



**CITY OF
WOOSTER**
DIVISION OF FIRE
Annual Report
2018

Executive Summary

Honorable Mayor Breneman, City Council, and the Citizens of Wooster:

I am honored to submit the 2018 Annual Report for the City of Wooster, Division of Fire. This document provides a snapshot of last year's accomplishments and provides an overview of the all-hazard emergency service organization that serves our great City.



In 2018, the Fire Division saw the completion of several on-going capital improvement projects. These projects are a direct statement of support for the safety of our citizens and community by our City leaders. The Fire Division acknowledges this support and takes pride in being a good steward of the City's resources. In addition to the multiple capital projects, the Fire Division focused on training and operational planning to ensure that the community is being provided the highest quality emergency services with the resources provided by the citizens of Wooster.

The Fire Division, with the support of City Administration and City Council, was able to:

- Complete the construction & place in-service a 2018 Sutphen fire engine.
- Complete the construction & place in-service a 2018 Road Rescue Medic Unit.
- Purchase and placed-in-service Two (2) fire chief command vehicles.
- Replace a 1989 Chevy pick-up truck with a Ford F250 4x4 pick-up truck as Utility #3.
- Purchase (3) three Stryker Power Load Systems with a \$40,000 Bureau of Workers Comp. Safety Grant.
- Purchase 45 new fire hood and fire gloves with a \$3,600 Bureau of Workers Comp. Firefighter Exposure to Environmental Elements Grant (FEEEG) program.
- Replace the roof and HVAC unit on Fire Station #3 & replace the gutters on Fire Station #1.
- Complete advanced training for staff development and succession planning.
 - Fire Officer 1, Rope Rescue 1 & Confined Space 1
 - Fire Investigation- FIT Certification
 - Blue Card- Incident Command Training
 - Saley & Murphy completed the Ohio Fire Executive Program.
 - Chief Saley, Asst. Chief Murphy, Capt. Elder, Capt. Maag, and Capt. Walter all received their Ohio Fire Chief or Ohio Fire Officer credentials.
 - Paramedic Refresher class



As we look forward to 2019, the Fire Division is committed to continuous improvement. This includes investment in our staff's education and training, reevaluating our functional organization to maximize services, and utilizing data to analyze operational & demographic trends that may impact emergency services. The fire division personnel and I look forward to the opportunity to enhance the Fire Division and build upon the outstanding services we provide to the City of Wooster.

Thank you and be safe,

Barry Saley-Fire Chief

WFD MISSION AND MOTTO

The Mission of the Wooster Division of Fire is:

To prepare for, respond to, and mitigate all calls for duty, in an efficient and cost-effective manner. This will occur by providing an all-hazards approach to emergency services requested by the citizens, businesses, and visitors of the City of Wooster.

To meet this mission, we will aggressively provide fire suppression, emergency medical services, rescue operations, training activities, emergency preparedness, and community risk reduction.

Fire Division Motto:



“SAVE LIVES - FIGHT FIRES”

WFD CORE VALUES AND VISION

Core Values:

In conjunction with the core values of the City of Wooster: *Accountability, Continuous Improvement, Leadership & Management, Respect & Communication, Honesty & Integrity, Stewardship & Trust, and Safety*, the Division of Fire applies the following additional core values:

Professionalism
Service Excellence
Customer Service
Hard Work
Trust
Tradition
Valor

Vision Statement:

The Wooster Division of Fire strives to be a professional, efficient, community oriented, all-hazards emergency service provider, which preserves tradition as part of its future, by learning from those that served before us; as we embrace technology, research, data and innovation to become a nationally recognized leader in the fire service.

THE FIRE DIVISION

The Wooster Division of Fire provides emergency services to the City of Wooster and a portion of Wayne Twp., via a contractual agreement with Central Fire. Our primary services include fire suppression, emergency medical services, rescue operations, training, emergency preparedness, and community risk reduction. For effective management, the division is broken down into subdivisions and specialty units that are managed by fire officers and firefighters. These subdivisions include Administration, Operations, Fire Prevention, and Training.

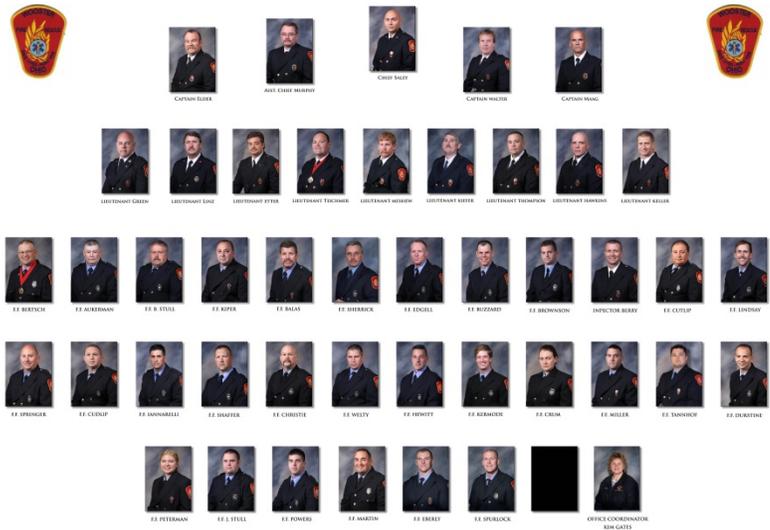
The Wooster Division of Fire is a career fire department staffed 24 hours a day/365 days a year with forty-five (45) uniformed and one (1) civilian personnel. The Administration Division consists of the Fire Chief, Asst. Fire Chief, and Office Coordinator. The Fire Prevention Division is overseen by the Asst. Chief in conjunction with the Fire Inspector. The Asst. Chief oversees the Operations and Training Division and is divided into three (3) shifts. Each shift consists of one (1) Captain, three (3) Lieutenants and ten (10) firefighters, for a total of forty-two (42) operational personnel.

The Fire Division currently operates out of three fire stations. Fire St. 1 is located at 510 N. Market St., Fire St. 2 is located at 3333 Burbank Rd. (aka Wooster Safety Center, including FD Administration), and Fire St. 3 is located at 2255 Gateway Dr.

The Fire Division is the primary emergency service responder to all emergency incidents within the City of Wooster. As the scope of the fire service has changed, so has the fire division. We have transformed into an all-hazards emergency service organization.

What does this mean? It means that the fire division does more than respond to fire and medical incidents. Our scope of responsibilities to the community and citizens include:

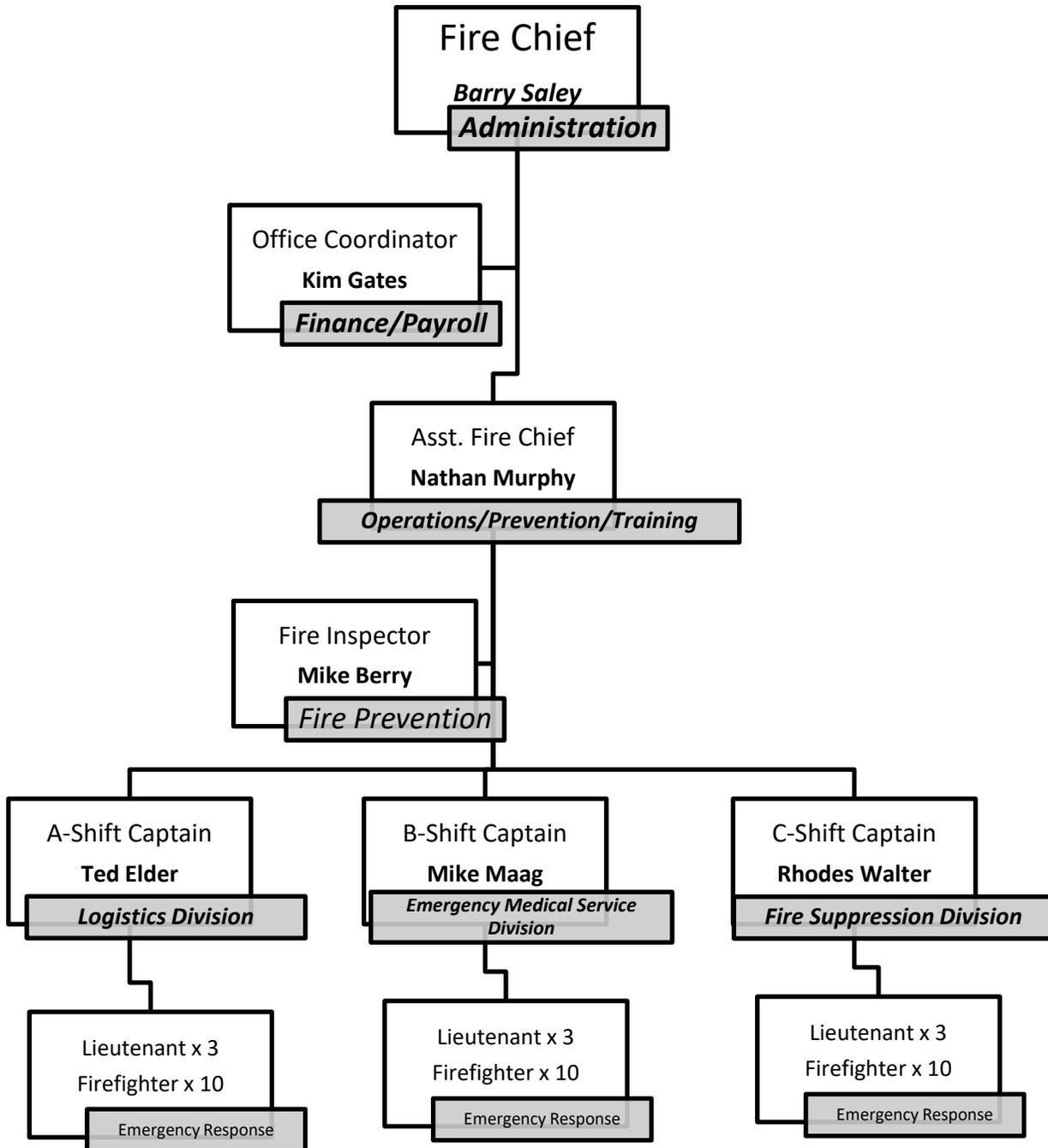
- Fire Suppression
- Emergency Medical Service
- Community Risk Reduction
- Special Rescue (Confined Space, Water, Ice, Industrial)
- Terrorism / Civil Unrest
- Severe Weather
- Emergency Preparedness
- Radiological
- Health / Infectious Disease



WOOSTER FIRE DEPARTMENT



THE FIRE DIVISION



OPERATIONS

The Operations Division is the largest functional area within the Fire Division. It encompasses all emergency operations and the management of three fire stations and 42 staff members. The assistant fire chief provides direct report to three fire captains, who are responsible for the effective supervision and leadership of their respective shifts.

