



# CITY OF MADISON FIRE DEPARTMENT

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## 2004 ANNUAL REPORT

# **City of Madison Fire Department**

## **Mission Statement**

The City of Madison Fire Department is recognized nationally, and internationally, as a leader in innovative and effective approaches to fire fighting, fire prevention and emergency medical services. All of us in the Department can take pride that our work is helping set the standard for modern fire-rescue services.

But first and foremost, we take pride in the fact that our skills and training, our courage, determination and professionalism are serving and protecting the people of Madison. Our mission is simple: public safety. This community puts its trust in us -- as firefighters, as managers, as staff -- and expects that when we answer a "911" call we are prepared, professional and able to work as a team in order to prevent harm, preserve life, and protect property. It is a tribute to everyone in the Department that day-in and day-out we meet that challenge and that we do so under conditions that can be difficult and dangerous.

Continuing to meet that challenge will take a commitment from all of us in the Department to never rest on our laurels and to be willing to do what is often the hardest thing of all: change. We must be diligent in working to bring new knowledge and competencies to bear on old problems. We must focus not only on where the problems are, but also on where the solutions can be found.

The command staff must use our managerial and professional skills to ensure that this Department is staffed by the best personnel possible and that we create an environment in which people are respected for who they are, for what they do and for their good thinking. We must encourage teamwork and instill discipline. We must keep in mind the big picture: every action of this Department is a display of our commitment to internal and external customer service and as managers we are responsible for making sure the parts work together to create an organization capable of serving the public and meeting the public's expectation.

All us -- paramedics, firefighters, office and administrative staff and command staff -- must strive to learn together and to value compassion, honesty, integrity, and teamwork on the job. We must keep those values in balance with the traditional focus in the Fire Service on raw strength and courage. We must learn to respect, understand and trust one another in order to do our jobs better, to protect the public better and to make this Department better. Every firefighter and paramedic must have confidence in the men and women working beside him or her. As an organization, we must give the people in the field the tools and the support they need to work together comfortably and effectively.

As we look ahead to the coming year and to the new millennium, we in the City of Madison Fire Department can do so with the knowledge that we have a history of success and with the confidence that we have the ability and the will to build a future that is as bright as the past has been proud.

## **A Message From Fire Chief Debra H. Amesqua**

The firefighter's lexicon is packed with jargon specific to the profession. Day to day, this is the language that saves lives and property. Yet there is one underlying theme that drives everything we do as the City of Madison Fire Department. **"Everyone goes home safely."**



To that end, we continue to focus on creating a system that turns our mission from hope to fact.

Continuing development for Madison equates with the development of a department that has strength in numbers, knowledge, and mental and physical fitness.

Our goal remains building staffing to match the growing need of the city we serve, and using available technology to produce higher levels of health and safety for our personnel and the citizens we serve.

As we put Station #11 into service in 2005, we are conscious of the impetus to begin plans for Station #12.

That, in turn, will drive the need for new positions both commissioned and civilian. This includes increasing our support staff, reclaiming the position of Captain and adding paramedics to offer additional relief from the increased demand of emergency calls. Four members of the Department completed a Paramedic class in the spring of 2004. A new class of five started in August. In addition, a previously-licensed Firefighter was moved to Paramedic status.

We are resolved to build the strength of our apprenticeship program so that we give our commissioned personnel the best possible preparation for a healthy and successful career in the fire service. The Fitness Committee continued its Recruit Academy Fitness Program with Group 24. The committee added more results to the fitness databank as part of an ongoing study on recruit fitness and injury prevention.

Our focus on Federal grant programs have been a valuable resource in achieving Department goals. Full participation in the grant funding process continues to be a priority in accessing better designed and more effective equipment. This came to fruition in the Department's designation as one of four Heavy Rescue Task Forces in the state of Wisconsin in 2004. The designation comes from The U.S. Department of Homeland Security's Federal Emergency Management Agency (FEMA), with a corresponding grant of \$600,000 for equipment and training.

But the department we imagine is not possible through external means alone.

It will take the determination of all personnel to commit to physical and mental fitness through training, education, and personal discipline. We are grateful for continued cooperation between Fire management and Local 311 regarding this important progress.

The promise of the Department is to create an environment that encourages lifelong learning and healthy habits. In a tangible demonstration of that resolve, new fitness equipment was distributed to all stations.

Through this shared commitment, our aim is to reduce personal injuries that are a frequent consequence of life in the fire service.

The City of Madison Fire Department is often compared to a family. That bond is demonstrated day in and day out as personnel respond to the joys and sorrows of family life. It surfaced publicly in homecoming welcomes for Daniel Belovarac, Che Stedman and Rick Lavold as they returned safely from active military duty. The goals we have set forth are in place to strengthen that family at every level through shared values of compassion, integrity, and teamwork. And finally, at the end of the workday, to return each member safely home.

