

2016 Annual Report

SHELBY TOWNSHIP FIRE DEPARTMENT



SHELBY TOWNSHIP

FIRE DEPARTMENT





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

February 27, 2017

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

Honorable Board Members:

Regarding: 2016 Annual Report – Fire Department

This report will outline the Shelby Fire Department's activities for 2016. A master printed copy will be filed with the Clerk's office and an electronic copy will be sent to all board members.

As always, the department will continue the fine tradition of offering highest quality fire, rescue, and EMS coverage to our residents, business owners and visitors to our Township. This report will outline the activities of each division within the department.

Fiscal responsibility continues to be the focus for our day-to-day operating expenditures. We are committed to be the best stewards of our taxpayer's money as possible, while continuing to provide the highest level of service that our residents, business owners and visitors expect. Change is never easy, but thanks to the leadership of our elected officials and the dedication of our command officers and firefighters, we continue to strive to meet the public safety needs of the community, while providing the financial transparency that is expected.

2016 was the busiest year on record for the Fire Department. Our overall run volume is up over 8% as compared to 2015, topping 7,000 calls for service for the first time ever. A breakdown by category is included in this report.

Sadly, we had one fire fatality this year. This was the first fatality since 2009.

Station 5 was the biggest highlight last year, a need long overdue. After a long vetting process, the design/build team of Wing Construction and Anderson, Eckstein, and Westrick was awarded the contract in April. The ground breaking ceremony was held in August. Construction is on schedule and should be completed near the end of the first quarter of 2017.

For the first time since 2005, we were approved to increase our staffing. With our responses at an all-time high and new construction in both commercial and residential areas on the rise, six additional firefighters were hired during 2016 to help support our emergency response, increasing our shift sizes from 18 personnel to 20.

Board of Trustees February 27, 2017 Page 2

Another major upgrade was with dispatch. By state regulations, they are required to provide emergency medical dispatching on all medical 911 calls. Unfortunately, the program that our dispatchers used is from 2005 and was very outdated. We purchased a software program that will integrate with our Computer Aided Dispatching system and provide instant updates to our crews as the dispatcher is talking with the caller. This was a major undertaking and I would like to thank Police Chief Shelide and Deputy Chief Coil for their support during the upgrade and training for the dispatchers.

Advanced training was conducted for our Swift Water Rescue team, as well as monthly training for our Dive team.

The Fire Marshal and I attended a seminar in Warren at a cannabis facility and learned a great deal about the process. We continue to stay in contact with various township departments to coordinate and share information about medical marijuana and its production.

We were awarded a total of \$14,967 in grant funding for training in Hazardous Materials, Technical Rescue, Homeland Security, and Mass Casualty.

Our Fire Prevention and Fire Suppression Divisions conducted a wonderful open house in October. Fire Prevention also visited every elementary school to bring fire education to all of the students, as well as several other public education events around the township. Our Deputy Marshal worked out a plan with the schools and we now attend every fire drill and provide feedback to the schools on these emergency drills.

I am very fortunate to work with such a dedicated staff and a superb collection of firefighters every day to provide public safety services for our community. 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.

Most importantly, I would like to take this opportunity to thank each and every member of the Board of Trustees for your unwavering support for public safety here in our township. Because of your commitment, we have been able to maintain the professional standard of care that our residents, business owners and visitors have come to count on should they need to call 911.