The Operations Division is the “boots on the ground,” providing emergency services to every call for duty. The Fire Division responds to any call for duty from one of the Cities three fire stations. Each fire station is strategically positioned to provide the most efficient and effective response by its crews. To facilitate the emergency response, the Operations Division utilizes a run card system to send its emergency response staff and apparatus to calls for duty. This system is based on the call type, location, and hazard of the incident. This method keeps more emergency response crews in-service by sending the appropriate resources to the emergency, based on its potential hazard and historical data.

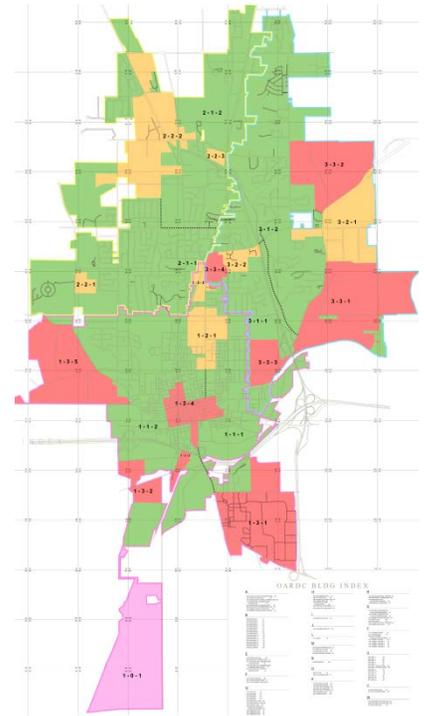
A partner to the Fire Divisions emergency response is our emergency communication dispatch center. The Wooster-Ashland Regional Council of Governments (WAR COG) provides dispatching services to the Fire Division since 2016. As a partner in the Council of Government, the City has a voice at the executive and operational level. This governance structure has allowed the safety services leaders to provide input and directly impact the service quality that the dispatch center provides to the Fire Division and the Citizens of Wooster.



The computer-aided dispatch (CAD) system, which is integrated into our record management system (IMS), has enabled the Fire Division to conduct more specific data analytics on our emergency response system. This capability has allowed the fire administration to evaluate the performance of the Operations Division. The Fire Administration evaluates time of call, time of tone, travel times, total response times, and committed time. These evaluations have provided baseline standards and have helped us identify areas of improvement.

To facilitate the continuous improvement process, the fire administration has been actively working on the accreditation process through the Center for Public Safety Excellence. In 2018, the Fire Division established a working group to produce a draft strategic plan. Additionally; work on a Standards of Cover and a Divisional Self-Assessment have been on-going and aided by the data derived from our emergency response evaluations.

Currently, the response data (as demonstrated by the below graphs) indicates that the fire division is providing an efficient and effective service to the community. The fire division continuously monitors opportunities and challenges that might affect service delivery and conveys those concerns to the City Administration. This open dialog and ability to document service delivery needs, based on objective data has allowed the Fire Division to strategically plan for the future.



OPERATIONS

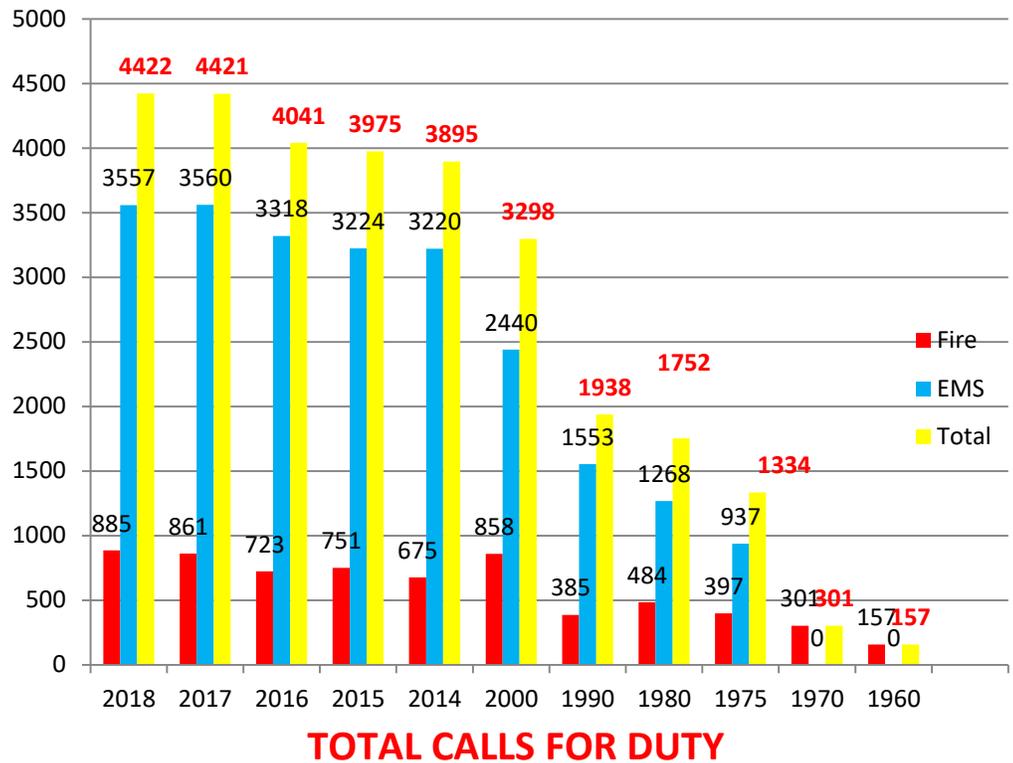
*The below tables & charts provide a detailed visual representation of WFD Operations and the diversity of services provided to the community.

The Fire Division breaks down our incidents into EMS and Non-EMS (FIRE) calls.

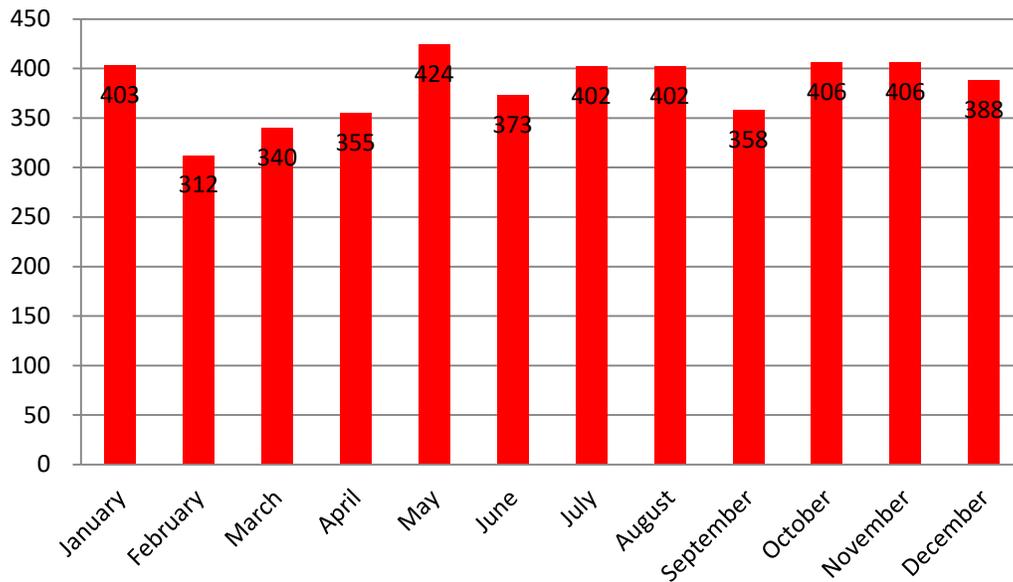
Each call represented a specific request for service and ran through our dispatch center.

In 2018, the Division's call volume held steady at just under 4500 calls annually.

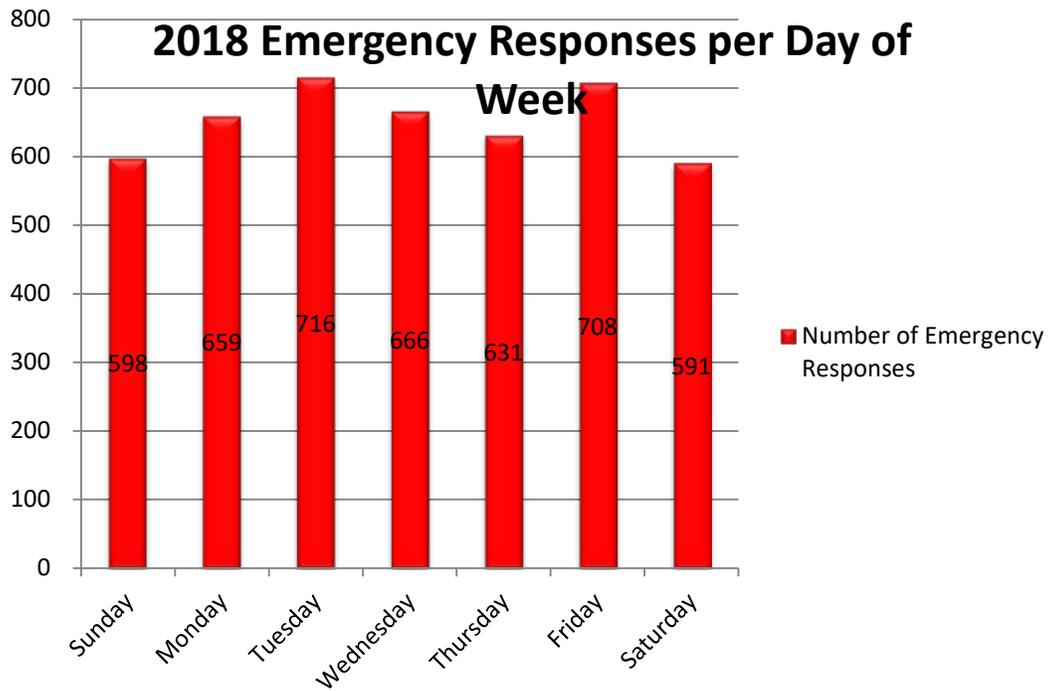
The number of EMS incidents in 2018 was 3557 (80%). The number of non-EMS incidents was 885 (20%), for a total of 4422.



