning program continued to review pre-incident block planning to formulate fire suppression strategies for incidents in high-risk areas. These pre-plans are incorporated into laptop computer systems that are available to the officer in the command vehicle as well as two primary engines for immediate on-scene application. In addition, the command vehicle is equipped with internet capabilities making online resources available at fire scenes.

Water supply testing continued with bi-annual visits to fire hydrants. The first visit tests the flow of the hydrant and the second visit tests the flow of any hydrant that was

missed due to construction as well as any hydrants that had a twenty-five percent reduction variance in flow results. All hydrants have been tagged for identification purposes and test results recorded in a database available for immediate on-scene application. This information is also available to architects, engineers and contractors for use in planning and development.

In FY 2015, the department continued its commitment to education and prevention. In partnership with Elementary School District #95, fire department staff provided formal fire prevention and safety instruction to all fifth grade students in the district. Staff members participated in this year's Senior Fair at the Carbondale Civic Center and provided informational talks for the Carbondale Senior Citizens Center.

The department once again partnered with the Carbondale Park District in presenting the summer Chill Out in the Park Program.

In FY 2015, the department continued its commitment to community safety by partnering with the Illinois State Fire Marshal's Office in providing a free smoke detector and battery replacement program. Under program guidelines, the department will provide and install, free of charge, a smoke detector or replacement battery to citizens that cannot afford to purchase one.

In FY 2015, the Illinois Fire Service Institute Regional Fire Training Center continued to improve course delivery for firefighters throughout Southern Illinois. The facility provides for both classroom training as well as practical exercises. The Illinois Fire Service Institute holds regular training sessions at the center. The facility is managed by the Fire Department.

Five department members participated in MABAS technical rescue training. Instruction was provided in the areas of high angle, trench, confined space, and structural collapse training. These individuals proudly serve as members of the MABAS Division 45 Technical Rescue Team.

Four department officers completed the Illinois State Fire Marshal's requirements necessary to become State of Illinois Certified Fire Investigators.

Department members participated in a number of additional Illinois Fire Service Institute classes including: vehicle and machinery extrication, hazardous materials, trench rescue, fire/arson investigation, fire ground tactics and strategies, and senior officer development classes.

In FY 2015, the department participated in disaster exercises with the Illinois Emergency Management Agency as well as Memorial Hospital of Carbondale and Jackson County Emergency Management Agency.

In FY 2015, the department continued its partnership with other communities in the region through continued participation in the Mutual Aid Box Alarm System, MABAS Division 45. Member agencies have worked to develop standards of operation, communication, incident command, equipment and safety. Area departments have developed pre-designated mutual aid protocols to improve communications and response to emergencies. MABAS Division 45 is also home to technician level rescue and hazardous materials teams, both of which have been funded through the Illinois Terrorism Task Force. These special teams are comprised of members from throughout the area including the City of Carbondale. The Fire Department continues to serve as the base for the MABAS Division 45 mobile lighting unit as well as Mobile Support Unit. Other MABAS resources positioned within the Southern Illinois area include a mobile warehouse trailer, technical rescue trailer, hazardous materials decontamination unit, ventilation truck, six-wheel all-terrain vehicle, and mobile compressor truck. All equipment is available for response to emergency incidents within the City of Carbondale, as well as throughout the region.

In FY 2015, the department retired its fire investigation canine and received a grant funded replacement from the State Farm Arson Dog Program. The new team is certified according to guidelines established by the Maine Criminal Justice Academy. The department is proud to be part of a select group of approximately two hundred teams from across the United States, District of Columbia and Canada.

The department maintained its commitment to health and safety by holding regular Safety Committee meetings in order to review incidents/accidents and will continue this focus for FY 2016.

The department will continue with pre-fire planning program targeting high risk occupancies, including various Southern Illinois University facilities.

