



# 2019 ANNUAL REPORT

SHELBY TOWNSHIP FIRE DEPARTMENT



**Shelby Township Fire Department**  
**Chief James P. Swinkowski**

6345 23 Mile Road  
Shelby Township, MI 48316-4405  
Phone: 586-731-3476  
Fax: 586-726-4553  
[www.shelbytwp.org/fire](http://www.shelbytwp.org/fire)

February 10, 2020

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

Honorable Board Members:

Regarding: 2019 Annual Report – Fire Department

As this will be my last annual report, I would like to thank each and every one of you for the opportunity to serve as Fire Chief these last seven years. As I look back at all that we accomplished in such a short period of time, none of it would have been possible if it wasn't for our elected officials working with us to get the tools, training, equipment, and manpower to provide the best service possible to all in our community.

This report will outline the Shelby Fire Department's activities for 2019. 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 the 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 and business owners expect. Under 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.

2019 was the busiest year on record for the Fire Department. Our overall run volume is up over 4% as compared to 2018, topping 8,200 calls for service for the first time ever. A breakdown by category is included in this report.

I am saddened to report we had two fire fatalities this year.

After Station #5 opened in 2017, we turned our attention to the relocation of Station #4 to 25 Mile & Schoenherr. Construction was completed and the station became operational on October 31, 2019. This project capped a master plan that was developed in the 1980's. Our attention should continue to focus on ensuring our manpower level continues to grow to match the needs of the residents.

Our Special Response Teams, Hazmat, Tech Rescue, Dive, Swift Water, and Rescue Task Force continue to train and improve their response capabilities for our residents.

During the third quarter we were able to hire one replacement firefighter and add three new firefighters to help meet the ever growing need of our community.

We were awarded a total of \$38,513 in grant funding for training in Hazardous Materials, Technical Rescue, Homeland Security, and Mass Casualty.


Fire Prevention Division continues to set the bar for fire inspections and prevention activities. More and more departments are sending their inspectors here to see how we conduct business. Under the leadership of Fire Marshal Steve Henion, the innovative practices employed by our fire inspectors have become well known, and in a culture of information sharing of best practices, we are eager to share what has been learned to help improve Fire Prevention throughout Macomb County and southeastern Michigan.

We continue to provide public education to all of our elementary schools and conduct several other public education events around the township. We participate in all the fire drills in each of our schools and provide feedback to the schools when needed on these emergency drills. Our Open House was held in October and we hosted one of the largest crowds ever.

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.

Again, 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,

A handwritten signature in black ink, appearing to read "James P. Swinkowski".

James P. Swinkowski  
Fire Chief

<b><u>Alarms by Month</u></b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>Plus/Minus from previous year</b>
January	522	591	614	661	696	35
February	502	529	531	570	644	74
March	500	580	655	605	605	0
April	573	530	632	627	641	14
May	560	562	656	732	671	-61
June	487	602	601	716	674	-42
July	551	561	614	624	787	163
August	542	566	636	665	691	26
September	594	613	592	655	663	8
October	593	640	611	708	784	76
November	505	599	573	627	684	57
December	556	674	663	665	680	15
<b>Annual Total</b>	<b>6,485</b>	<b>7,047</b>	<b>7,378</b>	<b>7,855</b>	<b>8,220</b>	<b>365</b>

**Number of Incidents by District**

	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
<b>Station #1</b>	1302	1601	1755	1762	1983
<b>Station #2</b>	1097	1209	1180	1186	1282
<b>Station #3</b>	1318	1347	1325	1434	1475
<b>Station #4</b>	2768	2886	2006	1080	1052
<b>Station #5</b>	<b>* Station 5 opened on June 20, 2017</b>		1111	2390	2428
<b>Totals</b>	<b>6,485</b>	<b>7,043</b>	<b>7,377</b>	<b>7,852</b>	<b>8,220</b>