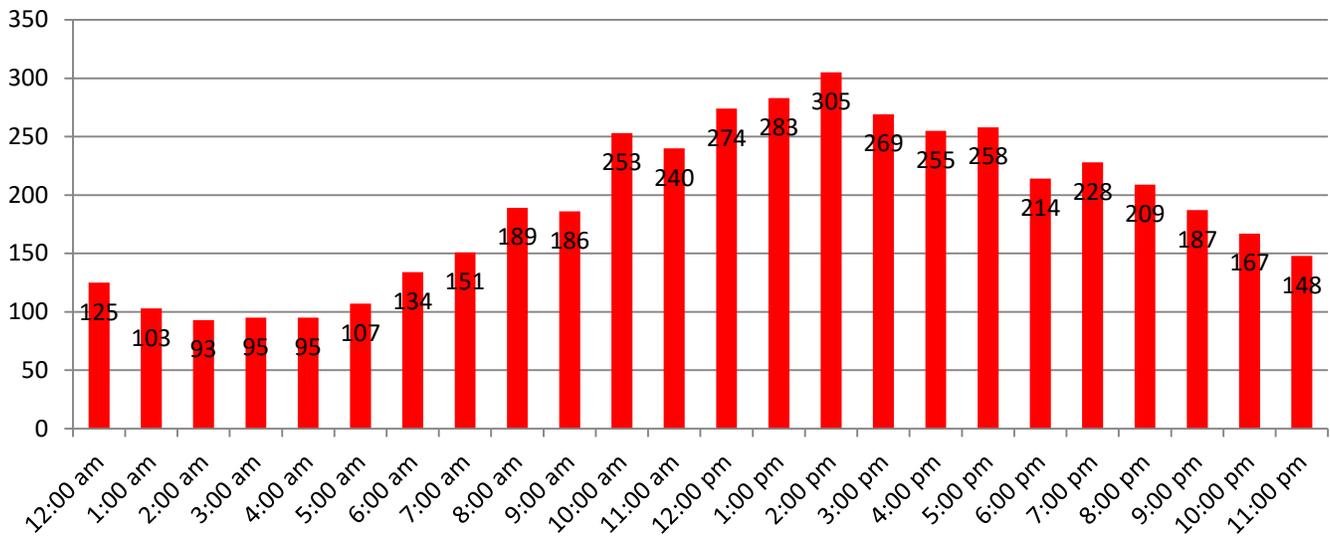
2018 Monthly Call Volume



OPERATIONS

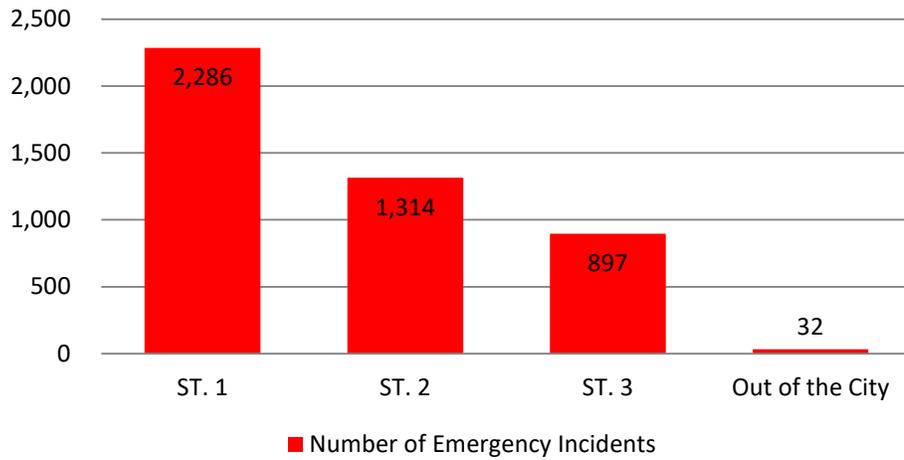


2018 Total Calls Per Hour

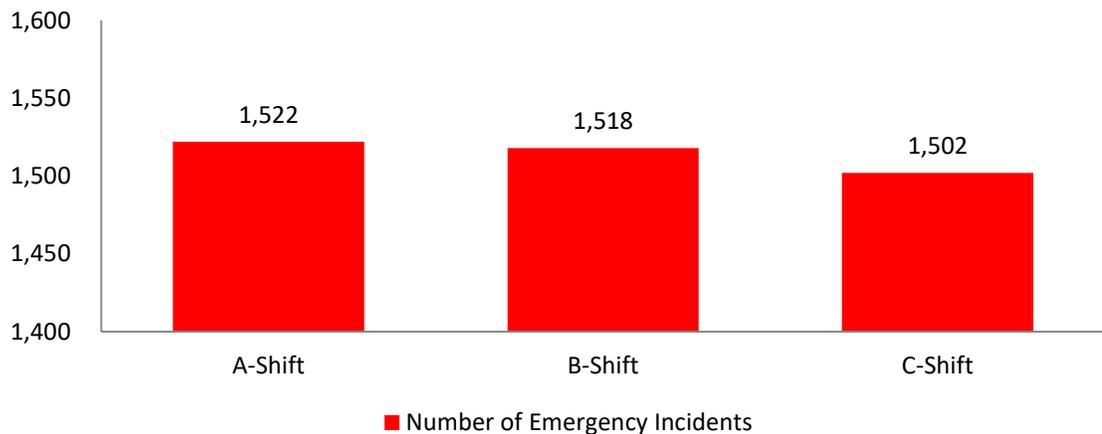


OPERATIONS

2018 Emergency Responses per District



2018 Emergency Responses per Shift



OPERATIONS



Column1	Column2	Column3
EMS	EMS Call Non-MVA	3,557
Non-EMS		865
	Public service	252
	Dispatched & canceled en r	127
	Smoke detector activation,	54
	MVA w/ injuries	38
	Smoke detector activation i	32
	Alarm system activation, nc	26
	Alarm system sounded due	25
	Carbon monoxide incident	23
	Unintentional transmission	22
	MVW w/ no injuries	21
	Building fire	20
	Unauthorized burning	17
	Power line down	15
	CO detector activation due	14
	Gas leak (natural gas or LPC	14
	Malicious, mischievous fals	13
	Good intent call, other	12
	Smoke scare, odor of smok	11
	Detector activation, no fire	12
	Assist invalid	10
	Arcing, shorted electrical e	9
	Passenger vehicle fire	9
	No incident found on arriva	8
	Cooking fire, confined to co	8
	Electrical wiring/equipmer	7
	Sprinkler activation, no fire	6
	Police matter	5
	Removal of victim(s) from s	5
	Motor vehicle accident wit	5
	Public service assistance, ot	4
	Natural vegetation fire, oth	5
	Trash or rubbish fire, conta	4
	Water or steam leak	3
	Carbon monoxide detector	2
	Steam, other gas mistaken	2
	Authorized controlled burn	2
	Hazardous condition, othe	2
	Rescue or EMS standby	2
	Rescue, EMS incident, othe	6
	Chimney or flue fire, confin	2
	Severe weather or natural c	2
	Cover assignment, standby,	1
	Animal rescue	2
	Lock-out	1
	Building or structure weak	1
	Fires in structure other tha	4
	Total	4,422

OPERATIONS

The Fire Division collaborates with our CAD provider (Sundance) and records management provider (IPad Mobile Solutions) to create an interface between the two technologies. This new interface has allowed the Fire Division crews to import the CAD run data and times into the electronic run reporting software. This solution has provided efficiencies to the crews and provided more accurate data for the fire administration to run statistical analyses at a more detailed level. This enhanced data analytic capability will assist in our goal of becoming an accredited agency through the Center for Public Safety Excellence.