During FY 2015 the department entered into a relationship with the Illinois Fire Service Institute to serve as a regional test facility. This agreement benefits fire departments throughout the region by reducing or eliminating the need for travel outside the region for testing. This arrangement will continue in FY 2016. The department will also continue to serve in a similar manner as a test center for the Illinois State Fire Marshal's Office.

In an effort to ensure a highly trained and professional staff, department Captains have been enrolled in additional supervisory training for FY 2016. This training, which will cover topics such as tactics and strategies, management and fire prevention principles will take place at the Illinois Fire

Service Institute and will satisfy all State of Illinois requirements for certification at the Fire Officer I level.

In FY 2016, the department will integrate within the Police Department Dispatch's software for mobile use. This software will provide staff with enhanced productivity and quick reference to critical information.

PERFORMANCE MEASUREMENTS:

Performance Measurements	Division Goal/Objective	Actual FY 2014	Authorized Budget FY 2015	Estimated Actual FY 2015	Budget FY 2016
Calls for Service:					
Flammable Spill/Leak Responses	A-3	27	20	20	20
Hazardous Condition Responses	A-3	34	35	20	35
Fires in Structures	D-1	51	65	50	65
Vehicle Fires	D-1	14	20	15	20
Brush/Grass Fires	D-1	15	15	15	15
Rubbish Fires	D-1	50	75	45	75
Rescue/Extrication Responses	D-1	42	35	60	35
Carbon Monoxide Investigations (CO Found)	D-1	15	30	15	30
Service/Good Intent Responses – i.e. Smoke Scares, Open Burning, Assist PD	D-1	160	215	175	215
Malicious False Alarms	D-1	48	65	75	65
System Malfunctions	D-1	133	175	145	175
Carbon Monoxide Investigations (No CO)	D-1	42	50	40	50
Unintentional System Activations	D-1	326	260	260	260
Other Responses	D-1	1	5	2	5
Total Calls for Service:		958	1,060	937	1,060
Training Sessions Conducted (On-Site)	A-1, A-2, B-1	50	60	63	60
Training Sessions Conducted (Off-Site)	A-1, A-2, B-1	55	50	40	50
Arson Investigations	A-2	1	5	6	5
Average Response Time to Incidents (Min.)	A-4, C-1, C-3	3:27	3:30	3:30	3:30
Safety Committee Meetings:	B-1	2	4	2	4

In FY 2016, the department will continue to increase citizen awareness by growing partnerships with community schools, Southern Illinois University and various civic organizations.

In FY 2016, the department will continue efforts to provide citizens of Carbondale with the highest standard of fire protection possible.

PERFORMANCE MEASUREMENTS CONT'D:

Performance Measurements	Division Goal/ Objective	Actual FY 2014	Authorized Budget FY 2015	Estimated Actual FY 2015	Budget FY 2016
Site Plans Reviewed	C-2, D-2	17	15	8	15
Preplans Prepared or Revised	C-2, D-2	208	150	150	150
Fire Prevention Lectures Presented	D-1	42	40	40	40
Station Tours Conducted	D-1	18	25	20	25
Business Inspections and Re-Inspections	D-2	278	200	200	200
Restaurants, Clubs, and Bar Inspections and Re-Inspections	D-2	170	120	120	120
Fire Lane Violations Cited	D-2	12	30	30	30

NUMBER OF FULL-TIME EQUIVALENT EMPLOYEES:

POSITION TITLE	ACTUAL FY 2014	AUTHORIZED BUDGET FY 2015	ESTIMATED ACTUAL FY 2015	BUDGET FY 2016	\$ AMOUNT BUDGET FY 2016
Fire Chief	1.00	1.00	1.00	1.00	\$94,962
Assistant Chief	2.94	3.00	2.98	3.00	\$218,048
Fire Captain - Training Officer	0.52	0.50	0.50	0.50	\$30,527
Fire Captain	2.96	3.00	3.00	3.00	\$181,809
Firefighter	21.24	21.00	21.00	21.00	\$1,092,973
Administrative Secretary	1.00	1.00	1.00	1.00	\$38,148
Fire Inspector	1.00	1.00	1.00	1.00	\$47,046
TOTAL	30.66	30.50	30.49	30.50	\$1,703,513

