



# **Clearcreek Fire District**

## **2013 Annual Report**



# Clearcreek Fire District

Serving Springboro & Clearcreek Township

February 12, 2014

To: The Clearcreek Township Trustees, Springboro City Council, Administrator Dennis Pickett, Assistant Administrator Ronald Wilhelm, City Manager Chris Thompson, citizens and visitors of Springboro and Clearcreek Township

This report reflects the activities and achievements of the Clearcreek Fire District during 2013. This report is divided into many sections to reflect the various activities we engage in.

Operations to the department have dramatically changed to accommodate the defeat of our levy issue. We strive to meet the everyday needs of citizens and visitors we will continue to do so with the resources provided by our community.

Personnel cost are the greatest expense we incur. We have reduced the number of positions in the department by thirty-five personnel.

This year has seen the department reduce daily staffing from eighteen personnel to thirteen. Our ladder truck has been removed from service. Fire Station 22, protecting the North portion of the City and Township, reduced personnel from five to three per day.

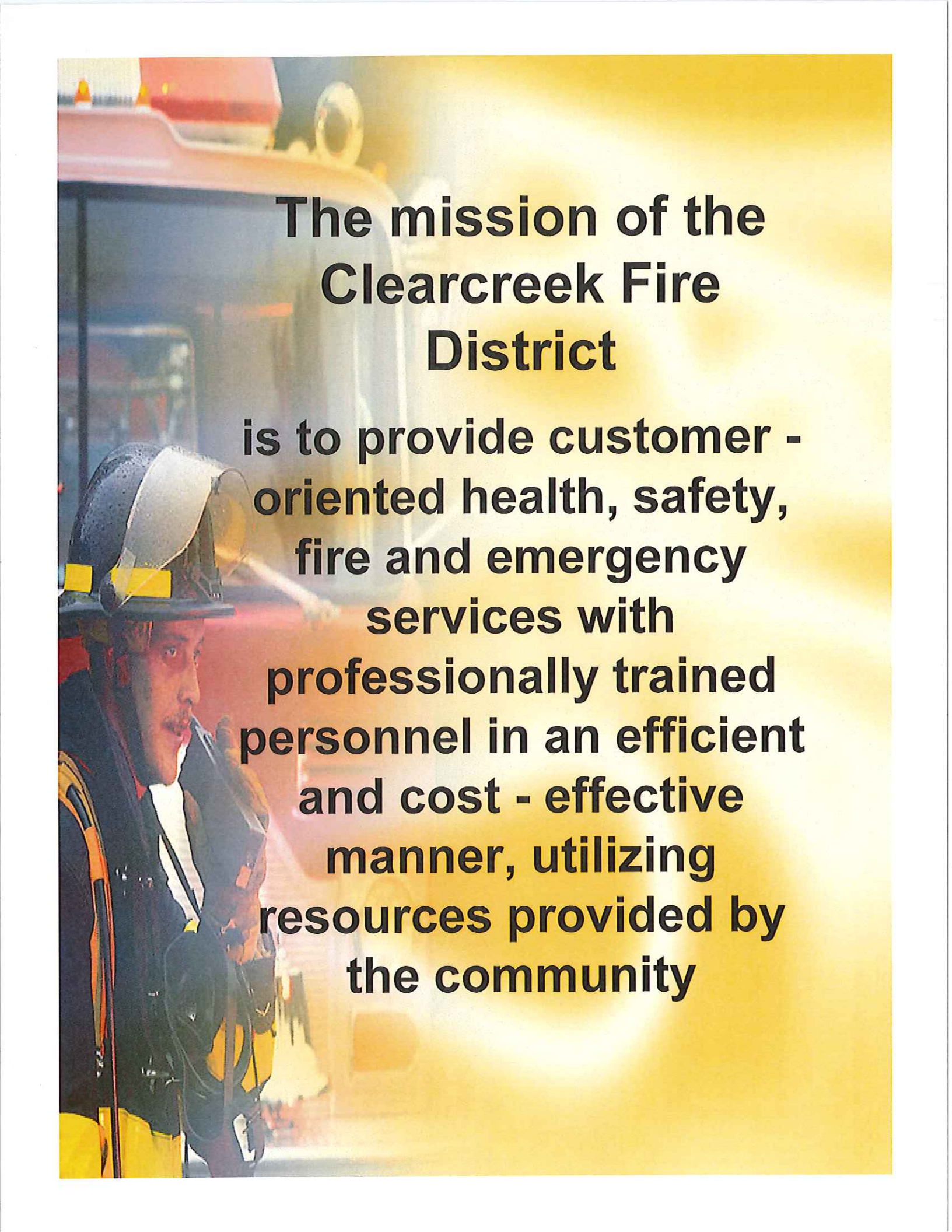
Our response now is one dedicated fire engine and one dedicated ambulance at our South Main Street location, and either a fire engine or ambulance at the East Lytle Five Points Station and the State Route 48 Station (just North of the Career Center).

Through the support of our community, the Clearcreek Fire District strives to deliver the best in EMS, Fire and Rescue services to our community. We wish to thank you and the citizens of Springboro and Clearcreek Township for your continued support.

Respectfully,

Robert Kidd

Fire Chief



**The mission of the  
Clearcreek Fire  
District**

**is to provide customer -  
oriented health, safety,  
fire and emergency  
services with  
professionally trained  
personnel in an efficient  
and cost - effective  
manner, utilizing  
resources provided by  
the community**

# Clearcreek Fire District Organizational Chart

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## Fire Chief

Executive Services

Administrative  
Clerks (3)

Medical Director /  
Advisor (1)

## Assistant Chief

Logistics (1)

## Assistant Chief

Operations (1) (Vacant)

## Assistant Chief

Administration (1)

## Captain

(3) Fire/Rescue Shift Commanders

## Captain

Planning (1)

## Captain

Training and Life  
Safety Services (1)

## Lieutenant

(9) Fire/Rescue Station Officers

## Lieutenant

Emergency Medical Services (1)

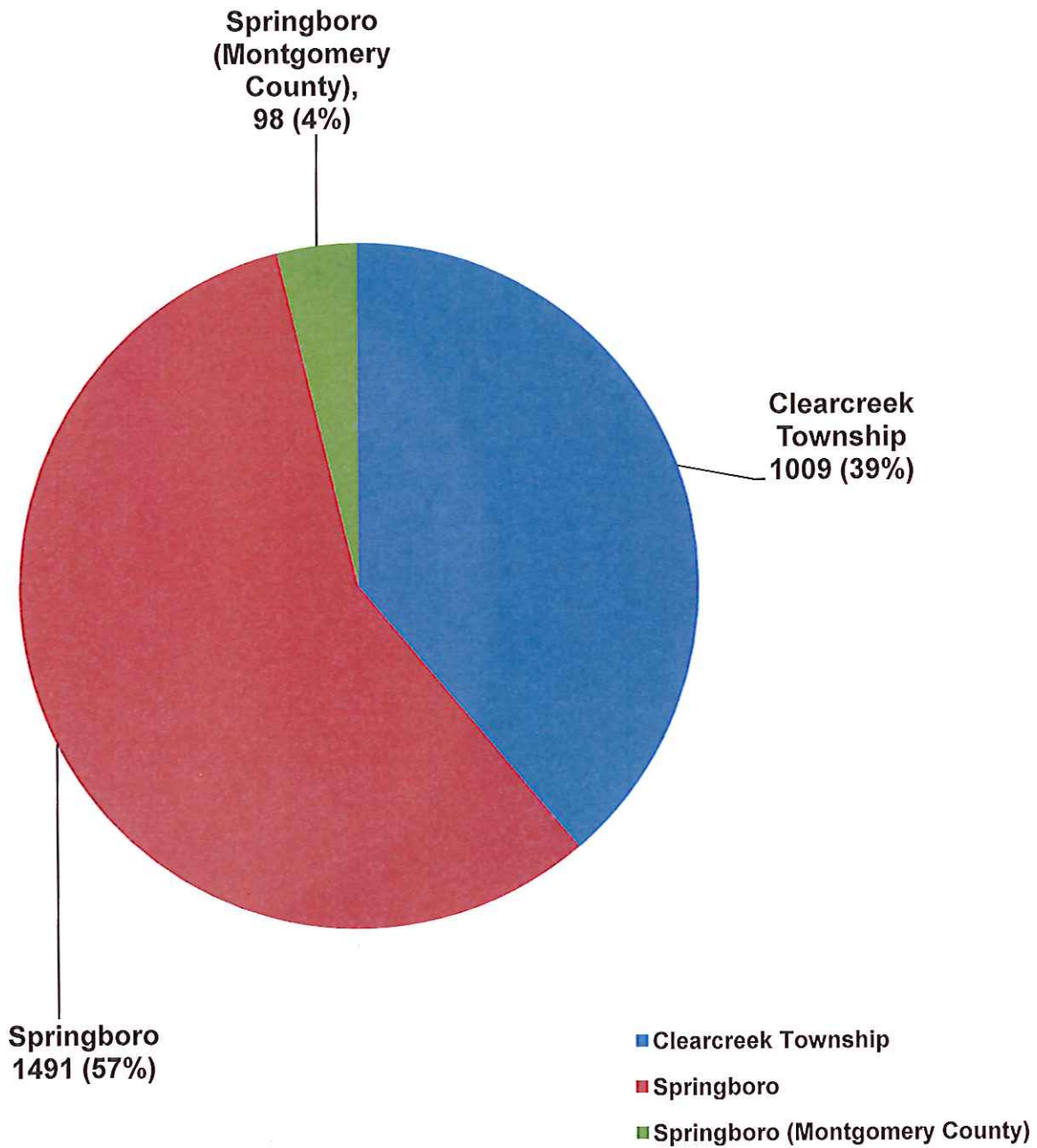
## Firefighter/Paramedics

(29) Career Fire Apparatus Operator /  
Aerial Tower Operator

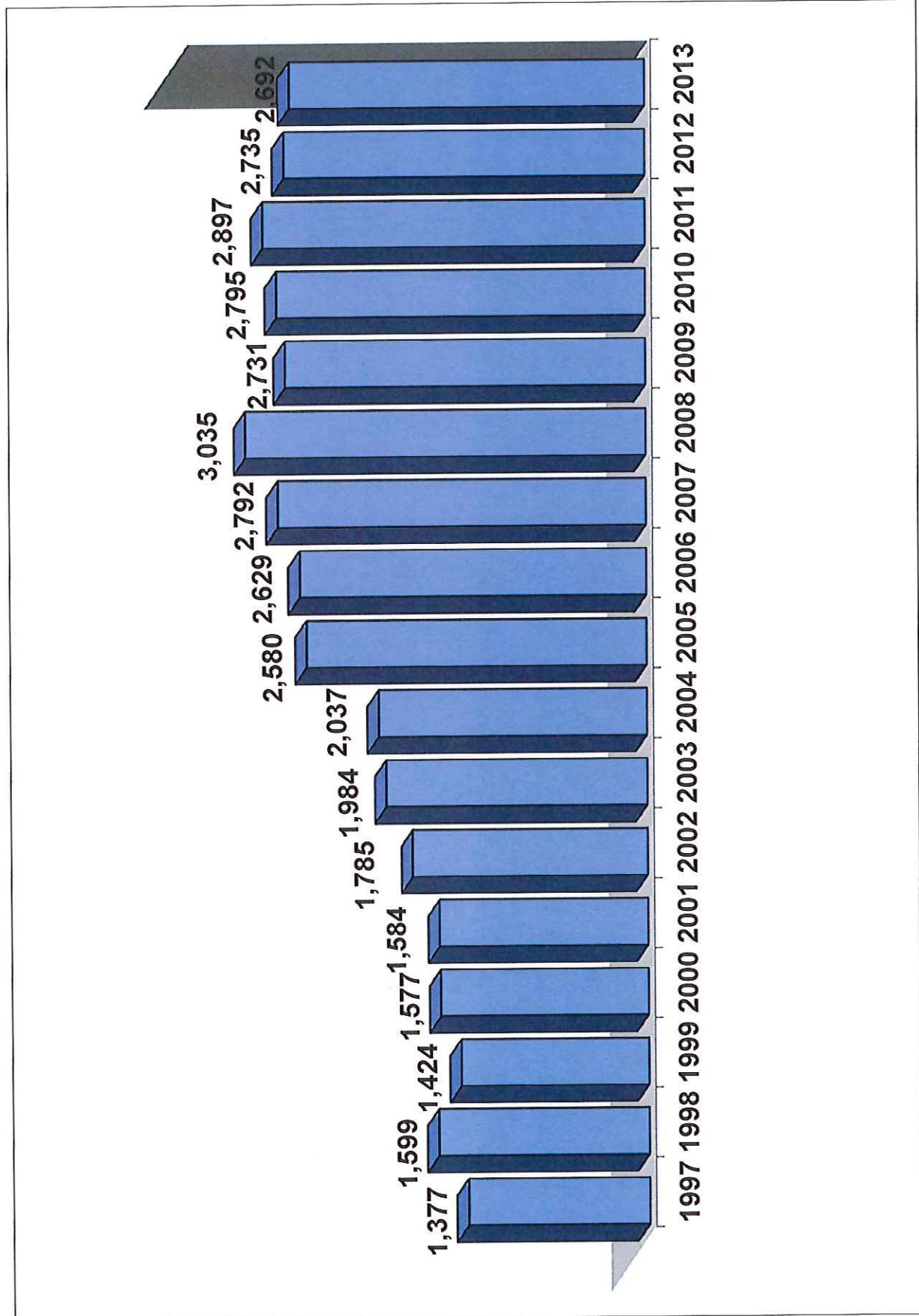
## Firefighter/Paramedics/EMTs

(60) Part-Time Fire Apparatus Operator /  
Aerial Tower Operator  
(9 currently filled)

