CLIO AREA FIRE DEPARTMENT

ANNUAL REPORT

2015

To: John Congdon – Chairman CAFA

Date: January 12, 2016

Subject: 2015 Summary of Operations

We had a very good year, there was one minor traffic accident with no injuries in 2015, our fire truck was hit on the roadway while blocking at an incident.

New or Revised Policies and Standard Operating Guidelines include:

- Revised Policies
  - Longevity bonus to include radio and secretary.
  - Discipline changes.
  - Added removing department stickers when leaving.
  - Added media change.

As of December 31 there are 41 personnel on the record. We are down 11 people from last year. We had four significant service anniversaries with one person reaching 35 years, and three reaching 15 years. Five personnel completed the Fire Academy certification last year. This year there is one firefighter in the academy and three taking the officer classes.

The incident numbers are down again this year only reaching 258. The 5 year average dropped to 277. We are well below our yearly average.

The 2015/2016 budget, after about 9 months into the year we have used approximately 53.8% of our budget.

Fire Prevention as always was very busy this year and was highlighted with another joint emergency services open house. It was held at Firemen's Park for the second time.

Respectfully submitted

Chief Kerry Paulson

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MISSION STATEMENT

Provide a safe environment for the Clio/Thetford/Vienna community through Emergency Response Planning, Fire Prevention Education, Fire Suppression, and Vehicle Rescue Operations, and to do so with the safety of our personnel and the public as the primary consideration.

ADMINISTRATION/OPERATIONS

ORGANIZATION

Military Style

OPERATION

SAFETY REVIEWS
Safety Reviews are conducted at each Monthly Training, and Officer meeting. These reviews include:

Report from the Department Safety Committee
Emphasis on safety in all operations
Review of Accidents/Injuries
Discussion of near miss's

SAFETY INCIDENT OR NEAR MISS INVESTIGATION
An investigation is conducted and reviewed with all personnel for any Safety Incident or Near Miss incident.

NEW POLICIES/OPERATING GUIDELINES

- New policy requiring firefighters to remove department stickers when resigning.
- Longevity policy revised to include radio operator and secretary.
- Revised Discipline policy.

ADOPTION OF MABAS
MABAS has been adopted, but it is being held up by 911 dispatch personnel at this time..

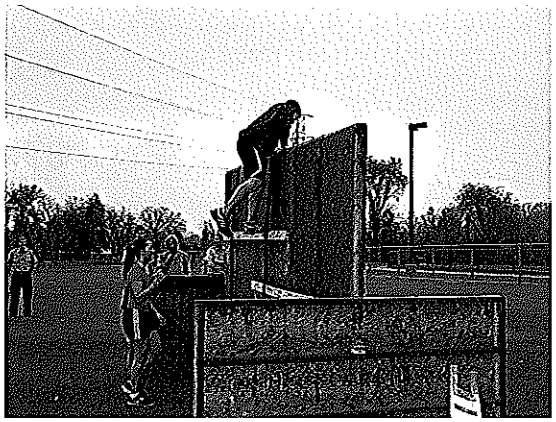
HEALTH AND SAFETY

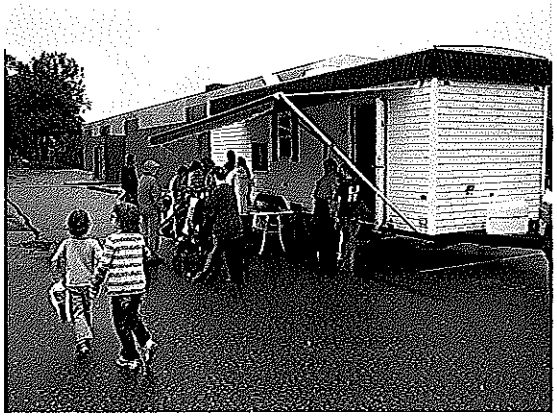
SAFETY IS THE NUMBER ONE (1) PRIORITY

The number 1 priority of our officers and employees is the safety of our employees. Our goal is to resolve whatever situation we are called to and to have all employees go home to their families in the same condition they arrived.

HEALTH INITIATIVES

All personnel successfully completed the 2015 Annual Physical Agility Test.





PERSONAL INJURIES

- We had another very safe year, we did not have any personal injuries.

VEHICLE ACCIDENTS/INCIDENTS

- We had one accident, engine 21 was hit while blocking the roadway at a wires down incident.