Sincerely,



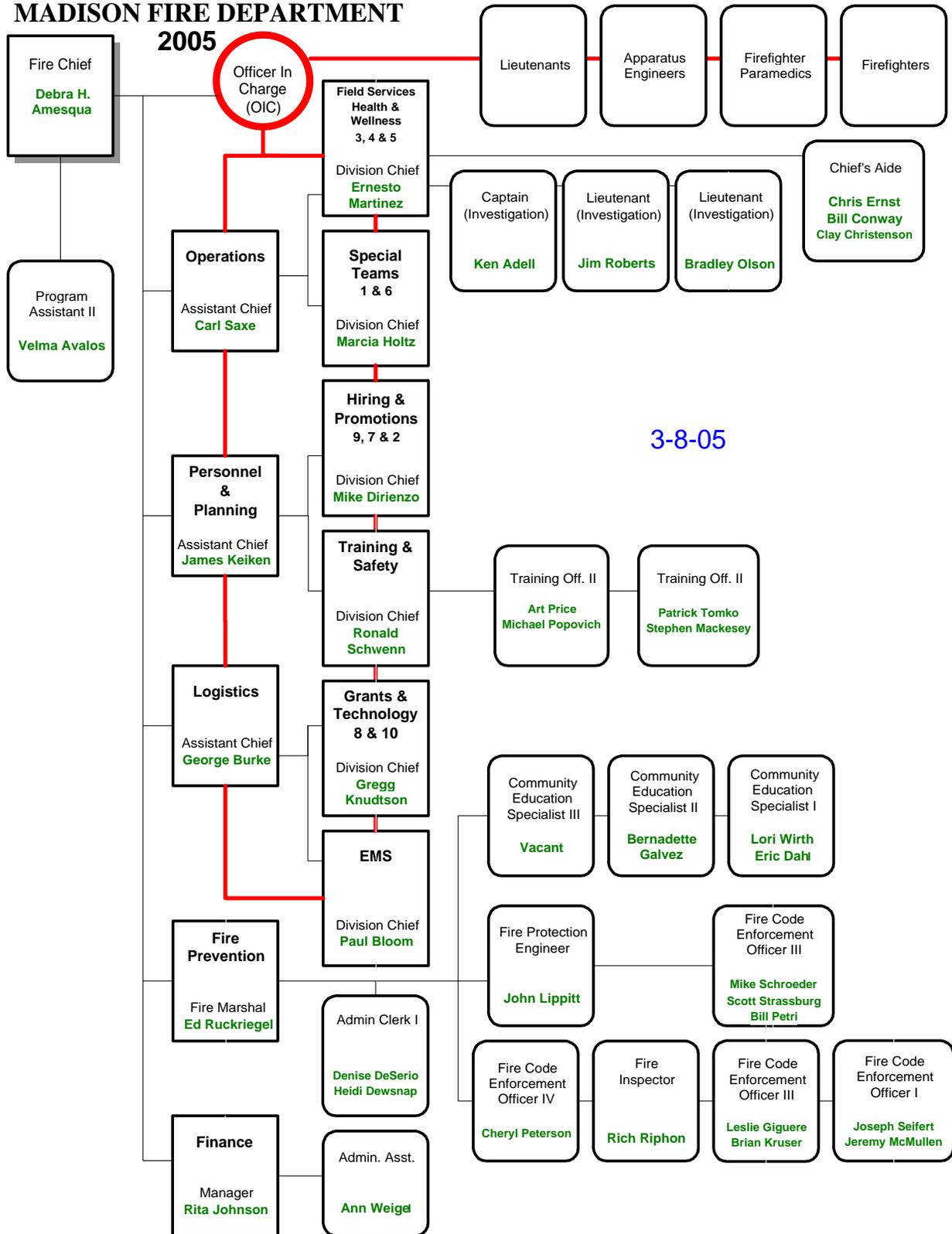
## **Benchmarks for 2005**

*Improve the quality of services provided to customers and improve the more efficient use of City Funds.*

### **Outcome Measures:**

1. Ensure response times of 5 minutes or less.
2. Create a vulnerability assessment for line-of-duty injury prevention.
  - a. Address low-cost to no-cost areas of vulnerability such as policies, procedures and changes in work practice controls.
  - b. Complete a trend analysis from an assessment of injury reports.
3. Strengthen the MFD Apprenticeship Program to address the latest educational theories and practices.
4. Establish a Strategic Planning Committee to set out the Madison Fire Department roadmap to 2010.

ORGANIZATION OF THE  
*City of*  
**MADISON FIRE DEPARTMENT**  
**2005**



# City of Madison Fire Department Stations



Station 1  
316 W Dayton St  
Madison WI 53703



Station 2  
421 Grand Canyon Dr  
Madison WI  
53719



Station 3  
1217 Williamson St  
Madison WI 53703



Station 4  
1437 Monroe St  
Madison WI  
53711



Station 5  
4418 Cottage Grove Rd  
Madison WI 53716



Station 6  
825 W Badger Rd  
Madison WI  
53713



Station 7  
1810 McKenna  
Blvd  
Madison WI 53711



Station 8  
3945 Lien Rd  
Madison WI  
53704



Station 9  
201 N Midvale Blvd  
Madison WI 53705



Station 10  
1517 Troy Dr  
Madison WI  
53704



Assistant Chief Carl B. Saxe

# OPERATIONS

## CREATIVE STAFFING PROGRAM

As of December 31, 2004, the Daily Staffing Equalization program has saved the Department and City a significant amount in overtime costs in FY 2004. The 380 voluntary send homes and work backs have a face value of over \$300,200 in overtime costs. Once inconvenience pay (\$23,940), Chiefs Aide OT (\$4,745) and unneeded work backs (167) are factored in, the net overtime savings is **\$139,585**. This amounts to a 46% conversion rate as compared to a 60% conversion rate in 2003. The program has allowed the Department to put additional equipment in service with a minimal amount of additional hires. In FY 2005, Station 11 will be opened with the aid of the Creative Staffing Program.

**Creative Staffing Savings  
January 1-December 31, 2004**

	Number	Value Per Shift	Value	% Conversion
Shifts Worked Back	380			
Actual Overtimes Saved	213	(@\$790/shift)	\$168,270	56.05263158
Inconvenience Pay	380	(@\$63/shift)	(\$23,940)	
Chief's Aid OT Pay	365	(@13.00/shift)	(\$4,745)	
<b>Net Savings</b>			<b>\$139,585</b>	46.49733511

## SPECIAL EVENTS

The Madison Marathon and Ironman Triathlon all took place with a minimum of problems. A cooperative effort between the Madison Fire Department and Ryan Brother's ambulance service allowed the athletes at the Ironman to complete the course while receiving adequate medical coverage. Continued assistance by MFD personnel at the Marathon allowed athletes to also receive the medical care needed for such an event.

Although EMS calls were up significantly at the Mifflin Street Block party, no catastrophic events or rioting occurred as in 1996. Law enforcement continues to keep a tight reign on participants.