**Clearcreek Fire District  
CAD Incidents Dispatched by Political Subdivision 2013**

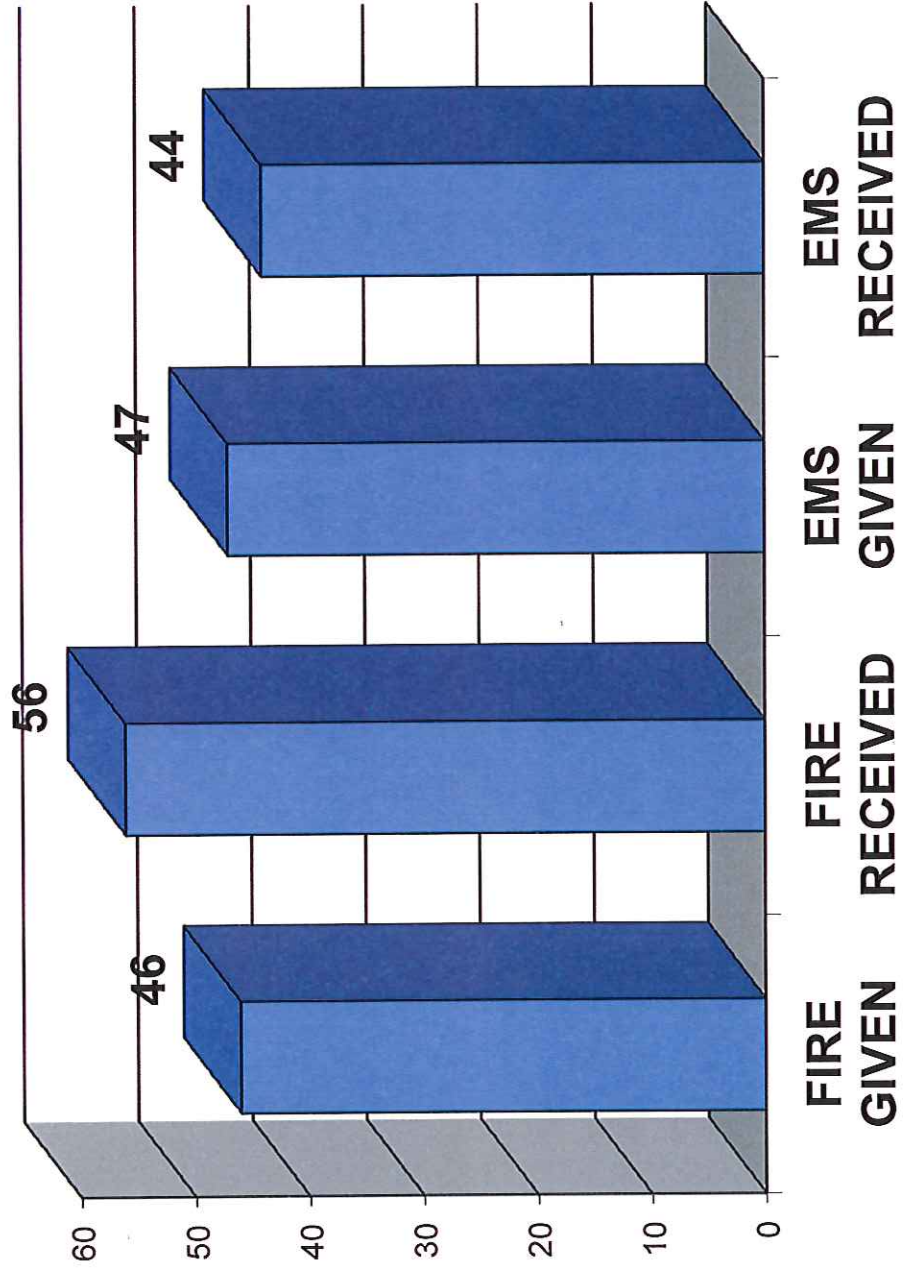


# Clearcreek Fire District

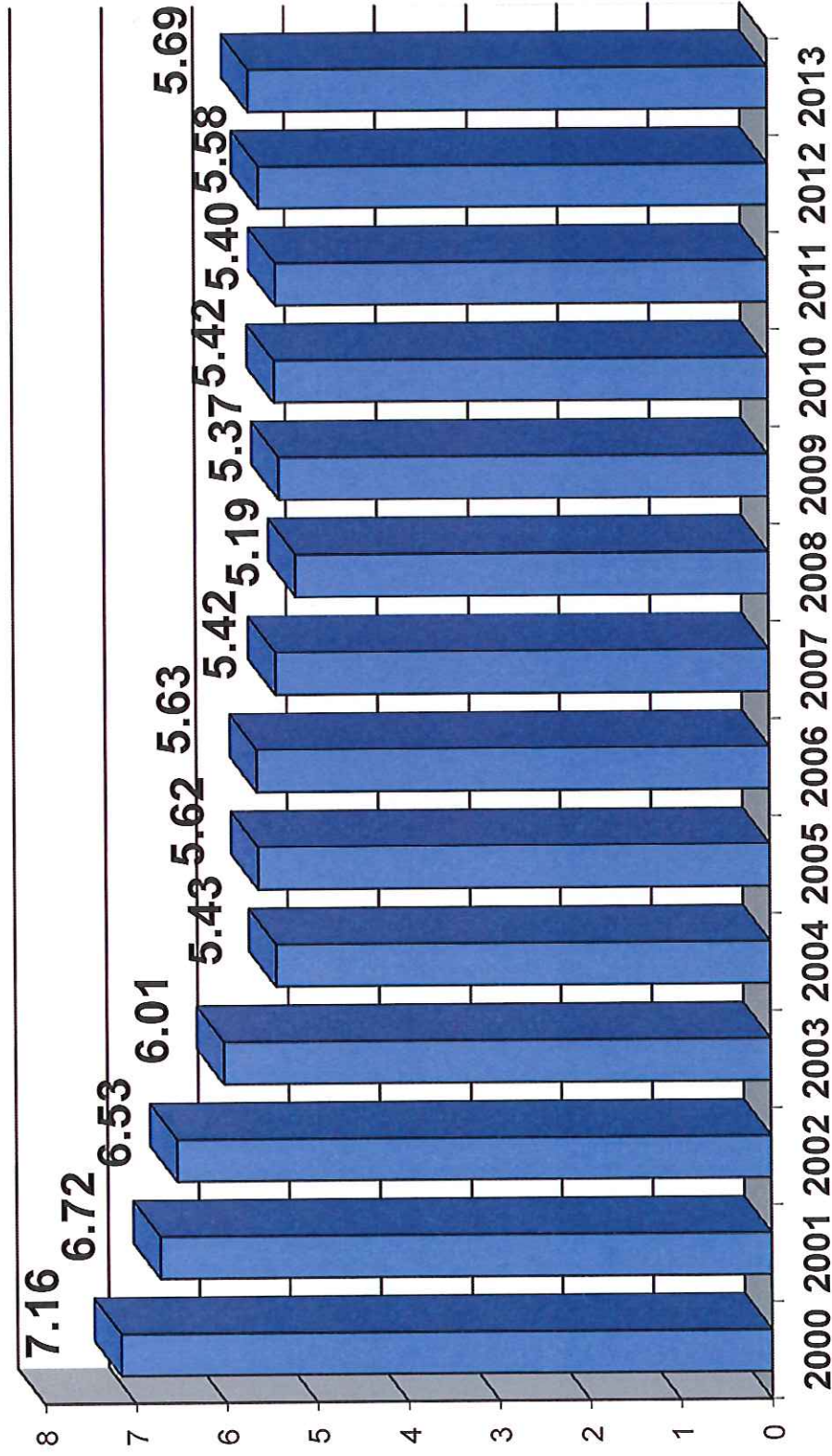


Sixteen Year "Request for Service" Trend

# 2013 FIRE / EMS MUTUAL AID REQUESTS



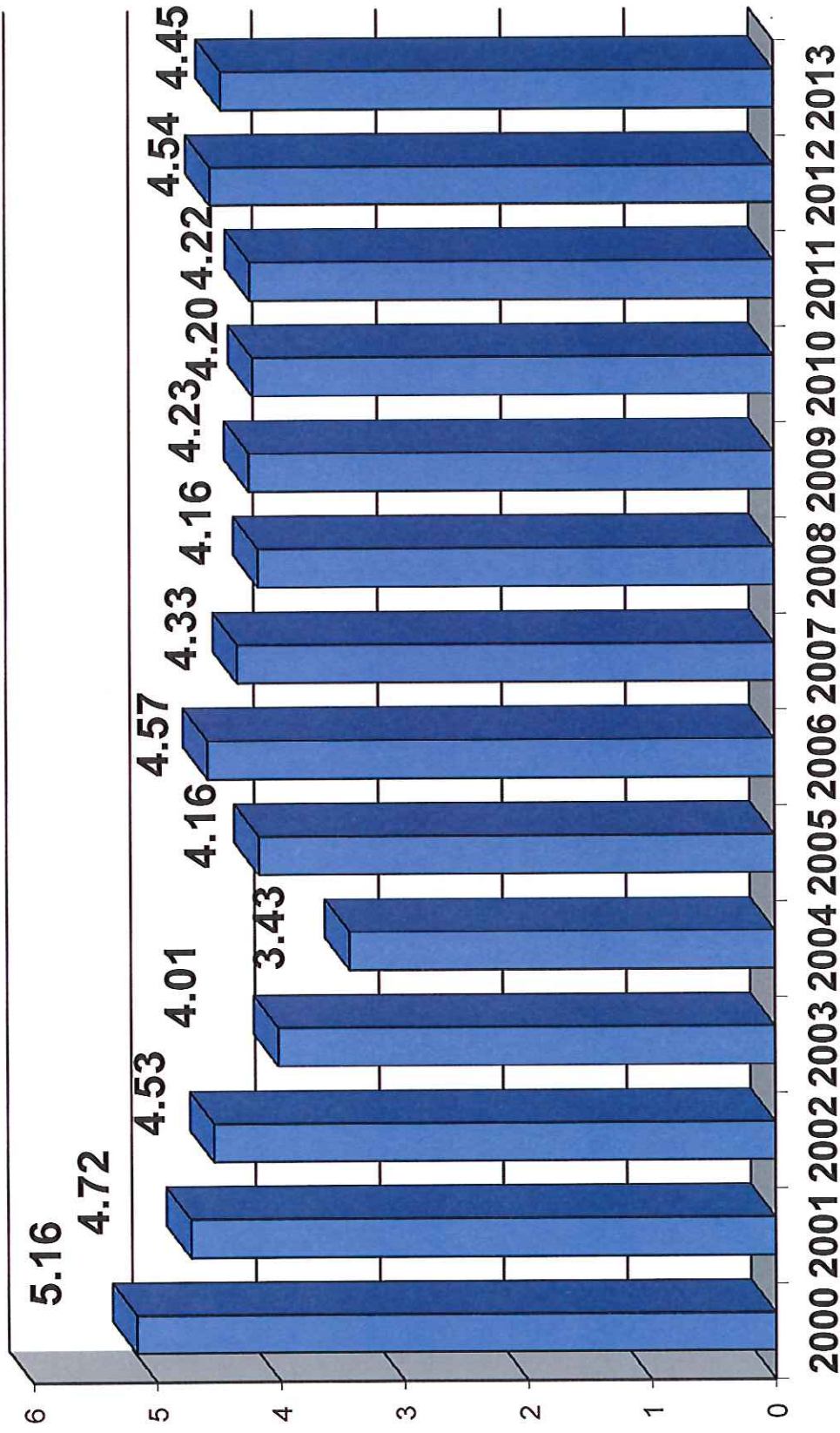
# AVERAGE FIRE / EMS RESPONSE TIMES IN MINUTES (DISPATCH TO ON-THE-SCENE)



RESPONSE TIMES ARE DENOTED FROM THE TIME OF DISPATCH TO THE TIME THE UNIT WAS ON THE SCENE IN MINUTES PER WARREN COUNTY COMMUNICATIONS

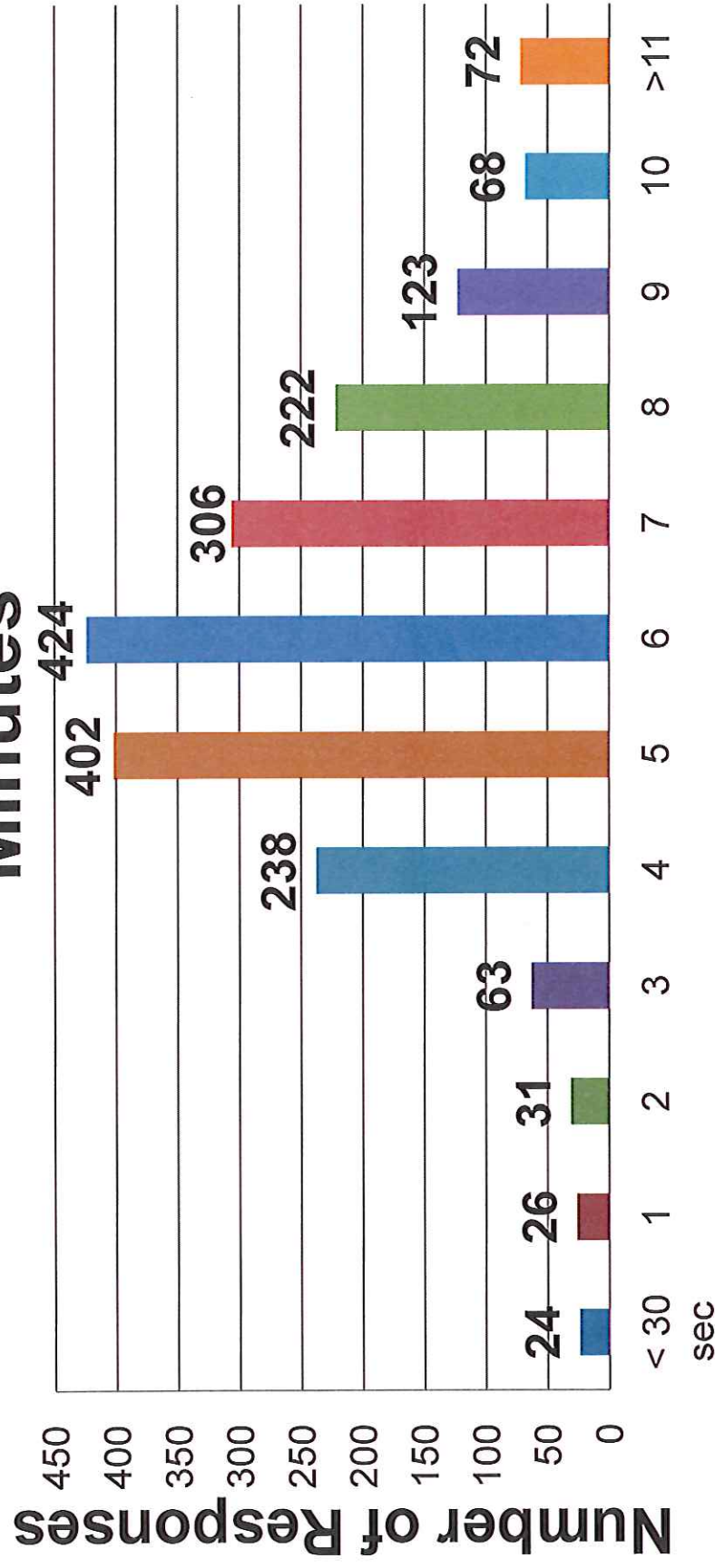


# AVERAGE FIRE / EMS RESPONSE TIMES IN MINUTES (TRAVEL / RUNNING TIME)

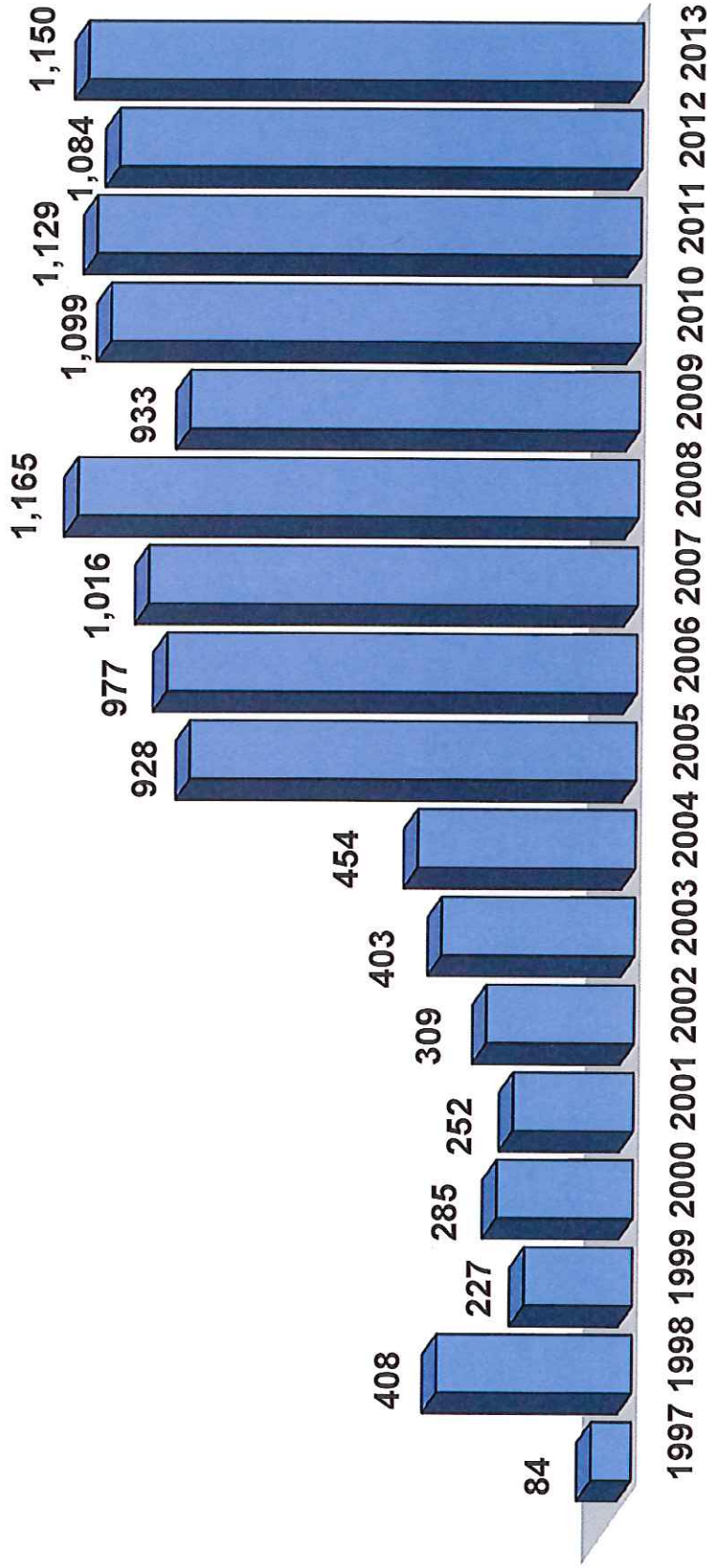


This graph represents the parameter of response based on the MMA Strategic Analysis and Master Plan. Dispatch and turn-out time are not included.

# Clearcreek Fire District 2013 Response Time Summary Number of Responses by Numeric

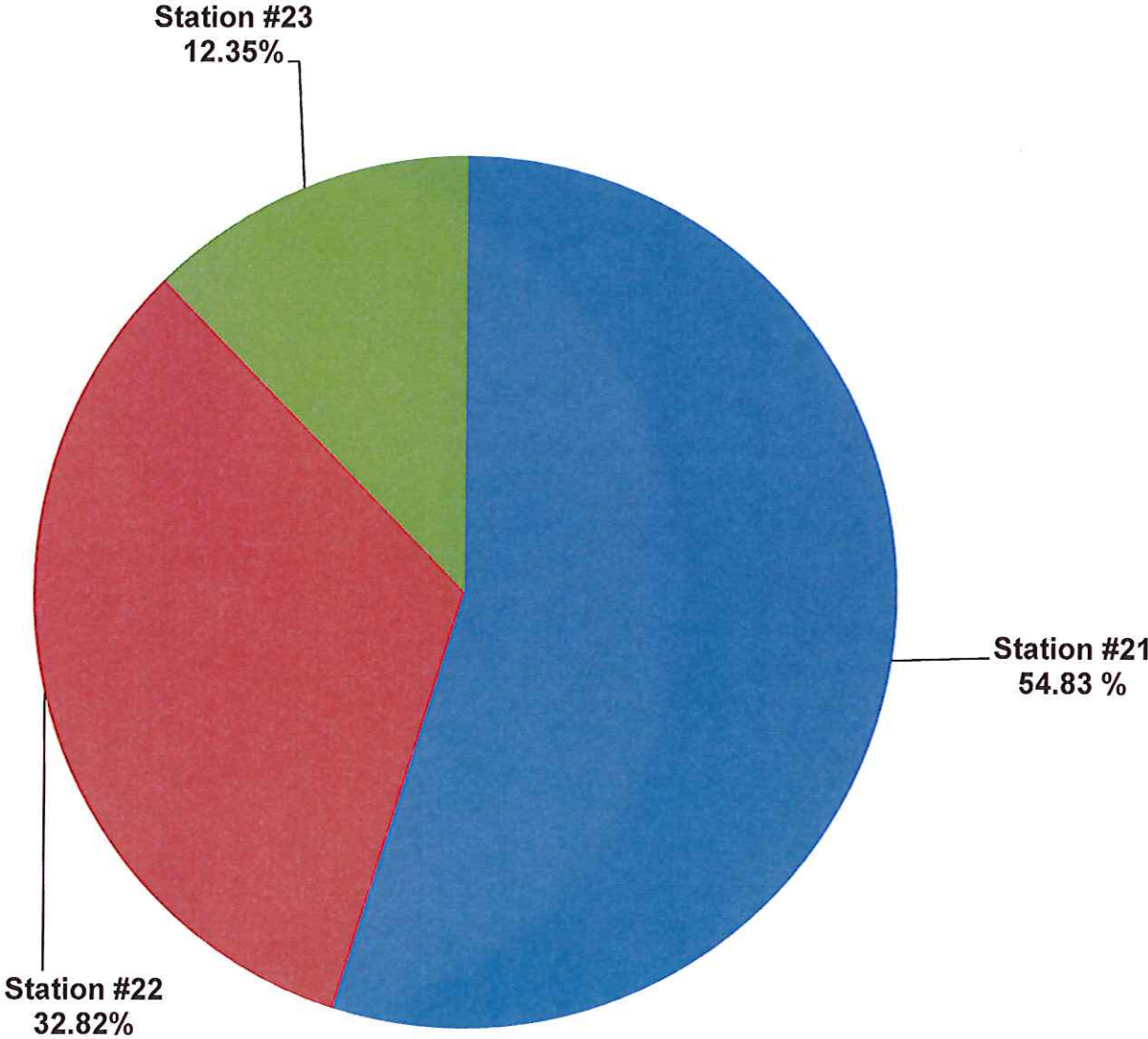


# Clearcreek Fire District



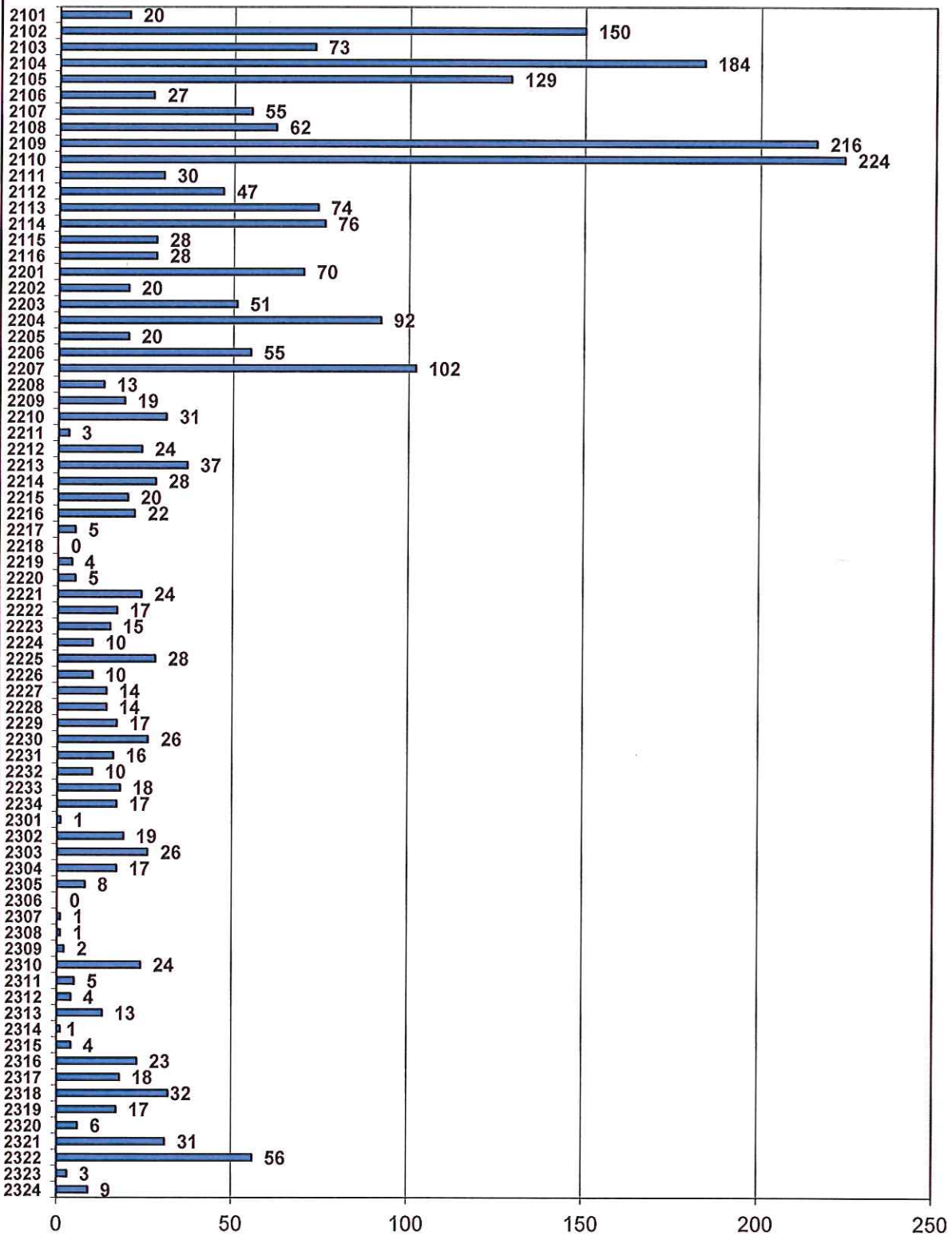
**Sixteen Year "Simultaneous Alarm" Trend**

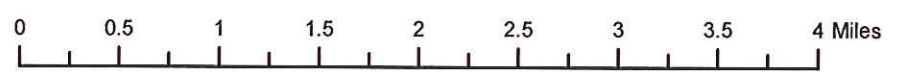
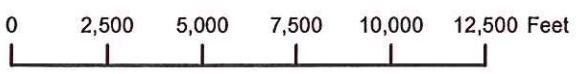
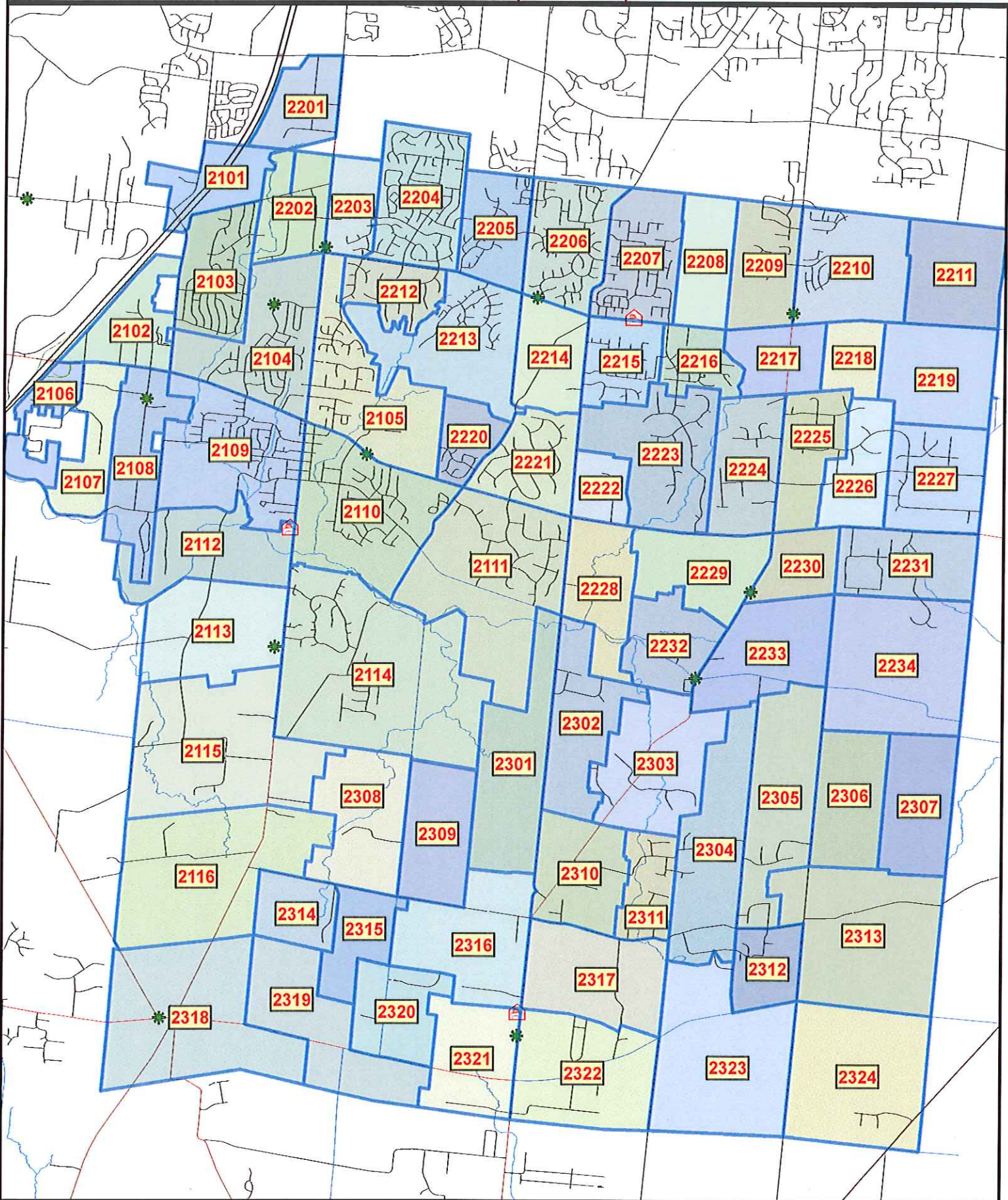
**Clearcreek Fire District  
Station / Area Response Percentages 2013**



- Station #21
- Station #22
- Station #23

## Clearcreek Fire District Number of Incidents by Response Zone 2013









## **SIGNIFICANT FIRE EMERGENCIES – 2013**

### **January**

- On 1/7/2013 @ 03:57 hrs., CCFD Fire / EMS crews responded mutual aid to the City of Franklin at the 36 mile marker of I-75 Southbound for a vehicle accident with double entrapment. Upon arrival crews found a semi truck and a street sweeper had crashed into each other. Our crews performed the extrication of the patient in the street sweeper. There were 2 patients with various injuries. Both patients were transported to Miami Valley Hospital with serious injuries.
- On 1/23/2013 @ 07:17 hrs., CCFD Fire and EMS crews responded to 4161 Utica Road for a reported fire alarm. Upon arrival crews found smoke in the residence. The crews quickly located the source which was structural material ignited from a portable space heater. Our crews confirmed the fire was extinguished and ventilated the residence.
- On 1/31/2013 @ hrs., CCFD Fire and EMS crews responded to 6805 North State Route 48 for a reported structure fire. Upon arrival crews located smoke in the basement of the residence. Our crews were able to determine the source of the smoke was an overheated motor for a whole house vacuum system. Mutual aid was received by Washington Township.