<u>Total Incidents</u>	<u>Time of Tone</u>	<u>Turnout Time</u>	<u>Travel Time</u>	<u>Response Time</u>	<u>Committed Time</u>
Lower	0:00:01	0:00:01	0:00:01	0:01:00	0:01:00
Upper	0:05:00	0:05:00	0:15:00	0:20:00	6:00:00
Count	4372	4271	4313	4316	4346
Average	0:01:12	0:01:55	0:03:37	0:06:45	0:32:05
Max	0:04:54	0:05:00	0:14:51	0:19:59	5:30:30
Min	0:00:02	0:00:01	0:00:02	0:01:08	0:01:09
Range	0:04:52	0:04:59	0:14:49	0:18:51	5:29:21
Stdev	0:00:46	0:00:53	0:01:56	0:02:23	0:16:16

<u>EMS Incidents</u>	<u>Time of Tone</u>	<u>Turnout Time</u>	<u>Travel Time</u>	<u>Response Time</u>	<u>Committed Time</u>
Lower	0:00:01	0:00:01	0:00:01	0:01:00	0:01:00
Upper	0:05:00	0:05:00	0:15:00	0:20:00	6:00:00
Count	3585	3547	3604	3604	3556
Average	0:01:11	0:01:59	0:03:30	0:06:39	0:34:18
Max	0:11:06	0:10:19	0:19:24	0:26:29	2:03:31
Min	0:00:02	0:00:01	0:00:02	0:01:34	0:04:16
Range	0:11:04	0:10:18	0:19:22	0:24:55	1:59:15
Stdev	0:00:49	0:00:53	0:01:49	0:02:11	0:12:36

<u>Structure Fires</u>	<u>Time of Tone</u>	<u>Turnout Time</u>	<u>Travel Time</u>	<u>Response Time</u>	<u>Committed Time</u>
Lower	0:00:01	0:00:01	0:00:01	0:01:00	0:01:00
Upper	0:05:00	0:05:00	0:15:00	0:20:00	6:00:00
Count	21	20	20	21	18
Average	0:01:19	0:02:02	0:05:10	0:09:13	1:32:25
Max	0:02:57	0:05:00	0:12:01	0:19:56	5:30:30
Min	0:00:14	0:00:18	0:00:15	0:02:30	0:16:29
Range	0:02:43	0:04:42	0:11:46	0:17:26	5:14:01
Stdev	0:00:47	0:01:18	0:03:21	0:05:00	1:16:52

OPERATIONS

Wooster Fire

Apparatus Call Volume

1/1/2018 - 12/31/2018

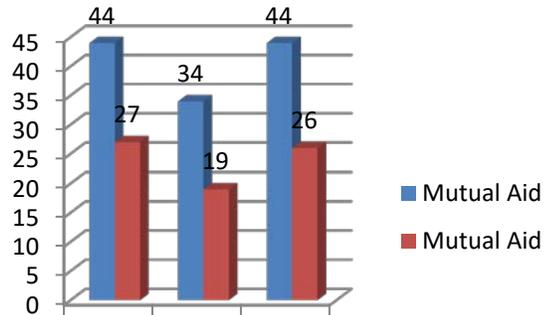
MEDIC 1	1,806
MEDIC 2	1,324
BATTALION 1	1,113
MEDIC 3	970
ENGINE 2	215
ENGINE 1	152
ENGINE 3	148
LADDER 1	110
UTILITY 4	45
CHIEF 2	39
MEDIC 4	31
UTILITY 2	21
UTILITY 1	21
CHIEF 1	15
UTILITY 3	5
ENGINE 4	3
FIRE	2
CONFINED SPACE	2
	1
	0
Total	6,023



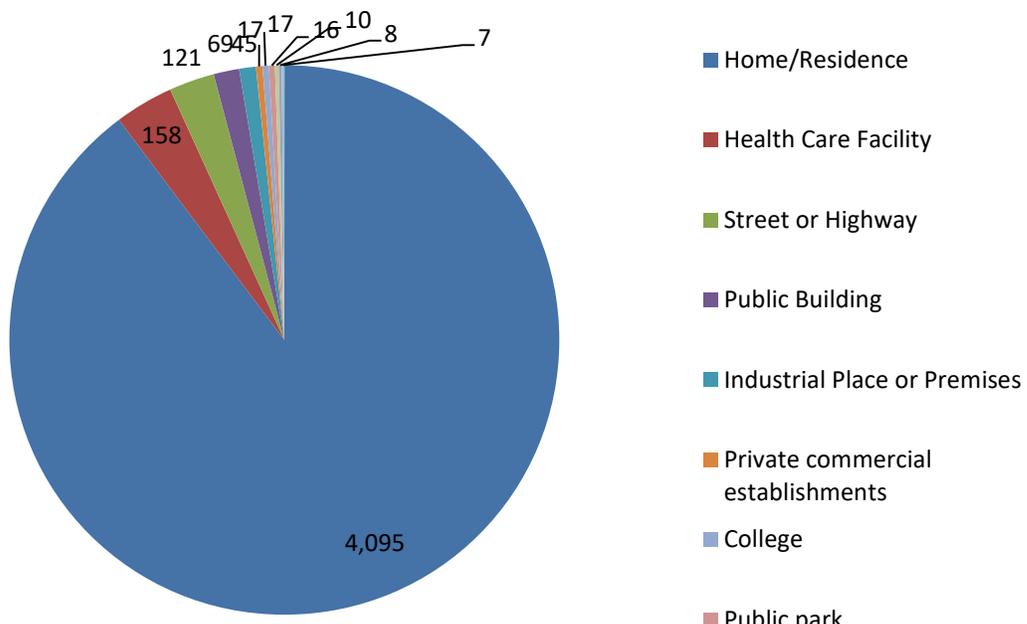
** Apparatus Call Volume represents a unit that responds to a call. The increase compared to annual call volume, is due to a multi-unit response to an incident**

OPERATIONS

Mutual Aid Summary



■ Mutual Aid Received	44	34	44
■ Mutual Aid Given	27	19	26



2018 Location Type Summary

OPERATIONS

EMS Division

Wooster Fire

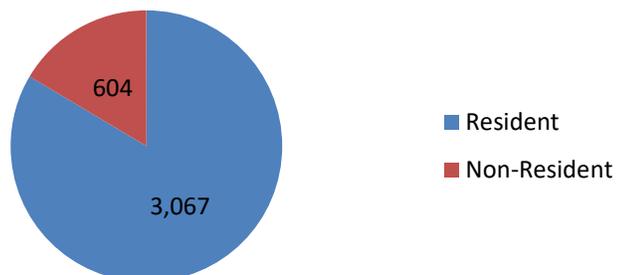
EMS Level of Service Summary

1/1/2018 - 12/31/2018

BLS Emergency	2,660
ALS Level I Emergency	1,029
ALS Level II	13
Paramedic Intercept	1
Specialty Care Transport	1
Med-Evac	2
Total:	3,706



2018 Patient Resident vs. Non-Resident



OPERATIONS

Medicount Management Inc. is the Fire Division's third-party EMS transport billing company. The graphs below provide a snapshot of the Division's account. EMS transport billing is a cost recovery system that more equitably disperses the cost of providing EMS to its users. The data shows an increased trend in collection rates and revenue, which can be contributed to effective report writing, daily quality assurance reviews by the Bat. Captains, and the electronic interfaces with our EPCR software and Wooster Community Hospital's medical records software.

CITY OF WOOSTER - 102

1/1/2017 to 12/31/2017 & 1/1/2018 to 12/31/2018

1/1/2017 to 12/31/2017

Charges	\$2,221,850.19
Payments	\$801,458.22
Adjustments	\$1,287,112.10
WriteOffs	\$228,795.12

Collection Rate	94.0%
Net Rev/Run	\$270.67

1/1/2018 to 12/31/2018

Charges	\$2,137,104.03
Payments	\$781,054.29
Adjustments	\$1,220,478.00
WriteOffs	\$193,551.05

Collection Rate	93.7%
Net Rev/Run	\$271.11

Charge Detail

ALS	\$990,984.00	1,256	42.4%
ALS 2	\$26,542.00	23	0.8%
BLS	\$1,128,622.00	1,682	56.8%
Mileage	\$75,702.19	1.8	
Total	\$2,221,850.19	2,961	

Charge Detail

ALS	\$811,881.00	1,029	35.7%
ALS 2	\$18,464.00	16	0.6%
BLS	\$1,231,956.00	1,836	63.7%
Mileage	\$74,803.03	1.8	
Total	\$2,137,104.03	2,881	

Payment Detail

Medicaid	\$16,421.35	2.0%
Medicare	\$281,783.55	35.2%
Other	\$110,203.54	13.8%
Primary Ins.	\$392,371.44	49.0%
TPL/Auto	\$678.34	0.1%
Total	\$801,458.22	

Payment Detail

Medicaid	\$6,721.96	0.9%
Medicare	\$245,215.05	31.4%
Other	\$148,495.97	19.0%
Primary Ins.	\$380,621.31	48.7%
TPL/Auto	\$0.00	0.0%
Total	\$781,054.29	

Adjustment Detail

Medicaid	\$107,067.31	8.3%
Medicare	\$333,941.50	25.9%
Other	(\$137.87)	0.0%
Primary	\$846,241.16	65.7%
Total	\$1,287,112.10	