Respectfully submitted,

James P. Swinkowski

Fire Chief

Alarms by Month	2012	2013	2014	2015	2016	Plus/Minus from previous year
January	445	478	533	522	591	69
February	456	412	461	502	529	27
March	488	489	464	500	580	80
April	461	437	501	573	530	-43
May	485	506	534	560	562	2
June	478	468	516	487	602	115
July	461	555	527	551	561	10
August	515	511	495	542	566	24
September	460	526	500	594	613	19
October	524	506	573	593	640	47
November	416	501	520	505	599	94
December	461	502	536	556	674	118
Annual Total	5,650	5,891	6,160	6,485	7,047	562

Number of Incidents by District

	2011	2012	2013	2014	2015	2016
Station #1	1217	1290	1188	1305	1302	1601
Station #2	885	949	1056	1076	1097	1209
Station #3	1033	1030	1181	1159	1318	1347
Station #4	2195	2375	2462	2620	2768	2886
Totals	5,330	5,644	5,887	6,160	6,485	7043

SHELBY TOWNSHIP FIRE DEPT, SHELBY TOWNSHIP, MI 48316

Basic/Fire Data Standard Report For the Year of 2016

Printed: 02/23/2017

Field		Number, %	of Total
From NF	FIRS - 1		
Incide	nt Type - C1		
Fire			
Fire,	other		
100	Fire, other	. 2	0.03%
Struc	ture Fire		
111	Building fire	. 34	0.48%
112	Fires in structure other than in a building	. 1	0.01%
113	Cooking fire, confined to container	. 19	0.27%
114	Chimney or flue fire, confined to chimney or flue		0.03%
116	Fuel burner/boiler malfunction, fire confined		0.01%
118	Trash or rubbish fire, contained		0.06%
Mobil	e property (vehicle) fire		
131	Passenger vehicle fire	. 16	0.23%
132	Road freight or transport vehicle fire		0.10%
138	Off-road vehicle or heavy equipment fire		0.03%
Natur	al vegetation fire		
140	Natural vegetation fire, other	. 2	0.03%
142	Brush, or brush-and-grass mixture fire		0.09%
143	Grass fire		0.17%
	de rubbish fire		0.1.0
150	Outside rubbish fire, other	. 2	0.03%
151	Outside rubbish, trash or waste fire		0.10%
154	Dumpster or other outside trash receptacle fire		0.10%
	al outside fire		0.100
160	Special outside fire, other	. 2	0.03%
161	Outside storage fire		0.03%
162	Outside equipment fire		0.01%
	ressure Rupture, Explosion, Overheat (no fire)		0.018
	pressure rupture, explosion, overheat, other		
200		. 1	0.01%
			0.010
243	sion (no fire) Fireworks explosion (no fire)	. 1	0.01%
			0.015
	ssive heat, scorch burns with no ignition	_	0 079
251 Page	Excessive heat, scorch burns with no ignition	. 5	0.07%
	e & Emergency Medical Service Incident		
	we, emergency medical call (EMS), other Rescue, EMS incident, other		0.019
300		. 1	0.01%
	al assist	4	0.010
311	Medical assist, assist EMS crew	. 1	0.01%
	gency medical service (EMS) Incident	2.2	0.050
320	Emergency medical service, other		0.85%
321	EMS call, excluding vehicle accident with injury		70.00%
322	Motor vehicle accident with injuries	. 277	3.90%

Field Number, % of Total From NFIRS - 1 **Rescue & Emergency Medical Service Incident** Emergency medical service (EMS) Incident 323 Motor vehicle/pedestrian accident (MV Ped) 0.16% 11 324 Motor vehicle accident with no injuries 1.10% 78 Search for lost person 1 0.01% Extrication, rescue 17 0.24% 353 Removal of victim(s) from stalled elevator 0.03% Water or ice-related rescue 360 Water & ice-related rescue, other 0.01% 1 0.06% 1 0.01% 0.03% Rescue or EMS standby 36 0.51% **Hazardous Condition (No fire)** Hazardous condition, other 0.01% Combustible/flammable spills & leaks 410 Combustible/flammable gas/liquid condition, other 0.01% 1 411 Gasoline or other flammable liquid spill 7 0.10% 412 Gas leak (natural gas or LPG) 0.28% 20 0.01% Chemical release, reaction, or toxic condition 3 0.04% 0.51% 36 Electrical wiring/equipment problem 440 Electrical wiring/equipment problem, other 25 0.35% 441 Heat from short circuit (wiring), defective/worn 0.04% 3 10 0.14% 0.77% 54 0.37% Accident, potential accident 0.01% 460 Accident, potential accident, other 1 461 Building or structure weakened or collapsed 0.01% Attempted burning, illegal action 480 Attempted burning, illegal action, other 0.01% Service Call Service call, other 0.07% Person in distress 0.13% Water problem 0.01% 0.06% Smoke, odor problem 30 0.43%