The 2004 Rhythm and Booms event was determined to be one of the safest in the history of the event. There were minimum medical emergencies during the entire event and virtually no traffic accidents in the immediate area at the conclusion of the event. In addition, after ten years of practice, law enforcement has the traffic control plan down to a science. Most of the MFD participants at this year's Rhythm and Booms were out of the park by midnight as compared to 2 AM in past years.

For the third year in a row, the Saturday night State Street Halloween party deteriorated to unlawful conduct by party attendees forcing law enforcement intervention with pepper gas. For the first time in several years a bonfire was set. With the protection of law enforcement officers, Madison firefighters were able to extinguish the fire. Fire and EMS responses were up about 10% over 2003 with a total of 138 incidents during the three-night event. At this time it has not yet been determined if the 2005 event will involve four nights since Halloween will fall on a Monday.

Operations is already preparing for the major events of 2005 as well as any new endeavors that come this way.

# 2004 ACTIVITY REPORT

Type of Situation Found	Year 2003	Year 2004	Percent Change
Type of Situation Undetermined	42	79	88.10%
Structure Fire	233	234	0.43%
Outside of Structure Fire	76	44	-42.11%
Vehicle Fire	121	104	-14.05%
Trees, Brush, Grass Fire	80	45	-43.75%
Refuse Fire	96	96	0.00%
Explosion, no after-fire	0	1	N/A
Outside Spill, Leak with Fire	1	2	100.00%
Fire, Explosion Not Classified Above	0	2	N/A
Steam Rupture	15	24	60.00%
Air, Gas Rupture	17	29	70.59%
Overpressure Rupture, Not Classified	5	5	0.00%
Emergency Medical Call	15,595	17,203	10.31%
Lock-In	195	178	-8.72%
Search	6	13	116.67%
Extrication	32	49	53.13%
Rescue Call, Not Classified	171	180	5.26%
Spill, Leak with No Ignition	171	172	0.58%
Excessive Heat	19	15	-21.05%
Power Line Down	50	74	48.00%
Arcing, Shorted Electrical Equipment	85	78	-8.24%
Aircraft Standby	11	9	-18.18%
Chemical emergency	7	5	-28.57%
Haz. Condition, Standby Not Class.	47	28	-40.43%
Lock-out	13	16	23.08%
Water Evacuation	27	39	44.44%
Smoke, Odor Removal	125	129	3.20%
Animal Rescue	2	0	N/A
Assist Police	20	25	25.00%
Unauthorized Burning	47	40	-14.89%
Move Up, Fill In	1	1	0.00%
Service Call, Not Classified	151	169	11.92%
Smoke Scare	396	405	2.27%
Wrong Location	5	2	-60.00%
Controlled Burning	49	60	22.45%
Multiple Local Alarms, No Fire	14	15	7.14%
Steam, Other Gas Mistaken For Smoke	26	34	30.77%
Good Intent Call, Not Classified	260	324	24.62%
Malicious, Mischievous False Call	299	273	-8.70%
Bomb Scare, No Bomb	13	12	-7.69%
System Malfunction	642	742	15.58%
Unintentional False Alarm	955	1,038	8.69%
False Call, Not Classified	167	164	-1.80%
<b>Total</b>	<b>20287</b>	<b>22157</b>	<b>9.22%</b>



Assistant Chief George Burke

## SUPPORT SERVICES & LOGISTICS

Support Services, under the supervision of Assistant Chief George L. Burke, is responsible for overseeing the Emergency Medical Services (EMS), station and vehicle purchases and maintenance, and equipment specifications in the stations and on the rigs. Support Services is also responsible for chairing the Safety Committee, Vehicle and Equipment Committees, and the Uniform/Clothing Committee.



In 2004, our engines, ladders and the squad were fitted with an intercom system containing an external connection for the pump panels and the ladder's turntable. This will not only improve hearing protection while en route but also improve communications from the operators on the fire ground.

The construction of Station No. 11 began in 2004 and is expected to be completed in May of 2005 (approximately 3 to 4 months ahead of schedule). Plans were completed for the remodeling of Fire Station No. 1, the Fire Administration Building, and the storage area for Station No.6. This will bring all fire buildings (with the exception of Station No.5) up-to-date and addressing ADA issues.

The Madison Fire Department completed the installation of the vehicle exhaust capture system in all fire stations. It has also been included in the construction of Station No.11. This system works in conjunction with the current air exchange system that has been in operation for many years.

Two Fire Stations and the Fire Maintenance Building were painted in 2004. Other building improvements accomplished in 2004 include the improvement of the apron/approach to the Fire Maintenance Building as well as the apron at Station No.10.



In 2004 the following vehicles were put into service:

- The New Ladder 6.
- A remount rescue.
- Two Ford Escapes for the Command Staff.
- The New SCUBA tow vehicle.
- The New Car 31.
- The Oldest Pierce Ladder is now being used as a reserve unit.

## PERSONNEL & PLANNING



Assistant Chief James Keiken

The Personnel Division experienced a number of changes in 2004. Assistant Chief Arthur Dinkins III retired at the end of January and Division Chief Jim Keiken was promoted to Assistant Chief of Personnel, Planning, and Training. Lieutenant Ron Schwenn was promoted to Division Chief and was assigned to the Training Division as Manager. Division Chief Gregg Knudtson was reassigned to Manager of Grants and Technology. Division Chief Ernie Martinez was reassigned to Field Services.

2004 was an active year in the Personnel Division. Updates in Family Medical Leave procedures were implemented within the City so we updated our processing procedures. A major project was to review hours worked and working closely with the City Attorney's Office and City Payroll to ensure correct Fair Labor Standards Act compliance. We also are continuing to work with Local 311 to improve the Creative Staffing Program to ensure its effective operations.

