

**MADISON FIRE DEPARTMENT**  
**Administrative Office**  
**314 W. Dayton Street**  
**Madison, WI 53703-2506**  
**Non-Emergency Calls: (608) 266-4420**  
**Emergency Calls: 9-1-1**

FAX: (608) 267-1100 (Administration)

[fire@cityofmadison.com](mailto:fire@cityofmadison.com)  
[www.cityofmadison.com/fire](http://www.cityofmadison.com/fire)

**Mission, Goals and Objectives**

The Madison Fire Department is building a diverse, innovative, nationally recognized Fire-Rescue Department committed to ongoing organizational review and enrichment where:

- Every action of the Department is a display of our commitment to internal and external customer service;
- People continually expand their capacity to create the results they truly desire;
- New and expansive patterns of thinking are nurtured;
- People are continually striving to learn together;
- People are respected for who they are, for what they do, and for their good thinking.

Our core values are honesty, integrity, caring, compassion, and respect.

We are committed to the prevention of harm within our community, and to the preservation of life, property, and the environment.

We take pride in our commitment to excellence and are prepared to work cooperatively with all agencies to handle any type of emergency that may occur in our community.

Chris Carbon, Fire Chief

(608) 266-6564

The Chief is responsible for the following activities:

- Provide for the overall coordination, planning, management, and direction of the Department.
- Represent the Department throughout the community and on various committees and boards
- Interact with the various local, Regional, State, and Federal jurisdictions.

Scott Bavery, Assistant Chief - Personnel - Planning

(608) 267-8674

The Personnel Division is responsible for the following activities:

- Recruiting and hiring of new commissioned personnel
- Human Resources and Labor Relations duties for the Department
- Employee Health & Wellness Program
- Records Custodian

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**Jeff Larson, Assistant Chief – Fire Operations****(608) 266-5946**

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The Operations Division oversees the following activities:

- Provision of life safety (rescue) and fire suppression
- Non-emergency management of fire companies and the daily activities and programs performed by those companies on three shifts
- Response/Incident Reports
- Oversees the Fire Training Division which is responsible for the ongoing training of all commissioned personnel
- Fire Investigation
- Fire Operational Data

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**Chris Hammes, Assistant Chief - EMS Operations****(608) 266-4789**

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EMS Operations oversees the following activities:

- Logistics and Medical Affairs
  - Emergency Ambulance Response
  - Coordination, training, and continuing education of paramedics
  - EMT response on engines and ladders
- Maintain all EMS records and reports
- HIPAA Compliance Officer
- Community Paramedics/CARES
- EMS Operational Data

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**Brent Sloat, Fire Administrative Services Manager****(608) 266-4777**

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The Administrative Services Division is responsible for the following functions:

- Budget, finance, payroll and personnel, purchasing supervision, general accounting, and various other administrative duties
- Drafting resolutions and reports
- Research and analysis of current and new legislation and administrative rules
- Cost benefit analysis of various department programs
- Oversight of grants
- Contracts

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**Cynthia Schuster, Fire Public Information Specialist (PIO)****(608) 261-5539**

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The Fire Public Information Specialist is responsible for the following functions:

- Facilitating the Department's internal and external communications.
- Key point of contact for citizens, media, and representatives of agencies and groups with whom the MFD partners.
- Coordinates news conferences and speaking engagements.
- Responds to major emergency events and prepares and disseminates appropriate public and media information.
- Serves as primary spokesperson for the Fire Chief and the Fire Department.
- Maintains the Department's social media accounts and Department website.

The Fire Prevention Division is responsible for the following activities:

Fire Protection Engineering Unit

(608) 266-4420

- Review fire protection and life safety system plans and specifications for compliance with DSPS, NFPA standards and the Madison General Ordinances.
- Review site plans for adequate Fire Department access and fire hydrant spacing.
- Witness acceptance testing on fire protection and life safety systems for final approval
- Provide fire protection consultant services to developers, architects, engineers and citizens of Madison
- Assist Fire Prevention personnel with field inspections.

Fire Inspection Unit

(608) 266-4420

- Completion of over 16,000 annual inspections of all commercial properties in the City of Madison, including residential properties of 3 units or more.
- Inspect commercial properties for compliance with local, state and national fire prevention codes and standards.
- Educate the public of the need for fire prevention. Act as a resource to the public for information on fire prevention codes and standards.
- Issue permits as a means to enforce requirements for the safe, code complying storage of hazardous or combustible materials and associated processes.
- Enforcement of the groundwater protection rules of ILR 10 through the review of plans and the inspection of underground storage tanks.

Elevator Inspection Unit

(608) 266-4420

- Completion of approximately 3,000 annual inspections to ensure the safe, and operation of conveyances, which includes elevators, escalators, platform lifts, chairlifts, and dumbwaiters and issues the required permit to operate.
- Performs plan review of installations, and alterations to ensure compliance with local, state and national standards, and witnesses testing and conducts inspections to verify correct installations prior to issuing the required permit to operate.
- Provides operational training to MFD emergency response personnel on how to safely secure and/or access a conveyance during an emergency.

Bernadette Galvez, Community Education Officer

(608) 261-9844

- Community Education program development, scheduling and presentation.
- Development of the Department's fire safety education programs.
- Provide information to the public and the media via interviews, press conferences and prepared written releases.

Colton Ritchie, Emergency Management Coordinator

(608) 243-0196

- Facilitate emergency preparedness for the City.
- Initiate and manage the Emergency Operations Center to support Incident Command during an emergency
- Coordinate with County, State, and Federal agencies on situational awareness, coordination of operations, and obtaining grant funding and/or reimbursement during/after an Emergency Declaration.

## **Physical Facilities**

The City of Madison has 14 fire stations strategically located within the City limits:

Station 1	316 West Dayton Street (53703)
Station 2	421 Grand Canyon Drive (53719)
Station 3	1217 Williamson Street (53703)
Station 4	1437 Monroe Street (53711)
Station 5	4418 Cottage Grove Road (53716)
Station 6	2120 Fish Hatchery Road (53713)
Station 7	1810 McKenna Boulevard (53719)
Station 8	3945 Lien Road (53704)
Station 9	201 North Midvale Boulevard (53705)
Station 10	1517 Troy Drive (53704)
Station 11	4011 Morgan Way (53718)
Station 12	400 South Point Road, Verona (53593)
Station 13	6350 Town Center Drive (53718)
Station 14	3201 Dairy Drive (53718)

All fire station telephone numbers are unlisted in accordance with National Fire Protection Association (NFPA) standards. (NFPA 1221, 3-10).

**THE EMERGENCY TELEPHONE NUMBER FOR ALL STATIONS IS 9-1-1**