### **February**

- On 2/2/2013 @ 12:41 hrs., CCFD Fire / EMS crews responded to Old State Route 122 and Utica Road for a vehicle accident with injuries. Upon arrival crews found a single vehicle rollover crash with entrapment. There was one patient with various injuries and she was transported to Atrium Medical Center.
- On 2/6/2013 @ 06:44 hrs., CCFD Fire and EMS crews responded to 4254 Lower Springboro Road for a reported electrical fire. Upon arrival crews found a fire in an



electrical box and surrounding wall area. Our crews extinguished the fire and isolated the problem. There were no other hazards found.

- On 2/16/2013 @ 07:31hrs., CCFD Fire / EMS crews responded to North Main Street and McCray Blvd for a vehicle accident with injuries. Upon arrival crews found a T-bone crash where one of the drivers was thrown through the windshield. There was one patient with various injuries transported to Miami Valley Hospital.
- On 2/24/2013 @ 22:33 hrs., CCFD Fire / EMS crews responded to 6387 North State Route 48 for a vehicle accident with injuries. Upon arrival crews found a single vehicle that had flipped and rolled into the building. There was one patient trapped in the vehicle and the vehicle had caused significant damage to the building. The patient had various injuries and was transported to Atrium Medical Center.
- On 2/23/2013 @ 15:35 hrs., CCFD Fire / EMS crews responded to West Central Avenue and Sharts Road for a vehicle accident with injuries. Upon arrival crews found a T-bone crash involving a pick-up truck versus a compact car. There were 2 patients with various injuries. Careflight was called to the scene and transported one patient while the other was transported by medic. Both patients were transported to Miami Valley Hospital.

## March

- On 3/4/2013 @ 14:18 hrs., CCFD Fire / EMS crews responded to 903 East Lytle Five Points Road for a vehicle accident with injuries. Upon arrival crews found a two vehicle head on collision with heavy damage and a field on fire caused by the crash. There were 3 patients with various injuries. Two Clearcreek Medic Units and a mutual aid EMS unit from Washington Township responded. All patients were transported to Kettering Medical Center.
- On 3/12/2013 @ 20:12 hrs., CCFD Fire / EMS crews responded to 650 East Lytle Five Points Road for a vehicle accident with injuries. Upon arrival crews found a single vehicle off the roadway with the driver trapped. The driver was 33 year old female DOA. The coroner was notified and the scene was turned over to the Police Department.
- On 3/16/2013 @ 17:29 hrs., CCFD Fire / EMS crews responded to the intersection of State Route 48 and East Lytle Five Points Road for a vehicle accident with injuries. Upon arrival crews found a T-Bone crash in the intersection. There were 2 patients involved in the crash. One was transported to Kettering Medical Center and the other was DOA. The coroner was notified and the scene was turned over to the Police Department.
- On 3/19/2013 @ 10:53 hrs., CCFD Fire and EMS crews responded to 7185 Eyler Drive for a reported structure fire. Upon arrival crews found combustible material too close to a water heater which ignited. Our crews extinguished the fire and checked for extension. Mutual aid was received by the Miami Valley Fire District and the City of Franklin Fire Department.

- On 3/21/2013 @ 20:40 hrs., CCFD Fire and EMS crews responded to 40 Elkins Drive for a reported structure fire. Upon arrival crews located material which was improperly stored on the fireplace vents which created a large amount of smoke in the residence. Our crews removed the hazard and assisted the occupants with smoke removal. Mutual aid was received from the Miami Valley Fire District.

## April

- On 4/5/2013 @ 01:46 hrs., CCFD Fire and EMS crews responded to 1575 Old State Route 122 for a reported structure fire. Upon arrival crews found a two car detached garage fully involved in fire with the fire extending into the house. Our crews quickly extinguished the fire and kept it from spreading to the residence. Mutual aid assistance was received from Turtlecreek and Franklin Township Fire Departments.
- On 4/6/2013 @ 22:07 hrs., CCFD Fire and EMS crews responded to 88 Heatherwoode Boulevard for a reported structure fire. Upon arrival crews found light fixture in the kitchen on fire. The fire was quickly extinguished and our crews were able to isolate the problem and allow the business to stay in operation. Mutual aid was received from the City of Franklin and Turtlecreek Township Fire Departments.
- On 4/9/2013 @ 20:07 hrs., CCFD Fire and EMS crews responded to 516 North Main Street for a reported structure fire. Upon arrival crews found an electrical fire which originated in the water heater. The fire was quickly extinguished and the residence was ventilated. Mutual aid was received from the Miami Valley Fire District.

## May

- On 5/3/2013 @ 21:57 hrs., CCFD Fire and EMS crews responded to the 800 block of West State Route 122 for a reported outdoor fire. Upon arrival crews found large barn on fire. The barn was located approximately ½ mile off of the roadway and there was no direct access to the building. Initial arriving crews requested additional resources and eventually extinguished the fire. Mutual aid was received from the City of Lebanon and Turtlecreek Township Fire Departments.
- On 5/10/2013 @ 10:52 hrs., CCFD Fire / EMS crews responded to the intersection of State Route 122 and State Route 741 for a vehicle accident with injuries. Upon arrival crews found a dump truck which had rolled over. There was one patient with minor injuries who refused transport. State Route 741 was closed for a few hours while power lines were repaired from the crash.

- On 5/19/2013 @ 17:13 hrs., CCFD Fire and EMS crews responded to 9125 Middleridge Drive for a reported structure fire. Upon arrival crews found smoke in the residence which was determined to be from a malfunctioning furnace. Our crews secured the power to the furnace and assisted with ventilating the structure. Mutual aid was received from the City of Franklin and Miami Valley Fire Departments.
- On 5/30/2013 @ 21:58 hrs., CCFD Fire and EMS crews responded to 218 East Warren Street in Lebanon for a reported structure fire. Upon arrival crews found an abandoned building well involved in fire. The fire was a defensive operation for the duration of the incident.

## June

- On 2/2/2013 @ 10:21 hrs., CCFD Fire and EMS crews responded to 1 Pheasant Run Circle for a reported structure fire. Upon arrival crews found one apartment of a duplex filled with smoke and an elderly resident having difficulty exiting the structure. Our crews removed the occupant and located the source of the smoke which was caused by unattended cooking. The resident was transported to Sycamore hospital for evaluation while the hazard was mitigated and the building was ventilated. Mutual aid was received by the Miami Valley Fire District, City of Franklin Fire Department, and JEMS.
- On 6/2/2013 @ 03:28 hrs., CCFD Fire / EMS crews responded to 505 West Central Avenue for a vehicle accident involving a vehicle into a building with injuries. Upon arrival crews found a 16 year old male patient with various injuries. The patient was transported to Sycamore hospital for evaluation.

## July

- On 7/3/2013 @ 10:21 hrs., CCFD Fire and EMS crews responded to 1575 Old State Route 122 for a reported appliance fire. Upon arrival crews found a small fire in the oven. Our crews confirmed the fire was extinguished and that there was no extension into the structure. There were no further hazards found.
- On 7/22/2013 @ 18:40 hrs., CCFD Fire and EMS crews responded to 2216 East Lyle Five Points Road for a reported structure fire. Upon arrival crews found lawn mower which had been extinguished with a portable fire extinguisher prior to our arrival. Our crews confirmed the fire had been extinguished and assisted with the ventilation of the structure. Mutual aid was received from Wayne Township, Washington Township, and Miami Valley Fire District.

- On 7/25/2013 @ 20:19 hrs., CCFD Fire / EMS crews responded to 96 Greenwood Lane for a hot air balloon crash with injuries. Upon arrival crews found a hot air balloon that crashed into power lines resulting in multiple power lines down. All occupants of the balloon denied injury. Duke was notified to respond and repair the power lines. Springboro PD secured the scene while OSP completed the crash investigation.
- On 7/26/2013 @ 05:42 hrs., CCFD Fire / EMS crews responded to 4884 East State Route 73 in Wayne Township for a vehicle accident with injuries. Upon arrival crews found a head on crash involving a semi truck versus a passenger car. There were multiple patients with serious injuries. Engine 21 assisted with extrication and patient care..

## August

- On 8/13/2013 @ 17:57 hrs., CCFD Fire and EMS crews responded to 3711 Mary Ann Drive for a reported vehicle fire. Upon arrival crews found a vehicle on fire behind the residence. Our crews extinguished the fire preventing it from extending into the house.
- On 8/31/2013 @ 12:55 hrs., CCFD Fire and EMS crews responded to 360 West Central Avenue for a reported electrical fire. Upon arrival crews found a malfunctioning HVA/C unit on the roof. Our crews isolated the unit and requested building maintenance to the scene to repair the unit. There were no other hazards found.
- On 8/11/2013 @ 15:56 hrs., CCFD Fire and EMS crews responded to 304 Poplar Grove for a reported suicide. Upon arrival crews found a 62 year old male DOA from an apparent suicide. The Greater Cincinnati Regional Hazardous Materials Team was contacted due to possible dangerous chemicals in the residence. Once the scene was determined safe, the coroner was notified and the scene was turned over to CCPD.
- On 8/31/2013 @ 21:20 hrs., CCFD Fire and EMS crews responded to 5047 Weidner Road for a reported structure fire. Upon arrival crews found a 15' X 20' shed fully involved in fire. Our crews quickly extinguished the fire. Mutual aid was received by the City of Franklin and Franklin Township Fire Departments.

## September

- On 9/10/2013 @ 08:19 hrs., CCFD Fire and EMS crews responded to 1056 East Lytle 5 Points Road for a reported structure fire. Upon arrival crews found detached guest house on fire. Our crews initiated an interior attack and quickly

extinguished the fire. Mutual aid was received from the Washington Township and City of Franklin Fire Departments.

- On 9/20/2013 @ 18:01 hrs., CCFD Fire and EMS crews responded to the area of Bunnell Hill Road and State Route 73 for a reported structure fire. Upon arrival crews found an illegal open burn. Our crews extinguished the fire. Mutual aid was received from the Miami Valley Fire District and the City of Franklin Fire Department.
- On 9/29/2013 @ 13:50 hrs., CCFD Fire and EMS crews responded mutual aid into Washington Township to 1948 Washington South Drive for a reported structure fire with people trapped and an injured firefighter. Our crews transported the injured fire fighter for treatment.

## **October**

- On 10/14/2013 @ 18:32 hrs., CCFD Fire and EMS crews responded to 350 Sharts Road for a reported structure fire. Upon arrival crews found a fire in the dust collector located in the back of the building. Our crews were able to quickly contain and extinguish the fire. The dust collector was taken out of service until it could be repaired by a technician. Mutual aid was received from the City of Franklin and Miami Valley fire departments.
- On 10/20/2013 @ 17:15 hrs., CCFD Fire and EMS crews responded to 1783 Harlan Road for a reported structure fire. Upon arrival crews found a fire in the kitchen. Our crews extinguished the fire and kept the fire damage isolated to the kitchen area. There was smoke damage throughout the residence. Mutual aid was received from the Washington Township and Miami Valley fire departments.
- On 10/21/2013 @ 18:48 hrs., CCFD Fire and EMS crews responded to 832 East State Route 73 for a reported outdoor fire. Upon arrival crews found a very large outdoor fire approximately 600' off the roadway. The operation was extensive in order to reach the fire due to the terrain. However, our crews were able to extinguish the fire. Mutual aid was received from the Wayne Township Fire Department.

## **November**

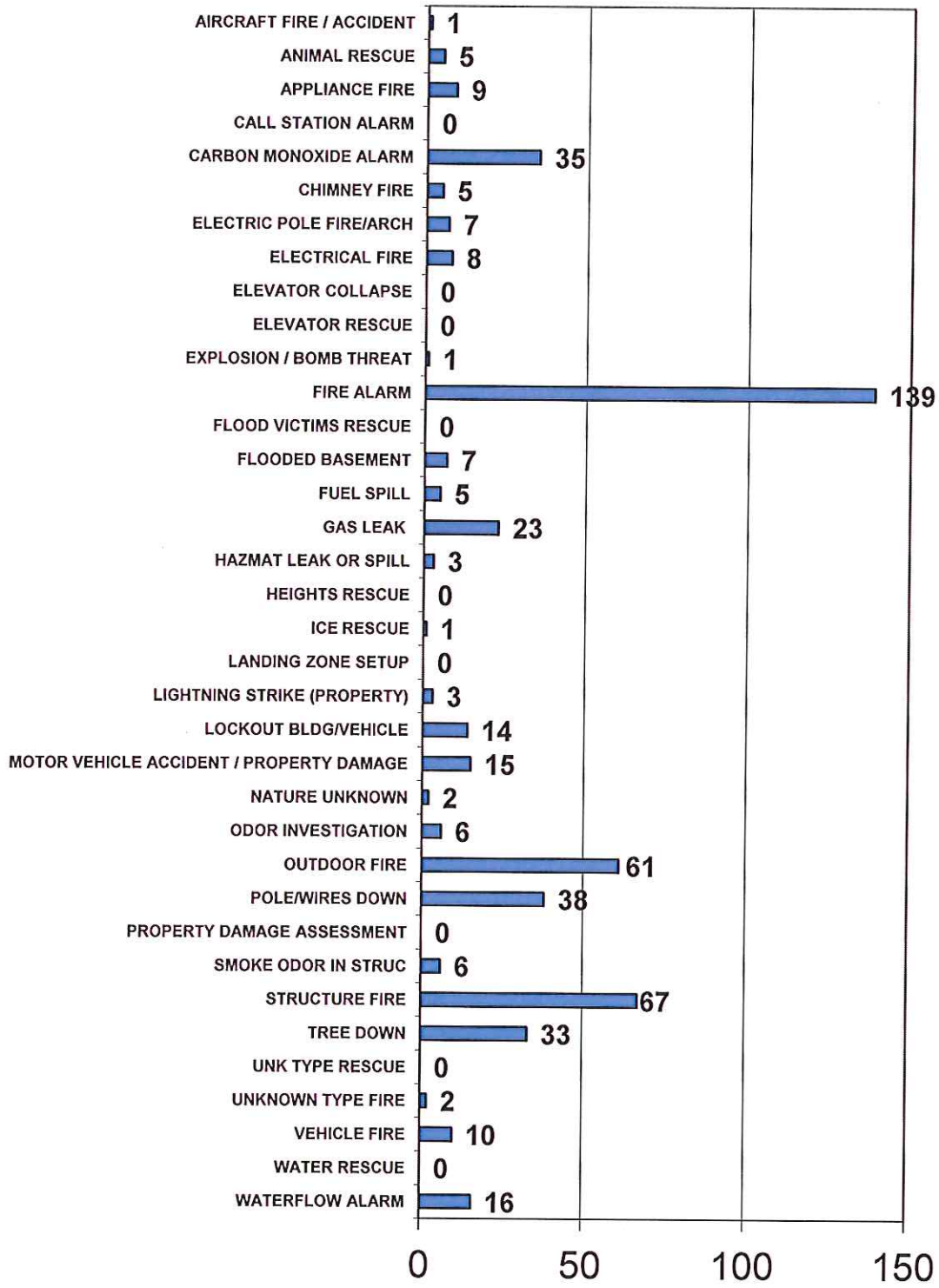
- On 11/14/2013 @ 04:00 hrs., CCFD Fire and EMS crews responded to 45 Ambridge Court for a reported structure fire. Upon arrival crews found two story residence with heavy fire in the garage extending into the attic. Our crews extinguished the fire and were able to rescue the family dog. Mutual aid was received from the City of Franklin and Miami Valley fire departments.

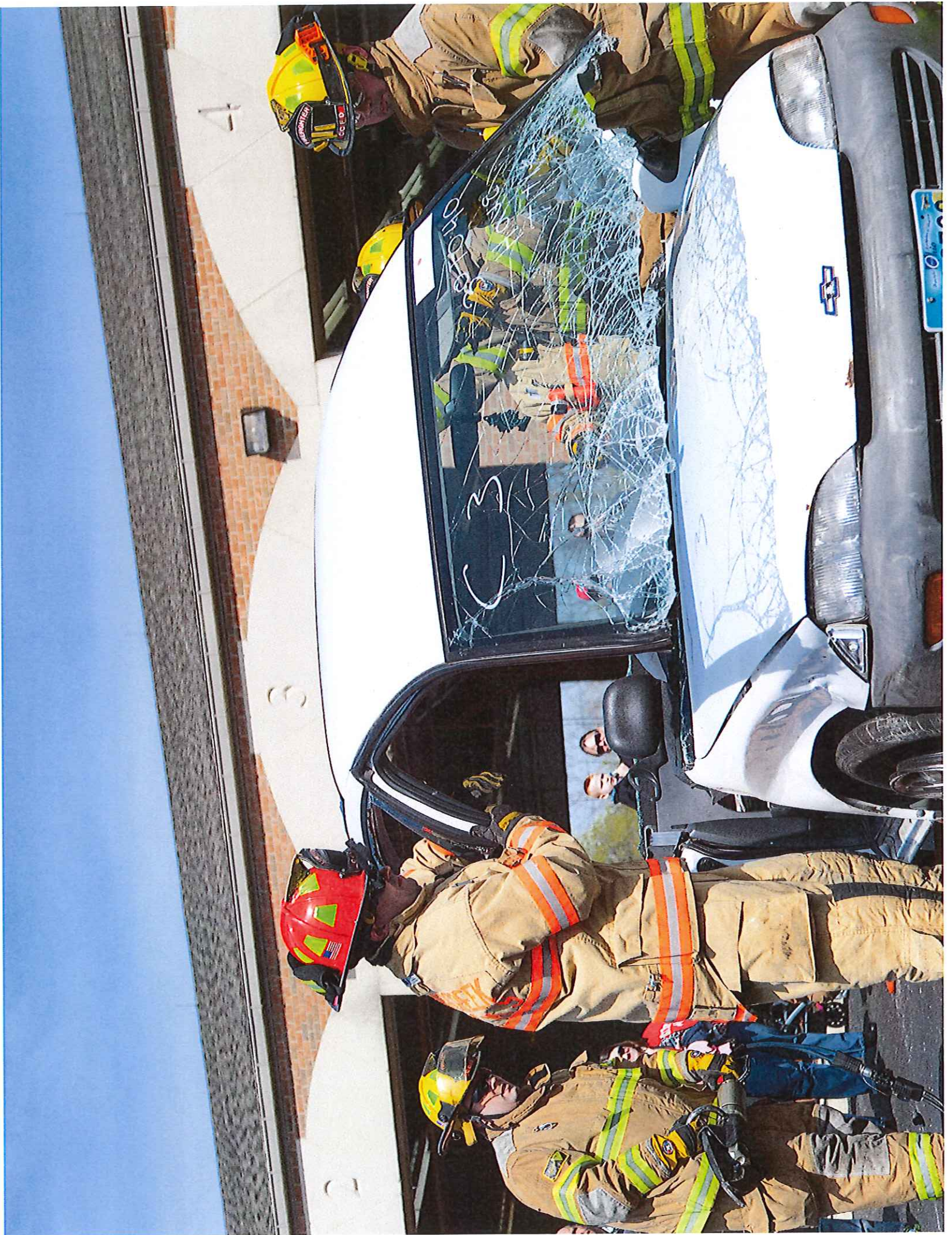
- On 11/29/2013 @ 09:14 hrs., CCFD Fire and EMS crews responded to 125 Advanced Drive for a reported structure fire. Upon arrival crews found a fire in the dust collection unit. Mutual aid was received from the City of Franklin and Miami Valley fire departments.