BUDGET

2014/2015 Fiscal Year Budget

OPERATIONS

Approved Operations Budget – $397,118

AUDIT

Recommendations by Abraham and Gaffney:

a. Presented by Kimberly A. Alleman CPA CGMA MSA

2014/2015 Fiscal Year Budget

2014/2015Projected Revenue from Municipalities - $524,824

Fiscal Year End Projection

The Operations Budget is projected to be below budget. Our fire runs were well below the 5 year average.

Accounts Significantly Over Budget

Building Maintenance was over budget because of air conditioner and furnace problems. Equipment replacement will be over budget also.

LONGEVITY BONUS

Each member who achieves a minimum of 5 years of seniority will receive an annual bonus as decided by the Fire Authority Board. The bonus has been capped at a maximum of 25 years. Starting this year the radio operator and secretary are included.

CAPITAL

Capital Fund Balance

As of December 08, 2015, the balance is $63,123.96

Disposition of Capitol Revenue

- Vienna Township 25% of Revenue allocated to Capital was estimated to be $79,095 and was not forwarded to the Fire Authority. This money is to be used toward the loan payment for Fire Station 1.
- Thetford Township 25% of Revenue allocated to Capital is $36,035.
- City of Clio 25% of Revenue allocated to Capital is $10,242.
- Total of $47,221 went into Capital account

COST RECOVERY

Our cost recovery policy is taking in enough to pay for our new ISI air packs, and is now adding to the budget. The remainder goes into the general fund.

GRANTS

Applied for:

- Bicycles for Public Safety Open House from Wal-Mart.
- Community Foundation of Greater Flint – Clio
- 100 Club of Greater Flint
- Smoke detectors

Received:

- $200 towards 2 bicycles and helmets for Public Safety Open House from Kirk Todd's Garage and Clio Towing.
- $250 for smoke alarms, from Clio Area Human Services Fund.
- We received $5,600 from The Greater Flint Foundation for the purchase of an ID Machine.
- We were awarded $1,775 from the 100 Club, this was for the purchase of a new positive pressure vent fan.

Clio Area Fire Authority 2015-2016 Budget Summary
Budget

REVENUE

VIENNA TOWNSHIP	$	319,555
THETFORD TOWNSHIP	$	145,962
CITY OF CLIO	$	40,333
COST RECOVERY	$	18,000
SUB TOTAL	$	523,850

OPERATIONS & MAINTENANCE BUDGET (8505 ACCOUNT)

75% OF TOTAL REVENUE

VIENNA TOWNSHIP	$	239,666
THETFORD TOWNSHIP	$	109,472
CITY OF CLIO	$	30,250
COST RECOVERY	$	18,000
SUB TOTAL	$	397,388

AVAILABLE FROM CAPITAL FUND FOR VEHICLE MAINTENANCE	$	12,671
TOTAL FUND	$	410,059

EXPENSES

				Comments
336	FIRE PREVENTION	$	2,050.00	More in Academy and Officer Classes
337	TRAINING	$	8,823.00	Fewer inicident responses
706	WAGES	$	108,120.00	
721	FIRE AUTHORITY	$	2,100.00	
723	SALARIES	$	66,493.17	
724	PAYROLL TAXES	$	22,373.61	
740	OPERATING SUPPLIES	$	3,000.00	Fewer inicident responses
751	GASOLINE/DIESEL	$	11,500.00	Added $1,000
775	VEHICLE MAINTENANCE	$	19,540.00	Eliminate
776	INSURANCE LIABILITY DEDUCTIBLE	$	-	
801	AUDIT AND BOOKKEEPING	$	9,612.50	
807	COMPUTER RELATED EXPENSE	$	9,780.00	
818	CONTRACTED SERVICES	$	6,065.00	
826	LEGAL FEES	$	-	
835	MEDICAL EXPENSE	$	3,074.25	$500 Less
851	RADIO MAINTENANCE	$	1,000.00	$1500 Less
853	TELEPHONE EXPENSE	$	5,300.00	Reduced Rates
910	INSURANCE	$	33,275.55	
911	LONGEVITY BONUS FUND	$	20,000.00	
920	WATER AND SEWER	$	3,200.00	
921	GAS AND ELECTRIC	$	24,000.00	Added $1,000
930	BUILDING MAINTENANCE	$	8,680.00	
956	MISCELLANEOUS	$	1,700.00	
957	DUES AND MEMBERSHIPS	$	1,000.00	
977	EQUIPMENT - REPAIR or NEW	$	9,033.40	5 Sets of Duty Uniforms
978	FIREFIGHTERS GEAR	$	13,658.75	Added extra
979	EQUIPMENT REPLACEMENT	$	16,617.14	
OPERATIONS TOTAL EXPENSE		$	409,996.37	

