



# Shelby Township Fire Department 2009 Annual Report





# Charter Township of Shelby

FIRE DEPARTMENT  
GENE SHEPHERD, FIRE CHIEF

(586) 731-3476 • FAX (586) 726-4553 • 6345 23 MILE ROAD • SHELBY TWP., MICHIGAN 48316-4405

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February 9, 2010

Board of Trustees  
Charter Township of Shelby  
52700 Van Dyke  
Shelby Township, MI 48316

Honorable Board Members:

Regarding: 2009 Annual Report – Fire Department

This report will outline the Shelby Fire Department's activities for the last year. This report will appear very different than in years past. As the Township Supervisor has stated, "**We are not operating business as usual anymore**". So for that reason, we will not include all the statistics in print form as in past years. A master printed copy will be given to the Supervisor's office, and all remaining reports will be burned on disk in an effort to save employee time, paper, and copying costs, in addition to becoming more user friendly.

As in the past, all information contained in the report for data (i.e. run totals and statistics) will be included in the electronic version of this report.

As always, the department will continue the fine tradition of offering high quality fire and EMS coverage to its residents and Macomb County. Each day my staff offers the highest quality services and response, saving lives and protecting property. This report will outline the activities of each division in the department.

Let me first speak to some of the changes that have occurred in the department this year. As you know, Chief Morehouse left in May, followed by four months in which I performed as Acting Chief before the position was filled by the Township Board. During that time, we conducted an organizational review by Rehmann Robson. When we first began that process I was very skeptical of the review, but in the end it made us a stronger, much more organized department. It required us to look at the total operation and to reflect on how we could improve. This review has aided us in entering the new year better equipped to face the day to day events using cutting edge technology. It also addressed the issue of using our current resources more efficiently and planning for the future.

We also faced the loss of FFM Eric Carpenter very suddenly. This was a very tough time for the department, but it also drew many of our members closer to each other. While it left a void in the department, we will always be grateful for the time we had with Eric.

This past year we have begun the process of updating our equipment and procedures that, thanks to my staff, wouldn't have been possible without their help and dedication. Here are just some of the projects we have researched, implemented and progressed. First of all, Marshal Dean Kueppers and his inspection staff researched our new fire prevention software, Mobile Eyes, and began using the tough book tablets we purchased years ago to their full potential. EMS Coordinator Jim Swinkowski researched and contracted Accumed Web to do our EMS billing. Along with this paperless report writing and State of Michigan compliancy, this program has streamlined our operations. He also oversaw the training and continues to be a great asset for IT support. FFM Brian Werner introduced the Amerilert paging system, replacing our antiquated VHF paging system. He and others have completely reviewed our radio system and presented upgrades to the system which we continue to work on. FFM Matt Tidrow has worked many hours on our electronic mapping program, allowing all members of the department to respond to emergencies quicker and more efficiently. I must also include my clerical staff that has had a large learning curve since I became Chief. They perform fabulously all year long educating me and keeping us on track. Other members have been hard at work on department SOG's, vehicles, special response teams, pre-fire planning and operations making this department the best possible. I am extremely proud of each and every one of the members of this department.

As we look to the future of the department and its needs, I know we will be better due to the events of the past year. We look forward to filling the vacant Training Chief position and replacing our firefighter medic position that was created when FFM Carpenter passed. We are also looking to build a fifth station in the southeast corner of the Township, decreasing our response times to that area. In 2010, we will also ask for an ISO review in an attempt to lower our insurance ratings for residents. To date, we have made strides in vehicle replacement, billing, records management, inspections, internal procedures, and the protection of the citizens of Shelby Township. This year, I believe we have become better stewards of the funds the citizens have entrusted to us and now look back at the review study as a benefit for that.

Board of Trustees  
February 9, 2010  
Page 3

I am very fortunate to have a dedicated staff and a superb collection of firefighters under my command. As always, without their dedication, I would not be able to detail these great strides we have undertaken. With the run volume continuing to escalate and the complexity of events constantly changing, we are always striving to deliver the best services possible. I would like to take this opportunity to also thank the Township Board members and residents for supporting the department in these tough economic times.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Gene Shepherd".

