

## **Fire Chief's Report to Town Manager**

4/6/18

### **EMS UPDATES**

- Cardiac Monitors, AED and Lucas Compression devices are now placed on the appropriate apparatus. All but three members were trained by the manufacturer's representative prior to the equipment going in to service. We expect to have the remaining members trained on the apparatus shortly. Lt. Gardner is working on the last IT issue between EGFD and Kent hospital to make the system fully functional.

### **STATION 2 ISSUES**

- The Department of Public Works has started the process to identify necessary improvements, the costs for contractors have been identified and the funds have been approved. The work will be scheduled as soon as possible with some work dependent on the weather. These repairs are designed to address safety concerns.

### **ENGINE 3**

- We sent the engine to the repair facility that submitted the low bid of \$6,500. Jim Hunt is now doing any service required before returning this engine to service. Having this engine back will eliminate the need to depend on the goodwill and availability of an engine from one of our mutual aid communities when one of our engines is out service. This dependence has happened twice during my tenure here.

### **PRESS RELEASE**

- We have created a master form and set up a media contact group and the officers have been instructed on how and when to use this for an official statement following any significant event. Coordination of the use of press releases will be consistent with the Department's SOGs pertaining to Social Media.

### **COMMAND PRESENCE COVERAGE/IT**

- I have suggested a temporary solution that will increase chief officer presence at the Fire Department and am working with the Town Manager to solve logistical issues. The goal is to resolve this concern throughout all ranks of the department for the balance of my term as Interim Fire Chief.
- I have also looked at an IT improvement that will assist in quickly establishing a stationary command position at a major event. Forward progress on the IT improvement coincides with unfolding and continued efforts to bring the Fire Department into concert with the Town's IT Department and operations, something that apparently was not completed with the Town-District merger in 2013.

## EXTRICATION TOOLS

- Battery-operated extrication tools would have a significant impact on the ability of the Fire Department to save lives in motor vehicle accidents and other life-threatening incidents.
- We have had a demonstration of the Homatro battery operated tools and had a demo from Hurst today and will have another from Amkus on April 11<sup>th</sup> at 1:30pm.
- Once the demonstrations are completed, I will get quotes for the Planning Board to consider as a fiscal year 19 capital project.

## SCBA Upgrade

- The submitted capital plan will start the process of replacing all SCBA for all riding positions over a two-year period.

## INJURED ON DUTY/LONG-TERM SICK STATUS:

- The new claims management company has been meeting/working with the Chief Clerk to go over all current cases and create an action plan going forward on these injuries.
- While two members came off IOD leave in February, there are currently *seven (7) members* on IOD/Long-term sick status.
- One member is trying to get back to work ASAP possibly this month.
- Two members continue IOD with no return date determined at this time.
- Since March 26 we had two more members injured both still need further medical evaluation before a return date is established.
- Two members remain on long term sick leave awaiting final determination of their status.

## HOSE TESTING:

Fail Safe will provide records they have in their possession, and we have scheduled the next test which will be in June and July for all hose and pumps.

## SCBA TESTING/INSPECTIONS:

I am waiting for a report from FF Colombier outlining what he is tracking, but we do have a monthly inspection sheet that is completed by the duty shift.

## GROUND LADDERS:

Ground ladders were tested on March 27, 2018: one 24-foot ground ladder failed and has been replaced, two needed work and the repair work was completed on 3/28/18.

## CISTERN INSPECTION / HYDRANT MAPPING:

Cisterns are inspected October and April each year. The inspection assignment rotates between the officers, so that all officers are familiar with the locations and any limitation of the cisterns. Any issues found with the cisterns that the company officer cannot resolve are sent to the Fire Marshal for follow up and correction.

All hydrants are documented in the FD Manager software system, so the fire alarm operator can call this information up during a response. The information in FD Manager will list the closest three hydrants, cistern or indicate the call is in a non-hydrant area. Hydrant inspections are conducted by Kent County Water Authority not the Fire Department.

#### FF TURN OUT GEAR:

Lt. Bailey has a very complete system for monitoring and addressing any concerns with the turn out gear which he detailed in a written report.

#### FF MEDICAL EXAM:

With the number of IOD claims the Fire Department experiences, I will be looking at the health and wellness issues within the confines of the CBA. ***This is an area that needs to be addressed ASAP as it impacts the overall staffing and ability to effectively respond to operational calls and to do so ensuring the maximum degree of safety for the firefighters.*** There is an overtime impact on the Department from excessive injuries, but of greatest concern is the safety of the firefighters.

We are looking to implement various measures to provide for increased firefighter safety, reduced on the job injuries, and encouraging compliance with the Wellness Initiative that is part of the CBA. This goal is consistent with the directive to strive to improve the physical fitness and health of all Department employees. Compliance will ensure a safer, more physically-conditioned firefighter force.

#### EMT RECERTIFICATION PROCESS:

We subscribed to TargetSolutions for the EMT C Refresher program that will be required for all members by 12/31/18. We are starting this process now to prevent any scheduling issues later in the calendar year. Training, as has been noted by myself and my immediate predecessor, Interim Chief Olsen, is a critical aspect of being able to maintain effective readiness of firefighter personnel to perform the functions of the job.

#### PLYMOVENT SYSTEMS:

Work in progress currently both stations are in working order.

#### FISCAL YEAR 2019 BUDGET:

I have looked at the contractual time off benefits and identified the overtime cost based on the current CBA and the contractual obligation to eliminate the last two floaters in fiscal year 2019. Additionally, I have reviewed the last 18 weeks of the payroll, specifically time off taken for all reasons, to make an estimate based on these figures of an overtime cost projection for Fiscal year 2019. These numbers are not a multi-year average they are based on the experience in Fiscal Year 18 only and again from October 1 to March 31. I was being as diligent as I could based on the information I had available from my short tenure to make a budget request based on verifiable numbers rather than making a guess and leaving the Town, the Department and the next chief short on funds.

***My estimate for Fire Department overtime as outlined in the attached spreadsheets for the fiscal year 2019 budget is \$1,200,880.***

Chief Kevin Robinson