BUDGET YEAR OPERATIONS FUND BALANCE	$	62

INCIDENT RESPONSE

There were 258 incidents during calendar year 2015, down from 232 in 2014, and is lower than the 5 year average of 287.

ALARMS BY STATION – Incident Lists - Incident by Alarm Date/Time
Station 1 Total –179
Station 2 Total - 42
Both Station automatic call -37
STRUCTURE FIRES (30) down from our 5 year average of 38

FATAL FIRE – We didn't have any fatal fires this last year.

EXTRICATION INCIDENTS - (6) slightly below from our 5 year average of (16)

MUTUAL AID RECEIVED INCIDENTS (26) were above our 5 year average (24).

MUTUAL AID GIVEN INCIDENTS (24)

CLIO AREA FIRE AUTHORITY - ANNUAL REPORT HISTORY

All Alarms

	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	5 yr Avg
Dwelling	25	29	24	24	30	26	25	17	16	14	20
Chimney	4	2	6	1	6	6	2	1	3	2	3
Mobile Home	1	2	1	2	1	4	3	2	0	1	2
Apartment	0	1	1	1	0	1	1	2	0	3	1
Commercial/Industrial	0	0	0	0	0	5	0	2	5	3	3
Barn/Shed/Garage	2	0	5	1	6	3	1	4	6	7	4
Motor Vehicle	23	32	17	28	16	14	23	32	19	25	23
Grass/Brush	13	15	21	16	15	19	14	9	15	15	14
Rubbish/Refuse	7	2	9	2	9	2	2	0	0	0	1
Gas Leak/Spill	17	17	18	15	16	21	24	17	25	12	20
Remove Hazard	9	4	7	5	10	2	5	10	2	13	6
Rescue Call	8	8	5	7	3	2	0	0	0	1	1
Extrication	10	10	15	11	18	15	8	13	15	10	12
Power line/Arcing	16	30	50	34	43	40	34	92	30	35	46
Burning with Permit	32	37	21	42	18	26	32	22	15	11	21
Good Intent Call	34	22	34	20	26	2	8	4	2	3	4
Smoke Investigation	16	13	10	13	14	11	13	10	7	16	11
False Alarm	23	25	33	21	28	34	22	26	21	30	27
System Malfunction	12	1	1	0	1	12	8	2	0	0	4
All Other	39	76	68	59	56	44	35	34	25	30	34
Mutual Aid	18	38	23	24	23	28	20	21	26	27	24
	309	364	369	326	339	317	280	320	232	258	281

City of Clio

	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	5 yr Avg
Dwelling	1	2	4	4	2	3	0	0	2	0	1
Chimney	0	2	0	0	0	0	0	0	0	0	0
Mobile Home	0	0	0	0	0	0	0	0	0	1	0
Apartment	0	1	1	0	0	1	0	0	0	2	1
Commercial/Industrial	0	0	0	0	0	0	4	1	3	1	2
Barn/Shed/Garage	0	0	0	0	0	0	0	1	0	1	0
Motor Vehicle	3	1	1	2	0	0	1	2	1	2	1
Grass/Brush	0	3	2	1	2	0	4	0	1	2	1
Rubbish/Refuse	0	0	1	0	0	0	0	0	0	0	0
Gas Leak/Spill	3	3	2	2	4	4	6	1	2	1	3
Remove Hazard	1	0	0	0	0	0	1	3	1	2	1
Rescue Call	0	2	0	1	0	0	0	0	0	0	0
Extrication	0	0	0	0	1	1	1	0	0	0	0
Power line/Arcing	0	4	7	1	6	9	2	12	1	5	6
Burning with Permit	2	1	5	3	2	2	3	6	2	1	3
Good Intent Call	4	3	6	4	1	0	0	0	0	0	0
Smoke Investigation	5	2	3	4	2	2	3	2	0	3	2
False Alarm	8	7	4	2	10	2	1	3	3	3	2
System Malfunction	1	1	0	0	1	6	0	0	0	0	1
All Other	8	9	10	7	8	4	0	8	6	1	4
	36	41	46	31	39	34	26	39	22	25	29