Gene Shepherd  
Fire Chief

<b><u>Alarms by Month</u></b>	<b>2005</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>Plus/Minus from previous year</b>
<b>January</b>	284	291	363	396	378	-21
<b>February</b>	289	313	350	383	346	-37
<b>March</b>	312	342	320	343	375	32
<b>April</b>	360	324	340	384	396	12
<b>May</b>	328	374	350	392	379	-13
<b>June</b>	363	334	384	412	419	7
<b>July</b>	335	368	349	364	386	22
<b>August</b>	330	374	333	367	387	20
<b>September</b>	335	345	332	383	381	-2
<b>October</b>	316	347	392	379	474	95
<b>November</b>	350	338	370	349	381	32
<b>December</b>	356	361	389	428	389	-39
<b>Annual Total</b>	<b>3,958</b>	<b>4,111</b>	<b>4,272</b>	<b>4580</b>	<b>4691</b>	<b>111</b>

**Number of Incidents by District**

	<b>2005</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>
<b>Station #1</b>	977	1104	1139	1140	1047
<b>Station #2</b>	581	614	632	744	688
<b>Station #3</b>	792	766	827	896	1001
<b>Station #4</b>	1603	1628	1672	1794	1950
<b>Totals</b>	<b>3953</b>	<b>4112</b>	<b>4270</b>	<b>4574</b>	<b>4691</b>

SHELBY TOWNSHIP FIRE DEPT, SHELBY TOWNSHIP, MI 48316

Basic/Fire Data Standard Report  
For the Year of 2009

Printed: 02/12/2010

Field	Number	% of Total
<b>From NFIRS - 1</b>		
<b>Incident Type - C1</b>		
<b>Fire</b>		
<i>Fire, other</i>		
100 Fire, other . . . . .	3	0.06%
<i>Structure Fire</i>		
111 Building fire . . . . .	22	0.47%
112 Fires in structure other than in a building . . . . .	1	0.02%
113 Cooking fire, confined to container . . . . .	19	0.41%
114 Chimney or flue fire, confined to chimney or flue . . . . .	2	0.04%
115 Incinerator overload or malfunction, fire confined . . . . .	1	0.02%
117 Commercial Compactor fire, confined to rubbish . . . . .	2	0.04%
118 Trash or rubbish fire, contained . . . . .	3	0.06%
<i>Fire in mobile property used as a fixed structure</i>		
121 Fire in mobile home used as fixed residence . . . . .	3	0.06%
<i>Mobile property (vehicle) fire</i>		
130 Mobile property (vehicle) fire, other . . . . .	1	0.02%
131 Passenger vehicle fire . . . . .	22	0.47%
132 Road freight or transport vehicle fire . . . . .	1	0.02%
138 Off-road vehicle or heavy equipment fire . . . . .	1	0.02%
<i>Natural vegetation fire</i>		
140 Natural vegetation fire, other . . . . .	3	0.06%
141 Forest, woods or wildland fire . . . . .	1	0.02%
142 Brush, or brush-and-grass mixture fire . . . . .	7	0.15%
143 Grass fire . . . . .	6	0.13%
<i>Outside rubbish fire</i>		
150 Outside rubbish fire, other . . . . .	4	0.09%
151 Outside rubbish, trash or waste fire . . . . .	6	0.13%
154 Dumpster or other outside trash receptacle fire . . . . .	14	0.30%
<i>Special outside fire</i>		
160 Special outside fire, other . . . . .	2	0.04%
161 Outside storage fire . . . . .	2	0.04%
164 Outside mailbox fire . . . . .	1	0.02%
<i>Cultivated vegetation, crop fire</i>		
173 Cultivated trees or nursery stock fire . . . . .	1	0.02%
<b>Overpressure Rupture, Explosion, Overheat (no fire)</b>		
<i>Overpressure rupture from air or gas - no fire</i>		
220 Overpressure rupture from air or gas, other . . . . .	1	0.02%
<i>Explosion (no fire)</i>		
240 Explosion (no fire), other . . . . .	1	0.02%
<i>Excessive heat, scorch burns with no ignition</i>		
251 Excessive heat, scorch burns with no ignition . . . . .	7	0.15%
<b>Rescue &amp; Emergency Medical Service Incident</b>		
<i>Rescue, emergency medical call (EMS), other</i>		
300 Rescue, EMS incident, other . . . . .	5	0.11%