Printed: 02/23/2017

Field	Number, %	of Tota
om NFIRS - 1		
Service Call		
Animal problem or rescue		
542 Animal rescue	. 2	0.03%
Public service assistance		
550 Public service assistance, other	. 52	0.748
551 Assist police or other governmental agency	. 16	0.238
552 Police matter	. 12	0.178
553 Public service	. 107	1.50%
554 Assist invalid	. 458	6.50%
555 Defective elevator, no occupants	. 1	0.018
Unauthorized burning		
561 Unauthorized burning	. 72	1.00%
Cover assignment, standby at fire station, move-up		
571 Cover assignment, standby, moveup	. 18	0.269
Good Intent Call		
Good intent call, other		
600 Good intent call, other	. 11	0.16
Dispatched and canceled en route		
611 Dispatched & canceled en route	. 44	0.62
Wrong location, no emergency found		
621 Wrong location	. 2	0.03
622 No incident found on arrival at dispatch address		0.62
Controlled burning		
631 Authorized controlled burning	. 1	0.01
Steam, other gas mistaken for smoke	•	0.01
650 Steam, other gas mistaken for smoke, other	. 5	0.07
651 Smoke scare, odor of smoke		0.37
652 Steam, vapor, fog or dust thought to be smoke		0.04
653 Smoke from barbecue, tar kettle		0.04
	. 2	0.03
EMS call where party has been transported	6	0.00
661 EMS call, party transported by non-fire agency	. 6	0.09
HazMat release investigation w/no HazMat		
671 HazMat release investigation w/no HazMat	. 1	0.01
False Alarm & False Call		
False alarm and false call, other		
700 False alarm or false call, other	. 54	0.77
Malicious, mischievous false alarm		27 ago 2004
713 Telephone, malicious false alarm		0.01
714 Central station, malicious false alarm		0.04
715 Local alarm system, malicious false alarm	. 2	0.03
System or detector malfunction		
730 System malfunction, other		0.07
731 Sprinkler activation due to malfunction	. 1	0.01
733 Smoke detector activation due to malfunction	. 22	0.31
735 Alarm system sounded due to malfunction		0.359
736 CO detector activation due to malfunction	. 35	0.509
Unintentional system/detector operation (no fire)		
740 Unintentional transmission of alarm, other	. 53	0.759

Printed: 02/23/2017

Field	Number, %	of Total
From NFIRS - 1		
False Alarm & False Call		
Unintentional system/detector operation (no fire)		
741 Sprinkler activation, no fire - unintentional	. 10	0.14%
743 Smoke detector activation, no fire - unintentional	. 25	0.35%
744 Detector activation, no fire - unintentional	. 17	0.24%
745 Alarm system activation, no fire - unintentional	. 81	1.10%
746 Carbon monoxide detector activation, no CO	. 19	0.27%
Severe Weather & Natural Disaster		
Earthquake assessment		
815 Severe weather or natural disaster standby	. 1	0.01%
Special Incident Type		
Citizen complaint		
911 Citizen complaint	. 2	0.03%
Total:	7047	