We had three department members called up to active military duty in 2004. Firefighter Daniel Belovarac and Firefighter/Paramedic Che Stedman were called up as part of the 115<sup>th</sup> Fighter Wing. Their activation was from August 2004 – December 2004. Both have returned home safely and are back to work. Firefighter/Paramedic Rick Lavold was activated in May of 2004 and is currently assigned to Company G, 2<sup>nd</sup> Battalion, 24<sup>th</sup> Marines, 4<sup>th</sup> Division as a Field Medic. We continue to hope and pray for his safe return. Firefighter David Santana returned to work in September of 2004. He was activated in February of 2003 as part of the 1/114<sup>th</sup> – Aviation Unit.

Shift transfers seemed to be fairly painless this year, with 57 transfers or reassignments. Working closely with Local 311 we also put a plan into place to open an additional line of vacation in 2005, which is needed as our department size continues to grow. Lt. Mike Popovich was transferred to the Training Division as the Office Manager, as was Firefighter/Paramedic Stephen Mackesey. This was to prepare for the planned transfers back to the field of Training Officer/AE Eddie Emberson and Training Officer/AE Doug Rohn in early 2005.

We hired nine new department members: eight recruits in Group 24 who completed their Recruit Academy in December 2004 and Lori Wirth who was assigned to the Community Education Division.

The key responsibility for me this past year was to continue to improve communication and relations with Fire Fighters Local 311. The Department continues to be committed to effective relations between labor and management and recognizes its responsibility to work cooperatively and respectfully with each other. I appreciate Local 311's and especially President Joe Conway's commitment to the Department and am looking forward to new opportunities in 2005 to work together to improve the Madison Fire Department.

This year was both a very challenging and rewarding year for me. The learning curve in any position is challenging, but the volume of issues in a department our size has shown me how talented those before me truly were. I wish to thank everyone who has assisted me in the past year; without their support this would be an impossible job. I also would like to thank everyone who works everyday to do his or her job and who regularly goes above and beyond to meet the community's expectations for service and commitment.



Division Chief Michael Dirienzo

# HIRING & PROMOTIONS

In 2004 the City of Madison Fire Department conducted an Assistant Chief Promotional Process, a Division Chief Promotional Process and a Firefighter Applicant Process which resulted in the following:

- **New Hires:**
  - Lori Wirth-Hammer (Community Education Specialist) 4/12/04
  - Joshua A Erdman (Firefighter Recruit) 9/13/04
  - Andrew K Knudtson (Firefighter Recruit) 9/13/04
  - Troy W Lubahn (Firefighter Recruit) 9/13/04
  - Jose Martinez (Firefighter Recruit) 9/13/04
  - Matthew R Mialik (Firefighter Recruit) 9/13/04
  - John B Roland (Firefighter Recruit) 9/13/04
  - Matthew A Schroeder (Firefighter Recruit) 9/13/04
  - Amy C Stock (Firefighter Recruit) 9/13/04
- **Promotions:**
  - Lieutenant Ronald Schwenn to Division Chief 2/1/04
  - Division Chief James Keiken to Assistant Chief 2/1/04
- **Retirements:**
  - Assistant Chief Arthur Dinkins III 1/30/04
- **Resignations:**
  - Firefighter/Paramedic Kelly Rounds 6/18/04
  - Firefighter Recruit Jose Martinez 12/24/04

The following details the number of employees for each classified position as of 12/31/04:

## Commissioned employees

<u>Title</u>	<u>Actual Occupied Positions</u>
Fire Chief	1
Assistant Chief	3
Division Chief	6
Captain	1
Training Officer I	1
Training Officer II	3
Training Officer III	2
Fire Inspector	1
Fire Investigator	1
Lieutenant	50
Apparatus Engineer	53
Firefighter/Paramedic	58
Firefighter	119

## Civilian Employees

<u>Title</u>	<u>Actual Occupied Positions</u>
Administrative Services Manager	1
Administrative Assistant	1
Program Assistant II	1
Administrative Clerk 1	2
Code Enforcement Officer 1	1
Code Enforcement Officer 2	1
Code Enforcement Officer 3	5
Code Enforcement Officer 4	1
Community Education Specialist 1	1
Community Education Specialist 2	1
Community Education Specialist 3	1
Fire Protection Engineer	1
Fire Marshall	1



Division Chief Ernesto Martinez

## **FIELD SERVICES**

The City of Madison Fire Department was designated one of four Heavy Rescue Task Forces in the state of Wisconsin in 2004. The designation comes from The U.S. Department of Homeland Security's Federal Emergency Management Agency (FEMA).

The Task Forces have been established as the first responders to major disasters, particularly those that may involve a building collapse or other confined space rescue. The Task Force designation is a tangible recognition by the federal government that local fire departments, emergency management, and local and state law enforcement are the first to arrive at the scene and begin rescue and response in any disaster scenario. The Madison team has the designation of Heavy Collapse Task Force II.

Division Chief Ernesto Martinez is part of a state committee to spell out and develop details for the four state heavy teams. He has worked with the MFD Apparatus committee to design a one-half million dollar heavy rescue squad. Along with that, he researched specifications for \$100,000 worth of heavy rescue tools. The Department is now in the process of ordering the squad and tools to be purchased through a \$600,000 grant.

We also implemented a new "Passport Accountability System" for fire ground crew tracking. This is another innovation designed specifically to augment other safety systems for our personnel. New Policies and Procedures developed and implemented in 2004 include standardizing attack hose loads throughout the department, and a renewed emphasis on the seatbelt use. A new command board was co-designed with Division Chief Marcia Holtz and is now in use on Command 31.

Changes to the City's Emergency Response Plan have been put in place. Working with Fire Marshal Ruckriegel, we are looking to plug in the Mayor's office into the City's Emergency Operations.



Division Chief Marcia Holtz

# SPECIAL TEAMS



## I. Hazardous Incident Team (HIT)

### A. Responses

Although 2004 was a quiet year for Level A response for the Haz Mat Team, it was an unprecedented one for the volume of consultation calls and outreach sessions for the team. The Team was involved in more consultation calls and outreach sessions last year than the last three years combined.