Field	Number	% of Total
<b>From NFIRS - 1</b>		
<b>Rescue &amp; Emergency Medical Service Incident</b>		
<i>Medical assist</i>		
311 Medical assist, assist EMS crew . . . . .	1	0.02%
<i>Emergency medical service (EMS) Incident</i>		
321 EMS call, excluding vehicle accident with injury . . . . .	3339	71.00%
322 Motor vehicle accident with injuries . . . . .	224	4.80%
323 Motor vehicle/pedestrian accident (MV Ped) . . . . .	23	0.49%
324 Motor vehicle accident with no injuries . . . . .	33	0.70%
<i>Extrication, rescue</i>		
350 Extrication, rescue, other . . . . .	1	0.02%
351 Extrication of victim(s) from building/structure . . . . .	2	0.04%
352 Extrication of victim(s) from vehicle . . . . .	1	0.02%
353 Removal of victim(s) from stalled elevator . . . . .	1	0.02%
355 Confined space rescue . . . . .	1	0.02%
<i>Water or ice-related rescue</i>		
360 Water & ice-related rescue, other . . . . .	1	0.02%
361 Swimming/recreational water areas rescue . . . . .	1	0.02%
<i>Rescue or EMS standby</i>		
381 Rescue or EMS standby . . . . .	19	0.41%
<b>Hazardous Condition (No fire)</b>		
<i>Hazardous condition, other</i>		
400 Hazardous condition, other . . . . .	2	0.04%
<i>Combustible/flammable spills &amp; leaks</i>		
411 Gasoline or other flammable liquid spill . . . . .	3	0.06%
412 Gas leak (natural gas or LPG) . . . . .	23	0.49%
413 Oil or other combustible liquid spill . . . . .	2	0.04%
<i>Chemical release, reaction, or toxic condition</i>		
421 Chemical hazard (no spill or leak) . . . . .	2	0.04%
422 Chemical spill or leak . . . . .	3	0.06%
424 Carbon monoxide incident . . . . .	29	0.62%
<i>Electrical wiring/equipment problem</i>		
440 Electrical wiring/equipment problem, other . . . . .	19	0.41%
441 Heat from short circuit (wiring), defective/worn . . . . .	4	0.09%
442 Overheated motor . . . . .	8	0.17%
443 Breakdown of light ballast . . . . .	3	0.06%
444 Power line down . . . . .	50	1.10%
445 Arcing, shorted electrical equipment . . . . .	21	0.45%
<i>Accident, potential accident</i>		
463 Vehicle accident, general cleanup . . . . .	1	0.02%
<i>Attempted burning, illegal action</i>		
481 Attempt to burn . . . . .	2	0.04%
<b>Service Call</b>		
<i>Service call, other</i>		
500 Service Call, other . . . . .	4	0.09%
<i>Person in distress</i>		
510 Person in distress, other . . . . .	10	0.21%



