

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:

During FY 2014, the Fire Department continued to make significant progress in achieving departmental goals and objectives.

In FY 2014, 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.

In FY 2014, the hydrant testing program 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 hydrant 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.

In FY 2014, the department continued its commitment to education and prevention. In partnership with Elementary School District #95, fire department instructors provided formal fire prevention and safety lessons to all fifth grade students. Staff members participated in this year’s Senior Fair at the Carbondale Civic Center and provided informational talks for the Carbondale Senior Citizens Center.

In FY 2014, the department continued its commitment to community safety with its fire 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 2014, 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 courses at the center. The facility is managed by the Fire Department.

In FY 2014, 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 2014, 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 generator and lighting 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 throughout the region.

In FY 2014, the department's fire investigation canine team recertified, under guidelines established by the Maine Criminal Justice Academy. The team is one of approximately two hundred from across the United States, District of Columbia and Canada. In anticipation of the retirement of the department's current canine, a scholarship application was submitted and approved by the Maine Criminal Justice Academy for a replacement canine in the class of 2015.

In FY 2014, five department members participated in MABAS technical rescue training. Instruction continued in the areas of high angle, trench, confined space, and structural collapse training. These individuals continue to proudly serve as members of the MABAS Division 45 Technical Rescue Team.

In FY 2014, the department updated its StarCom radio system in compliance with guidelines set forth by the Illinois Emergency Management Agency. This upgrade was necessary to ensure continuity of communications with agencies throughout the State in the event of a serious emergency.

In FY 2014, the department continued its partnership with the Carbondale Park District to present the summer Chill Out in the Park Program.

In FY 2014, department members participated in a number of Illinois Fire Service Institute classes in a number of subject areas including: vehicle and machinery extrication, hazardous materials, trench rescue, fire/arson investigation, fire ground tactics and strategies, and senior officer development classes.

In FY 2014, the department maintained its commitment to health and safety by holding regular Safety Committee meetings in order to review incidents/accidents and focus on safety concerns.

In FY 2014, the department applied for and received a \$250,000 grant from the Federal Emergency Management Agency Assistance to Firefighters Grant Program to purchase a new rescue vehicle. In addition the department budget contained funds for a replacement pumper. Specifications were finalized and City Council approved the purchase of both vehicles. Deliveries are scheduled for late summer 2014.

In FY 2014, construction of the new west side fire station was completed. 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. There will also be space to relocate the City's Emergency Operations Center and Storm Watch functions. The building has been 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 2014, the City established a new division titled Building Maintenance to show all expenses related to operating and maintaining governmental properties. This division's utilities, building and maintenance repairs and maintenances charges were transferred to the new division.

In FY 2015, the department will continue the pre-fire planning program targeting high risk occupancies and will expand to include various Southern Illinois University facilities.

In FY 2015, the department will continue to increase citizen awareness by growing partnerships with community schools, Southern Illinois University and various civic organizations.

In FY 2015, the department will continue efforts to provide citizens of Carbondale with the highest standard of fire protection possible.

PERFORMANCE MEASUREMENTS:

Performance Measurements	Division Goal/ Objective	Actual FY 2013	Authorized Budget FY 2014	Estimated Actual FY 2014	Budget FY 2015
Calls for Service:					
Flammable Spill/Leak Responses	A-3	21	20	30	20
Hazardous Condition Responses	A-3	30	35	30	35
Fires in Structures	D-1	67	65	60	65
Vehicle Fires	D-1	11	20	15	20
Brush/Grass Fires	D-1	32	15	12	15
Rubbish Fires	D-1	57	75	60	75
Rescue/Extrication Responses	D-1	39	30	36	35
Carbon Monoxide Investigations (CO Found)	D-1	14	30	23	30
Service/Good Intent Responses – i.e. Smoke Scares, Open Burning, Assist PD	D-1	203	215	200	215
Malicious False Alarms	D-1	52	65	50	65
System Malfunctions	D-1	131	175	150	175
Carbon Monoxide Investigations (No CO)	D-1	29	50	40	50
Unintentional System Activations	D-1	263	260	270	260
Other Responses	D-1	1	5	4	5
Total Calls for Service:		950	1,060	980	1,060
Training Sessions Conducted (On-Site)	A-1/A-2/B-1	68	50	47	60
Training Sessions Conducted (Off-Site)	A-1/A-2/B-1	62	35	57	50
Arson Investigations	A-2	4	5	4	5
Average Response Time to Incidents (Min.)	A-4/C-1/C-3	3:20	3:30	3:20	3:30

Safety Committee Meetings:	B-1	3	4	3	4
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PERFORMANCE MEASUREMENTS CONT'D:

Performance Measurements	Division Goal/ Objective	Actual FY 2013	Authorized Budget FY 2014	Estimated Actual FY 2014	Budget FY 2015
Fire Prevention Lectures Presented	D-1	29	40	40	40
Station Tours Conducted	D-1	19	25	20	25
Business Inspections and Re-Inspections	D-2	178	200	212	200
Restaurants, Clubs, and Bar Inspections and Re-Inspections	D-2	99	120	152	120
Fire Lane Violations Cited	D-2	18	30	20	30
Site Plans Reviewed	D-2	19	15	20	15
Preplans Prepared or Revised	D-2	275	150	225	150