### B. Training

1. The Hazardous Incident Team focused its training this year on proficiencies involving: detection, personal protective equipment, and hazard mitigation. The team also reviewed standard proficiencies in scene control, research, and communications.
2. The HIT team focused training for first responders on three subjects. These included basic hazardous materials response (the Eight Step Process), decontamination procedures, and response to potential weapons of mass destruction incidents.

### C. Outreach

1. The HIT team participated in a full-scale exercise with the Dane County Fire Chiefs Association Mass Decon Trailers held at the Madison Metropolitan Sewage District.
2. Members of the HIT team conducted orientation sessions with City of Madison Public Health, Dane County Public Health, the DNR, and the State Hygiene Laboratory staff.
3. Members of the HIT team continued to participate in pre-planning sessions with the Wisconsin Terrorism Task Force, the Dane County Terrorism Task Force Training Subcommittee, and the Dane County Fire Chief's Association Decontamination Committee.
4. The HIT team conducted a demonstration at Safety Saturday this year for the first time.

## II. Lake Rescue Team

### A. Responses

1. The Lake Rescue Team had a full range of calls in 2004. The calls included the rescuing of pets from the ice/water, plucking hapless boaters from their stranded boats, towing the burned remains of boats to shore, rescuing people from the water surface, and assisting shoreline police with the location and retrieval of drowning victims in the lakes.
2. Among the more dramatic responses for the Lake Rescue Team in 2004 were the traffic crashes resulting in vehicles entering the waterways in and around Madison. Vehicles entered Lake Monona off of John Nolen Drive, Lake Mendota off the Lake Street boat landing, Starkweather Creek, Lake Wingra at Wingra Park and the Tenney Locks.

### B. Pre-Planning

1. Members of the Lake Rescue Team reviewed the team's SOGs and added protocols for areas of the lakes requiring special technical considerations. The team was also put on alert for possible action in the larger public events in the City last year including Rhythm and Booms and the visit by presidential candidate John Kerry.
2. The LRT met with the Dane County Sheriff's Department Water Rescue Team on several occasions to discuss respective response protocols, review mutual response operations, and share information about boat design and equipment use.

### C. Equipment

1. 2004 saw the forced retirement of the Lake Rescue Boat. The boat reached the end of its serviceable life this summer. The MFD worked with the Mayor's office to acquire funding for the manufacture of a new response boat. The contract was awarded to Storm Hawk Boats of Madison. Three members of the Team are working closely with the vendor to design the boat to meet the needs of rescue operations.
2. The Team also upgraded its personal protective equipment, purchasing two complete sets of dive gear. The team also acquired two new rubberized dry suits that will enhance diver safety in water that may contain petroleum products from damaged boats.
3. The Team also received a new tow vehicle. The vehicle was built by Braun Ambulances and resembles the previous Lake Rescue tow vehicle. Special modifications were made to the compartments to accommodate the storage of water rescue equipment and to enable the team to have quick access to that equipment.

### D. Public Education and Awareness

Members of the Team continued their efforts of public education involving water safety, meeting with recreational dive groups and addressing neighborhood groups.

## III. Technical Rescue Team

### A. Responses

1. The Technical Rescue Team had one full team response in 2004 in which a person in a motorized wheel chair became trapped when the wheel chair lift in a downtown nightclub jammed between floors. The team members used rigging and creativity to lift the 400+ pound chair and passenger out of the elevator shaft and up onto the second floor.
2. The team also had several consultation calls involving removal of patients suffering from falls at construction sites around the City, the collapse of shelving units at a central warehouse, and a temporary malfunction of one of the construction cranes downtown.

### B. Pre-Planning

The TRT had a number of pre-planning discussions with the construction contractors working on the Overture Project and some of the high-rise construction projects around the City. The Team has also been consulted over confined-space issues in some of the manufacturing facilities in Madison.

## HEALTH & FITNESS

The MFD Health and Fitness Committee continued working on issues pertaining to the health and well-being of all members of the Madison Fire Department. The Health and Fitness Committee continued to use the Fire Service Joint Labor Management Wellness-Fitness Initiative (WFI) as a guide for discussion. Again, this is a comprehensive wellness program based on five key elements:

1. Medical Evaluation,
2. Fitness,
3. Behavioral Health,
4. Rehabilitation, and
5. Documentation.

The following are updates for 2004.

### I. Medical Evaluation

#### A. Annual Medicals

1. The first round of annual medicals was completed with Dean Health Systems at their Fish Hatchery Road facility this last fall. Vice President Tim Healy acted as a liaison between MFD firefighters and Dean Health Systems to work out some of the bumps as

the two agencies worked with each other for the first time. Overall, the process went smoothly.

2. At the MFD Administration's request, Dean Health used the 2003 edition of the NFPA 1582 Standard on Comprehensive Occupational Medical Program for Fire Departments. This standard is the most comprehensive guide for medical assessment the MFD has ever used.

#### B. Vaccinations

1. The annual medicals included a wide range of vaccinations. The NFPA 1582 mandates the delivery of some vaccinations (or titers for immunity status) and the offering of others. The vaccinations and/or titer checks included tetanus/diphtheria, measles/mumps/rubella, polio, TB, Hepatitis B, Hepatitis C, varicella, and HIV testing (upon confidential request).
2. Flu vaccinations were offered to both the commissioned and civilian personnel of the MFD. Approximately 175 personnel took advantage of the offer and obtained a flu shot.
3. A Hepatitis A vaccination was offered for the first time to members of the Special Teams as directed by the NFPA 1582 standard.

#### C. Respirator Use Forms

Dean Health conducted an assessment of the medical histories submitted in the Respirator Use Form (RUF). Again, the RUF is mandated by the State of Wisconsin Commerce 30 Standard for all personnel required to wear a respirator in their work. Once again, Vice President Tim Healy acted as a liaison between fire personnel and the Dean Health staff.

### II. Fitness

#### A. Service Contract

A service contract was signed with Direct Commercial Fitness of Sun Prairie. Some stations got to know Cory, the service technician, quite well as we learned the on-going service and repair needs of the treadmills and elliptical trainers.