Adjustment Detail

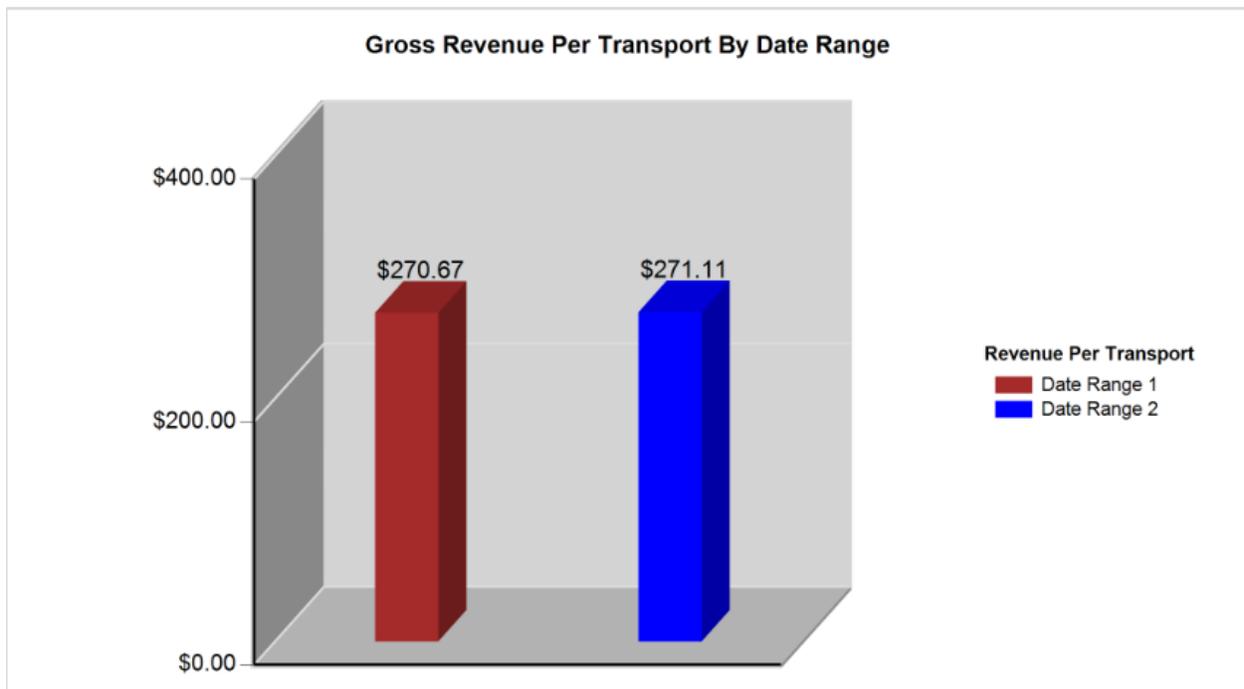
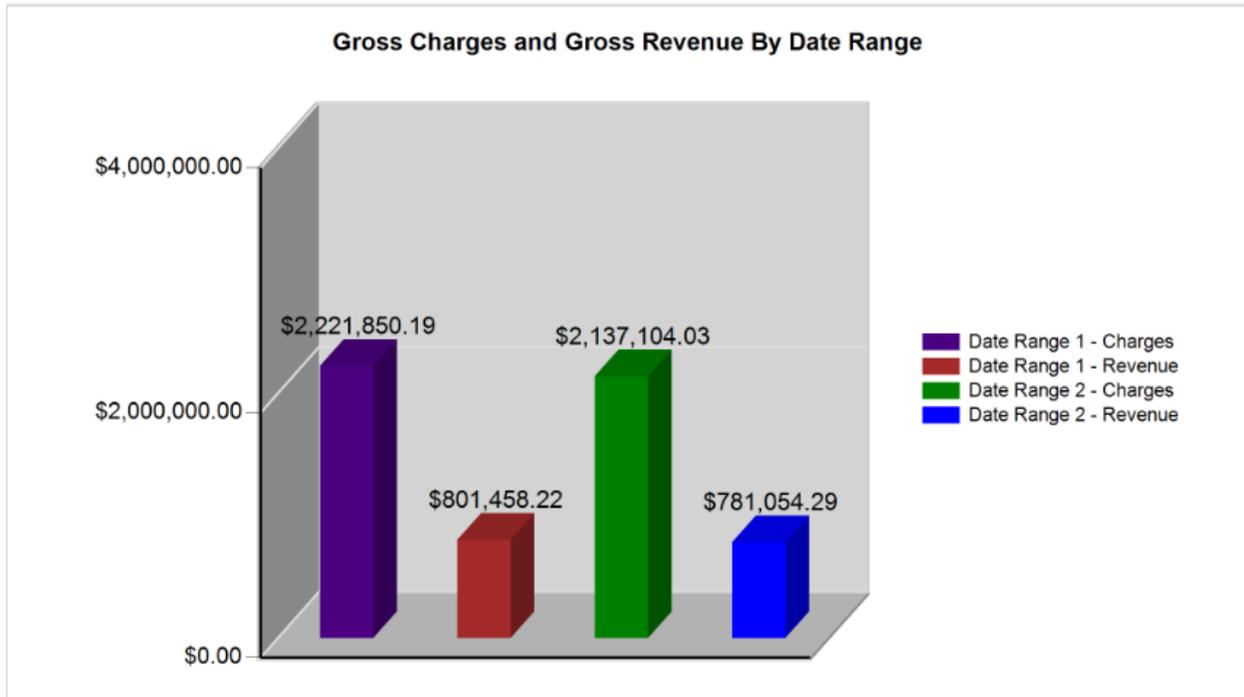
Medicaid	\$59,655.53	4.9%
Medicare	\$286,418.13	23.5%
Other	\$1,348.46	0.1%
Primary	\$873,055.88	71.5%
Total	\$1,220,478.00	

This report is based on Date of Entry. Date of Entry is the date that Medicount enters your runs into our billing software.

Report Date: 1/30/2019 4:06:09 PM

OPERATIONS

CITY OF WOOSTER - 102 1/1/2017 to 12/31/2017 & 1/1/2018 to 12/31/2018



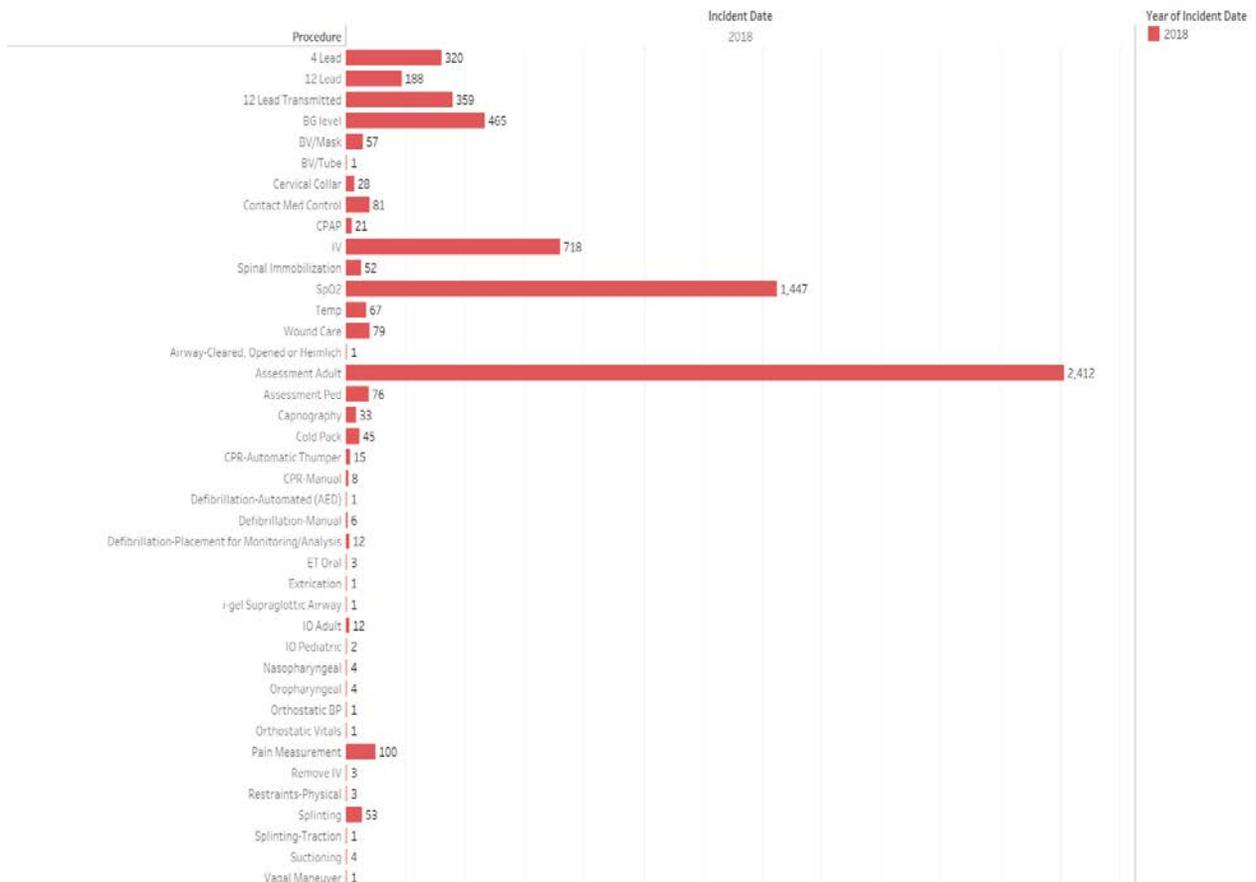
OPERATIONS

Medications Zip

Incident Zip Code	Grand Total	Incident Date / Medication Given 2018																				
		Adenocard	Albuterol	Aspirin	Benadryl	Dextrose	Epi	Epi 1:1,000	Epi 1:10,000	Fentanyl	Glucagon	Haldol	Lidocaine	Morphine	Narcan (Naloxone)	Nitroglycerine	Normal Saline	Oral (Instant) Glucose	Oxygen	Sodium Bi-Carb	Versed	Zofran
44691	1,547	3	43	175	9	31	2	3	37	8	9	2	1	7	56	135	269	22	720	2	8	5