NUMBER OF FULL-TIME EQUIVALENT EMPLOYEES:

POSITION TITLE	ACTUAL FY 2013	AUTHORIZED BUDGET FY 2014	ESTIMATED ACTUAL FY 2014	BUDGET FY 2015	\$ AMOUNT BUDGET FY 2015
Fire Chief	1.00	1.00	1.00	1.00	\$94,962
Assistant Chief	3.00	3.00	2.95	3.00	\$243,636
Fire Captain - Training Officer	0.50	0.50	0.50	0.50	\$29,075
Fire Captain	2.74	3.00	3.00	3.00	\$175,078
Firefighter	20.97	21.00	21.31	21.09	\$1,084,567
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	30.21	30.50	30.76	30.59	\$1,712,512

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Division: FIRE PROTECTION

Department: FIRE

Division No.: 40151

EXPENDITURE CLASSIFICATION	ACTUAL FY2013	AUTHORIZED		BUDGET FY2015
		BUDGET FY2014	ESTIMATED ACTUAL FY2014	
PERSONAL SERVICES				
100 Employee Salary and Wages	1,617,090	1,658,990	1,691,093	1,712,512
101 Accrued Sick Leave	(468)	0	0	0
102 Accrued Vacation Leave	(5,256)	0	0	0
103 Accrued Birthday Leave	0	0	0	0
110 Employee Overtime	131,502	143,301	146,466	140,890
112 Employee Premium Payments	106,099	109,474	109,483	105,109
115 Employer Veba Contributions	4,466	4,598	4,467	4,598
130 Employee Health Ins. Benefits	339,235	298,588	316,094	319,243
131 Employee Retirement Benefits	822,865	776,123	777,234	797,059
140 Employee Work. Comp. Benefits	279,262	240,657	244,047	266,944
141 Employee Unemployment Comp. Benefits	0	0	0	0
150 Special Contractual Benefits	9,045	10,225	10,013	10,225
TOTAL PERSONAL SERVICES	3,303,840	3,241,956	3,298,897	3,356,580
DIRECT OPERATING CHARGES & SERVICES				
200 Professional & Consultant Fees	5,478	500	1,299	500
220 Communications-Telephone	6,343	7,122	7,152	7,122
222 Communications-Postage	301	500	404	500
230 Utilities-Electric	9,240	0	0	0
231 Utilities-Gas	6,597	1,762	1,451	1,500
232 Utilities-Water and Sewer	2,691	0	0	0
240 Travel, Conferences, Training	25,797	24,625	35,571	24,785
250 Repairs & Maint.-Equip.	12,990	13,674	13,674	13,824
251 Repairs & Maint.-Bldg & Struc.	4,270	600	525	600
252 Repairs & Maint.-Other Improv.	140	600	600	600
260 Rental Charges	66	165	165	165
270 Outside Printing Services	71	150	150	150
271 Other Outside Services	325	0	0	0
272 Office Supplies	3,545	3,400	3,783	3,400
273 Operating Supplies & Materials	24,694	12,798	16,398	13,117
275 Motor Fuels and Lubricants	21,773	24,261	20,607	23,794
280 Subscriptions and Memberships	1,104	1,157	1,157	1,157
299 Operating Equipment	43,094	8,820	13,773	0
TOTAL DIR. OPER. CHRGS. & SRVCS.	168,519	100,134	116,709	91,214
SERVICES AND CHARGES TRANSFERRED IN				
311 Vehicle & Equipment-Parts	25,512	37,175	37,000	37,000
315 Building & Structure-Maint.	614	0	0	0
TOTAL SRVCS. & CHRGS. TRANS IN	26,126	37,175	37,000	37,000

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EXPENDITURE CLASSIFICATION	AUTHORIZED		ESTIMATED	
	ACTUAL FY2013	BUDGET FY2014	ACTUAL FY2014	BUDGET FY2015
CAPITAL OUTLAY				
503 Machinery and Equipment	6,800	0	0	0
504 Licensed Vehicles	<u>0</u>	<u>675,147</u>	<u>677,422</u>	<u>0</u>
TOTAL CAPITAL OUTLAY	6,800	675,147	677,422	0
DEBT SERVICE				
640 Other Debt Principal	37,613	55,268	54,790	80,048
641 Other Debt Interest	<u>20,386</u>	<u>26,211</u>	<u>25,454</u>	<u>31,570</u>
TOTAL DEBT SERVICE	57,999	81,479	80,244	111,618
CONTINGENCIES				
801 Division Contingency	<u>0</u>	<u>4,725</u>	<u>0</u>	<u>5,000</u>
TOTAL CONTINGENCIES	0	4,725	0	5,000
TOTAL EXPENDITURES	<u><u>3,563,284</u></u>	<u><u>4,140,616</u></u>	<u><u>4,210,272</u></u>	<u><u>3,601,412</u></u>