## December

- On 12/12/2013 @ 10:20 hrs., CCFD Fire and EMS crews responded to 785 East Lower Springboro Road for a reported structure fire. The occupant was working on his lawn mower when it caught fire. Upon arrival crews found the lawn mower in the barn had been extinguished. Our crews confirmed there was not extension into the structure. Mutual aid was received from the Miami Valley Fire District and Washington Township Fire Departments.
- On 12/12/2013 @ 18:56 hrs., CCFD Fire and EMS crews responded to 411 Turner Drive for a reported chimney fire. Upon arrival crews found flames coming from the top of the chimney. Our crews extinguished the fire in the chimney and checked the residence for fire extension. Once the chimney fire was extinguished there were no further hazards found. Mutual aid was received from the City of Franklin Fire Department.
- On 12/25/2013 @ 10:53 hrs., CCFD Fire and EMS crews responded to 8558 Eagle Ridge for a reported chimney fire. Upon arrival crews found an active fire in the chimney's flu liner. Our crews extinguished the fire with dry chemical powder. Once the fire was extinguished we checked the remainder of the residence for extension and there were no other hazards found.
- On 12/31/2013 @ 10:40 hrs., CCFD Fire and EMS crews responded to 95 North Main Street for a reported structure fire. Upon arrival crews found the gas line to the griddle on fire. Our crews shut off the gas and extinguished the fire. Mutual aid was received the City of Franklin and Miami Valley Fire Departments.

## 2013 FIRE CLASSIFICATION BREAKDOWN









## SIGNIFICANT EMS EMERGENCIES - 2013

### January

- On 1/4/2013 @ 19:20 hrs., CCFD Fire / EMS crews responded to State Route 48 & Stone Creek Boulevard for a motor vehicle crash with heavy damage. Upon arrival crews found four patients involved in the crash. A 9 year old was transported to Miami Valley Hospital by Careflight with serious injuries and the other three patients were transported by ground.
- On 1/17/2013 @ 15:22 hrs., CCFD Fire and EMS crews responded to 95 Willow Drive for a reported non-breather. Upon arrival crews found a 78 year old female in cardiac arrest. Crews initiated Advanced Cardiac Life Support procedures and protocols. Unfortunately, the efforts were not successful and the crews received a field termination of resuscitation order from the hospital's medical control emergency room physician.
- On 1/17/2013 @ 15:35 hrs., CCFD Fire & EMS crews responded to 7334 Southview Court for a reported non-breather. Upon arrival crews found a 46 year old female DOA. The coroner was notified and the scene was turned over to the Police Department.
- On 1/22/2013 @ 11:34 hrs., CCFD Fire and EMS crews responded to 275 South Pioneer for a reported unconscious subject. Upon arrival crews found a 47 year old male in cardiac arrest. Crews initiated Advanced Cardiac Life Support procedures and protocols. The patient was transported to Southview. Upon arrival at Southview the patient had a pulse, blood pressure and was breathing on his own.

## February

- On 2/3/2013 @ 20:37 hrs., CCFD Fire and EMS crews responded to 66 McCullough for a reported non-breather. Upon arrival crews found an 18 month old in seizure. Crews initiated advanced care and transported the child the Children's Medical Center of Dayton.
- On 2/23/2013 @ 20:07 hrs., CCFD Fire / EMS crews responded to 1909 East State Route 73 for a bull rider who was kicked in the head by a bull. Upon arrival crews found a 21 year old male with a significant head injury. Careflight was requested to the scene and the patient was transported to Miami Valley Hospital by Careflight with serious injuries.

## March

- On 3/5/2013 @ hrs., CCFD Fire and EMS crews responded to 827 West Central Avenue for a non-breather. Upon arrival crews found an 56 year old male in cardiac arrest. Crews initiated Advanced Cardiac Life Support procedures and protocols. The patient was transported to Sycamore.
- On 3/11/2013 @ 14:41 hrs., CCFD Fire and EMS crews responded to 9192 Clearcreek-Franklin Road for a reported non-breather. Upon arrival crews found an 88 year old female in cardiac arrest. Crews initiated Advanced Cardiac Life Support procedures and protocols. Unfortunately, the efforts were not successful and the crews received a field termination of resuscitation order from the hospital's medical control emergency room physician.
- On 3/20/2013 @ 17:49 hrs., CCFD Fire and EMS crews responded to 7638 Country Brook Court for a reported non-breather. Upon arrival crews found a 30 year old male in seizure. Crews initiated Advanced Life Support procedures and protocols and transported the patient to Atrium Medical Center.
- On 3/29/2013 @ 15:43 hrs., CCFD Fire & EMS crews responded to 2974 West State Route 122 for a reported non-breather. Upon arrival crews found a 65 year old male DOA. The coroner was notified and the scene was turned over to the Police Department.

## April

- On 4/6/2013 @ 19:41 hrs., CCFD Fire & EMS crews responded to West Factory Road and Myers Creek Lane for a reported body in the creek. Upon arrival crews found a female DOA. The coroner was notified and the scene was turned

over to the Police Department. Rescue 21 responded to the scene to assist to police by providing scene lighting.

- On 4/12/2013 @ 12:36 hrs., CCFD Fire & EMS crews responded to 36 Dunnington Court for a reported suicidal person. Upon arrival crews found a 54 year old male DOA. The coroner was notified and the scene was turned over to the Police Department.
- On 4/25/2013 @ 19:01 hrs. CCFD Fire and EMS crews responded to 324 West Pugh for a reported unresponsive / unconscious person. Upon arrival crews found a 4 week old female patient unconscious. Crews initiated Advanced Life Support procedures and protocols and the patient was transported to Children's Medical Center in Dayton.

## May

- On 5/10/2013 @ 11:33 hrs., CCFD Fire / EMS crews responded to East Central Avenue and South Main Street for a motorcycle accident with injuries. Upon arrival crews found a male on the ground with significant injuries. The patient was transported to Miami Valley hospital in critical condition.
- On 5/15/2013 @ 10:31 hrs., CCFD Fire and EMS crews responded to 110 Elmwood Drive for a non-breather. Upon arrival crews found an older male in cardiac arrest in the front yard. Crews initiated Advanced Cardiac Life Support procedures and protocols. The patient was transported to Southview hospital.
- On 5/17/2013 @ 22:40 hrs., CCFD Fire and EMS crews responded to 305 North Cherry Street in Lebanon for breathing problems. Upon arrival crews found a 63 year old female in severe respiratory distress that later went into cardiac arrest. Crews initiated Advanced Cardiac Life Support procedures and protocols and transported the patient to the hospital.

## June

- On 6/5/2013 @ 18:06 hrs., CCFD Fire and EMS crews responded to 7529 Carter Drive in Wayne Township for a reported non-breather. Upon arrival crews found a 78 year old male in cardiac arrest. Crews initiated Advanced Cardiac Life Support procedures and protocols. Unfortunately, the efforts were not successful and the crews received a field termination of resuscitation order from the hospital's medical control emergency room physician.
- On 6/12/2013 @ 09:09 hrs. CCFD Fire / EMS crews responded to the intersection of East Pekin Rd and Township Line Rd on a Motor Vehicle Crash with injuries. Upon arrival crews found a car that had struck a large construction

front end loader at a high rate of speed. The car sustained heavy damage. One patient was transported to Atrium Medical Center with multiple serious injuries.

- On 6/24/2013 @ 14:40 hrs., CCFD Fire / EMS crews responded to 3749 Grandview Drive for a self inflicted gunshot wound to the head. Upon arrival crews found a 37 year old male who had attempted suicide. The patient was transported to Miami Valley Hospital by University Air Care with serious injuries.

## July

- On 7/23/2013 @ 21:25 hrs., CCFD Fire & EMS crews responded to 8564 Sycamore Trails Drive for a reported non-breather. Upon arrival crews found an 88 year old male DOA. The coroner was notified and the scene was turned over to the Police Department.
- On 7/29/2013 @ 00:24 hrs., CCFD Fire / EMS crews responded to 2503 West Pekin Road for a vehicle accident with injuries. Upon arrival crews found a single vehicle crash. There was one patient with various injuries. The patient was transported to Atrium Medical Center.
- On 7/30/2013 @ 10:34 hrs., CCFD Fire and EMS crews responded to 7993 Bending Willow Court for a reported non-breather. Upon arrival crews found a 70 year old male in cardiac arrest with bystander CPR in progress. Crews initiated Advanced Cardiac Life Support procedures and protocols. Unfortunately, the efforts were not successful and the crews received a field termination of resuscitation order from the hospital's medical control physician.
- On 7/31/2013 @ 05:51 hrs., CCFD Fire / EMS crews responded to Old State Route 122 & North State Route 42 in Wayne Township for a vehicle accident with injuries. Upon arrival crews found a two vehicle crash with one vehicle on its side. There were multiple patients with various injuries. Medic 23 assisted with extrication and patient care.

## August

- On 8/5/2013 @ 20:02 hrs., CCFD Fire and EMS crews responded to 287 Binkley Lane for a reported non-breather. Upon arrival crews found an 85 year old male in cardiac arrest with bystander CPR in progress. Crews initiated Advanced Cardiac Life Support procedures and protocols. Unfortunately, the efforts were not successful and crews received a field termination of resuscitation order from the hospital medical control physician.
- On 8/25/2013 @ 18:04 hrs., CCFD Fire / EMS crews responded to 740 North Main Street for a vehicle accident with injuries involving a motorcycle. Upon

arrival crews found a motorcycle struck in the rear and pushed 25' to 30' down the road. There were 2 patients with various injuries. All patients were transported to Kettering Medical Center.

- On 8/25/2013 @ 21:02 hrs., CCFD Fire and EMS crews responded to 35 Clearcreek-Franklin Road Apt. 10 for a reported attempted suicide. While en route to the scene crews were advised to stage in the area per Springboro PD. The patient was potentially armed and threatening violence upon emergency services personnel. Warren County's Special Operations Group responded to the scene and made entry removing the patient. Our crews transported the patient to Sycamore hospital with a police escort.

## September

- On 9/11/2013 @ 03:42 hrs., CCFD Fire & EMS crews responded to 505 Gilpin Drive for a reported non-breather. Upon arrival crews found a 14 year old female DOA. The coroner was notified and the scene was turned over to the Police Department.
- On 9/17/2013 @ 07:53 hrs., CCFD Fire / EMS crews responded to State Route 73 & Red Lion 5 Points Road for a vehicle accident with injuries. Upon arrival crews found a two vehicle T-bone style crash. There were four patients with various injuries. Three Clearcreek Medic Units responded along with a mutual aid EMS unit from the Miami Valley Fire District.

## October

- On 10/1/2013 @ 04:20 hrs., CCFD Fire and EMS crews responded to 325 East Central Avenue for a reported non-breather. Upon arrival crews found a 77 year old male in cardiac arrest with CPR in progress. Crews initiated Advanced Cardiac Life Support procedures and protocols. Unfortunately, the efforts were not successful and the crews received a field termination of resuscitation order from the hospital's medical control emergency room physician.
- On 10/11/2013 @ 09:25 hrs., CCFD Fire and EMS crews responded to 8490 North State Route 48 for a non-breather. Upon arrival crews found a 2 year old female who was struck by a car. Crews initiated Advanced Cardiac Life Support procedures and protocols. The patient was transported to Sycamore in stable condition.
- On 10/30/2013 @ hrs., CCFD Fire & EMS crews responded to 9350 Avalon Circle for a reported non-breather. Upon arrival crews found a 78 year old female DOA. The coroner was notified and the scene was turned over to the Police Department.

- On 10/30/2013 @ 18:21 hrs., CCFD Fire & EMS crews responded to 45 Hollister Court for a reported non-breather. Upon arrival crews found an 82 year old male DOA. The coroner was notified and the scene was turned over to the Police Department.

## **November**

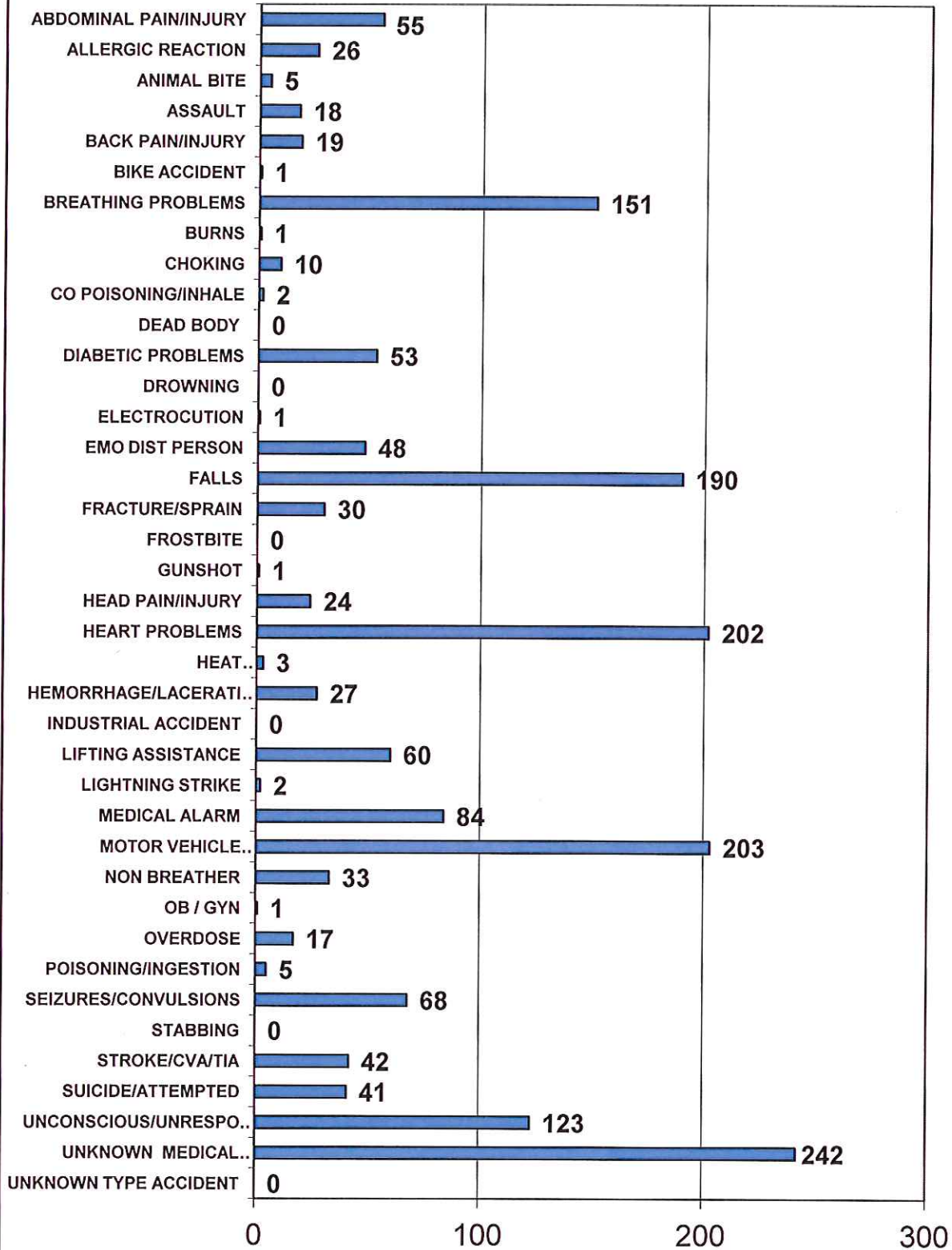
- On 11/13/2013 @ 09:38 hrs., CCFD Fire and EMS crews responded to 8795 Cottonwood Place for a reported non-breather. Upon arrival crews found a 67 year old male in cardiac arrest. Crews initiated Advanced Cardiac Life Support procedures and protocols. The patient was transported to Sycamore Hospital.
- On 11/14/2013 @ 19:53 hrs., CCFD Fire and EMS crews responded to 325 East Central Avenue for a reported non-breather. Upon arrival crews found a 78 year old female in cardiac arrest with bystander CPR in progress. Crews initiated Advanced Cardiac Life Support procedures and protocols. Unfortunately, the efforts were not successful and the crews received a field termination of resuscitation order from the hospital's medical control emergency room physician.
- On 11/16/2013 @ 13:08 hrs., CCFD Fire & EMS crews responded to 15 Woods Road for a reported non-breather. Upon arrival crews found a 72 year old female DOA. The coroner was notified and the scene was turned over to the Police Department.
- On 11/17/2013 @ 05:03 hrs., CCFD Fire & EMS crews responded to 3571 North State Route 123 for a reported non-breather. Upon arrival crews found a 99 year old female DOA. The coroner was notified and the scene was turned over to the Police Department.
- On 11/22/2013 @ 12:23 hrs., CCFD Fire & EMS crews responded to 1157 Jarva Lane for a reported non-breather. Upon arrival crews found an 83 year old male DOA. The coroner was notified and the scene was turned over to the Police Department.

## **December**

- On 12/8/2013 @ 07:41 hrs. CCFD Fire and EMS crews responded to 8656 Shelly Wood Court for a reported unresponsive / unconscious persons. Upon arrival crews found a 40 year old male patient with agonal respirations. Crews initiated Advanced Life Support procedures and protocols and the patient was transported to Sycamore hospital.

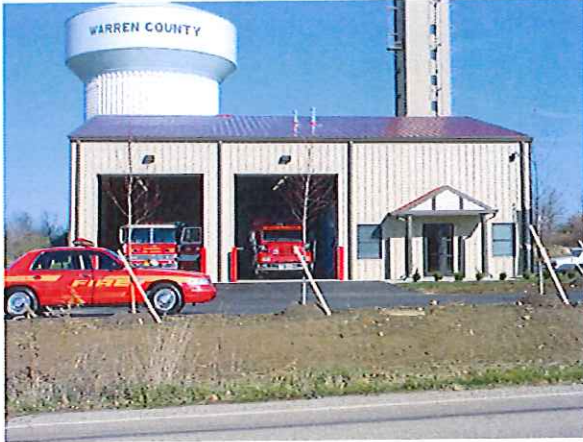
- On 12/24/2013 @ 21:26 hrs., CCFD Fire and EMS crews responded to 100 Woods Drive for a non-breather. Upon arrival crews found a baby that had been fallen on by her grandmother not in cardiac arrest. The baby reportedly started breathing prior to the medic crew's arrival. Our crews assessed the patient who was transported to Children's hospital of Dayton for further evaluation.
- On 12/27/2013 @ 13:39 hrs., CCFD Fire / EMS crews responded to 5474 North State Route 48 for a motor vehicle crash involving two vehicles with one rolling over. Upon arrival crews found seven total patients with one still trapped in the vehicle. One patient was transported to Miami Valley Hospital by Careflight and two others were transported by Clearcreek and Wayne Township medic units.
- On 12/29/2013 @ 16:34 hrs., CCFD Fire and EMS crews responded to 30 Royal Drive for a non-breather. Upon arrival crews found an 79 year old male in cardiac arrest. Crews initiated Advanced Cardiac Life Support procedures and protocols. The patient was transported to Sycamore hospital.

## 2013 EMS CLASSIFICATION BREAKDOWN









## **NON-EMERGENCY ACTIVITIES – 2013**

### **January**

- The Fire District began assembly of data and information for compilation of the 2012 Annual Report.
- The Fire District in conjunction with Warren County Telecommunications completed phase 2 of 3 phases of required programming work on all of our 800 MHz mobile and portable radios in preparation for migration to Warren County's new digital radio system later this year.
- Six members of the Fire District attended the International Association of Fire Chiefs / International Association of Firefighters joint "Labor Management Initiative" conference on January 24th and 25th. The educational sessions focused on building the strong working relationship necessary to carry out the mutual goal of delivering safe, effective services to the citizens. Attendees included Chief Kidd and Assistant Chief Vecchi as well as IAFF Local 4207 President Steve Cox, Vice President Tim Haggard, Secretary Treasurer Justin Buehler, and Trustee Sam Long.

### **February**

- The Fire District completed assembly of and published the 2012 Annual Report.
- The Fire District along with Physio-Control Completed the required annual maintenance on all Automatic Defibrillators in our public safety fleet (Fire District, Clearcreek Township, and City of Springboro).
- Assistant Chief Vecchi worked with various entities, engineering, and utility companies to finalize easements and site surveys for several pending facility

improvement items for Fire Station #22. (Underground Sanitary Sewer and Conversion of Propane to Natural Gas). This project is on going .

- The Fire District received a grant amendment approval from the 2011 FEMA Assistance to Firefighters Grant program for use of excess funds to purchase of the following; a Fire Extinguisher Training Simulator for use in public education, additional smoke detectors for a smoke detector distribution program, and the Blue Card Incident Command Training Program for our officers and required delivery equipment.
- On 2/26/13, Assistant Chief Simpson, Captains Agenbroad, Kaeff, Prass, Lieutenant Bonfield, and FF/PM Bell attended a training seminar presented by representatives from Underwriters Laboratories (U.L.) and the Chicago Fire Department entitled "Bringing the Science to the Streets". This seminar focused on the physical science aspects of fire dynamics and behavior in today's environment and its application to daily fire suppression response strategies and tactics.

## March

- Assistant Chief Vecchi, Firefighter / Paramedic Carman, and on duty crews attended the Springboro Chamber of Commerce "Hometown Expo" on 3/9/13. During the expo crews staffed a booth to provide fire safety literature and answer safety related questions for the attendees.
- On 3/5/13 through 3/6/13 Chief Kidd and Lieutenant Bonfield conducted a factory pre delivery inspection on the new Road Rescue Medic unit Delivery of the new Medic unit is anticipated during April 2013.
- The Fire District completed the application process for the annual Ohio Department of Public Safety Division of EMS Training and Equipment Grant for Fiscal Year 2013.
- The Fire District received a grant amendment approval from the 2011 FEMA Assistance to Firefighters Grant program for use of excess funds to purchase of the following; a Fire Extinguisher Training Simulator for use in public education, additional smoke detectors for a smoke detector distribution program, and the Blue Card Incident Command Training Program for our officers and required delivery equipment.
- Eighteen (18), Fire District officers began work on the Blue Card Incident Command Training program. The first portion of this training program involves the completion of a fifty (50) hour on line interactive training program by each officer. This project is being funded through the use of excess funds from the

Fire District's 2011-2012 Department of Homeland Security Assistance to Firefighter Grant Award.

- Fire District Crews began working on the installation of 553 Photoelectric smoke alarms with 10 year Lithium batteries in targeted homes. This project is being funded through the use of excess funds from the Fire District's 2011-2012 Department of Homeland Security Assistance to Firefighter Grant Award.