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EXPENDITURE CLASSIFICATION	ACTUAL FY2014	AUTHORIZED		BUDGET FY2016
		BUDGET FY2015	ESTIMATED FY2015	
PERSONAL SERVICES				
100 Employee Salary and Wages	1,692,302	1,712,512	1,725,183	1,703,513
101 Accrued Sick Leave	25,516	0	0	0
102 Accrued Vacation Leave	4,600	0	0	0
103 Accrued Birthday Leave	0	0	0	0
110 Employee Overtime	98,343	140,890	125,000	99,879
112 Employee Premium Payments	107,440	105,109	109,483	107,996
115 Employer Veba Contributions	0	4,598	0	0
130 Employee Health Ins. Benefits	317,274	319,243	299,995	315,378
131 Employee Retirement Benefits	784,965	797,059	797,749	837,430
140 Employee Work. Comp. Benefits	256,593	266,944	255,510	245,417
141 Employee Unemployment Comp. Benefits	0	0	0	0
150 Special Contractual Benefits	11,377	10,225	10,013	19,805
TOTAL PERSONAL SERVICES	3,298,410	3,356,580	3,322,933	3,329,418
DIRECT OPERATING CHARGES & SERVICES				
200 Professional & Consultant Fees	817	500	500	500
220 Communications-Telephone	6,559	7,122	6,354	9,402
222 Communications-Postage	354	500	342	500
230 Utilities-Electric	(12)	0	0	0
231 Utilities-Gas	411	1,500	1,510	1,500
240 Travel, Conferences, Training	34,527	27,509	24,476	25,150
250 Repairs & Maint.-Equip.	12,651	13,824	14,923	21,652
251 Repairs & Maint.-Bldg & Struc.	245	600	446	600
252 Repairs & Maint.-Other Improv.	0	600	524	600
260 Rental Charges	0	165	67	75
270 Outside Printing Services	73	150	187	150
271 Other Outside Services	0	0	0	1,045
272 Office Supplies	3,736	3,400	3,916	3,700
273 Operating Supplies & Materials	13,278	18,889	38,085	19,695
275 Motor Fuels and Lubricants	20,366	23,794	20,632	23,841
280 Subscriptions and Memberships	1,089	1,157	1,157	1,119
282 Licenses and Taxes	214	0	195	0
299 Operating Equipment	13,362	10,905	16,584	0
TOTAL DIR. OPER. CHRGS. & SRVCS.	107,670	110,615	129,898	109,529
SERVICES AND CHARGES TRANSFERRED IN				
311 Vehicle & Equipment-Parts	35,505	37,000	35,600	34,000
TOTAL SRVCS. & CHRGS. TRANS IN	35,505	37,000	35,600	34,000

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EXPENDITURE CLASSIFICATION	AUTHORIZED		ESTIMATED	
	ACTUAL FY2014	BUDGET FY2015	ACTUAL FY2015	BUDGET FY2016
CAPITAL OUTLAY				
503 Machinery and Equipment	677,421	0	0	0
TOTAL CAPITAL OUTLAY	677,421	0	0	0
DEBT SERVICE				
640 Other Debt Principal	56,363	80,048	81,826	84,974
641 Other Debt Interest	23,307	31,570	29,880	26,732
TOTAL DEBT SERVICE	79,670	111,618	111,706	111,706
CONTINGENCIES				
801 Division Contingency	0	4,400	0	5,000
TOTAL CONTINGENCIES	0	4,400	0	5,000
TOTAL EXPENDITURES	<u>4,198,676</u>	<u>3,620,213</u>	<u>3,600,137</u>	<u>3,589,653</u>