Field	Number	% of Total
<b>From NFIRS - 1</b>		
<b>Service Call</b>		
<i>Person in distress</i>		
511 Lock-out . . . . .	2	0.04%
<i>Water problem</i>		
520 Water problem, other . . . . .	2	0.04%
522 Water or steam leak . . . . .	6	0.13%
<i>Smoke, odor problem</i>		
531 Smoke or odor removal . . . . .	31	0.66%
<i>Public service assistance</i>		
550 Public service assistance, other . . . . .	14	0.30%
551 Assist police or other governmental agency . . . . .	8	0.17%
552 Police matter . . . . .	6	0.13%
553 Public service . . . . .	65	1.40%
554 Assist invalid . . . . .	173	3.70%
<i>Unauthorized burning</i>		
561 Unauthorized burning . . . . .	82	1.70%
<i>Cover assignment, standby at fire station, move-up</i>		
571 Cover assignment, standby, moveup . . . . .	11	0.23%
<b>Good Intent Call</b>		
<i>Good intent call, other</i>		
600 Good intent call, other . . . . .	12	0.26%
<i>Dispatched and canceled en route</i>		
611 Dispatched & canceled en route . . . . .	33	0.70%
<i>Wrong location, no emergency found</i>		
622 No incident found on arrival at dispatch address . . . . .	33	0.70%
<i>Controlled burning</i>		
631 Authorized controlled burning . . . . .	5	0.11%
<i>Steam, other gas mistaken for smoke</i>		
650 Steam, other gas mistaken for smoke, other . . . . .	1	0.02%
651 Smoke scare, odor of smoke . . . . .	13	0.28%
652 Steam, vapor, fog or dust thought to be smoke . . . . .	5	0.11%
653 Smoke from barbecue, tar kettle . . . . .	2	0.04%
<i>EMS call where party has been transported</i>		
661 EMS call, party transported by non-fire agency . . . . .	2	0.04%
<i>HazMat release investigation w/no HazMat</i>		
671 HazMat release investigation w/no HazMat . . . . .	2	0.04%
<b>False Alarm &amp; False Call</b>		
<i>False alarm and false call, other</i>		
700 False alarm or false call, other . . . . .	26	0.55%
<i>Malicious, mischievous false alarm</i>		
710 Malicious, mischievous false call, other . . . . .	2	0.04%
714 Central station, malicious false alarm . . . . .	1	0.02%
715 Local alarm system, malicious false alarm . . . . .	1	0.02%
<i>System or detector malfunction</i>		
730 System malfunction, other . . . . .	6	0.13%
731 Sprinkler activation due to malfunction . . . . .	3	0.06%

Field	Number	% of Total
<b>From NFIRS - 1</b>		
<b>False Alarm &amp; False Call</b>		
<i>System or detector malfunction</i>		
732 Extinguishing system activation due to malfunction . . . . .	1	0.02%
733 Smoke detector activation due to malfunction . . . . .	16	0.34%
735 Alarm system sounded due to malfunction . . . . .	32	0.68%
736 CO detector activation due to malfunction . . . . .	15	0.32%
<i>Unintentional system/detector operation (no fire)</i>		
740 Unintentional transmission of alarm, other . . . . .	17	0.36%
741 Sprinkler activation, no fire - unintentional . . . . .	4	0.09%
743 Smoke detector activation, no fire - unintentional . . . . .	19	0.41%
744 Detector activation, no fire - unintentional . . . . .	9	0.19%
745 Alarm system activation, no fire - unintentional . . . . .	38	0.81%
746 Carbon monoxide detector activation, no CO . . . . .	13	0.28%
<b>Severe Weather &amp; Natural Disaster</b>		
<i>Severe weather or natural disaster, other</i>		
800 Severe weather or natural disaster, other . . . . .	1	0.02%
<b>Special Incident Type</b>		
<i>Citizen complaint</i>		
911 Citizen complaint . . . . .	4	0.09%
<b>Total:</b>	<b>4691</b>	

Property and Contents Report

Property Value

Value Range	Number of Incidents
\$0 . . . . .	4642
\$1 - \$5,000 . . . . .	21
\$5,001 - \$10,000 . . . . .	3
\$10,001 - \$20,000 . . . . .	3
\$20,001 - \$50,000 . . . . .	7
\$50,001 - \$100,000 . . . . .	1
\$100,001 - \$200,000 . . . . .	3
\$200,001 - \$500,000 . . . . .	10
\$500,001 - \$1,000,000 . . . . .	1
\$1,000,001 - up . . . . .	0
Property Value . . . . .	\$5,071,800