Thetford Township

	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	5 yr Avg
Dwelling	8	12	8	5	14	5	11	8	6	4	7
Chimney	1	0	1	1	1	2	1	1	2	1	1
Mobile Home	0	2	0	2	0	1	2	0	0	0	1
Apartment	0	0	0	0	0	1	0	0	0	0	0
Commercial/Industrial	0	0	0	0	0	1	0	0	0	1	0
Barn/Shed/Garage	2	0	1	1	2	2	1	1	6	4	2
Motor Vehicle	3	7	4	3	2	3	4	5	1	1	3
Grass/Brush	5	5	7	7	2	1	2	5	5	5	3
Rubbish/Refuse	2	1	1	0	2	0	0	0	0	0	0
Gas Leak/Spill	2	5	5	4	3	2	5	5	6	3	4
Remove Hazard	2	1	1	2	4	1	0	1	0	1	1
Rescue Call	2	0	3	1	0	0	0	0	0	1	0
Extrication	4	3	6	4	9	3	3	5	3	3	5
Power line/Arcing	2	9	12	10	11	10	8	28	10	9	13
Burning with Permit	13	7	7	8	6	3	10	9	6	3	7
Good Intent Call	12	6	8	1	2	0	1	1	1	3	1
Smoke Investigation	3	4	1	3	4	2	2	2	0	1	2
False Alarm	3	3	8	2	5	7	5	6	8	11	6
System Malfunction	2	0	0	0	0	5	1	0	0	0	1
All Other	9	27	16	9	7	8	3	11	10	13	8
	75	92	89	63	74	57	59	88	64	64	66

Vienna Township

	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	5 yr Avg
Dwelling	16	15	12	19	11	9	17	9	8	10	11
Chimney	3	0	5	4	1	2	2	0	1	1	1
Mobile Home	1	0	1	3	1	2	2	2	0	0	1
Apartment	0	0	0	0	0	1	0	2	0	1	1
Commercial/Industrial	0	0	0	4	0	2	0	1	2	1	1
Barn/Shed/Garage	0	0	4	1	0	0	3	2	0	2	1
Motor Vehicle	17	24	12	11	19	15	22	25	17	22	20
Grass/Brush	8	7	12	16	12	5	9	4	9	8	7
Rubbish/Refuse	5	1	7	2	2	0	0	0	0	0	0
Gas Leak/Spill	12	9	11	15	15	8	12	11	17	8	11
Remove Hazard	6	3	6	1	5	9	5	6	1	10	6
Rescue Call	6	6	2	2	0	0	0	0	0	0	0
Extrication	6	7	9	11	4	13	15	8	12	7	11
Power line/Arcing	14	17	31	24	17	24	22	52	19	21	28
Burning with Permit	17	29	9	21	20	22	15	7	7	7	12
Good Intent Call	18	13	20	1	7	2	1	3	1	0	1
Smoke Investigation	8	7	6	7	9	8	9	6	7	12	8
False Alarm	12	15	21	17	15	18	24	17	10	16	17
System Malfunction	9	0	1	6	1	17	1	2	0	0	4
All Other	23	40	42	28	28	14	24	15	9	16	16
	181	193	211	193	167	171	183	172	120	142	158

PERSONNEL AND STAFFING

CURRENT PERSONNEL COUNT

Fire Fighting – 43Total

Chief and Assistant Chief - 2
Station 1 – 22
Station 2 – 19

Radio Operators
Station 1 – 1
Station 2 - 0

Support Group – 6 Active
Former Fire Personnel - 5
Computer Technician - 1

NEW PERSONNEL

Joshua Merry – Station 1

RETIREMENTS/RESIGNATIONS

RETIREMENTS
None

RESIGNATIONS
Corey McCrimmon – Station 1 –Work reasons
Josh Klamert – Station 2 No Time with School
Jeremy Schwartz - Moved out of the area

PROMOTIONS

Jim Finkbeiner was promoted to Captain
Jon Filpansick was promoted to Lt.
Jeremy Kline was promoted to Lt.
Austin Finkbeiner was promoted to Sgt.