## April

- On 4/4/13 the Fire District hosted the monthly Warren County Fire Chief's Association meeting.
- On 4/21/13 the Clearcreek Fire District hosted a Public Open House from 13:00 hrs. to 17:00 hrs. The following activities were featured: A Live-Burn demonstration showing the speed of fire growth and the importance of residential sprinklers by using two demonstration rooms. Each room was filled with contents similar to what is found in a typical home. A fire was subsequently lit in each of the rooms and crews explained the fires growth pattern and dangers to the attendees. Attendees were also able to see our crews in action as they extinguished the fires and were able to inspect the damage afterwards. Miami Valley Hospital CareFlight was also in attendance with one of their helicopters. Other activities included an auto extrication demonstration, a Ladder 21 rescue demonstration, kids games, and Firefighter skill activities for everyone to try. The Open House was a great success and was well attended by the public.
- Members of the Clearcreek Fire District Leadership Staff (Chief Kidd, Assistant Chief Simpson, Captain's Agenbroad and Kaeff; Lieutenant's Bonfield, Petry and Baldrige, as well as several others), attended various portions of the annual Fire Department Instructors Conference (FDIC), and Exhibits on 4/22/13 through 4/27/13.
- Assistant Chief Vecchi attended the Ohio Fire Executive Program Class from 4/22/13 through 4/26/13.
- On 4/26/13, the Clearcreek Fire District was awarded \$152,540.00 from the Federal Assistance to Firefighters Grant Program. The general scope of this Assistance To Firefighter's Grant Award will be to fund the purchase of seven (7), new replacement Cardiac / Monitor Defibrillators and required accessories. The new devices are to replace our existing soon to be obsolete ten year old units. Purchase of this equipment will be required within the grants specified performance period of 12 months or less.
- Fire District Crews continued work on the installation of 553 Photoelectric smoke alarms with 10 year Lithium batteries in targeted homes. This project is being

funded through the Fire District's 2011-2012 Department of Homeland Security Assistance to Firefighter Grant Award.

## May

- The Fire District began work on the annual fire hose testing process.
- The Fire District completed our annual non-destructive ladder testing on Ladder 21 (aerial ladder) as well as all ground ladders.
- As a result of the 5/7/13 fire levy failure the Fire District Command Staff reviewed and drafted new Staffing Deployment Algorithms designed to further reduce operational costs to extend budgetary resources further into the future in an attempt to maintain basic Fire District emergency response capabilities while our total number of our operational personnel continues to shrink as a result of attrition.
- Assistant Chief Simpson attend the EMS Midwest Conference on 5/17/13 and 5/18/13.
- Assistant Chief Simpson and Captain Agenbroad attended the FEMA AWR-232 Mass Fatalities and Response Planning Training course hosted by the Warren County Department of Emergency Services on 5/22/13.
- The Fire District participated in the annual City of Springboro Memorial Day parade and activities on 5/27/13.

## June

- The Fire District completed the annual fire hose testing process.
- On 6/14/13 Chief Kidd attended the Ohio Township Association class concerning part-time personnel and the Affordable Care Act (ACA). This course was related to employee work hours / benefits.
- The Fire District Command Staff reviewed, drafted, and implemented new Staffing Deployment Algorithms designed to comply with the work hour requirements of the Affordable Care Act (ACA), for part-time personnel. This new legal requirement further limits the number of hours our part-time personnel are permitted to work each week and further complicates and reduces our overall staffing capabilities. This further limits basic Fire District emergency response capabilities as our total number of operational personnel continues to shrink as a result of attrition and a reduction of available work hours for the remaining part-time personnel.

- Captain Steve Agenbroad attended the "Leading Community Risk Reduction" class at the National Fire Academy from 6/17/13 through 6/28/13. This class is the second of four classes in the Executive Fire Officer program.
- Captain Lantman attended the Ohio Fire Executive Program Class from 6/17/13 through 6/21/13.
- On 6/26/13 Assistant Chief Simpson attended the Regional Asset Verification Emergency Network (RAVEN) 911 software operating platform update training. RAVEN 911 is an online tool that allows the user to identify critical infrastructure and key resources within the immediate 12 county, three state planning region encompassing Southwest Ohio, Southeast Indiana and Northern Kentucky. It offers users a common operating picture/situational awareness and a series of tools to help prepare for, respond to and/or recover from a large scale emergencies and functionality to help users with special event planning.

## July

- On 7/1/13 the Fire District was awarded a \$2,000.00 Training and Equipment Grant from the Ohio Department of Public Safety Division of Emergency Medical Services Grant Program.
- The Fire District received delivery of seven (7), new Physio-Control LifePak-15 Cardiac Monitor Defibrillators. The purchase of these new units was 90 percent funded by the Federal Emergency Management Agency (FEMA), Assistance to Firefighters Grant Program with a 10 percent match of Fire District funds. The new devices will replace the Fire District's ten (10), year old LifePak-12 Cardiac Monitor / Defibrillators that will soon be obsolete. Fire District personnel are in the process of completing the required orientation and inservice training on the new units and they will soon be in service.
- On 7/15/13 the Clearcreek Fire District conducted a special presentation to the Community and the Clearcreek Township Board of Trustees on Past and Future Needs.
- Clearcreek Fire District accepted employment applications and resumes for a Career Firefighter / Paramedic eligibility list from 6/27/13 through 7/27/13. A total of 41 applications were received. The selection process is presently underway for qualified applicants and will continue throughout August 2013.
- Assistant Chief Simpson attended the "Advanced Leadership Issues in Emergency Medical Services" course at the National Fire Academy from 7/21/13 through 8/2/13.

## August

- Fire District crews participated in the "National Night Out" event at Patricia Allyn Park on 8/6/13. The evening included display of Ladder 21 and Engine 22, Careflight and an auto extrication demonstration.
- Clearcreek Fire District continued work on the selection process for the Career Firefighter / Paramedic employment eligibility list. On 8/8/13 the Fire District conducted practical assessment center testing and a panel interview for qualified applicants. The Fire District also spent many hours conducting and completing background checks and investigations on prospective candidates. The Fire District anticipates making a recommendation(s) to hire during early September 2013.
- The Fire District received delivery of twelve (12), new Knox Key Secure 4 vaults to support the Fire Districts Knox Rapid Entry Community Master Key System. The new units were installed throughout our apparatus fleet replacing the existing soon to be obsolete Knox Sentra-Lock I vaults.

## September

- Clearcreek Fire District accepted employment applications and resumes for a Career Firefighter / Paramedic eligibility list from 8/29/13 through 9/30/13. A total of 45 applications were received. The selection process is presently underway for qualified applicants and will continue throughout October 2013.
- On 9/10/13 the Fire District conducted initial interviews for the Part-Time Administrative Clerk interviews. The process is continuing with the completion of background investigations psychological and polygraph testing for qualified applicants.
- On 9/11/13 Assistant Chief Tim Simpson completed an annual FEMA Assistance To Firefighter's Grant Program Application workshop seminar.
- The Fire District completed the application process for the annual Loeb Foundation grant. This years grant request focused on funding to purchase assorted replacement fire hose and replacement automatic external defibrillators.
- On 9/25/13 and 9/26/13 the Fire District completed annual pump testing process on Engine #21, Engine #22, Engine #23, Engine #25, and Ladder #21. All of the apparatus passed the annual pump test.

- The Fire District completed the annual service and maintenance process on all hydraulic rescue tools and related systems.
- On 9/30/13 the Fire District began the initial orientation recruit class for the newly hired Career Firefighter / Paramedics. The class will continue through 10/25/13.

## October

- Clearcreek Fire District continued work on the selection process for the Career Firefighter / Paramedic employment eligibility list. On 10/8/13 the Fire District conducted a written test for qualified applicants. Twenty-nine (29), took the written examination and eighteen (18) successfully passed. Fifteen (15), qualified applicants completed the physical agility test on 10/29/13 fourteen (14), of which passed Practical assessment center testing and a panel interview for qualified applicants is presently scheduled for 11/6/13.
- All CCFD stations participated in a community open house on 10/5/13. Activities at Station 21 included a vehicle extrication demo, roof simulator activity, blind hose follow activity, station tours, and fire prevention education focused around the 2013 Fire Prevention Week theme. Other events included: Station 21 crews hosting local Cub Scout and Boy Scout troops for station tours on 10/10/13, 10/22/13, and 10/25/13. Station 21 crews hosted approximately 125 children from the Clearcreek Elementary preschool program for a fire safety presentation and station tour on 10/24/13.
- Representatives from the Fire District attended the annual Springboro Chamber of Commerce Dinner on 10/21/12.
- On 10/25/13 the Fire District completed the orientation recruit class for the newly hired Career Firefighter / Paramedics. The new Career Firefighter / Paramedics have been assigned to and are working a regular shift as of 10/26/13. The Recruit Academy was in session for four (4), weeks during the month of October beginning 10/1/13 and ending on 10/25/13.
- The Fire District participated in the annual beggars night activities on 10/31/13, distributing Cracker Jack in conjunction with representatives from the Springboro Lion's Club, the Clearcreek Township, and City of Springboro Police Departments.



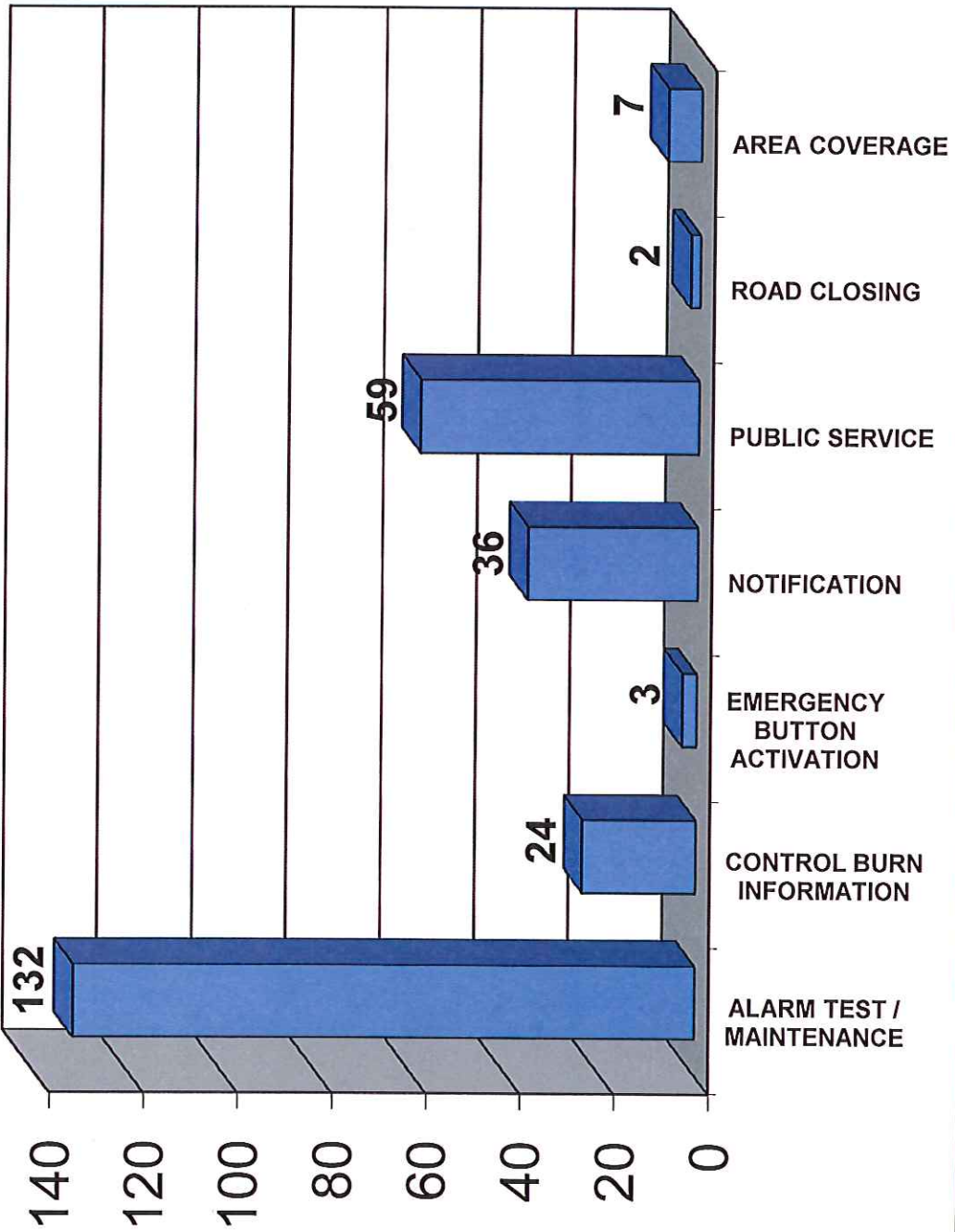
## November

- Clearcreek Fire District continued work on the selection process for the Career Firefighter / Paramedic employment eligibility list. A practical assessment center testing and a panel interview for twelve (12), qualified applicants was conducted on 11/6/13. The selection process is ongoing.
- The Fire District began work on preparing the annual Federal Emergency Management Agency (FEMA) Assistance to Firefighters Grant Application for fiscal year 2013.
- On 11/15/13 Assistant Chief Simpson participated in the new Warren County digital radio system grid coverage testing process. Participants in the process included Warren County Telecom, Motorola Solutions, and Mobilcom. The testing process was successful.
- The Fire District participated in the annual Christmas in Springboro Parade on 11/23/13.
- The Fire District was awarded \$13,250.00 from the annual Loeb Foundation Grant Program.
- On 11/25/13 Jennifer Whittle was hired and received the Oath of Office as a new Part-Time Administrative Clerk for the Fire District.
- On 11/27/13 Assistant Chief Simpson participated in a stake holders meeting with other Warren County Public Safety Agency representatives to consider possible future options of Warren County Communications / Telecommunications partnering with the State of Ohio in the new MARCS (P1 Computer Aided Dispatch-CAD System).

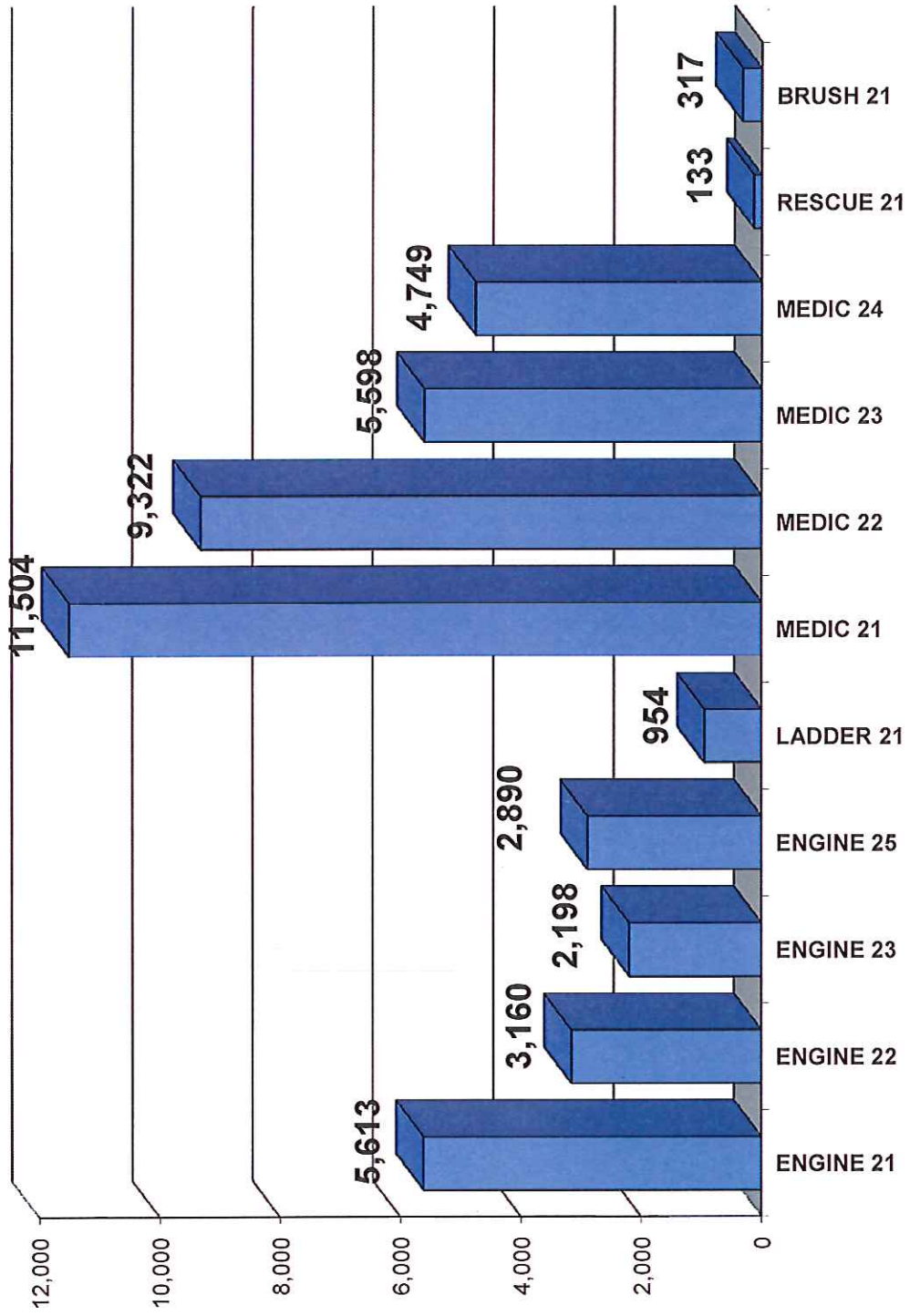
## December

- The Fire District completed work on and submitted the application to the U.S. Department of Homeland Security's Annual 2013 Assistance to Firefighter's Grant (AFG) Application.
- On 12/18/13 Tanda Lainhart was hired as a new Part-Time Administrative Clerk for the Fire District.
- The Fire District completed the 2013 Annual Inventory.
- The Fire District completed the annual performance appraisal process on the Command, Leadership, and Administrative staff.

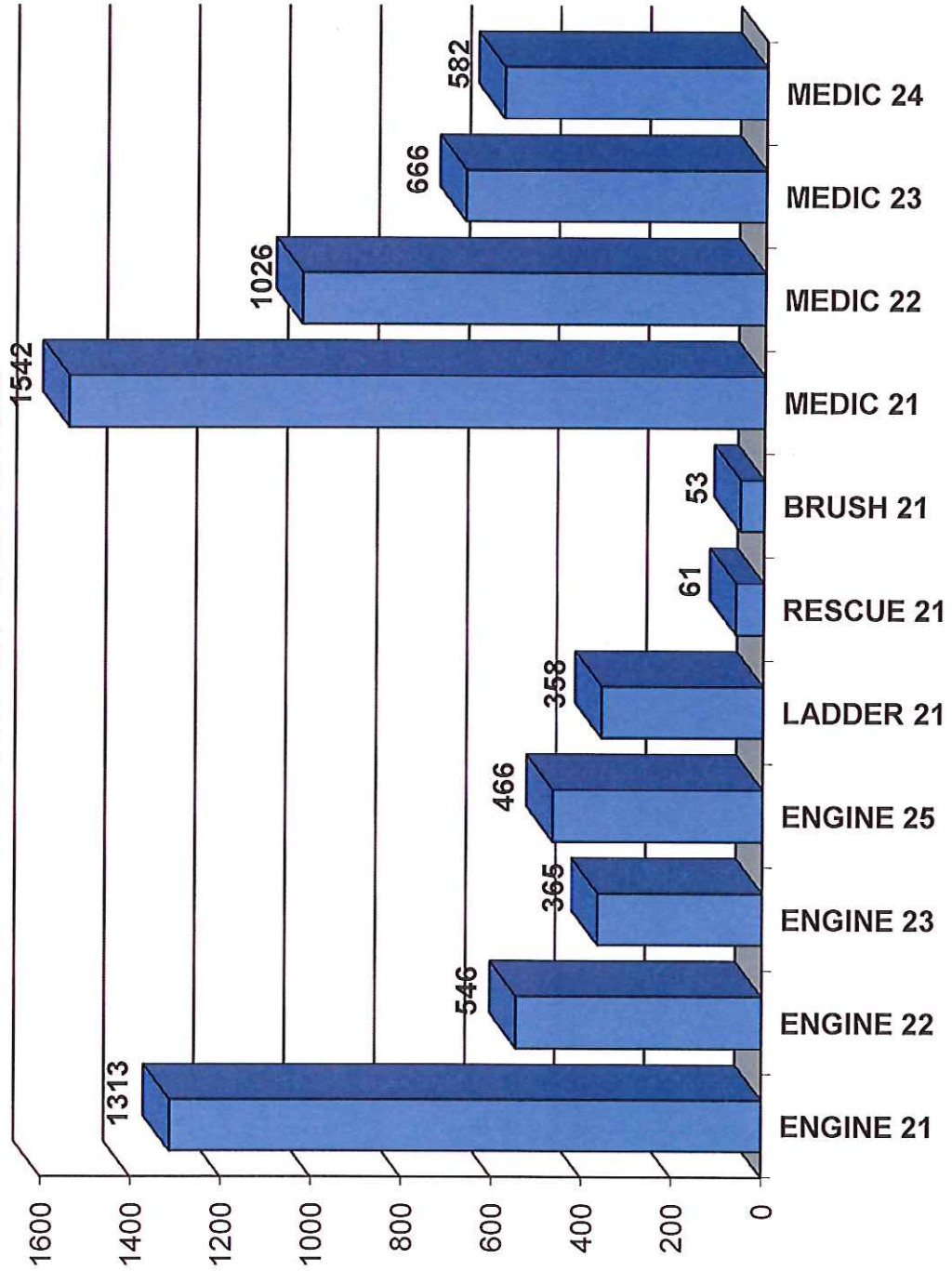
# Clearcreek Fire District 2013 Non-Priority Incident Breakdown