## *Total Incidents by Response Type*

	Total
Structure Fire	58
Mobile property (vehicle) fire	19
Natural vegetation fire	29
Outside rubbish fire	11
Overpressure rupture from air or gas (no fire)	1
Excessive heat, scorch burns with no ignition	1
Emergency medical service (EMS) incident	6,190
Extrication, rescue	12
Water or ice-related rescue	8
Rescue or EMS standby	30
Combustible/flammable spills & leaks	27
Chemical release, reaction, or toxic condition	36
Electrical wiring/equipment problem	132
Person in distress	12
Water problem	13
Smoke, odor problem	19
Public service assistance	870
Unauthorized burning	67
Cover assignment, standby at fire station, move-up	7
Dispatched and canceled en route	69
Wrong location, no emergency found	94
Controlled burning	3
Steam, other gas mistaken for smoke	25
EMS call where party has been transported	6
HazMat release investigation w/no HazMat	27
Malicious, mischievous false alarm	34
System or detector malfunction	132
Unintentional system/detector operation (no fire)	281
Severe Weather & Natural Disaster	7
Total	8,220

*Fire Loss: \$1,121,670*



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February 10, 2020

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

Dear Chief Swinkowski:

The following is an overview of the 2019 Training/EMS Division.

A total of 28 Fire and 19 EMS classes, plus ACLS recertification for the entire department, have been completed. Training did not include the Company, Shift, and Station training that is organized by the shift officers. Some of the training that we covered this year was the annual RIT and MCI training that is mandated by the County Chiefs. As always, we have conducted our department training on Haz-Mat, Dive, Swift Water, and Technical Rescue, as well as quarterly training for all of our specialty teams.

We have expanded on Rescue Task Force training with both our 18 RTF members and the remaining members of the department. We have had more practice with the entire department to make everyone more aware of the possibility of an incident in our county. Training includes county exercises, training with other departments around the county, and sending our members to gain as much knowledge as possible.

The training division has overseen the department CPR classes for the public that we hold monthly, as well as recertified CPR instructors that meet the qualifications. All our members with EMS licenses due to expire in the 2019 calendar year were renewed and audited by the department. We continue to support MCC and Superior Medical education (Dorsey College) with their mentoring programs. We work with Utica Community Schools to provide EMS coverage on their 7<sup>th</sup> through 12<sup>th</sup> grade football games, contact sports, and standby at miscellaneous events.

I have been attending the Rapid Intervention Team Committee, the County Training Committee, Michigan Fire Fighter's Training Council (MFFTC), and Michigan Fire Service Instructors Association meetings.

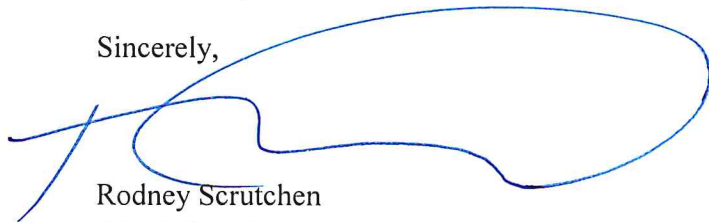
EMS Coordinator Captain Pierce attended the MCMCA meetings and disseminated the information as necessary. He also reviewed and inputted all the MY Cares out of hospital CPR intervention information, as well as continues to review QA/CQI of 100% of our medical calls and reports findings to the MCMCA. Captain Pierce has also attended several other classes, seminars, and conferences.

Lt. Verbeke has kept the mobile computers up and running with the numerous ESO updates, which allows our medics to document our calls correctly and Captain Pierce to review precisely.

Last year we responded to 6215 EMS calls and transported 4939 patients to our local hospitals.

We continue to work to improve the training division with new ideas, more dynamic training, and updated information to help maintain and improve our standard of excellence. We pride ourselves in cutting edge training that gives our department the proper education and recourses to offer second to none quality and care to our citizens that the community requires and deserves. Meeting this standard would not be possible without our dedicated firefighters, officers, inspectors, educators, administrative staff, and Fire Chief.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Rodney Scrutchen', is written over a large, empty oval shape that serves as a placeholder for a stamp or seal.

Rodney Scrutchen  
Chief of Training



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Jim Swinkowski, Fire Chief  
6345 23 Mile Road  
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Dear Chief Swinkowski:

Regarding: 2019 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, Fire Marshal Henion, with Administrative Secretary Ruther.