#### B. Fitness Equipment

1. The new fitness equipment was distributed to the stations. Overall, the new equipment was a huge success.
2. Members of the Fitness Committee are working on recommendations for fitness equipment for Station #11. People who would like to provide input into the selection of equipment for the new stations should contact Lisa Van Buskirk or Art Price.

- C. The committee continued its Recruit Academy Fitness Program with Group 24. The committee added more results to the fitness databank as part of an on-going study on recruit fitness and injury prevention.

### II. Behavioral Health

- A. The Fitness Committee conducted a survey of all MFD personnel, seeking information on the needs of the department in terms of behavioral health.

- B. One of the most frequently asked-for services in the feedback from the survey was for education on stress management. The Fitness Committee selected a meditation class as one option for relieving stress. This class was presented as part of the mandatory EMT refresher (in the session pertaining to EMT wellness). The class created much controversy and led to some lively conversations in the stations.

### II. Rehabilitation

Members of the committee continue to work on a guidebook to assist members of the department who are going through physical rehabilitation for injuries. The goal for the guide book is to provide information describing the City's rehab program, describing the steps involved in a rehabilitation process, listing the options available for rehabilitation, and providing a liaison or advocate for the individual going through the process. Unfortunately, progress on the project was slowed by the retirement of the EAP director and the replacement of the Workers' Comp provider.



Division Chief Ronald Schwenn

## TRAINING & SAFETY

The Madison Fire Department Training Division underwent many changes in 2004. In February 2004, Lieutenant Ronald Schwenn was promoted to Division Chief and, as part of the Command Staff reorganization, was assigned to manage the Training Division. 2004 also saw other staff changes within the Training Division. Training Officers Doug Rohn and Ed Emberson returned to the field and Lieutenant Mike Popovich and Firefighter/Paramedic Stephen Mackesey were assigned to the Training Division. The Training Division reviewed the job descriptions of the Training Officers and clarified Training Officer assignments. As in the past, the Training Division has continued to provide training for Training Officers, EMT Instructors, Fire Service Instructors, computer and technology coursework, Instructors Conferences, etc.

The Training Division was involved in numerous projects and had many accomplishments in 2004. The division had the pleasure of being responsible for two recruit class commencement exercises in 2004, Groups 23 and 24. The division completed a "standards review" and directed its planning efforts at ensuring compliance with applicable requirements. Annual planning was implemented that incorporated a change in the Training Calendar. This reflected a corresponding change in the delivery method of department-wide company training for both EMS and fire-related subject material. The calendar for delivery of EMT continuing education was also changed so that the new calendar timeline is more reflective of the requirements for renewal.

As part of the changes in EMT training, the Training Division also started working in partnership with the Dane County Airport Fire Department. We are now responsible for the oversight of their EMT instruction and work jointly with one of their instructors to provide EMT initial and continuing education to both Airport Fire Department personnel and Madison Fire Department personnel. This has had the added benefit of allowing us to not only share Airport Fire Department facilities, but also to build a stronger relationship between the two agencies.

In the continued effort to improve relationships between agencies, the Training Division has worked closely with Madison Area Technical College (MATC) to implement a method for attaining Firefighter II certification for all future Madison Fire Department members. We have also continued work with MATC on the evolving Officer Candidate Program.

The Training Division has also expanded its relationship with other outside agencies. We have provided CPR/AED training to Monona Terrace and City of Madison Parks Department and Engineering Department personnel. We provided the "Train the Trainer" CPR/AED services for the City of Madison Police Department instructors and we have also become the oversight for their CPR/AED instructors.

The Training Division has continued to provide CPR/AED instructor training and necessary oversight for interested Madison Fire Department personnel. The division has also continued Paramedic II training and oversight to ensure that effective, quality training has been provided by the Paramedic II's to the other Madison Fire Department field personnel.

**Other changes that have been implemented in Training Division programs in 2004 include:**

1. The division has changed the Post Incident Analysis (PIA- formerly known as the incident critique) format and is starting to deliver informational documents to field personnel.
2. The division has increased the frequency of Company Officer Training and has included “Train the Trainer” sessions for the Company Officers, as they are required to deliver training to their field personnel.
3. The division has also increased the frequency of Command Officer Training and has included an annual Self-Contained Breathing Apparatus component to the required training for Incident Commanders.
4. The Training Division and the Safety Committee have evaluated the safety procedures for “Live Fire Training” evolutions. Recommended changes have been implemented in order to continue to ensure firefighter safety during those training evolutions.

**Coursework delivered in 2004 included 3915 hours of instruction in the following subjects:**

**EMT Continuing Education**

*Cardio Pulmonary Review, AHA Updates  
Wisconsin Standards & Procedures  
OB & Neonatal Resuscitation  
Neuro Anatomy & Phys.  
Spinal Cord Injuries  
Patient Assessment  
Pre-Hospital Care of the Older Patient  
S.T.A.R.T. Triage & Rehab Training  
T.B. Training  
Combi-Tube & Defibrillation Training  
Well-Being/Stress Management Training  
Trauma/ Shock Training  
New Equipment- Lifting & Moving Training  
Madison Police Department – “use of force”  
as it applies to Trauma Care*

**Department wide Company Training –**

*Firefighter Rescue/ Search Rope Deployment  
Madison Gas & Electric Co. Coal Bunker  
Firefighting Procedures  
New Hose-load Training  
SCBA Competency Course*

**Company Officer Training -**

*APM 3-5 Prohibited Workplace Harassment  
Groupwise Computer Program Training  
Ventilation Decision Making Training  
Fire Attack Hose line Advancement Training*

**Command Officer Training –**

*Administrative subject material  
Other City Department Training  
SCBA Training  
Pre-Incident Planning Facility Tours*

**Recruit Training –**

*All Subjects*





Division Chief Gregg Knudtson

## **GRANTS & TECHNOLOGY**

### **2004 Accomplishments:**

#### **Nunn Lugar Grant**

The Madison Fire Department purchased and received equipment for PPE, Decon, and Detection for Haz Mat from this 2001 Nunn Lugar Grant which provided training, exercises, and for our community to prepare for CBRNE terrorist events.

