

PETER F. HENRIKSON

May 9, 2018

Mrs. Gayle Corrigan, Town Manager
Town of East Greenwich
125 Main Street
East Greenwich, R.I. 02818

Re: Deputy Fire Chief Position

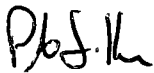
Dear Manager Corrigan,

I am excited about the opportunity to apply for the position of Deputy Fire Chief, and feel I can be a great asset to the Town in this role. With over 32 years experience as a volunteer, career firefighter/ EMT-C, Lieutenant, and Chief Officer for the former Fire District I feel my historical knowledge can be of great value to you and the council. I have been a resident of East Greenwich for over 43 years and can speak firsthand of the monumental changes that have taken place relative to the fire department here in Town.

I possess strong leadership qualities and have an extensive background in labor issues and firefighter training. I was responsible for training recruit firefighters and existing members of the department for many years from 2007-2013. I have experience in establishing and implementing policies and procedures; researching and purchasing new apparatus; defining training needs and scheduling training as needed.

I look forward to the opportunity of interviewing for the Deputy Fire Chief position and discuss what plans we may deem necessary for the future of the fire department.

Very truly yours,



Peter F. Henrikson

Enclosure: Resume

PETER F. HENRIKSON



OBJECTIVE

To obtain a position utilizing my 30 years of experience in the fire service sector as a proven leader in the area of workplace safety. Leverage my leadership and teaching skills in the development and delivery of training programs and presentations.

CAREER HISTORY

East Greenwich Fire District **Fire Chief (2010 to 2013)**

Responsible for administrative direction and leadership for all Fire Department functions, emergency operations and personnel through the supervision of staff and a review of their activities 24 hours a day 7 days a week. Responsibilities included: reviewing the general operation of the fire department to determine efficiency and reporting to the Board of Fire Commissioners at a monthly meeting, providing direction on major projects and purchases. Develop and oversee a 5.2 million dollar annual budget.
Accomplishments:

- Delivered annual report to the Board of Fire Commissioners and residents at annual budget meeting.
- Prepared and delivered a power point presentation to residents at New England Tech on the potential re-location of the headquarters fire station after compiling geographic data, call statistics and incident response times.
- Developed an apparatus maintenance program with town officials to service fire apparatus which had never been done before.
- Was responsible for the removal of two underground fuel storage tanks located at each fire station facility which required coordination with town officials, state officials, insurance representatives and the contractor.
- Coordinated major improvements to the fire department training facility including a training tower, motor vehicle extrication props and the installation of a water line into the training grounds which hadn't been accomplished in 40 years.
- Was responsible for all fire department activities during the flood of 2010, Tropical Storm Irene 2012 and the Blizzard of 2013.
- Negotiated agreement with firefighters union to staff additional ALS rescue at outlying station without hiring additional firefighters.

Deputy Fire Chief (2007 to 2010)

Responsible for all daily operations and act as the chief Incident Commander for all major fires; oversee 24-hour day fire suppression and hazardous material response. Supervise entire four-platoon system in the delivery of fire and rescue protection. Provide leadership and historical knowledge to the Chief to establish strategic direction for the organization. **Accomplishments:**

- Wrote and implemented new sick leave policy that produced significant savings in overtime expenses.
- Conducted live fire training in acquired structures in town in accordance with NFPA standards.
- Created new SOP guidelines to establish policies for use during emergency responses.
- Partnered with surrounding fire departments to implement Rapid Intervention team training.
- Developed and implemented a service reward program to incentivize employees for engaging in activities beyond scope of his/her duties.

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CAREER HISTORY (continued)

- Reduced Injured on Duty claims by developing an excellent relationship with Fire District Physician and educating him on how to utilize existing contract language to help employees return to work.
- Implemented a comprehensive pre-planning program to develop relationships between firefighters and the community they serve.
- Initiated one of the State's first performance fitness assessment programs.

Lieutenant/Certified Fire Service Instructor (2004 to 2007)

Conducted live fire and apparatus training; instructed comprehensive defensive driving class, search and rescue drills, water rescue techniques and SCBA training. Performed annual fitness assessments on firefighters. Created and administered promotional examination. **Accomplishments:**

- Worked closely with the Fire District management to draft new rules and regulations.
- Initiated changes to collective bargaining agreement to produce reductions in the overtime budget.
- Responsible for the final inspections of the District's new 500k ladder truck and two new engines.

Lead Firefighter (2002-2004)

Managed firefighters as they were assigned to four-platoon system. Responsible for second emergency vehicle; conducted in-service training, daily apparatus checks and fire inspections. **Accomplishments:**

- Designed and implemented a Wellness Program with \$43,000 FEMA grant.
- Coordinated the remodel and construction of new dormitories and gymnasium at Station 1.

Firefighter/EMT-C (1987 to 2002)

Responded to emergencies as cardiac technician and firefighter; performed apparatus checks; conducted pre-fire planning inspections. **Accomplishments:**

- Appointed to serve on Manning Committee to study the Fire District's staffing levels.
- Co-chaired committee that raised over \$20,000 to purchase the District's first thermal imager camera.
- Collaborated with Chief to form the District's first Honor Guard.

EDUCATION & TRAINING

Community College of Rhode Island, Warwick, Rhode Island
Core Classes completed for Associates in *Fire Science*

Additional Trainings & Certifications:

Certified NFPA 1043 Live Fire Instructor
Certified NFPA 1041 Fire Service Instructor
Certified NFPA 1521 Incident Safety Officer

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Additional Trainings & Certifications:

Certified "Train the Trainer" for Water Rescue and Ice Rescue
Certified NFPA Firefighter Levels 1001 and 1002
Certified Fitness Coordinator for the Fire Service
Certified "Train the Trainer" for Emergency Vehicles
OSHA General Industry 30 Hour Outreach Training Certificate
Executive Edge Leadership Training sponsored by IAFC
Health, Safety and Fitness Seminar
Amtrak Emergency Responder and Safety Course
Cold Water and Near Drowning Seminar
Electrical Safety for the Fire Service
NFPA Apparatus Purchasing and Maintenance
Hazardous Materials Incident Analysis
Burning Building Collapse and Firefighter Safety
Rhode Island Fire Academy- Fast Company Operations

PROFESSIONAL AFFILIATIONS

- East Greenwich Firefighters Association, elected Past President & Vice-President
- Rhode Island Association of Fire Chiefs
- Rhode Island Fire Academy Instructor
- International Association of Fire Chiefs
- International Association of Fire Service Instructors
- East Greenwich Veterans Firemen's Association

NOTABLE ACHIEVEMENTS

- Organized Muscular Dystrophy Association Labor Day Boot Drive raising more than \$10,000 in 2003.
- Six time competitor in the National Firefighters' Combat Challenge; regional win in 2000.
- Chairman of Firefighters' Union fundraiser "Burning Building Collapse and Firefighter Safety" setting record attendance records from firefighters throughout New England.
- Appointed by Town Manager in Smithfield to serve on panel to select new fire chief in 2011.
- Selected by Mayor in Cranston to serve on panel to select assistant fire chief 2012.
- Appointed by Town Manager in Narragansett to serve on panel to select new fire chief 2013.
- Negotiated multiple labor agreements for both management and labor over last two decades.