Printed: 02/23/2017

Property and Contents Report

Property Value		Property Loss		
Value Range Number	of Incidents	Value Range	Number of	Incidents
\$0	7001	\$0		6973
\$1 - \$5,000	22	\$1 - \$5,000		57
\$5,001 - \$10,000	2	\$5,001 - \$10,00	0	7
\$10,001 - \$20,000	4	\$10,001 - \$20,00	0	5
\$20,001 - \$50,000	3	\$20,001 - \$50,00	00	0
\$50,001 - \$100,000	1	\$50,001 - \$100,0	000	2
\$100,001 - \$200,000	3	\$100,001 - \$200,0	000	2
\$200,001 - \$500,000	8	\$200,001 - \$500,0	000	1
\$500,001 - \$1,000,000	0	\$500,001 - \$1,000	0,000	0
\$1,000,001 - up		\$1,000,001 - up		0
Property Value \$12,4	61,420	Property Loss	\$1,190,	325

Contents Value

Contents Loss

Value	Range	Number	of	Inci	dents	Value	Range	Number	of	In	cio	dents
	\$0				7024		\$0					7007
\$1	- \$5,000 .				16	\$1	- \$5,000 .					32
\$5,001	- \$10,000.				1	\$5,001	- \$10,000.					3
\$10,001	- \$20,000.				0	\$10,001	- \$20,000.					2
\$20,001	- \$50,000.				3	\$20,001	- \$50,000					2
\$50,001	- \$100,000				1	\$50,001	- \$100,000)				0
\$100,001	- \$200,000				1	\$100,001	- \$200,000)				0
\$200,001	- \$500,000				0	\$200,001	- \$500,000)				1
\$500,001	- \$1,000,00	0			0	\$500,001	- \$1,000,0	000				0
\$1,000,001	- up				1	\$1,000,001	- up					0
Contents V	alue	\$2,426	,04	0		Contents L	oss	. \$419,	420			

Number of Inc	idents Without Exp	osure	es																•	7043
												7								
Number of Exp	osures	• •	٠											•				•	•	4
Number of	Incidents by Stat	ion	1																	1601
	Incidents by Stat		2																	1209
Number of	Incidents by Stat	ion	3																	1347
Number of	Incidents by Stat	ion	4														•	•		2886
Number of Inc	idents by Shift																			
Number of the	idents by SHIIC																			
Number of	Incidents - Shift	0.													• ::			٠		(
Number of	Incidents - Shift	1 .																		2338
Number of	Incidents - Shift	2.																		2397
Number of	Incidents - Shift	3.																		2308
Number of Ala	cms									•	•		•				•	٠		7043
Number of	Alarms by Station	1																		1601
	Alarms by Station																			1210
Number of	Alarms by Station	3																		1346
Number of	Alarms by Station	4	•				٠		٠							•	•	•		2886
Aid Given or B	Received																			
	.0002.000																			
Given																			•	75
Received				•	•	•		٠	•	٠		•		•			•			26
Jumber of Casu	alties																			
Injuries	Fire Service																			7
_	Civilian					-	-	-	-											1
Fatalities	, Fire Service .				•															C
	, Civilian																			

Personnel Responses

Personnel Responses - Total	0.6654
	26654
Personnel Responses - Station 1	6276
Personnel Responses - Station 2	4373
Personnel Responses - Station 3	4952
Personnel Responses - Station 4	11053
Average Response Time by Station (Minutes)	5.39
Average Response Time - Station 1	5.54
Average Response Time - Station 2	5.15
Average Response Time - Station 3	5.09
Average Response Time - Station 4	5.54
Average Response Time by Shift (Minutes)	
Average Response Time - Shift 1	5.42
Average Response Time - Shift 2	5.15
Average Response Time - Shift 3	5.60
Average Dispatch to Enroute Time by Station (Minutes)	0.00
Average Dispatch to Enroute Time - Station 1	0.00
Average Dispatch to Enroute Time - Station 2	0.00
Average Dispatch to Enroute Time - Station 3	0.00
Average Dispatch to Enroute Time - Station 4	0.00
Average Dispatch to Enroute Time by Shift (Minutes)	



SHELBY TOWNSHIF







February 27, 2017

Jim Swinkowski, Fire Chief 6345 23 Mile Road Shelby Township, MI 48316

Dear Chief Swinkowski:

The following is a brief overview of 2016 in the Training/EMS Division:

A total of 30 classes were conducted - 15 EMS and 15 Fire, and multiple multi-company and company training sessions were held. This does not include Dive Training, Hazmat, or CPR classes. Our department participated in one of the largest, coordinated fire training events held in Macomb County with the OCC Flash Over Simulator. Over 700 Macomb County firefighters went through this training. All 56 hour personnel were recertified in AMA HCP CPR, all CPR instructors were recertified this past year, and we recertified three new hires in ACLS. Our RIT requirements were met with three classroom sessions and three practical trainings, held in the summer, with new hires going through in the fall. We continue to support MCC and Superior Medical education with their mentoring programs; we had multiple students riding with our medics last year.

EMS Coordinator Scrutchen attended the MCMCA meetings as requested and disseminated the information as necessary. He also reviewed and inputted all MY Cares CPR interventions and continues QA/CQI of 100% of our medical calls. Capt. Scrutchen and I went through the state SMOKE records system, and updated all of our personnel records.

I continue to work with the VCS scheduling system to keep it updated and functioning properly. ESO software has had numerous updates, sometimes requiring reconfiguration. We continue to work with the UCS athletic program to provide ambulance coverage for their football programs. We began a battery maintenance program and are reconditioning and replacing our batteries at the recommended intervals. We began the process of refurbishing our cardiac monitors which will bring them up to the latest technologies.

Last year we made 5390 patient contacts, of which we transported 4177 patients to our local facilities.

Chief Swinkowski February 27, 2017 Page 2

The Fire and EMS service 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,

Chet Storey

Chief of Training



SHELBY TOWNSHIP

FIRE DEPARTMENT





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February 27, 2017

Jim Swinkowski, Fire Chief 6345 23 Mile Road Shelby Township, MI 48316

Dear Chief Swinkowski:

Regarding: 2016 Fire Prevention Annual Report

The Shelby Township Fire Prevention Division consists of four full-time members and our administrative assistant: Lt. Inspectors Signorello and Werner, Deputy Marshal Staten and Fire Marshal Henion, with Secretary II Patty Ruther.

In 2016, the Fire Prevention Division reorganized how we assign our inspection duties. Inspectors Signorello and Werner have been tasked with the assignment of all of our existing buildings' maintenance, fire and life safety inspections. Deputy Marshal Staten is in charge of inspecting all of our new construction buildings, making sure they are fire code compliant, and the Fire Marshal does plan reviews and assists the other members in the division with their duties. So far, the new concept in assignments has been working well, with a record breaking year for fire inspection production. The members of the Fire Prevention Division have far exceeded my expectations for the year 2016, and we are going to strive to duplicate our results in 2017. Fire prevention education is also an important part of public relations performed by the Fire Prevention Division. This past year, fire prevention was taught at our elementary schools, senior citizen complexes, businesses, and various public events throughout our Township.

The year 2016 was a very productive one for the Fire Prevention Division, with a record of fire and life safety inspections being completed in our community's businesses. The Fire Prevention Division has made a priority of inspecting our township's existing businesses, since the fire code is a maintenance code. The businesses were broken down into use groups to identify potential fire and life safety hazards, and in turn, they have been put in our database for a rotation to be inspected. We can proudly report that all of our apartment complexes were inspected in 2016. Additionally, all of our township's businesses that have a sprinkler system, alarm, or a kitchen suppression system are being tracked and reviewed. Deficiencies are being addressed to make sure their systems are code compliant, in turn making our community a safer one.

The Fire Prevention Division is responsible for fire investigations to determine the origin and cause of fires. Gladly, I can report that we only had one commercial fire in 2016. I believe that this is in part due to the hard work of our division doing their fire and life safety inspections, and educating the public on fire safety.