# 2013 FIRE / EMS TOTAL APPARATUS MILEAGE



# 2013 FIRE / EMS APPARATUS FUEL USAGE IN GALLONS



Unit Number / CAD Identifier	Start Mileage	End Mileage	Annual Miles Traveled	Gallons of Fuel Used	Average Miles per Gallon	Year	Initial Purchase Price	Annual Depreciation Cost	Annual Fuel Cost	Annual Maintenance / Repair Cost	Total Annual Cost	Annual Cost per Mile	Anticipated Replacement Cost
<b>STAFF VEHICLES - 10 YEAR LIFE</b>													
Unit 105 (Retired)	79,645	81,056	1,411	77.4	18.2	2003	\$20,804.00	\$2,080.40	\$243.25	\$371.99	\$2,695.64	\$1.91	\$40,000.00
Unit 106 (Retired)	64,142	66,259	2,117	122.3	17.3	2003	\$20,804.00	\$2,080.40	\$399.33	\$1,630.35	\$4,110.08	\$1.94	\$40,000.00
Unit 109 (Chief 22)	23,463	28,160	4,697	387.5	12.1	2007	\$24,150.00	\$2,415.00	\$1,226.54	\$1,652.02	\$5,293.56	\$1.13	\$40,000.00
Unit 110 (Chief 23)	18,190	23,020	4,830	365.6	13.2	2010	\$44,986.00	\$4,498.60	\$1,209.02	\$33.53	\$5,741.15	\$1.19	\$40,000.00
Unit 111 (Batt. 21)	14,492	24,292	9,800	850.5	11.5	2010	\$43,324.90	\$4,332.49	\$2,735.54	\$33.53	\$7,093.97	\$0.72	\$40,000.00
Unit 112 (Capt. 24)	4,048	8,308	4,260	207.2	20.6	2011	\$35,800.00	\$3,580.00	\$639.51	\$0.00	\$4,219.51	\$0.99	\$40,000.00
Unit 113 (Chief 21)	9,591	15,593	6,002	395.5	15.2	2011	\$38,070.00	\$3,807.00	\$1,283.99	\$127.35	\$5,218.34	\$0.87	\$40,000.00
Unit 114 (Lt. 25)	6,108	9,419	3,311	192.4	17.2	2011	\$18,916.50	\$1,891.65	\$1,016.90	\$39.95	\$2,948.50	\$0.89	\$40,000.00
Unit 115 (Insp. 21)	7,785	11,682	3,897	282.9	13.8	2011	\$19,200.00	\$1,920.00	\$901.62	\$611.05	\$3,432.67	\$0.88	\$40,000.00
<b>UTILITY VEHICLES - 10 YEAR LIFE</b>													
Unit 202 (Brush 21)	18,814	19,131	317	53.4	5.9	1999	\$24,141.00	\$2,414.10	\$169.28	\$0.00	\$2,583.38	\$8.15	\$60,000.00
Unit 203 (Utility 21)	40,750	42,799	2,049	163.0	12.6	2005	\$24,421.00	\$2,442.10	\$513.96	\$474.47	\$3,430.53	\$1.67	\$40,000.00
<b>MEDIC UNITS - 10 YEAR LIFE</b>													
Unit 303 (Retired)	114,299	117,725	3,426	483.9	7.1	1998	\$144,879.00	\$14,487.90	\$1,767.41	\$1,150.41	\$17,405.72	\$5.08	\$250,000.00
Unit 304 (Medic 24)	134,097	138,846	4,749	581.8	8.2	2002	\$144,879.00	\$14,487.90	\$2,057.32	\$1,416.39	\$17,961.61	\$3.78	\$250,000.00
Unit 305 (Medic 23)	80,398	85,996	5,598	666.4	8.4	2006	\$159,642.00	\$15,964.20	\$2,353.80	\$9,788.09	\$28,106.09	\$5.02	\$250,000.00
Unit 306 (Medic 21)	43,993	55,497	11,504	1,541.5	7.5	2008	\$196,083.00	\$19,608.30	\$5,439.42	\$6,003.19	\$31,050.91	\$2.70	\$250,000.00
Unit 307 (Reserve)	12,772	21,646	8,874	1,029.2	8.6	2010	\$216,979.00	\$21,697.90	\$2,954.29	\$694.29	\$25,346.48	\$2.86	\$250,000.00
Unit 308 (Medic 22)	0	9,322	9,322	1,026.1	9.1	2012	\$216,979.00	\$21,697.90	\$3,573.27	\$2,570.77	\$27,841.94	\$2.99	\$250,000.00
<b>FIRE ENGINES - 20 YEAR LIFE</b>													
Unit 402 (Engine 25)	115,460	118,350	2,890	455.8	6.2	1992	\$182,930.00	\$9,146.50	\$1,653.66	\$4,117.87	\$14,918.03	\$5.16	\$500,000.00
Unit 403 (Engine 23)	69,305	71,503	2,198	365.3	6.0	2002	\$148,273.00	\$7,413.65	\$1,286.01	\$4,900.12	\$13,599.78	\$6.19	\$500,000.00
Unit 404 (Engine 22)	49,886	53,046	3,160	545.8	5.8	2002	\$148,273.00	\$7,413.65	\$1,943.50	\$11,486.51	\$20,843.66	\$6.60	\$500,000.00
Unit 405 (Engine 21)	24,425	30,038	5,613	1,312.9	4.3	2008	\$262,271.20	\$13,113.56	\$4,601.76	\$2,511.25	\$20,226.57	\$3.60	\$500,000.00
<b>RESCUE / LADDER TRUCK - 20 YEAR LIFE</b>													
Unit 501 (Rescue 21)	30,495	30,628	133	60.5	2.2	1995	\$175,488.00	\$8,774.40	\$211.01	\$0.00	\$8,985.41	\$67.56	\$575,000.00
Unit 601 (Ladder 21)	31,763	32,717	954	357.5	2.7	2001	\$531,500.00	\$26,575.00	\$1,263.65	\$3,277.10	\$31,115.75	\$32.62	\$1,600,000.00
<b>MISCELLANEOUS</b>													
General Fuel (999)	N/A	N/A	N/A	178.9	N/A	N/A	N/A	N/A	\$575.14	N/A	\$575.14	N/A	N/A



# Clearcreek Fire District

*Fire Protection and Paramedic Service*

To: Annual Report  
From: Tim Simpson, Assistant Chief  
Subject: 2013 Annual Report  
Date: February 12, 2014

## **Street Guides / Zone Books / Mobile Data Computers (MDCs)**

The Fire District uses a GIS; zone mapping system was originally developed and implemented during 2004. Based on this system the Fire District is divided into 74 individual response zones containing over 830 different streets and roadways. These response zones are based on our existing fire station locations and response areas.

Clearcreek Fire District is dispatched by the Warren County Department of Emergency Services Communications Center. The Computer Aided Dispatch (CAD) system utilizes the Motorola Printrak Premier CAD™. This system uses a coordinate-based geofile; X, Y coordinates are assigned to each incident regardless if it has been initiated to an address, intersection, common place location, alarm location, or latitude/longitude. The Clearcreek Fire District Zone Mapping System integrates with this system.

Ongoing goals of the Clearcreek Fire District's GIS based Zone Mapping system is to continually simplify the mapping process, provide more accurate mapping, increase process efficiency, and work towards alignment and integration with possible future dynamic Advanced Tactical Mapping in our vehicle Mobile Data Computers (MDCs).

During 2007, the Clearcreek Fire District installed Mobile Data Computers (MDCs) in all Fire District apparatus. As a result of this process the first generation electronic maps were deployed for use. Additionally, since early 2008, Clearcreek Fire District has partnered with Mr. Don Sebastianelli, Warren County Telecommunications Applications Analyst, in using his expertise of utilizing the Global Information System (GIS) mapping data that is used by the Warren County Computer Aided Dispatch (CAD) system to produce our Response Zone Maps. As a result of partnering with Warren County Telecommunications, the Fire District has deployed these new style Response Zone Maps using the same map information as the Warren County CAD system to our Mobile Data Computer (MDC) fleet. These new portable document (map) files (PDF), for each

of our response zones continue to represent a significant improvement over our previous ones.

During 2013, the Clearcreek Fire District continued work with Warren County Telecommunications to continue to improve and refine the electronic maps. As a result of these ongoing efforts a Warren County Grid Mapping System is now in use county wide. These new maps include a hot linked overview grid index map that is common to all MDCs county wide enhancing emergency response interoperability capabilities county wide between all public safety agencies.

We are now fully utilizing this system to acquire our future periodic map updates.

Collectively the efforts of leveraging the existing and regularly updated CAD GIS map data has played a vital role in reducing the time spent on upgrading our Response Zone Maps (we no longer have to draw them and no additional costs are incurred other than optionally printing them), thus increasing the efficiency of Clearcreek Fire District operations.

Additionally, we are also now able to utilize this technology to plot geographical incident response data and trending to maps for Fire District future planning purposes.

Since 2007 the Clearcreek Fire District has been operating a fleet of 16 Panasonic Tough-book Model CF-29 and CF-30 Mobile Data Computers (MDCs), throughout our front line emergency response apparatus. The Fire District MDCs are critical pieces of equipment for our crews and are utilized on every emergency incident response. These devices provide our personnel with real time communications updates from Warren County Communications, as well as the ability to capture accurate and time-stamped response time data, our Zone Mapping System for identifying streets and fire hydrant locations, our Fire Incident Preplans, Premise Information, Haz Mat ERG, and other critical information utilized to expedite emergency response to the public.

Unfortunately, Microsoft Corporation announced that support for the Windows XP operating system will end as of April 8, 2014. This means that Warren County Telecommunications will no longer be able support any devices that have the Windows XP operating system on them as of April 2014. After this date all MDCs will require the Windows 7 Operating System. This rendered six (6), of our older (8 year old), model CF-29 MDC's out of service / obsolete, as they cannot be upgraded to the Windows 7 Operating System. Our remaining ten (10) CF-30 Model MDCs can be upgraded to the required Windows 7 Operating System at cost of only \$140.00 each (Windows 7 license fee) \$1,400.00 total.

During 2013 the Fire District purchased six (6) new MDCs and associated required docking hardware to replace the soon to be obsolete model CF-29 units at a cost of \$25,539.06. Additionally we completed the upgrade of the Windows Operating system to Windows 7 on the remaining ten (10), model CF-30s in our fleet. This upgrade will

allow us to further leverage our return on investment on the seven year (7) old , CF-30 models for a couple of more years.

### **Radio System 800 MHz Digital Migration**

The Warren County 800 MHz Trunked Radio technology is also rapidly changing with a requirement for all Fire District 800 MHz radios to be migrated to a new digital radio system. Warren County's existing obsolete twenty-three year old 800 MHz analogue radio system will be replaced by a new digital radio system during late 2013 / early 2014.

This will require Warren County Telecommunications to complete several phases of radio reprogramming on all of the Fire District's mobile and portable 800 MHz radios during 2013 and into 2014.

During 2013, Clearcreek Fire District completed the following activities in preparation for the required 800 MHz digital migration to the new Warren County / State of Ohio Multi-Agency Radio Communication System (MARCS-IP) P-25 Compliant Digital Radio System during 2014.

Ohio MARCS is dedicated to providing Ohio's first responders and public safety providers with state-of-the-art wireless digital communications, and to promote interoperability, in order to save lives and maximize effectiveness in both normal operations and emergency situations. Warren County's partnership with the State of Ohio will provide many enhancements and improvements to the Fire District's radio communications. When the new system comes online we will have 9 tower sites with overlapping simulcast coverage of 20 channels. That's a total of 180 transmitters & receivers, connected into 45 antennas, networked together & orchestrated to provide instantaneous communications coverage for all of our public safety, public works, and county users and the ability to roam state wide in addition to improved interoperability with surrounding counties.

- January 2013: The Fire District in conjunction with Warren County Telecommunications completed phase 2 of 3 phases of required programming work on all of our 800 MHz mobile and portable radios in preparation for migration to Warren County's new digital radio system later this year.
- June / July 2013: Assistant Chief Simpson participated along with representatives of Warren County Telecommunications and other Warren County Fire Agencies as a part of the Communications Work Group Radio Channel Subcommittee in order to develop standardized radio programming templates for all Warren County Fire Agencies radios, thus enhancing interoperability among public safety agencies.



- November 2013: Assistant Chief Simpson participated in the new Warren County digital radio system grid coverage testing process. Participants in the process included Warren County Telecommunications, Motorola Solutions Engineers, and Mobilcom. The testing process was successful

The migration to the digital radio system will continue into 2014 with Phase 3 which will require all of the Fire District's mobile and portable 800 MHz radios all radios to be reprogrammed two (2), more times in order to complete the switch over to the new MARCS-IP P25 digital radio system.

### **Electronic Patient Care Reporting System (ePCR) Project**

A routine portion of our Emergency Medical Service delivery program is the requirement to complete a patient care report on every single Emergency Medical Service incident run that we respond to. Historically these patient care reports have always been done in a handwritten format on a paper report form. However, ongoing changes and improvements in technology, as well as, new Federal and State laws and regulations pertaining to data collection and patient care reporting standards are necessitating most Pre-Hospital Emergency Medical Service providers to begin moving to an Electronic Patient Care Records (ePCR), systems format.

The ePCR is a process where Emergency Medical Services personnel use a computer and special software designed for use in various working environments for documentation of patient care. Instead of our paramedics using a pen and paper based process where everything has to manually written and entered, they now use a portable computer that has the same patient care report and linked to the County's Computer Aided Dispatch (CAD) System for data transfer. ePCR provides our paramedics real time data as well as previous histories and information about the patient that is being treated saving valuable assessment time. As a result our Paramedics are now more easily able complete the documentation as the incident occurs versus having to wait until the end and then beginning the documentation. Lastly, ePCR eliminates multiple manual steps in patient documentation and duplicate data entry which equates to increases in efficiency, patient care, and cost savings.

During 2013, the Clearcreek Fire District has spent many hours participating cooperatively with Warren County Telecommunications / Data Systems, the Warren County Fire Chief's Association, and various other Warren County Fire Departments to enhance and further leverage this complex system in the most efficient and cost effective way possible. Major activities and milestones for this project during 2013 in part include:

- The Ohio Revised Code section 4765.06 states "The state board of emergency medical services shall establish an emergency medical services incidence reporting system for the collection of information regarding the delivery of emergency medical services in this state and the frequency at which the services are provided. All emergency medical service organizations shall submit to the board any information that the board determines is necessary for maintaining the

incidence reporting system." The EMS Incident Reporting System (EMSIRS) was created in 2002 to fulfill the requirements of this law. The basis for the data elements collected by EMSIRS is the national standard EMS data set created by the National EMS Information System (NEMSIS). The NEMSIS data set was created to replace the aging and increasingly ineffective Uniform Prehospital Data Set, which was the national standard from 1992 until 2004, and was the basis for the original EMSIRS data set. The information collected by EMSIRS is used to guide the State Board of Emergency Medical Services in creating statewide rules and policies regarding training, education and system oversight. It is also used for medical research and for EMS performance improvement. The Fire District has been reporting to the EMSIRS-1 system since 2004. During January 2013, the Fire District began exporting to the State of Ohio Department of Public Safety's Division of EMS newly required EMSIRS-2 database. The ePCR software allows the Fire District to easily meet this statutory requirement without personnel having to complete duplicate or redundant data entry.

- May 2013: Lieutenant Bonfield attended another work session with representatives from other Warren County Fire / EMS Departments, and Warren County Telecommunications / Data Systems Division. Because agencies had been using the new Zoll ePCR Electronic Patient Care Reporting tablets/software for several months, this work session focused primarily on correcting any technical issues, best practices, and any special configuration requests to further enhance and improve the system.
- September 2013: The Fire District successfully implemented the ePCR Automated Billing Extract component of the ePCR software with our third party EMS Billing provider MED3000. This functionality allows the Fire District's ePCR patient care reports to automatically be exported electronically and sent both directly and securely to MED3000 for billing and payment processing. This process eliminated the courier service required with the old paper based reports. With the automatically transferred files for EMS billing production purposes, we should realize time savings on both sides with the new electronic interface in place.

The Total expenditure cost by all participating agencies to make this project a reality was \$185,783.20 during 2011-2012. Clearcreek Fire District's share of this total cost was only \$18,000.00. Without the support and cooperation of various Warren County entities the individual cost of this program would have been much greater and would likely not have been achievable. As a result all participating agencies realized a significant cost savings by working together.

To summarize, the ePCR project has many advantages which include improvements in data collection, reporting capabilities, and documentation of medical events, compliance with State and Federal Law, and ultimately continued excellent care of our patients. This project would not have been achievable without the cooperative efforts and funding

provided by the Warren County Board of Commissioners, the Warren County Fire Chief's Association, and the various participating Warren County Fire Departments and EMS agencies.

### **Rural Address Locator Sign Program**

The Clearcreek Fire District initiated the Rural Address Locator (RAL), Sign program in July of 1993. The purpose of this program was to provide, at cost, a 6" x 18" reflective sign that would clearly display street addresses with three inch 3M scotchlite adhesive backed numbers. These signs are made available to residents of the Township and community who request them for a \$10.00 charge. For residents of the Clearcreek Fire District's response jurisdiction the price includes installation of the sign. Similar signs are sold commercially for approximately \$ 45.00 each and this does not even include installation.

These signs have been invaluable to District Fire / EMS crews as well as, police officers who have been looking for an address at the time of an emergency. Prior to the inception of this program, we were frequently being hindered in delivering emergency services to many of our Township residents, due to the simple fact that we often could not easily find their address; this program has been a huge success. Since the inception of the program, the Fire District has produced over 1642 of these signs.

### **Inventory Control**

The inventory system is the method by which Clearcreek Fire District tracks its physical assets in the form of non-consumable or non-disposable items and equipment. The goal is to ensure that assets are tracked and accounted for in an efficient manner. This serves for both public accountability and for insurance documentation purposes in case of unanticipated loss, damage, or theft. Presently, there are over 1,532 different items entered into the Clearcreek Fire Districts' Inventory. Items are removed from inventory when they either become no longer, serviceable, damaged, broken, obsolete by age, or procedural need. Unserviceable, damaged, or broken items are subsequently disposed of through waste collection. Obsolete items are set aside and are assigned as an auction item. Auction items are periodically sold through Clearcreek Township's participation in the annual Warren County auction process or govdeals.com auction website

The Annual Inventory Process for the Clearcreek Fire District involves verifying the CCFD inventory tag numbers to the actual numbers on the item. Discrepancies are noted and corrected as needed. Additionally, any new items, not already listed in the inventory are also added. The completed inventory is assembled in November and submitted in December of each year to the Fire Chief.

## **Station Supplies**

The Clearcreek Fire District utilizes a quartermaster type system for supply management. Supply management is the acquisition, storage, and physical distribution of consumable or disposable supplies utilized by the Fire District. The goals of the supply management program are to ensure that all consumable or disposable goods and materials are properly received, stored, and physically distributed. Additionally, maintaining a stock of materials in a central location and in sufficient quantity is a sound business practice and provides security and ease of inventory control; central warehousing allows for the purchase of goods in economic quantities.

During 2013, the Clearcreek Fire District spent a total of \$6,797.15 on consumable or disposable supplies. Of this total \$4,072.81 was spent on various general cleaning supplies from Zep Manufacturing. Another \$2,724.34 was spent on other miscellaneous supplies that were obtained from the Sam's Club Collective as a part of the Clearcreek Township joint purchasing effort. Total station supply costs have gone down during the past two years. This could be attributed to the reduction of station use due to staffing levels. The average supply cost over the last two years is \$8,226.88 per year.

## **Facility Maintenance**

Facilities maintenance involves the preventative maintenance of assets in the form of buildings, grounds, equipment, and systems. The intended goal is to ensure that those assets are maintained and operating in an efficient manner and that they remain a valued resource. Neglect will dramatically reduce the life of the assets as well as compromise the safety of the operations. Proper facilities maintenance will reduce the down time of equipment and facilities as well as reducing the need for premature replacement. Our facility maintenance program helps us in maintaining our Fire Safety, OSHA Compliance, and BWC Risk reduction requirements to help us insure that we are maintaining a safe work environment for our employees.

During 2013, the Clearcreek Fire District continued efforts at being proactive in the area of facility maintenance. Some major items repaired and replaced during 2013 at Fire Station 21 included a complete replacement of rear garage doors, motors, hardware, remote control openers and safety eyes.

At Fire Station 22 sewer disposal system was removed, upgraded and connected to public sanitation. Additionally, Station 22 was also upgraded from a propane gas system to a natural gas fuel system which will reduce long-term heating and energy costs. To date nearly half the cost of this project has been recovered due to energy cost reductions.

Fire Stations 22 and 23 both received a security and fire alarm installation during 2013. This system provides monitoring of several smoke detectors and also increases the level of security for both facilities. Station 22 and 23 received a 911 phone to be used by citizens if help is needed when the firefighters are on an emergency call.

Anticipated upcoming significant projects for our fire stations during 2014 include, in part, evaluating replacement options for Energy Independence and Security Act of 2007 (EISA) compliant lighting fixtures at each our fire stations and improvements to the apparatus approach ramps at Station 21.

Over all 2013 facility maintenance costs are reflected below.

Facility Maintenance 2013 Major Categorical Cost Expenditures:

Station 21	Station 22	Station 23	Total Expenditures
\$29,388.92	\$42,392.68	\$6899.86	\$78,681.46

### 2013 Payroll Hours & Sick Leave Hours Usage

During 2013, Clearcreek Fire District part-time employees worked a combined total of 30,826 hours, career employees worked a combined total 105,251.5 regular work hours, and career personnel worked a combined total of 5207.15 overtime work hours. With the dramatic personnel force reduction that occurred during 2013 overtime hours increased. The Fire District eliminated forty-three (43), Part-Time positions through attrition. In order to keep Station 23 open, overtime has been used and some positions replaced. However, overtime hours are still less than 2009 due to the use of flexible staffing.

During 2013, Clearcreek Fire District career employees utilized a combined total of 1724.8 sick leave hours. Administrative Staff Officers utilized a total of 88.5 hours of sick leave. Captains / Lieutenants utilized 630 and Career Firefighter / Paramedics utilized a total of 1006.3 sick leave hours. There was an increase of sick leave usage by a total of 471.2 hours during 2013 over 2012.