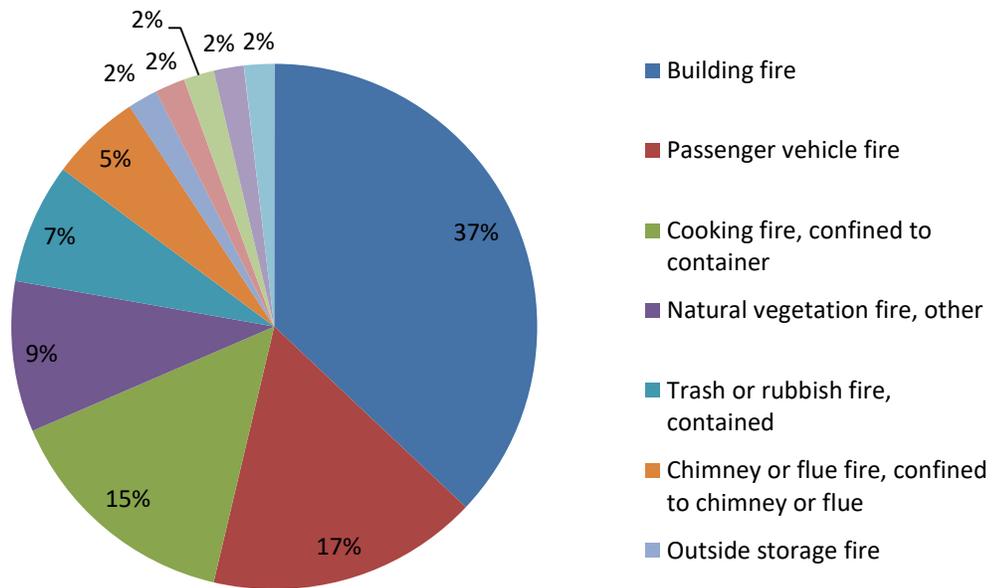
Procedures



OPERATIONS

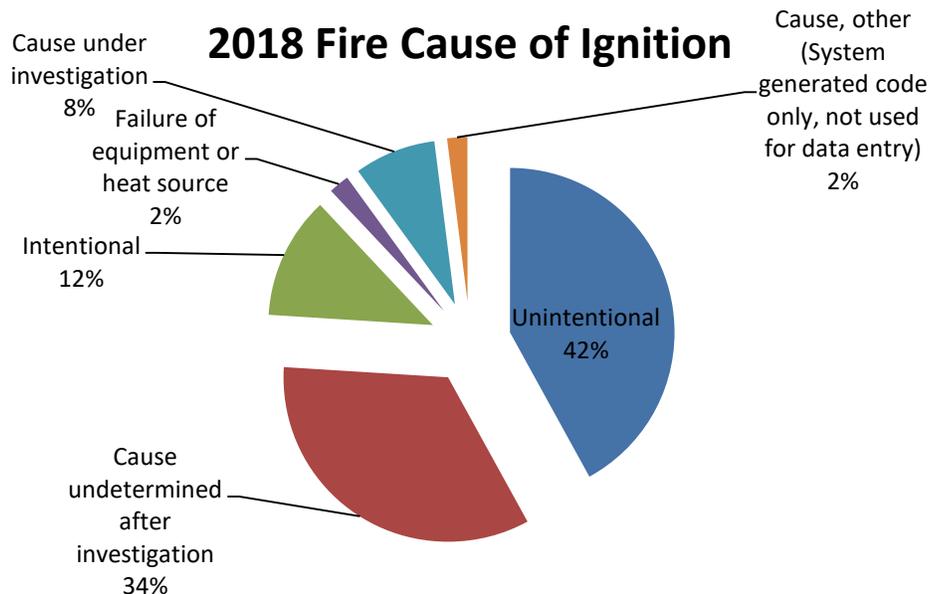
Fire Division

2018 Working Fire Type Summary



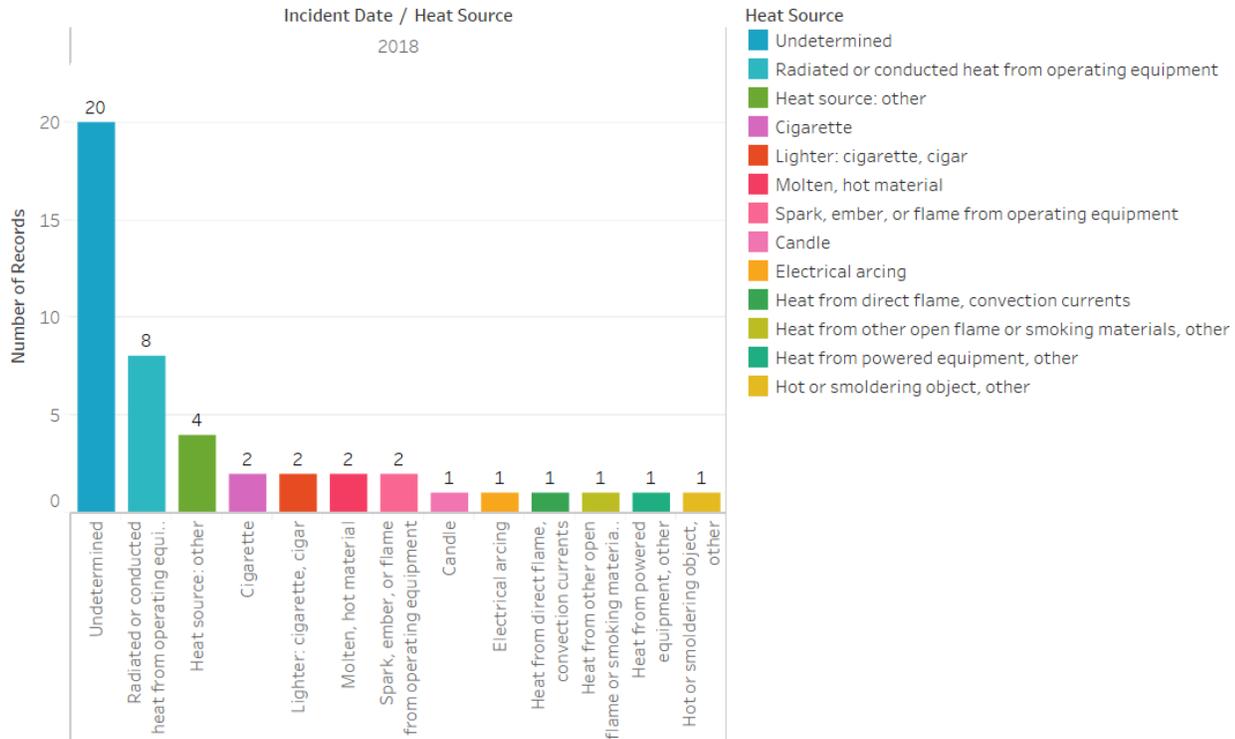
OPERATIONS

18-00100-N	01/08/2018	\$12,000	-\$50	\$0	-\$0	-\$50
18-00196-N	01/14/2018	\$600,000	-\$10,000	\$0	-\$0	-\$10,000
18-00742-N	03/06/2018	\$5,000,000	-\$100	\$1,000,000	-\$0	-\$100
18-00770-N	03/08/2018	\$112,000	-\$0	\$300	-\$300	-\$300
18-01004-N	03/30/2018	\$4,000	-\$100	\$0	-\$0	-\$100
18-01225-N	04/17/2018	\$12,000	-\$1,000	\$10,000	-\$100	-\$1,100
18-01384-N	05/01/2018	\$594,000	-\$180,000	\$300,000	-\$10,000	-\$190,000
18-01583-N	05/17/2018	\$40,000,000	-\$5,000	\$0	-\$0	-\$5,000
18-01694-N	05/25/2018	\$145,000	-\$500	\$85,000	-\$0	-\$500
18-01726-N	05/27/2018	\$20,000	-\$10,000	\$0	-\$0	-\$10,000
18-01794-N	06/01/2018	\$2,000	-\$750	\$0	-\$0	-\$750
18-03147-N	09/18/2018	\$5,000,000	-\$500	\$0	-\$0	-\$500
18-03169-N	09/20/2018	\$400,000	-\$5,000	\$5,000	-\$500	-\$5,500
18-03195-N	09/23/2018	\$50	-\$50	\$0	-\$0	-\$50
18-03310-N	10/04/2018	\$144,870	-\$300	\$5,000	-\$50	-\$350
18-03486-N	10/17/2018	\$15,000	-\$0	\$1,000	-\$250	-\$250
18-03556-N	10/24/2018	\$5,000,000	-\$1,000	\$0	-\$0	-\$1,000
18-03580-N	10/25/2018	\$125,000	-\$60,000	\$100,000	-\$20,000	-\$80,000
18-03653-N	10/31/2018	\$6,000	-\$500	\$0	-\$0	-\$500
18-03722-N	11/05/2018	\$35,000	-\$10,000	\$20,000	-\$15,000	-\$25,000
18-04336-N	12/24/2018	\$88,000	-\$50,000	\$15,000	-\$5,000	-\$55,000
18-04342-N	12/25/2018	\$55,200	-\$5,000	\$15,000	-\$1,000	-\$6,000
Grand Totals		\$57,370,120	-\$339,850	\$1,556,300	-\$52,200	-\$392,050
					Total Property Saved	\$6,894,370.00

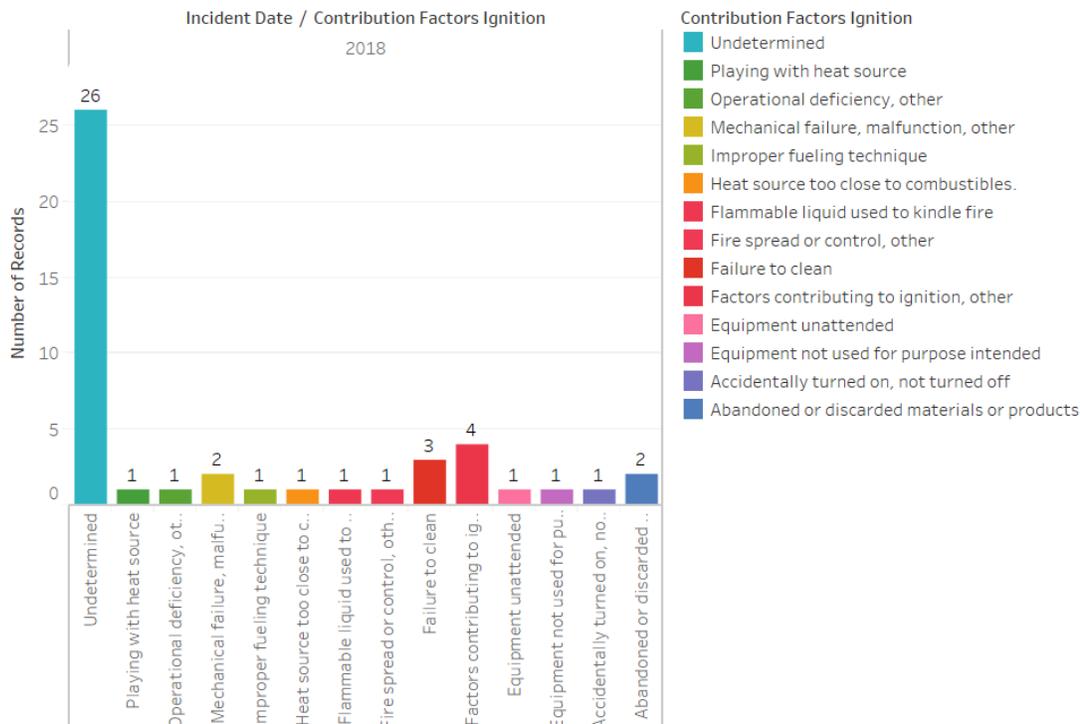


OPERATIONS

Fire Heat Source



Fire Contributing Factors



OPERATIONS

Training

The Fire Division's training unit prepares, provides, and tracks the professional development needs of all personnel.