Property Loss

Value Range	Number of Incidents
\$0 . . . . .	4627
\$1 - \$5,000 . . . . .	43
\$5,001 - \$10,000 . . . . .	4
\$10,001 - \$20,000 . . . . .	3
\$20,001 - \$50,000 . . . . .	8
\$50,001 - \$100,000 . . . . .	4
\$100,001 - \$200,000 . . . . .	0
\$200,001 - \$500,000 . . . . .	2
\$500,001 - \$1,000,000 . . . . .	0
\$1,000,001 - up . . . . .	0
Property Loss . . . . .	\$1,392,600

Contents Value

Value Range	Number of Incidents
\$0 . . . . .	4658
\$1 - \$5,000 . . . . .	17
\$5,001 - \$10,000 . . . . .	0
\$10,001 - \$20,000 . . . . .	4
\$20,001 - \$50,000 . . . . .	1
\$50,001 - \$100,000 . . . . .	3
\$100,001 - \$200,000 . . . . .	4
\$200,001 - \$500,000 . . . . .	3
\$500,001 - \$1,000,000 . . . . .	1
\$1,000,001 - up . . . . .	0
Contents Value . . . . .	\$2,931,650

Contents Loss

Value Range	Number of Incidents
\$0 . . . . .	4645
\$1 - \$5,000 . . . . .	33
\$5,001 - \$10,000 . . . . .	5
\$10,001 - \$20,000 . . . . .	3
\$20,001 - \$50,000 . . . . .	2
\$50,001 - \$100,000 . . . . .	2
\$100,001 - \$200,000 . . . . .	0
\$200,001 - \$500,000 . . . . .	1
\$500,001 - \$1,000,000 . . . . .	0
\$1,000,001 - up . . . . .	0
Contents Loss . . . . .	\$872,200



# Charter Township of Shelby

FIRE DEPARTMENT  
GENE SHEPHERD, FIRE CHIEF

(586) 731-3476 • FAX (586) 726-4553 • 6345 23 MILE ROAD • SHELBY TWP., MICHIGAN 48316-4405

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February 18, 2010

Gene Shepherd, Fire Chief  
6345 23 Mile Road  
Shelby Township, MI 48316

Dear Chief Shepherd:

The following is a brief review of 2009:

The biggest event this year was the upgrade from paper EMS run reporting to electronic run reporting. After a long review during the summer, we recommended the purchase of an electronic run reporting software program from Accumed Web. This purchase will bring improvements in three areas. First, it allows us to meet the State of Michigan's mandate for electronic data submission. Second, it will improve our quality assurance review of each run and also provide more specific data on the quality of care we provide to help better target any future training needs. Third, by being an Accumed billing customer, we not only received a lower purchase price for the software, but we were also able to negotiate a lower billing fee. After a month of training in November, we went live on December 1<sup>st</sup>. The transition went better than anticipated.

Another major undertaking was the 12 lead ECG transmissions to the hospital. The agency (HEMS) that was hosting the software program that allowed us to transmit was routinely turned off, thereby affecting us on a daily basis. Thanks to your help, we were able to acquire this software package free of charge and after some minor network changes, we were able to host this transmission package for our departments use without having to rely on other agencies.

All paramedics' A.C.L.S cards were renewed at the end of April. The department's EMS training from January through April was geared towards the A.C.L.S. refresher class to ensure they were all well prepared. Training since June has been very limited due to the lack of a Chief of Training. In January we took delivery and installation of Video Training units for all four stations; this was part of a big federal grant with 15 other departments. These training units provided a great resource for lecture based training. Crews can now stay at their stations ready to respond for all lecture based classes.

Our department was invited by the I.A.F.F to participate in a nationwide safety study involving 400 departments. This was a huge undertaking and I want to thank FFM Curt Pallister for his help in this endeavor.