### HIPPA Privacy Officer

The Health Insurance Portability and Accountability Act (HIPAA) of 1996 (*Code of Federal Regulations*, 2002, also referred to as Public Law 104-191 or the Kennedy-Kassebaum Act) which contains many provisions in which most ambulance services in the United States must comply. The most challenging aspects of HIPPA include the Privacy Rule. As a part of our compliance program during 2007, Career Fire District Personnel were issued RSA SecurID® Tokens through Warren County Telecommunications for accessing our Fire / EMS Records Management Systems (FireRMS). RSA SecurID® is a two-factor authentication based on something you know (password), and something you physically have (an authenticator token key), thus providing a much more reliable and higher level of user authentication than reusable passwords alone. Implementation of access controls such as the RSA SecurID® Tokens is an example of the Fire District's ongoing efforts and commitment to be HIPPA

compliant. As a result of maintaining our ongoing compliance The Fire District was required to purchase replacement RSA SecurID® Tokens during 2011 at \$75.00 each, for a total cost of \$3,300.00. These existing tokens are good for a total of three years and will not require replacement again until May 2015.

Because the various HIPPA regulations have been published and implemented at different times over the past several years, HIPPA has been a dynamic issue, requiring ambulance services to monitor the newest standards, regulations, and interpretations, to assure and maintain compliance. The Assistant Chief acts as the Fire District H. I. P. P. A. Privacy Officer. The Privacy Officer oversees all ongoing activities related to the development, implementation, maintenance of the organization's policies and procedures covered within the HIPPA regulations, compliance with federal and state laws, and the healthcare organization's information privacy practices.

The Clearcreek Fire District is required by law to maintain the privacy of certain confidential health care information, known as Protected Health Information or PHI, and to provide information concerning our Notice of Privacy Practices to all patients we serve. The procedure to provide our Notice of Privacy Practices involves the mailing of a brochure to each patient that the Clearcreek Fire District had contact with within a week of the service date. During 2013, Clearcreek Fire District mailed 1,637 notices of Clearcreek Fire District Privacy Practices. The approximate costs of this include:

Postage	\$ 0.46 each	Total Postage Cost	\$753.02
Envelopes	\$ 0.15 each	Total Envelope Cost	\$245.55
Paper	\$0.009 each	Total Paper Cost	\$14.73
Total Cost:	\$ 0.61.9 each	Total:	\$1,013.30

### **SAS 70 Compliance Officer**

During June 1994, the Clearcreek Fire District implemented EMS Billing program. As a result of finding number 1999-404483-001 in *Clearcreek Township Warren County Regular Audit For The Years Ended December 31, 2001-2000*, the Township was required to acquire a Statement of Auditing Standards (SAS) number 70 Report. The SAS 70 Report addresses Controls in Operation and Tests of Effectiveness of the Emergency Medical Service Claims Processing and Payment Posting System from the billing agency. The SAS Number 70 report is an auditing standard developed by the American Institute of Certified Public Accountants and its purpose is to enable an auditor to evaluate and issue an opinion on the controls a service organization has in place. Additionally, finding number 1999-404483-001 found that "Township has not established procedures to reasonably determine that ambulance billings have been completely and accurately processed in accordance with the ambulance billing contract." As a result of this finding the Clearcreek Fire District was directed by the Clearcreek Township Administration to develop an EMS billing compliance and operations policy manual to address these and other EMS billing issues. This was completed during 2003 utilizing assistance from HealthServe and information obtained

from The Office of the Inspector General of the Department of Health and Human Services (OIG), Compliance Program Guidance for Ambulance Suppliers. (CPG), (Fed. Reg. 2003).

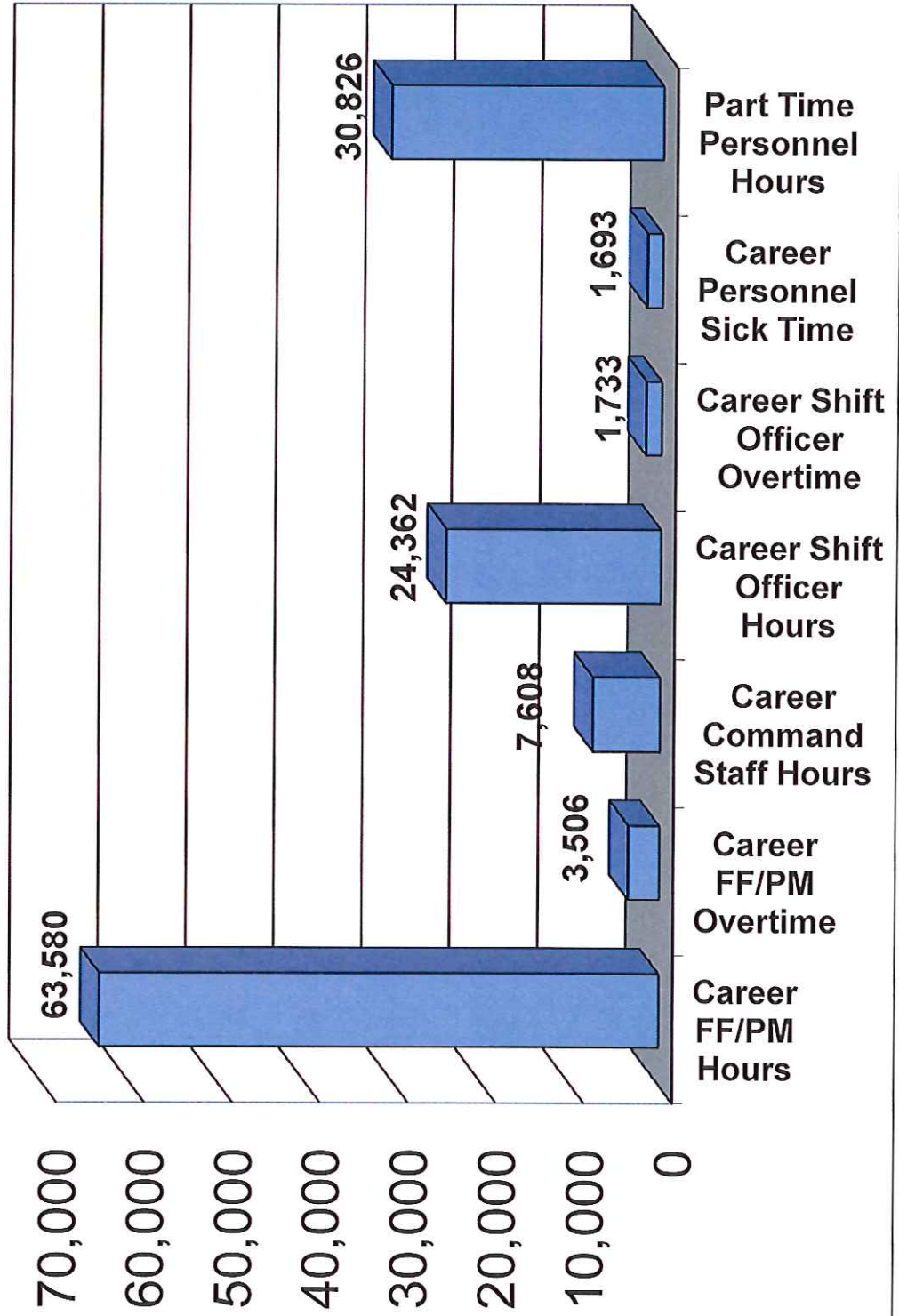
The compliance program is a series of policies that are designed to detect and prevent fraudulent and abusive billing practices as well as other illegal practices not related to billing. It is also designed to detect on-going errors made by the company. The government has made it clear that entities that implement a voluntary compliance program will receive favorable treatment if the company is alleged to have over-billed Medicare.

Significant changes in Medicare/Medicaid rules and regulations were promulgated by the Centers for Medicare and Medicaid Services (CMS) in the Code of Federal Regulations (CFR) on 11/29/2010. These changes pertain to the documentation of fractional mileage on Ambulance / EMS Reports. As a result all Ambulance / EMS reports with dates of service on and after January 1, 2011, the CMS states that ambulance services will be required to report mileage to the nearest tenth of a mile. The policy will apply to all claims with mileage up to 100 loaded miles. This equates to all of Clearcreek Fire District EMS transports.

Additionally, the Centers for Medicare and Medicaid Service (CMS), during 2010 issued new guidance concerning the processing of Medicare/Medicaid EMS Billing Claims. To summarize, CMS has directed their claim processing contractors to disregard any medical documentation in which signatures and credentials cannot be verified or are missing. This means that a Patient Care Record / EMS Report may not count in an audit, appeal, or review if the signatures cannot be easily verified. This may result in claim denials or money already paid being recouped later during an appeal or audit process. In order to be proactive in protecting our EMS Billing funding, during 2011 we began capturing signature specimens of all Fire District EMS Personnel in the form of a signature log. This process continued during 2013 and we will continue doing this new procedure at least annually, but this may be modified based upon any future guidance issued.

The compliance program identifies Compliance / Privacy Officer who will define, implement, monitor and enforce our Compliance Program. The Clearcreek Fire District Compliance / Privacy Officer is the Assistant Chief. Due to the soft billing approach, this entire process takes approximately 90 to 180 days after the end of a quarter to complete. In some cases this takes even longer if partial payments are being made. Each audited patient transport account balance must be zeroed either through payment or write off before the random audit can be closed. No errors were found in any of the random quarterly selections during 2013.

# Clearcreek Fire District Personnel Staffing, 2013









# Clearcreek Fire District

*Fire Protection and Paramedic Service*

To: Annual Report  
From: Steve Agenbroad, Captain of Planning  
Subject: 2013 Annual Report  
Date: February 12, 2014

## **Planning Division:**

In the emergency services industry planning for both the expected and unexpected is a critical function. The Fire District understands the importance of preparing to mitigate any situation it may encounter. Over the past year the Planning Division has worked diligently preparing the organization and its people to be in a constant state of readiness.

In order to maintain a state of readiness the department has spent the last year assessing organizational policies and procedures, developing and strengthening relationships with other agencies we work with or have the potential to work with, identified areas of professional development needed within the organization, and recognized systems and processes within the department that need revised and / or updated.

## **In 2013, the Planning Division completed the following:**

The Clearcreek Fire District's General Operating Guidelines were reviewed and updated. This policy revision was done to ensure we are operating within all applicable laws and regulations by utilizing best practices and industry standards while conducting our operations.

All department forms were reviewed and updated to reflect current practice within the department. Many of the forms have been converted to an electronic format where they can be filled in and sent via the township's computer system. This system allows the department to save on paper usage and allows the process of reporting issues more efficient and streamlined.

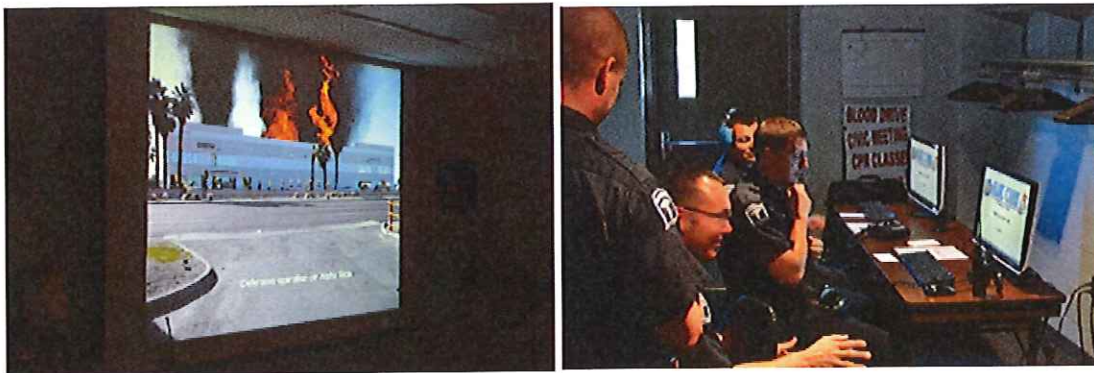
A "Master Forms" binder was created and placed in fire administration so personnel have access to all fire district forms in the event the townships computer system is not functioning.

The Fire District's inventory was analyzed to determine any property that was outdated or did not meet the current need of the district. Any items that were determined to no longer be of use to the department were auctioned off.

All of our Officers and Officer Candidates became Certified Incident Commanders. They have been certified through the internationally utilized Blue Card Incident Management System™. The training was delivered in three phases.

Phase I consisted of the on-line portions of the program. The Blue Card Online Program is a 50 hour course that teaches the cognitive portion of the Blue Card program. All of the online content has been developed in a manner to support, compliment and integrate with the National Incident Management System. The online program marries the critical concepts of incident management, strategy & tactics and key firefighter safety requirements with high-fidelity structure fire simulations. This moves the material beyond the theory into the actual application of the work.

Using the Internet to package and deliver the training provides a much more interactive experience for the student. Instructing via short video clips from subject matter experts reinforces and standardizes the material. Online training offers many advantages. It is more affordable, the student can access it anywhere there is an Internet connection, it keeps units in service at their stations, it standardizes the cognitive delivery of the material and the student progresses at their own pace and completion is recorded and tracked within a records management system.



Phase II was completed after the fire officer completed Phase I. It consisted of one-on-one check offs with Captain Agenbrood. This Phase was a competency based training which involved an overview of the Blue Card Incident Command System to assure the fire officers completely understood and could demonstrate

competency with the new incident management system. This portion of the instruction also involved a review of the Fire Studio™ fire simulation software. This is the software utilized during the simulation portion of the training program.

Phase III consisted of certification through a simulation lab. Once the student successfully completed Phase I & II, they participated in the evaluation / testing portion of the program.

The evaluation portion of the program incorporates:

- Standard Functions of the Incident Command System;
- Clearcreek Fire District's General Operating Guidelines;
- Strategic and Tactical Operation templates for the different occupancy types;
- High fidelity structure fire simulations.

The online program uses a wide variety of structure fire simulations. The program uses five distinct building types for size up and incident action planning.



Search & rescue, fire control, and property conservation are all done a little bit different based on the occupancy type. Search and rescue is going to be managed differently in a vacant building than it will be in a fully occupied apartment complex. One of the foundational elements of this system is all tactical action is based on the actual incident conditions. This makes the size up, review, and revision process an ongoing responsibility of the Incident Commander.

The Certification Program requires each student successfully pass evaluation on command positions for each of the 5 different building types. The ultimate goal of the program is to give the students the necessary tools to safely and effectively manage hazard zone operations.



The Incident Command Certification will be valid for a three year period. At the end of the three year period, the Certificate holder will need to have 36 hours of continuing Strategic and Tactical training to re-certify.

This program consisted of over 1600 hours of training for our fire officers and cost \$20,639.98. This program was funded by the Federal Emergency Management Agency through the Assistance to Firefighters Grant.



In 2014 the Planning Division designed an officer development program for all of the department's supervisors. This program covers topics such as professional standards & qualifications, management concepts, emergency scene safety, mentoring & coaching, evaluation & discipline, leadership principles, community relations, problem solving, fire officers role in fire & life safety, introduction to budgeting, fire service communication, incident management, introduction to fire cause and determination, and crew resource management principles.

On numerous occasions the Clearcreek Fire District worked with the Warren County Office of Emergency Management on projects and trainings. The most notable item was a four day training exercise coordinated and directed by a staff from the Federal Emergency Management Agency. This exercise simulated a large scale disaster occurring at the bulk petroleum storage facility located at State Route 122 and Hart Road in Clearcreek Township.

The simulation activated the Emergency Operations Center in Lebanon and involved a multi-agency response. The response involved mitigation, response, and recovery of a large scale disaster. The scenario assessed the core capabilities of public information & warning, operational coordination, community resilience, and the coordination of public & private services and resources.

The objectives of this scenario were:

- Exercise and reinforce roles, responsibilities, and interaction of the Warren County Policy Group and EOC organization;
- Exercise the activation of the Emergency Operations Center (EOC) and operational support to the response phase of a disaster;
- Exercise and reinforce designated National Preparedness Goal (NPG) core capabilities required in Warren County for an integrated, whole community approach to emergency management;
- Exercise the integrated emergency management approach as Warren County transitions from response to recovery.

Agencies involved in the drill consisted of members of the media, local and county law enforcement, fire and emergency medical services, public works, debris management companies, human services, community health, red cross, Atrium and Bethesda Medical Centers, Urbancrest Baptist Church, State of Ohio Emergency Management, and numerous of public and private entities.



# Clearcreek Fire District

*Fire Protection and Paramedic Service*

To: Annual Report

From: Tom Kaeff, Captain of Training and Life Safety Services and  
Robert Lantman, Shift Captain

Subject: 2013 Annual Report

Date: February 12, 2014

## **Fire and EMS Training:**

The Fire District understands the value of training and education toward optimum performance and service delivery. The Training and Safety Services of the Clearcreek Fire District strives to do the following:

- To teach new employees what they need to know in order to function well on the job;
- To keep skills current for all fire and EMS personnel;
- To introduce new ideas, techniques, skills and equipment to all personnel; and
- To maintain and improve the function of individual crews, or groups of crews working together, and of department personnel working with personnel from other agencies.

Good fire training creates a positive environment for new employees, improves the skills of current firefighters, and leads the fire district safely and progressively into the future. Poor fire training (or none at all) threatens the safety of all firefighters, reduces morale, and violates the department's prime directive to provide the best possible protection for the community it serves.

In 2013, the Training Division continued to excel in continuing the training goals developed in 2007. Within this program, crews completed drills each month that was congruent with the Insurance Service Organization (ISO) for maintaining a minimum amount of training for each member. The objectives to be met each month followed subjects in the following areas:

- Self Contained Breathing Apparatus Drills
- Engine Company Drills
- Ladder Company Drills
- Rescue Company Drills

- Rapid Intervention Drills
- Ventilation Drills
- Water Supply Drills
- Hazardous Materials Drills
- District Familiarization Activities
- National Fire Academy Coffee Break training programs

These drills provide the basic skills needed to maintain a high level of scene competency among the crews.

Each Shift Training Program was between one and two hours in length and established a level of expectation among all operation personnel. Each training evolution had clear objectives and goals for the members to follow.

We also had several mandatory courses during 2013. These included drivers training, Fire Apparatus Operator recertification, Aerial Tower Operator recertification, CPR, Miami Valley EMS Council Standing Orders, Bloodborne Pathogens Update, SCBA competence, firefighting agility test, written fire testing and Bureau of Workers Compensation Drug and Alcohol Training.

The Training and Safety Services implemented four hours of EMS training each month. These trainings were based around the Miami Valley EMS Council's standing orders and the National Registry recertification guidelines for Paramedic providers. All members took a written test March of 2013 to document the knowledge of the MVEMSC Standing Orders and we had 98% pass rate. Skill sets were demonstrated and all members completed an EMS Skill Competency February of 2013. Topics for 2013 included Advanced Airway, Mega Code and Patient Assessment, splinting, IV techniques and Head Trauma. Other mandatory topics included CPR recertification, 12 Lead review, GMVEMSC Standing Orders testing and Bloodborne Pathogens.

We had several guest speakers that presented unique topics such the Mobile Education Lab (MEL) from Miami Valley Hospital, Hand Trauma from Southview Hospital, Advanced Cardiac Life Support from Atrium Medical Center and Permissive Hypothermia in the Trauma Patient from the Kettering Medical Center Trauma Surgeons.

Clearcreek Fire District was fortunate to partner with other resources to utilize important training aides. We utilized the Union Township Maze Trailer during the month of August. This training included SCBA, search and rescue, and MAYDAY drills. The mock residence built in the Warren County Career Center Fire Laboratory also provided several search and rescue training opportunities during the year.

Individual training programs are designed to further educate the employee at their pace and give new opportunities to advance in the organization. Upon completion of each training program, the employee is given a qualification certificate to identify their new areas of responsibility. Examples of these trainings include: objective check-off; driver's



safety class; medic driving; Fire Apparatus Operator; and Aerial Tower Operator programs.

During 2013, we certified 9 new Fire Apparatus Operators and 8 new Aerial Operators. We also had one individual complete paramedic school and was then certified as a paramedic.

In 2013 we hired 6 individuals for positions as full-time firefighter/paramedics. All 6 individuals completed a four week Clearcreek Fire District Academy developed and delivered by the Training Division. During the 4 weeks, the individuals were in the classroom and drill areas. This provided 212 hours of training to the six new firefighter/paramedics. They performed tasks associated with orientation that included basic fire and EMS related items. The new recruits also completed a week long Fire Apparatus Operator class. The Recruit class also participated in Live-Burn sessions at the City of Dayton Training Center. Recruits that were not Fire Safety Inspectors were sent to Sinclair Community College and successfully completed the course before the Academy. All new personnel graduated the academy and were placed in stations in October 2013. When they graduated, all new personnel are in the process of completing their orientation period and were certified as Fire Apparatus Operators on the department.

During 2013, several employees also attended various programs outside the Fire District. These include classes at both the National Fire Academy and the Ohio Fire Academy. We also had members attend specialized trainings that include Auto Extrication, Fire Department Instructors Conference in Indianapolis, IN, the Ohio Safety Congress in Columbus, OH, Blue Card Train the Trainer, Loveland, Ohio and other various leadership classes and conferences throughout the region.

In 2013, CCFD had four officers work on executive level programs with the Ohio Fire Chiefs Association and the National Fire Academy. These classes involve week long intensive classroom sessions, numerous assignments outside of the classroom time and a large applied research project for the officer to complete.

Lieutenant Dan Swords completed his fifth and final week of the Ohio Fire Executive Program (OFE) conducted by the Ohio Fire Chiefs Association. Captain Robert Lantman completed weeks three and four and Lieutenant Chris Vecchi completed weeks one and two. This is an executive level program developed by the Ohio Fire Chiefs. The class is five one week sessions over two and a half years.

Captain Steve Agenbroad attended the National Fire Academy for his second Executive Fire Officer class. This is an executive level program developed by the National Fire Academy that lasts four years with one class per year.