The training unit, under the direction of Asst. Chief Murphy and training officer Lt. Keller, provided monthly training activities to hone our emergency service skills and in 2018 our focus was on paramedic recertification and advanced specialty training needs.

An informal needs assessment indicated that the Fire Division needed to develop a paramedic refresher training schedule cycle, to ensure that each staff member has sufficient continuing education opportunities for recertification. In 2018; to accomplish this goal, the training unit conducted an hybrid paramedic refresher and began preparing training material to provide a paramedic refreshers every other year.

The informal needs assessment also indicated a deficiency in our specialty training activities. The Division needed to provide more advanced training opportunities and a higher level of quality of the specialty training. To accomplish this objective, the training division coordinated training opportunities with the Ohio Fire Chiefs Association, Cleveland State University, Bad Day Training LLC., The Wayne County Training Facilities, and the Ohio Fire Academy. These outside training centers provided our staff members with officer training, hazardous materials training, confined space training, corn rescue training. These training opportunities allowed our staff members to focus on low frequency – high-risk services that we provide to our community.



The training division coordinated the following classes/programs:

- EMS paramedic refresher course
- Nationally recognized Blue Card incident management training.
- Multi-Company Drill At the Wayne County Training Center
- Ohio Fire Executive (Chief & Asst. Chief)
- Ohio Fire Chief and Ohio Fire Officer Credentials
- Haz-Mat Operations refresher
- Confined Space Refresher
- Ice Rescue
- Fire Investigation & FIT Certification from the IAAL
- Rope Rescue Class
- Active Shooter from NFPA

The unit will continue to look for quality training opportunities for our members, to provide the highest level of training possible.



Training in Detail

In 2018 the total number of training hours was 4943.5.

2018 CE Totals

A-SHIFT	EMS	FIRE
BALAS	38	55.75
BERTSCH	24	41.25
CHRISTIE	75	53.75
CRUM	78	33.25
CUDLIP	36	44.75
CUTLIP	27	93.25
DURSTINE	22	47.75
ELDER	21	69.75
ETTER	23	91.25
KELLER	57	94.25
KERMODE	22	38.25
MARTIN	61	53.5
MESHEW	12	48.75
SPRINGER	28.5	122.5

C-SHIFT	EMS	FIRE
BROWNSON	16	63.25
GREEN	16	60.25
HEWITT	21	36.25
KIPER	58	113.25
MILLER	75	18.75
SHAFFER	44	23.25
SHERRICK	21	41.25
SMITH	9	8
STULL,J	77	229.75
TANNHOF	38	43.75
TEICHMER	15	43.75
THOMPSON	75	61.75
WALTER	30	57.25
WEBB	17	32.75

B-SHIFT	EMS	FIRE
AUKERMAN	28	26
BUZZARD	28	196.25
EBERLY	35.5	124.25
EDGELL	75	40.25
HAWKINS	70.5	61.25
IANNARELLI	74.5	37.75
KIEFER	76.5	108.25
LINDSAY	60.5	41.25
LINZ	69.5	48.25
MAAG	76.5	66.25
PRIEST	66	51.25
SPURLOCK	75	41.25
STULL,B	24.5	44.25
WELTY	70.5	46.75

Chief/FSI	EMS	FIRE
SALEY	64	66.5
MURPHY	69	88.75
BERRY	46	87.75

EMS	2046
FIRE	2897.5
GRAND TOTAL	4943.5



SPECIAL UNIT SUMMARY

Fire Investigation Unit:

Starting in 2017; Asst. Chief Murphy conducted an informal needs analysis of the fire investigation unit. At that time, the unit members and fire administration worked diligently to update their training levels and standard operating procedures. The focus on continuous improvement continued in 2018. The Fire investigation unit redefined their goals for operational improvement and effectiveness.



Throughout 2018, the unit members' maintained their portfolios and curriculum vitae's, so they can document their education, training, and experience in the fire investigation process.

The unit researched investigator health and safety. Based on that research and new NFPA updates, the Fire Division purchased new fire investigation PPE to ensure that investigators have a clean set of gear that is not contaminated with potential carcinogens from fire soot.

The unit continued to draft new SOG's and standardized a fire investigation reports format to regional and national standards.

In 2018, three additional members were added to the unit and obtained training in Fire Investigation- Cause and Origin 1. Additional training as IAAI Fire Investigator Technicians (FIT) and evidence collection continued throughout the year. Currently, all but two unit members are now FIT certified, and the remaining unit members will work towards that certification in 2019.

Our main goal is determining the cause and origin of every fire. To accomplish this, we will continue to keep the members trained, educated, and up to date in this field. This way, they will continue to be confident in their abilities to investigate and will continue to show their professionalism during court appearances.

WFD-FIU, LT. Etter

FIU- Photography Unit

The FIU-PU consists of 5 members, all firefighters, and works closely with the Fire Investigation Unit.

Mike Sherrick, OIC; C - Shift

Ed Edgell, Jeff Buzzard; B - Shift

Ron Balas, Mike Springer, Matt Cudlip; A - Shift

In July 2017, a proposal was submitted to the administration to increase the effectiveness of the unit by: Training all photographers and investigators to the current digital photography investigation standards or, Training all photographers to become investigators, and train all investigators to become fire investigation photographers.

As of the end of 2018, significant progress was made to turning over the investigation photography to the FIU Unit Investigators.

SPECIAL UNIT SUMMARY

The FIU-PU recorded all incidents digitally and recorded some photos to CD.

All files/images are now backed up to the shared file on the City server, and per IT, a weekly backup of all Photography Unit files to a standalone hard drive, this is administered by Fire Inspector Mike Berry, and located in the Inspectors office. This hard drive should be swapped out with a new one every couple of years to ensure greater life expectancy of the unit and the recorded images.

FIU-PU Equipment list that is *current and in use* is as follows:

Canon EOS Digital Rebel T3i camera with zoom lens, Canon 430EX Flash unit, and accessories:

This was purchased in 2013 and is our first line camera stored on the Battalion 1 vehicle.

Three Canon point and shoot cameras;

These are carried on each Medic Unit for incident documentation; the division's iPads are also being used for this also.

3 Fujifilm XP point and shoot cameras;

These are carried on each engine, and used for: Training, Recording possible fire safety violations, and used as a backup for the first line camera; **(the cameras can't photograph a fire scene well enough to be used for investigation documentation.)**

A Flash unit and a replacement lens that were damaged were replaced/purchased in 2018.

The FIU-PU has remained effective by producing quality photographs in a timely and efficient manner for the WFD-FIU, Wooster Police Division, and the State Fire Marshal Investigators.

Respectfully submitted,

Michael D. Sherrick

Michael D Sherrick, OIC
Fire Investigation Unit - Photography Unit
Wooster Division of Fire

Juvenile Fire Setter Program

2018 was the 14th year that the Juvenile Fire Setter program had been offered to Wooster residents with children who exhibit improper behavior dealing with fire. To ensure that our residents are aware of this program, the Division has a brochure available at the fire department website. Also, the schools and court system have been provided with contact information and a program summary.

Respectfully submitted,
Lt. Chris Green

SPECIAL UNIT SUMMARY

SCBA- Breathing Air Apparatus Unit

The Breathing Air Apparatus Unit oversees all Wooster Division of Fire's breathing air apparatus. This includes: the division's Self Contained Breathing Apparatus (SCBA), Rapid Intervention Bags (RIT), Confined Space Escape Packs, Confined Space Supplied Air Fill Stations, the Air Compressor/ SCBA Fill Station located at Station #2, the breathing air cylinders on Ladder 1 (138), and the fit testing of all Fire Division personnel.

The Breathing Air Apparatus Unit currently has an inventory of the following portable equipment: thirty-nine (39) SCBA's, seventy-six (76) face pieces, one hundred and eleven (111) air cylinders, five (5) rapid intervention team (RIT) bag systems, six (6) confined space escape packs, two (2) confined space MSA air cart stations.



The unit consists of the following members:

Matt Cudlip, OIC; A-Shift

Scott Iannarelli; B-Shift

Joshua Brownson; C-Shift

Again in 2018, the unit would like to acknowledge **FF Jared Durstine (A-Shift)** for his contributions to the unit. FF Durstine has assisted the unit numerous times and completed tasks that I have asked of him. He is knowledgeable of the breathing systems used by the division and would be a valued member of the unit.

The breathing air unit operates from a dedicated SCBA workspace at the new Safety Center. This workspace includes the Scott Revolve Air fill station, compressor, spare equipment, and parts. This workspace provides the needed space to complete minor repairs, maintenance, and storage of all spare parts and equipment.

All fire division members received extensive hands-on training with the fire divisions MSA G1 SCBA, MSA SAR for Confined Space entry, and Rapid Intervention Team (RIT) bags. Hands-on training took place during monthly and off-site advanced training classes. Additionally, unit members conducted a day-long internal training on the operation and use of the mask fit test system.

Additions to the Breathing Air Unit:

- Sixteen (16) additional SCBA bottles.
- Two (2) additional RIT bags to standardize the type and equipment across the Division.

Repairs/Service:

Overall, the fire division's MSA G1 SCBA had minimal repairs for the extensive use received during training and incidents. These SCBAs have performed extremely well during 2018. In 2018, the Division placed in service a new 8030 TSI Fit Tester. This unit allows each member to be fit tested on an annual basis and allow immediate testing of new employees.