#### **2002 FEMA Grant (\$258,763 awarded – includes city portion of 30%)**

The Madison Fire Department received the balance of equipment from the 2002 FEMA grant which was awarded to enhance our Health and Wellness Program and Rapid intervention Team. Included were annual medicals, station work out equipment, and RIT equipment.

#### **2003 FEMA Grant (\$291,763 awarded – includes \$87,456 match)**

This Grant was awarded to provide exhaust capture systems for 8 of our 10 stations but due to lower bids we amended the grant to include all of our Fire Stations. These systems are installed and will be operational by 2-1-2005. Also included was the intercom system for our Fire apparatus, which also have been installed this year to provide for better communication for crews when responding to calls as well as the needed hearing protection. One thermal imaging camera was also purchased with these funds.

#### **2004 Heavy Rescue Grant (\$599,984 awarded)**

We were also awarded the Heavy Rescue from the OJA to provide a heavy rescue vehicle and equipment for a response team. At this time we are getting specifications on both the vehicle and equipment and attending meetings with other heavy rescue teams that are being developed across the state. This is a work in progress but the goal is for regional Rescue Teams to provide the needed response to CBRNE events across the State. Specialty training for teams will be provided by the State at Volk Field as this facility is being upgraded to accommodate these services.

#### **2004 FEMA GRANT (\$400,000 awarded)**

We also applied for the 2004 FEMA grant in March of 2004 for three simulators or training aids. These three separate units are for training on the following topics: recognition of pre-flashover, SCBA & Safety Equipment, fire behavior, formation of fire gases, fire control, heat stress, backdraft and other fire-related scenarios. If awarded, these units will be utilized at the joint training facility at MATC. Also included are two Thermal Imaging Cameras, one RIT pack and Heads up display for all MFD Scott Packs for added Firefighter safety.

#### **EMS & Fire Reporting System**

We have also selected the replacement software for our EMS and NFIRS programs and will be working with Information Services to migrate to this new system in 2005. This will require lots of work, to include conversion of data, testing of programs and training of personnel prior to going live with the new system.



Division Chief Paul Bloom

## **EMERGENCY MEDICAL SERVICES**

Division Chief Paul Bloom is the EMS Manager for the Department and all paramedics operate under the direction of the local Medical Director, Dr. Marvin Birnbaum.

### **The City of Madison Emergency Medical Services made important gains in 2004.**

The Department put its 7<sup>th</sup> rescue in place in April. The new rescue vehicle is stationed at #1.

New fire and EMS reporting software is being developed under a contract with Cityscape software. The new software is being tested and expected to be in service in 2005. The software is designed to be more user-friendly and provide more flexibility in gathering data. It meets federal and state requirements for incident reporting.

Four members of the Department completed a Paramedic class in the spring of 2004. A new class of five started in August. In addition, one person was moved from Firefighter status to Paramedic status. This individual had a Paramedic license when hired on the MFD.

All MFD paramedics completed a 16-hour curriculum that combines Pediatric Education for Prehospital Professionals (PEPP) and Pediatric Advanced Life Support (PALS). The training puts all paramedics at the optimum level of pediatric care to reduce mortality, rehabilitation time and the length of hospital stays.

The purchase of new Zoll monitors with Automatic Blood Pressure monitoring was approved. They will be purchased in 2005.



Fire Marshal Ed Ruckriegel

# FIRE PREVENTION DIVISION

The Fire Prevention Division, under the leadership of Fire Marshal Edwin J. Ruckriegel, is made up of three units: Fire Protection Engineering Unit, Fire Inspection Unit, and

the Community Education Unit. All members of the Fire Protection Engineering and the Fire Inspection Units are certified Building Inspectors and certified Fire Inspectors.

The Fire Prevention Division includes work units that focus on basic principles of safety: engineering, education and enforcement. All personnel in the department are involved in preventing fires through inspections and fire safety education programs.



Significant milestones of 2004 included:

- ❑ Inspection activities exceeded 30,000 inspections
- ❑ Revenue exceeded \$1 million
- ❑ The Safety Town pilot project was a success

In 2004, the Fire Department conducted 30,897 fire prevention inspections in 14,084 locations. During the inspections, 11,875 violations were noted for corrective action by the responsible party.

Fire Protection System Reviews	674
Required Inspection Conducted By Prevention Staff	11,873
Required Inspections Conducted By Station Personnel	13,979
New Construction Inspections	1567
Tank System Inspections	302
Site Plan Reviews	280

Fire prevention activities continue as a revenue source for the City of Madison. Total Fire Prevention Revenue = \$1,013,249.00

2% Dues	\$588,234
Plan Review	\$299,319
Tank Contract	\$30,243
Permits	\$75,878
Re-Inspection Fees	\$19,575

## The following are Highlights of 2004 for the Community Education Division:



- A total of 1,349 child passenger seats were inspected for proper installation. Statistics show that 90% of car seats are improperly installed.

- This year 11,275 children and adults toured their local fire station. 7,341 children and 3,934 adults enjoyed learning about fire apparatus and station life.



- Community Education Officers conducted 332 presentations reaching 11,442 kids and 4,046 adults. A total of 15,467 Madison residents and students learned about evacuation plans, fire safety at work, school and home.



- Twenty-seven children participated in a Pilot Program called Safety Town. The preschool aged children learned how to be safe in their community with the help of the Safe Community Coalition of Madison and Dane County, Madison Police Department, Madison Public Health and other City Agencies. The children received a booster seat, a helmet and a t-shirt for participating.

- Since 1998, the Madison Fire Department has conducted an interactive event on the Capitol Square called Safety Saturday. Children are encouraged to sit in the fire trucks and police vehicles. They are taught to ask if they can pet a dog, they can participate in a bike rodeo and receive a “drivers license”, they can view demonstrations of Firefighters cutting a car apart to “remove” a victim. Many more exhibits are enjoyed during this interactive event.