Assistant Chief Tim Simpson completed a two week Advanced Leadership Issues in Emergency Medical Services class at the National Fire Academy.

During 2013, remaining funds from the Assistance to Firefighters Grant program, that purchased new self-contained breathing apparatus for the department, were used to train 21 personnel in the Blue Card Incident Command Course. These personnel completed 50 hours of online training and 24 hours of classroom instructor / practicals. The funds were also used to train Captain Steve Agenbroad and Lieutenant Vecchi as Instructors and to purchase the needed items to conduct on site practical evaluations of the personnel. The items include five laptops, the training room tower computer, two Pelican Cases, 10 Sigtronics radio transmitters, and the software necessary to conduct in-house training of the Blue Card Incident Command Course.

With the help of Fire District Clerk Nancy Randolph and Assistant Clerk Susie Romans, recording and documenting the training hours has become easier with the addition of the electronic training database designed in 2010.

In 2013 there are approximately 7631 hours of training documented. These hours are comprised of fire, EMS, command, leadership and academy training. This is approximately 12 hours of training per month per firefighter. Through these training programs we feel that we continue to follow and accomplish our four goals, by creating a positive environment for new employees, improving the skills of current firefighters, and leading a fire district safely and progressively into the future. The total number of hours is 11% higher in 2013 than 2012. This was accomplished with 43 fewer employees as well.

### **Accident / Incident Investigation:**

Accident / Incident Investigations are used to determine the sequences of events leading to an accident which may or may not cause injury or damage. It identifies the primary cause of the accident / incident and finds methods to prevent accident from recurring.

Ideally, the investigation of both accidents and incidents should be undertaken as a scientific research project, designed to extract the greatest amount of knowledge from the experience and to disseminate that knowledge so that no one needs to have such an experience again.

Information gathered during these investigations is to determine the need for training personnel. These trainings may be conducted as remediation for the individuals involved, or it may be used during shift trainings. In either instance, it is the primary goal is to use the information to prevent any similar accidents / incidents.

Shift Commanders were trained in 2009 to conduct investigations for minor incidents and provide the Captain of Training and Life Safety Services a report of such incidents. In 2013, the Shift Commanders and Station Lieutenants did the majority of the accident investigations.

### **Safety Services:**

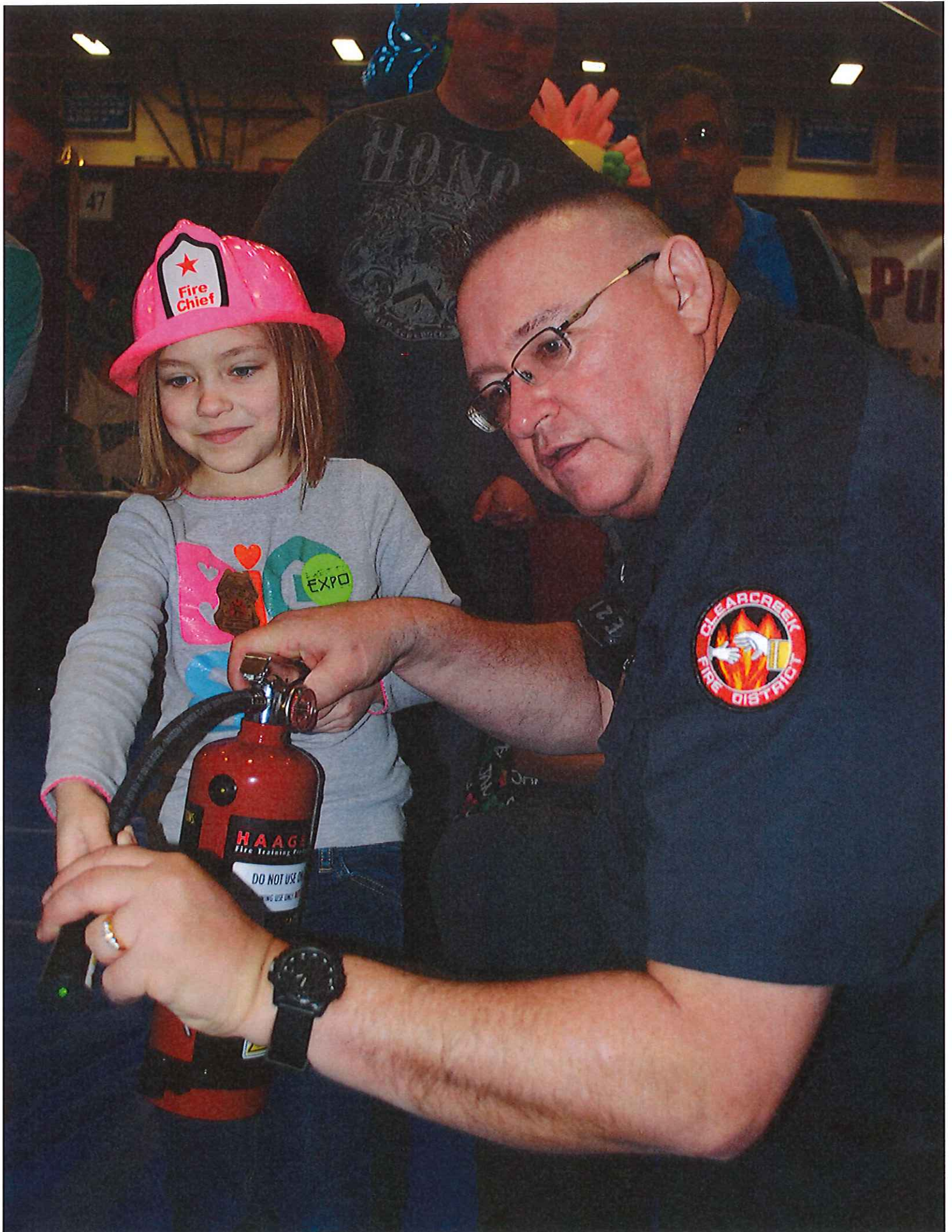
In an effort to reduce our contribution to Ohio BWC, the Fire District has taken steps to operate under the OSHA standards voluntarily. The Clearcreek Fire District participates in the Warren County Safety Council and assists this organization with educational programs throughout the year. We have had OSHA Inspections and corrected and followed the recommendations made by OSHA Inspectors. The Fire District operates under the 10-step plan outlined by Ohio BWC. We are a Transitional Work Grant company. This is a transitional work program that BWC developed that is designed to obtain the maximum level of production from the employee while the employee rehabilitates to return to full duty. Clearcreek Township and the Fire District also participate in the Drug Free Safety Program, Industry Specific Program and the Transitional Workplace Bonus program. These programs combined can offer up to a 21% reduction in the BWC premiums for the township. Policies for these programs are currently in place and the Township and Fire District keep up with changing trends in the BWC. Realizing that by design, the nature of the work is dangerous, by all employees participating in these programs, we can make the workplace as safe as possible and reduce the risk of injuries.

### **Physical Agility Coordinator:**

The purpose of the physical agility test is to evaluate the prospective employees' ability to perform the essential functions of the job of a Fire Fighter / Emergency Medical Services personnel with the Clearcreek Fire District. Components of the test include various fire ground skills that the firefighter will face at any given time.

The participants, that have passed, demonstrated that they are physically capable of accomplishing the basic tasks on the fire ground. This gives the Clearcreek Fire District a base line to determine the applicants' physical ability to do the job. Physically fit employees are less likely to be injured and can work better as a part of a team. These attributes benefit the Clearcreek Fire District by ensuring that perspective employees are physically prepared to do the job.

The Fire District also held two agility tests for the career positions. One was held in August that produced 3 career firefighter paramedics and one was held in November for which that process will continue into 2014.





# Clearcreek Fire District

*Fire Protection and Paramedic Service*

To: Annual Report  
From: Chris Vecchi, Lieutenant  
Subject: 2013 Annual Report – Fire Prevention  
Date: February 12, 2014

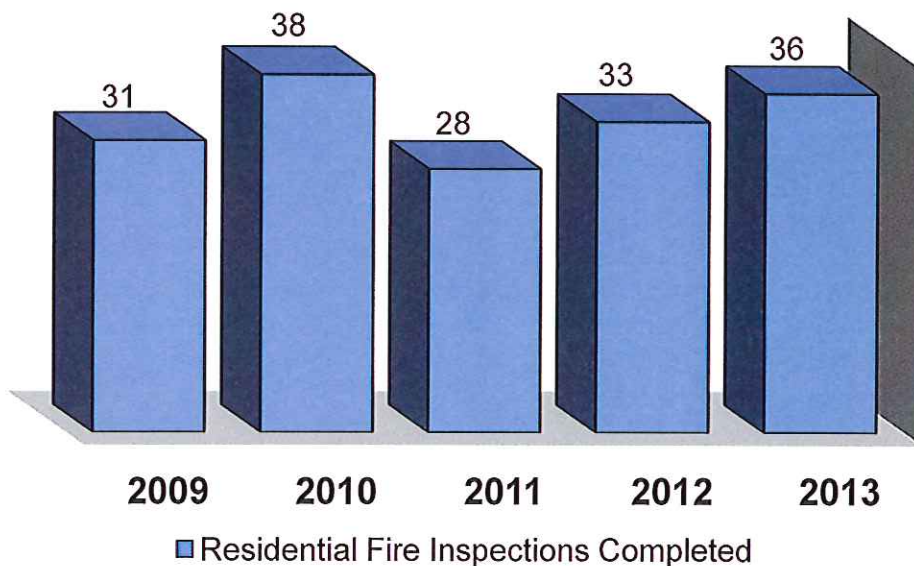
## **Fire and Life Safety Inspections**

The Fire and Life Safety Inspection program is focused on partnering with business owners to ensure the safety of their employees, customers, and property. Inspectors visit each business within the response district on an annual basis. Small and medium sized businesses are the lifeblood of the community, and statistics show that four out of five never reopen after a fire. Inspectors work with building owners to identify hazards and abate them before they cause a fire.

Clearcreek Fire District inspectors completed a total of 730 annual Fire and Life Safety inspections during 2013. Career Firefighter / Paramedics that are cross trained as Fire Safety Inspectors are utilized to inspect business offices and smaller retail stores. These firefighters completed 510 of the inspections within the district last year. The lieutenant and firefighter assigned to fire prevention performs annual inspections on all places of assembly, factories, and businesses dealing with hazardous substances. These inspections totaled 220 last year. In addition, inspections are provided for every building licensed by the Ohio Department of Education and the Ohio Department of Job and Family Services within our response district. These include day care facilities, preschools, and all buildings operated by the Springboro City Community School District.



Any family wishing to foster or adopt a child must undergo a fire safety inspection in their home. These inspections help identify and eliminate common fire hazards in the home and also ensure that there is a plan for children to escape if there is a fire. During 2013, 36 of these residential inspections were completed for citizens of the community.



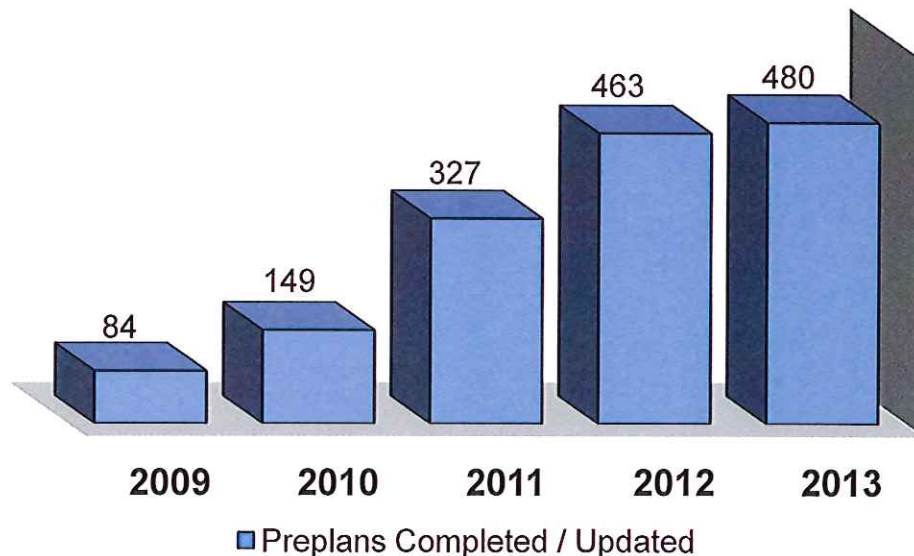
Several trainings were conducted for the fire inspectors during the year. Training topics included a review of fire sprinkler systems, kitchen fire suppression systems, standpipe operations, and enforcement of the Ohio Fire Code.

## Pre-Incident Plans

Pre-Incident Plans (Preplans) contain preformatted information designed to be at the fingertips of company and command officers during an emergency incident. Preplans contain the necessary information to allow the fire officer to make safe and effective tactical decisions upon arrival at an emergency. The preplan contains data concerning business name, response zone, occupancy use, times occupied, Knox Box location, hazards, fire behavior prediction, problems and concerns, building description, roof construction, floor construction, locations of fire protection systems, primary water supply information and required water flow at various levels of fire involvement.

A diagram of the structure is provided to allow crews to anticipate the interior layout of the building prior to performing search and rescue operations. It also allows firefighters to locate the various utility shut-offs or hazards within the structure. Photographs taken from each side of the structure are also included, giving command officers managing a night-time incident the advantage of seeing the structure during the daylight hours.

During 2012, 32 new preplans were completed and 448 existing preplans were updated and placed on the fire district's mobile data computers.



While preplans are an invaluable tool on the scene of a fire, they also play a role in the training of fire district crews. Firefighters have access to each preplan on the district's computer network, allowing them to review any preplan to familiarize themselves with a particular business within our community. Preplans are often integrated into tactical training, where fire companies envision an emergency scenario and move through the response process in order to sharpen decision making skills.

## **Public Education Activities**

The annual Springboro Business Expo was attended by the Clearcreek Fire District on Saturday, March 9, 2013. The event is an opportunity for the fire district to explain our purpose and mission to the local community. Firefighters were on hand all day distributing fire and life safety brochures and answering questions. Sparky the Fire Dog was also in attendance, drawing children and their parents to learn more about the Clearcreek Fire District. Children were invited to try their hand at a game of corn toss, where they throw "water" beanbags through "flaming" windows. Fire extinguisher training was provided using the Bullex digital training system. Special programs were also featured, including blood pressure checks and the Rural Address Locator signs.

On August 6, 2013 the Clearcreek Fire District supported the Clearcreek Police Department's efforts on "National Night Out". This annual event was held at Patricia Allyn Park and focused on bringing the community together for crime prevention and to learn more about their township services. Firefighters were on hand to give tours of the apparatus, answer questions, and provide fire safety information. Firefighters also held a mock auto extrication where a simulated patient was cut out of a crashed vehicle.

During fire prevention month in October, fire district personnel remained busy attending a number of events centered on the 2013 theme of "Prevent Kitchen Fires". Safety presentations were made to each and every kindergarten and first grade student in the Springboro City Community School District. Brochures with age appropriate fire safety tips were distributed to everyone in attendance along with a magnet that featured the theme. The sessions concluded with a demonstration of a firefighter dressing in their personal protective equipment. This brief activity shows children that a firefighter may look strange when all geared up, but they are there to protect and help the child. The children are then encouraged to talk to the firefighter to hear how breathing apparatus changes the sound of their voice.

Residents of our community often request the fire department to have a presence at many different types of events. These include preschool and daycare visits, community festivals, block parties, and birthday parties. Civic organizations such as the boy scouts and girl scouts are also welcome to visit the fire stations and apparatus. These visits generally include a tour of the facility as well as several of the apparatus. For daycare or preschool visits, crews bring an in-service fire engine to the facility to talk with the children. Classes are brought together for a fire safety presentation, and then all children are given the opportunity to tour the fire engine and climb up inside the cab. This is a big event for the children, with many recalling stories of how much fun they had the previous year. During 2013, fire district personnel attended 41 of these events.

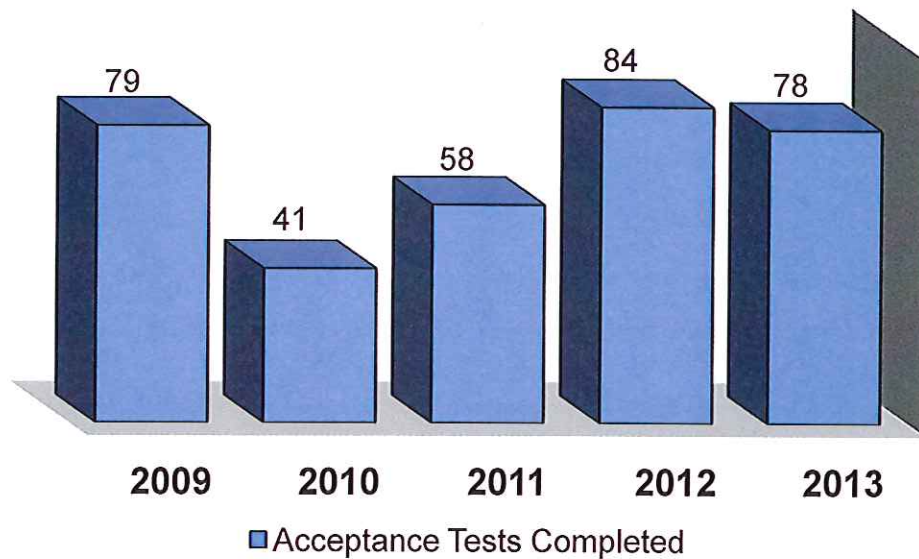
## **New Construction Plans Review and Acceptance Testing**

The Clearcreek Fire District works diligently to ensure that new buildings constructed within the response district are built in accordance with the governing codes, including



the Ohio Fire Code. Partnerships have been established with the local building, zoning, and planning commission officials to coordinate efforts when it comes to reviewing and testing fire and life safety equipment. The issues addressed through this process have a direct and positive effect on our ability to manage an emergency.

Lieutenant Vecchi and Firefighter Carman witnessed a total of 78 acceptance tests with the City of Springboro Building Department and the Warren County Building Department in 2013.



### **Knox Rapid Entry System**

The Clearcreek Fire District utilizes the “Knox Rapid Entry System” to ensure that in an emergency access can be gained to a building in a non-destructive manner. These lock boxes are secured with a master key only accessible to fire district personnel. In 2013 the fire district undertook the task of upgrading all of the Knox KeySecure units located in the fire apparatus. This involved the purchase and installation of 12 Knox KeySecure4 units. The upgrade was required due to upcoming changes to the Warren County Communications network that would render the older radio release units inoperable. The new units allow for WiFi access to manage user and audit trail data.

During 2013, the fire district placed a total of three new Knox Boxes in service, bringing the total installations across the district to 247.

### **Defective Appliance Tag Out System**

The Clearcreek Fire District often responds to situations where a minor fire has occurred or a hazard exists due to a defective appliance. In this instance, the officer of the responding apparatus places a tag on the affected item with specific information

about the response and actions taken by fire department personnel. The resident is advised not to use the defective appliance until a qualified repair person can evaluate the situation. When the repair is completed, the postage paid tag can be dropped in the mail and returned to the fire district. In 2013, the fire district issued a total of 16 red tags.

This program provides a reliable channel of communication for repair technicians to identify the actions taken prior to their work. It also allows for the fire district to receive feedback on the exact nature of the problem once identified by the service technician. In appliances such as a fire alarm system, it also provides verification that the system has been returned to a normal operating condition.

### **Outdoor Warning Siren System**

The Clearcreek Fire District monitors the operation of the outdoor warning siren system within Clearcreek Township and the City of Springboro. All eleven (11) sirens are tested monthly through activation by the Warren County Communications Center. Community volunteers and department personnel verify the operation of each siren. In the event a siren does not activate, a troubleshooting procedure is employed and any necessary repairs are coordinated.





# Clearcreek Fire District

*Fire Protection and Paramedic Service*

## Monthly Kudos 2013

### **January:**

To everyone who assisted with assembling the information for the Fire District's 2012 Annual Report.

### **February:**

To Assistant Chief Vecchi and Captain Agenbroad for their efforts in assembling the required information for our successful 2011 AFG Grant Amendment Funding Request.

### **March:**

To everyone who assisted with Hometown Expo on 3/9/13 for a job well done.

### **April:**

To Firefighter / Paramedic's LeMaster and Richison for their efforts and leadership in coordinating the Fire District's recent open house event. Special thank you goes out to all who assisted with the event and to everyone who helped with the construction of the live burn simulation rooms. Great Job!

### **May:**

To Captain Steve Agenbroad for all of his efforts at preparing, planning, coordinating and teaching the Blue Card Incident Command Training program. Well Done!

### **June:**

To Lieutenant Troy Bonfield for the successful completion of his Associates Degree in EMS / Fire Science at Sinclair Community College. Congratulations and Well Done!

### **July:**

To everyone who assisted with the retrofitting the existing Fire Station 21 Maintenance Room to a Personal Protective Equipment Storage Room in order to comply with new standards. Well done!

**August:**

To everyone who assisted with work on various portions of the recent Career Firefighter / Paramedic eligibility list selection process. For a job well done operating within an accelerated and compressed time line.

**September:**

To the crews that responded to the vehicle accident with injuries at State Route 73 & Red Lion Five Points Rd. on 9/17/13 for a job well done.

**October:**

To Lieutenant Nathan Urban for his efforts in coordinating and leading the new Firefighter / Paramedic recruit orientation training during October 2013. Thank you for a job well done!

**November:**

To the crews that responded to the Structure Fire at 45 Ambridge Court on 11/14/13. For a job well done!

**December:**

To All Recent Fire District Award Recipients for a Job Well Done!

- Fire Chief's Achievement Award: FF/PM Pete Richison
- Chief Richard Chenault Fire Service Excellence Award: FF/PM Kyle Lalich
- Dr. Scott Swope Emergency Medical Service Excellence Award: FF/PM Tom Smith
- Unit Citation Award: Lt. David Gerspacher, FF/PM Adam Stafford, and FF/PM Jaeson Hudnell