I attended all scheduled MCMCA monthly meetings for the Medication and pre hospital provider committees. I also attended the NIMS 300/400 class at Selfridge ANG base.

Gene Shepherd, Fire Chief  
February 18, 2010  
Page 2

A new medium duty ambulance was approved for purchase by the board and is in the process of being built. I anticipate delivery sometime in the spring of 2010.

We purchased four mobile printers for the ambulances to facilitate the printing of the electronic run report at the hospital.

CPR continues to be offered monthly to our citizens.

Last year we had 4,078 patient-contacts, of that we transported 2,751 patients. This is an increase of about 5.4%.

EMS in America is constantly changing. We, The Shelby Township Fire Department, pride ourselves in offering the highest quality of care possible to our citizens and community. This would not be possible without the support of our elected officials, our fire chief, and officers and firefighters of Shelby Township Fire Department.

Respectfully submitted,



James Swinkowski  
EMS Coordinator



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GENE SHEPHERD, FIRE CHIEF

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February 4, 2010

Gene Shepherd, Fire Chief  
6345 23 Mile Road  
Shelby Township, MI 48316

Dear Chief Shepherd:

Regarding: 2009 Fire Prevention Annual Report

Fire Prevention is made up of four members: Fire Marshal Dean Kueppers, Lt. Ed Vojtush, Lt. Steve Buckley, and Lt. Steve Henion. For 2010, Fire Prevention will be going online for fire inspections. In November 2009, the fire department purchased a program from MobileEyes, out of Troy, Michigan. This program should help with more thorough inspections, auto reschedule and annual notification of inspections to be done. Firefighter Right to Know, public education, site plan and building review are also major functions of Fire Prevention.

The Fire Prevention Division is divided as follows: Lt. Ed Vojtush has responsibility for school safety inspections, which are conducted during Easter break. Fire Marshal Kueppers and Lt. Vojtush meet quarterly with Utica Community School Security Administrators, thus maintaining a healthy working relationship. Lt. Steve Buckley and Lt. Steve Henion handle public education, in which Fire Marshal Kueppers and Lt. Vojtush also participate. Lt. Vojtush has finished with the hood and duct program for inspections of assemblies with kitchen systems, and sprinkler suppression systems is near completion.

For 2009, with new construction down, the inspectors have been able to commit to doing more annual and re-inspections.

Fire Prevention has been working with the Township Cable Department doing public service announcements on fire safety topics for Shelby Township residents. Not only does Fire Prevention do cable, but also safety tips for the township newsletter.

Respectfully Submitted,

H. Dean Kueppers  
Fire Marshal



# Charter Township of Shelby

FIRE DEPARTMENT  
GENE SHEPHERD, FIRE CHIEF

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February 4, 2010

Gene Shepherd, Fire Chief  
6345 23 Mile Road  
Shelby Township, MI 48316

Dear Chief Shepherd:

Regarding: 2009 Emergency Management Annual Report

Fire Marshal Dean Kueppers is serving as the Township's Emergency Management Coordinator this year. This division is responsible for membership in the County Local Emergency Planning Committee, with responsibility for all hazardous material sites in the Township, management of the outdoor emergency warning siren system, cost recovery for hazardous material accidents, and updating the township part of the Macomb County Hazard Mitigation Plan.

2009 was an active year for advance NIMS training for both the Fire and Police Departments. All but two from Fire have finished NIMS, and are scheduled to complete NIMS 300 & 400 January 2010. The Police Department is also finishing their training for command personnel in 2010.

In November 2009, Shelby Township's part of the Macomb County Hazard Mitigation Plan was completed and ok for 2010 to 2015.

The grant for updating our sirens was approved first, total was \$71,000, and the second grant for siren encoder/decoder was \$5,106.73, for a grand total of \$76,106.73. We are waiting for EPA approval from an environmental study anytime. Hopefully, this project is to be done spring 2010.

Respectfully Submitted,

H. Dean Kueppers  
Emergency Management Coordinator  
Shelby Township