Chief Swinkowski February 27, 2017 Page 2

Our department once again signed a Delegation of Authority agreement with the State of Michigan to provide fire inspections at any facility that sell fireworks in our township. The Fire Prevention Division attended training in Lansing, which certified them to inspect these facilities.

The Fire Prevention Division also performed background checks on multiple candidates for the position of Firefighter.

A complete breakdown of the Fire Prevention Division's activities is included for your review.

Respectfully Submitted,

4N5

Steven Henion Fire Marshal

2016 FIRE PREVENTION STATISTICS

Total Inspections Performed:	3,807
Includes:	
Fire Investigations	139
Periodic	1069
Re-Inspections	197
Final Occupancy	179
Temporary Occupancy	3
Apartments	140
Special	466
Sprinkler Systems	163
Alarm Systems	13
Public Ed/Relations	73
Seminars/Meetings	168
Hookah	6
Hood Duct/System	165
Alarm Test	27
Puff Test	7
Hydro Test	25
Plan Review	152
Maintenance Report Review	300
Knox Box	87
Complaints/Violation	64
Pre Inspection	25
Construction	196
Emergency Management	92
Fireworks	25
Burn Permits	12



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February 27, 2017

Jim Swinkowski, Fire Chief 6345 23 Mile Road Shelby Township, MI 48316

Dear Chief Swinkowski:

Regarding: 2016 Emergency Management Annual Report

I have continued to attend the Macomb County Emergency Management meetings, as well as LEPC meetings held throughout the year. My hope is to have more training scheduled for the Emergency Operations personnel during the next 12 months. I have also participated in the quarterly Macomb County Emergency Management radio tests.

We continue working with Utica Community Schools to assist them with improving safety by witnessing scheduled fire drills at each location in Shelby Township. The suggestions offered to them appear to have been well received and implemented at this time. This program has proven to be a positive step for all involved.

Deputy Director Lt. Daniel, with the Shelby Township Police Department, and I continue to work to improve the readiness of the Emergency Operations Center (EOC). At this time, we have been able to acquire six spare radios, a battery bank charger, and 12 batteries to be stored in the EOC for use, should the need arise. We have also made arrangements with the Shelby Township Community Center to have access to 11 lap top computers, should the EOC be activated. Updates have been made to the EOC call list, which added other township departments to fill support roles that may be needed.

Once again, Lt. Daniel and I attended the Great Lakes Security Conference held in Grand Rapids during the second quarter. This conference continues to prove to be useful to both the Police and Fire Departments.

During the first quarter of 2016, a table top exercise for the Shelby Township Emergency Operations Staff was held with the assistance of the Macomb County Emergency Management office. The exercise provided an insight to the strengths, as well as the areas which need improvement, for the Shelby Township EOC.

Chief Swinkowski February 27, 2017 Page 2

I have also updated and implemented an Emergency Response Plan for the Shelby Township Fire Station Headquarters, as well as assisted the Human Resource Director in implementing a similar plan for the township offices. The Emergency Response Plan is required for municipal buildings housing 10 or more employees.

Cell phone coverage is still an ongoing issue in the area being utilized as the EOC. We have not been successful in correcting this problem; however, we are continuing to explore other options.

In February of 2016, the siren located at 25 Mile and Schoenherr was struck by a vehicle and damaged beyond repair; the siren was replaced by West Shore Services in a timely manner. We have made minor repairs to some of the sirens throughout the Township; however, none of the repairs have been significant at this time.

Numerous issues were found with the phone lines located in the EOC. Clear Rate Communications was notified and made the necessary corrections. As of August 8, 2016, all phone lines are in good working order.

The Macomb County Health Department began conducting tests of the Emergency Communications System during 2016. All of the tests have been successful to date. I participated in the closed POD and First Responder activation exercise conducted by the Macomb County Health Department.

The Shelby Township resource list was updated for the Macomb County Emergency Management office as well as the NIMCAST report.

Respectfully Submitted,

Quane Staten

Duane Staten

Emergency Management Coordinator