- October marks Fire Prevention Month. The Elementary School Children learned about Fire Safety by participating in a “Fire Safety Obstacle Course”. Community Education Officers, Fire Prevention Officers and Firefighters went to 26 City of Madison Elementary Schools, reaching 6,256 students and 440 teachers, totaling 6,696. Many kids expressed, “Can we do it again?”





Captain Ken Adell

## FIRE INVESTIGATION

In 2004 the City of Madison had an estimated fire loss of \$3.9 million compared with an estimated fire loss in 2003 of \$2.7 million. A total of 233 structure fires were extinguished in 2004 compared with 229 structure fires in 2003 and 104 vehicle fires were extinguished in 2004 compared to 119 vehicle fires in 2003. In 2004 there was almost a 40% reduction in exterior grass fires and refuse fires due to the wet spring and summer months.

### The following is a list of the most significant fires of 2004:

- 1/30/04 – 806 W. Washington Av., apartment building, \$30,000 loss.  
3/14/04 – 136 Butler St., apartment building, **1 FATALITY**, \$10,000 loss.  
4/1/04 – 457 Warbler La., mobile home, \$30,000 loss.  
4/8/04 – 5515 Woodglen Tr., single family home, \$80,000 loss.  
4/9/04 – 301 Harbour Town Dr., apartment building, \$30,000 loss.  
4/13/04 – 161 Division St., single family home, **1 FATALITY**, \$1,000,000 loss.  
4/16/04 – 501 Acewood Blvd., single family home, \$215,000 loss.  
5/21/04 – 6732 Pinelake Dr., apartment building, \$150,000 loss.  
5/22/04 – 1114 Frisch Rd., single family home, **1 FATALITY**, \$60,000 loss.  
6/13/04 – 1010 E. Gorham St., apartment building, \$30,000 loss.  
6/30/04 – 1402 Lynchburg Tr., single family home, \$75,000 loss.  
7/7/04 – 14 Madeline Island, single family home, \$200,000 loss.  
7/18/04 – 906 Regent St. (Josie's), restaurant, \$120,000 loss.  
8/1/04 – 9 Waunona Woods Ct., apartment building, \$35,000 loss.  
8/1/04 – 5422 Wayne Te., aircraft crash, **1 FATALITY**, \$345,000 loss.  
8/29/04 – 14 Grand Canyon Dr., apartment building, \$30,000 loss.  
8/31/04 – 2405 Monterey Dr., apartment building, \$100,000 loss.  
9/2/04 – 4509 Ames St., single family home, \$30,000 loss.  
9/26/04 – 8410 Issac Dr., apartment building, \$30,000 loss.  
10/15/04 – 2201 Cypress Way, apartment building, \$50,000 loss.  
10/21/04 – 205 N. Meadow La., single family home, \$40,000 loss.  
10/30/04 – 315 Oriole La., mobile home, \$55,000 loss.  
10/31/04 – 344 W. Dayton St., apartment building, \$30,000 loss.  
11/8/04 – 442 Orchard Dr., single family home, \$250,000 loss.  
11/14/04 – 1119 Chandler St., apartment building, \$50,000 loss.  
12/3/04 – 4741 Crescent Rd., apartment building, \$30,000 loss.  
12/19/04 – 216 State St., theatre, \$100,000 loss.  
12/24/04 – 1317 O'neill Av., single family home, \$50,000 loss.



### FIRE INVESTIGATORS:

Captain Ken Adell

Lieutenant James Roberts

Lieutenant Bradley Olson



Rita Johnson  
Administrative Services Manager

# FINANCE

## 2004 OPERATING BUDGET OVERVIEW

The Department ended the year with a balance of \$591,453. The major reasons for this balance are:

### 1. SALARIES & BENEFITS

<i>Wages</i>	\$187,279
<i>Benefits</i>	<u>278,724</u>
<b>TOTAL SALARIES &amp; BENEFITS</b>	<b>\$466,003</b>

*The Department had employees activated for military service, one employee retired and three employees terminated employment. Also, the seven positions to staff new Station 11 were not hired. These funds cannot be spent for other needs without a budget amendment by the City Council.*

### 2. PURCHASED SERVICES- \$25,445

- a) *Utilities- \$11,241: Gas, electric and water/sewer expenses came in under budget. These savings were due to the mild winter, electrical efficiency upgrades at three stations and conservation measures by personnel.*
- b) *Telephone Services- \$14,204: Phone costs were lower due to rate and service usage changes.*

### 3. SUPPLIES-\$30,850

*Uniforms: Changes in year-end purchasing guidelines resulted in these charges being applied to the 2005 budget.*

### 4. INTER-DEPARTMENTAL CHARGES- \$15,191

*Communications charges came in under budget. These funds cannot be used for any other Department purchases.*

### 5. CAPITAL OUTLAY- \$2,930

*All capital assets were purchased for less than budget. Each capital asset must be listed separately as a budget submission.*

### 6. INTERDEPARTMENTAL BILLING- \$490

*A CPR Class was conducted for Traffic Engineering.*

### 7. REVENUE- \$50,544

*The following revenues came in higher than budget:*

<i>TITLE</i>	<i>ABOVE BUDGET</i>
<i>Underground tank program</i>	\$ 2,743
<i>Re-inspection fees</i>	9,075
<i>State Military Affairs Contract (pilot program for 2004)</i>	5,669
<i>Plan Review fees</i>	4,319
<i>Printing Copies - public records requests</i>	1,564
<i>Reimbursement of expenses-Elver &amp; Madison Fireworks</i>	8,615
<i>State EMS funds-EMS Program with training</i>	8,879
<i>Miscellaneous-Other events, clothing reimbursement, etc.</i>	<u>9,679</u>
<b>TOTAL</b>	<b>\$50,544</b>