In 2019, the Fire Prevention Division picks up where we left off in 2018. Our efforts were concentrated on Periodic/Annual fire inspections. Included in our efforts to keep Shelby Township safe, we inspected and worked with our Building Department on all newly constructed buildings.

Fire Prevention education is also an important part of the Fire Prevention Division. This past year, fire safety education was taught at our elementary schools, businesses, and various public events throughout our Township. Some of the education that we provided has been using our smoke house trailer and fire extinguisher simulator.

Additionally, we implemented a Knox Box maintenance program. This year all of the Knox Boxes on businesses had maintenance performed on them.

The Fire Prevention Division is also responsible for overseeing all of the fire investigations in our Township to determine origin and cause. A complete breakdown of the Fire Prevention Division's activities is included for your review.

Yours for a fire safe community,

Steven Henion  
Fire Marshal

## 2019 FIRE PREVENTION STATISTICS

Total Inspections Performed: 3,443

Includes:

Fire Investigations	47
Periodic / Annual	1,205
Re-Inspections	188
Final Occupancy	170
Apartments	119
Special	229
Public Ed/Relations	39
Plan Review	329
Construction	210
Emergency Management	19
Burn Permits	41
Knox Box	53
FOIA Requests	83



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Jim Swinkowski, Fire Chief  
6345 23 Mile Road  
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Dear Chief Swinkowski:

Regarding: 2019 Emergency Management Annual Report

During 2019, the following activities and improvements have been made. The Emergency Management Director, Deputy Fire Marshal Staten of the Shelby Township Fire Department and Deputy Director, Lt. Daniel of the Shelby Township Police Department, continue to attend the Macomb County Emergency Management meetings as well as the Local Emergency Planning Committee meetings. These meetings are held quarterly throughout the year. Emergency Management Director Staten has participated in the quarterly radio tests conducted by both Macomb County Emergency Management and the Macomb County Health Department.

The annual training for the Emergency Operations staff was postponed to accommodate the installation of video conferencing equipment received through a grant obtained by Fire Chief Swinkowski. Plans are underway to have all EOC staff assigned to a laptop with the assistance of the Township's I.T. Department.

The Shelby Township Fire Department has continued its program of witnessing the fire drills held at each of the schools located within Shelby Township. As stated in the past, we continue to work with the schools to offer feedback and suggestions for improvements or changes that may make a response during an actual emergency much safer for the students and staff, as well as more efficient for the emergency response crews.

The addition of video conferencing equipment to the EOC was completed in the third quarter of 2019. This will make it possible for the Shelby Township EOC staff to communicate not only with other communities, but also with the Macomb County Emergency Management EOC during any major event.

Cell phone coverage has been a problem in the past; however, the issue appears to have been addressed by adding a cell booster to the EOC.

During discussions with Chief Swinkowski and Department of Public Works Director Dave Miller regarding the upgrade to the severe weather alerting system, it was discovered that both departments were making upgrades to equipment that would be duplicating services and equipment. An agreement was reached by Chief Swinkowski and Director Miller to share the equipment and services, which resulted in large savings to Shelby Township.

A contract was signed with West Shore Services to upgrade the siren heads which were between 30 to 35 years old. Due to equipment sharing with DPW, the 50 foot poles that the siren equipment was currently mounted to was to be re-installed on 65 foot poles. This was done to accommodate the data collection equipment that DPW would be utilizing.

Permits were obtained from the Macomb County Department of Roads and the Shelby Twp. Building Department to begin the upgrade to the severe weather alerting system. DTE was contacted to request the power to this system be disconnected so that work could be scheduled. West Shore Services began work on the severe weather alert system in the month of November and is scheduled to be completed by February of 2020.

The upgrade to the severe weather alerting system consists of the following:

Three of the 13 siren heads and controls will be removed from the 50 foot poles and mounted on to 65 foot poles. The data collection equipment for the DPW will be added to these poles.

The remaining 10 siren heads will be removed and replaced with new omni – directional speaker arrays. The new siren heads and controls will be mounted on to 65 foot poles and again, the data collection equipment will be added to service the DPW.

A new computer and new software were purchased to better control the severe weather alert system. The existing equipment will be utilized in the back up dispatch.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Duane Staten".

Duane Staten  
Emergency Management Coordinator