Respectfully submitted,

FF Matt Cudlip

Breathing Air Apparatus Unit

SPECIAL UNIT SUMMARY

EMS Operations- Supplies and Procurement Unit

The EMS Division is responsible for licenses and permits, quality assurance, audits, and coordination with the Wooster Community Hospital EMS Coordinator. The division also works with the training division concerning EMS training goals and with the apparatus committees concerning needs about new vehicle purchases. Overseeing purchases and the handling of controlled substances is also the responsibility of the EMS Division.

The Squad Supplies and Equipment Procurement Unit is a subunit of the EMS Division consisting of FF Buzzard (EMS Supplies) and FF Welty (Drug Exchange). The unit strives to keep up with technology and provide the response units with the best equipment while remaining fiscally responsible. New airway equipment (IGELS), tourniquets, self-loading cots, and a new medic unit (ambulance) were all placed into service in 2018.



On Nov. 1, 2018, we welcomed our new Medical Director, Dr. Jennifer Kline. Dr. Kline took over following the retirement of Dr. James Steed. Ryan Sullivan (EMS Coordinator) along with Dr. Kline has been working on protocol updates, which are expected to be issued in early 2019.

In 2018, Wooster Fire team up with Orrville Fire, to bring cardiac arrest training to Wayne County. The training which was presented by Zoll Inc. focused on improving the outcomes of patients who have experienced sudden cardiac arrest. The Fire Division has been evaluating the new technology & operational methodology for CPR and is looking to implement them into our operations.

Respectfully submitted,
Capt. Mike Maag



SPECIAL UNIT SUMMARY

Haz-Mat Unit

In 2018, the Wooster Fire Department facilitated our annual hazardous material refresher course provided by Bad Day Training LLC. All three shifts attended the training over three days to maintain their operational skills, focusing on Ammonia Incidents and Emergency Response to Ethanol Incidents.

Respectfully submitted,
LT Scott Meshew

Confined Space Unit

The confined space unit has made progress and focused on training in 2018. To ensure a baseline of technical rescue skills, the Division hosted a Confined Space I training class with the assistance of Cleveland State University at the Wooster water treatment plan. Additionally, outreach training was conducted by

our staff with Frito Lay. This private-public cooperation helped with continuity between our rescue teams. Internally, our unit members developed multiple training activities to facilitate continuous education.

The unit responded to two calls for service. One was a high angle rescue, which was a mutual aid to a neighboring community and the other was search and rescue incident.

Respectfully submitted,
FF Jared Durstine

Critical Incident Stress Debriefing (CISD) Unit

The Fire Division cooperates with and has two staff members on the TRI County CISD team. In 2018 the team responded to and completed six debriefings that help minimize the emotional and psychological impact to the emergency responders.



FIRE AND LIFE SAFETY

The Fire Prevention Division enforces state and local fire codes, performs fire safety inspections, along with plan reviews and acceptance testing. The members of the division also coordinate public education programs and our smoke detector initiative.

Plan Review & Environmental Assessments

The fire marshal (Asst. Chief Murphy) reviewed 165 plans, 18 planning commission reviews, and conducted ten environmental assessments in 2018. AC Murphy formally documents plan reviews that pertained to fire protection. Any other plans received a courtesy review, and any concerns were forwarded to the Building Dept. In addition to the plan review activity, the fire inspector had to conduct multiple on-site inspections and meetings for the majority of these projects.

Plan Review & Environmental Assessments	165
Fire Prevention Activities	667

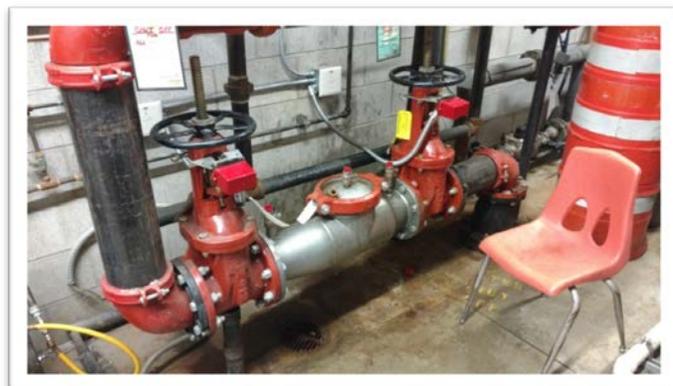
Life Safety Inspections & Education

In 2018, the Fire Prevention Division began to formally transition into a “risk reduction” division. In doing so, the staff members began focusing on high hazards areas. The fire inspector conducts multiple risk reduction activities including: Knox Box installation & maintenance, installation of locking FDC caps, hazard placards, acceptance testing, fire watches, FDC signs, fire prevention week activities, FD gate access, fire extinguisher placement, backflow preventer liaison, fire escape testing, bleacher inspections, and fireworks. The fire inspector continues to inspect business occupancies and conducts new construction inspection tests. The fire inspector also conducts inspections of state-licensed day care, residential care facilities, and all schools. Depending on the building occupancy type, each inspection can last from one hour to multiple days. The above inspection activity is in addition to responding to emergencies, conducting public education, and required departmental training activities.



In 2018, the fire inspector conducted:

- 437 Fire Inspections.
- 370 Fire Prevention Activities.
- Training for 170 people on Fire Extinguishers.
- Provided public education to 682 people (405 children and 272 adults).
- Fire station tours for 162 people.



STAFF

Firefighter of the Year



Scott Kiper

Each year the Wooster Exchange Club honors local emergency service members. This year, Scott Kiper was nominated and selected to receive this award. Scott was presented with the award during a ceremony at the Wooster Inn. With dedication, Scott has served the division and community for 27 years. Scott is a Firefighter-Paramedic on the C-shift and has gone above and beyond on behalf of Wooster to move the risk reduction efforts forward. Scott actively worked on the strategic planning committee and has helped to update the fire investigation unit's standard operating procedures.

Retired



Mike Priest

Mike was hired in May of 1987 as a firefighter. During his tenure with the Fire Division, Mike worked on C-Shift. Mike has been an active member of the apparatus committee and has facilitated the purchase of multiple fire and EMS apparatus.

Promotions

No Promotions in 2018

GOALS & OBJECTIVES ACCOMPLISHED

In 2018; the division successfully met multiple goals and objectives.

Stations, Equipment, and Apparatus:

- The apparatus committee continued their diligent efforts to update the Fire Division's fire and EMS fleet. In the first quarter of 2018, the Fire Division placed in service a new Sutphen fire engine and a Road Rescue medic unit. Additionally; the Fire Division replaced multiple support vehicles. These included: two (2) command vehicles (Ford Explorers) and a Ford F-250 4x4 as station #1's utility vehicle.



- With the focus on firefighter safety and injury prevention. The Fire Division worked with the Ohio Bureau of Workers Comp to apply for and get awarded two (2) safety grants. The Fire Division purchased three (3) Stryker Power Load Systems with a \$40,000 safety grant from the BWC. The division also purchased 45 new fire hoods and fire gloves with a \$3,600 BWC Firefighter Exposure to Environmental Elements Grant (FEEEG) program.

- Replaced the roof and HVAC unit on Fire Station #3 & replaced the gutters on Fire Station #1.
- The Fire Division purchased a fire extinguisher trainer and residential KNOX Boxes, to begin updating our community risk reduction services.

Administratively, the fire division:

- Finalized a three (3) year contract with the Wooster Firefighters Union L-764.
- Finalized a Draft strategic plan.
- Continued work on a Standards of Cover and the Self Assessment for fire accreditation.
- Facilitated administrative oversight of the Wooster-Ashland Regional Council of Governments regional dispatch center, during the absence of the director
- Completed advanced training for staff development and succession planning.
 - Fire Officer 1
 - Rope Rescue 1
 - Confined Space 1
 - Fire Investigation- FIT Certification
 - Blue Card- Incident Command Training and Cont. Education
 - Saley & Murphy completed the Ohio Fire Executive Program.
 - Chief Saley, Asst. Chief Murphy, Capt. Elder, Capt. Maag, and Capt. Walter all received their Ohio Fire Chief or Ohio Fire Officer credentials.
 - Paramedic Refresher class.

LOOKING FORWARD...

The Fire Division continues to work toward the goals of continuous improvement and advanced training by:

- Updating the Fire Division's policy and procedure manual.
- Finalizing the Fire Division's strategic plan.
- Continuing to work on creating a Standards of Coverage document.
- Working towards becoming accredited by the Center for Public Excellence.
- Continuing to develop the Division's staff for succession planning purposes.

All of the above goals are living documents and are on-going projects that will need continuous attention and development.

In 2019; the Fire Division plan to:

- Continue to work and develop the above on-going document goals.
- Spec. and order a replacement engine for E-136 (Seagrave).
- Reorganize the fire prevention division into a community risk reduction division.
- Redevelop our county-wide special operations teams' methodology.
- Purchase and place in-service a new Stryker Power Cot.

2018 was a productive year for the Wooster Division of Fire. The Fire Division worked diligently to enhance the level of service to the city and the safety of the staff. During the spring, a new collective bargaining agreement was finalized between the Wooster Firefighters Local 764 and the City Administration. The new CBA will run through 2020.

A major point of focus for the Fire Division has been continuous improvement. The Fire Division has been updating policies and procedures, operational methodologies, and utilizing data analytics to provide the highest level of service to the community with the resources provided to us. In 2018 the Fire Division utilized grant funding from two grant programs from the Bureau of Workers' Compensation to reduce back injuries and reduce the risk of cancer. The successful grant programs allowed the Division to purchase power loaders for our Medic units and update our fire hoods and gloves with particulate blocking barriers. Both projects will help increase the safety of our staff members now and into the future.

The fire division personnel and I look forward to the opportunity to enhance the Fire Division and build upon the outstanding services we provide to the City of Wooster.

Thank you and be safe,

Barry Saley-Fire Chief