MAJOR MILESTONES (Years of Service)

Asst. Chief Kirk Todd – Station 1 & 2 – 35 Years
Capt. Jason Bentley – Station 2 – 15 Years
Lt. David Williams – Station 1 -15 Years
Radio Operator Rick Miller - Station 1 –1 5 Years

AWARDS/RECOGNITIONS

Lt. David Williams was named City of Clio Volunteer of the Year!

Clio Area Fire Dept. Officer of the Year – David Williams

Clio Area Firefighter of the Year – Jeff Holbin

VFW Fire Fighter of the Year – Driver Mark Dennis – Station 1

TRAINING

TRAINING COMMITTEE

Members of the Training Committee are: Lt./Training Officer Jason Bentley, Chief Kerry Paulson, Safety Committee Chair Dave Cain, Lt./State Certified Instructor Chad Barnes, Lt. Jeremy Kline.

MANDATED TRAINING COMPLIANCE

A formal list of mandated training has been assembled and a schedule for the training as well as makeup sessions prepared. This will assure that our Department and personnel are in compliance with the current training laws.

NIMS COMPLIANCE CERTIFICATON/REFRESHER

- NIMS 400 Management - 11 Staff members have completed this certification
- NIMS 300 Management – 13 Staff members have completed this certification
- NIMS 100/200/700/800 Basic and Mid-Level managers - all with exception of new hires have completed this certifications.
- All members have completed the 2015 Refresher Training

2015 MONTHLY TRAINING COMPLETED

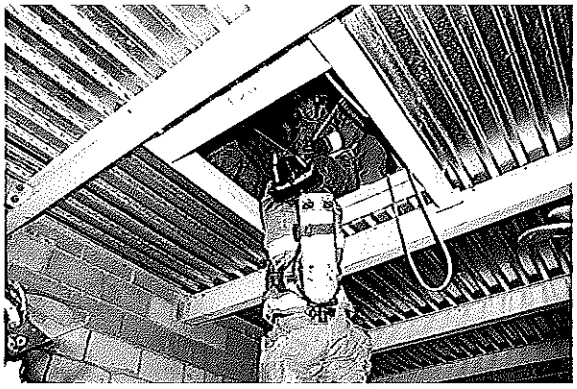
January	Review of Blood Borne Pathogens/Infectious Disease
February	Water and Ice Rescue
March	Severe Weather Training
April	Drivers Training Cone Course
May	Extrication Training
June	Incident Command
July	Hose Testing and Ventilation
August	SCBA Inspection and Training
September	RIT Training and early Agility test
October	Physical Agility Test
November	Right to Know
December	Incident Command Training

FIREGHTER ACADEMY I & II CERTIFICATION

We have 1 new firefighter enrolled in the Fire Academy during the 2015-2016 sessions. We have three personnel enrolled in the Genesee County Officer Academy.

TRAINING TOWER

The Training Tower continues to see regular use. This tower has been a big asset to the Department training.



APPARATUS & EQUIPMENT

APPARATUS

PREVENTATIVE MAINTENANCE
The Clio School Bus Garage has completed all annual preventative maintenance on all trucks.

PUMP TESTS
Annual Pump tests were completed on E-11, E-21, T-17, T-25, and A-12.

GROUND LADDER TESTING
Ground Ladder testing and testing of the Aerial Ladder/Platform was completed.

BODY REPAIRS
Rust repairs and paint touch up on 24-car 01 this year.

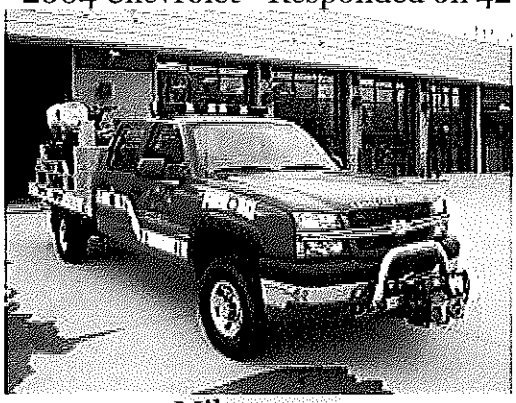
Engine 11 – 1994 Pierce – Responded on 199 incidents.

Aerial 12 – 2001 Pierce - Responded on 27 incidents.

Squad 16 – 1989 Chevrolet/Utilimaster - Responded on 34 incidents

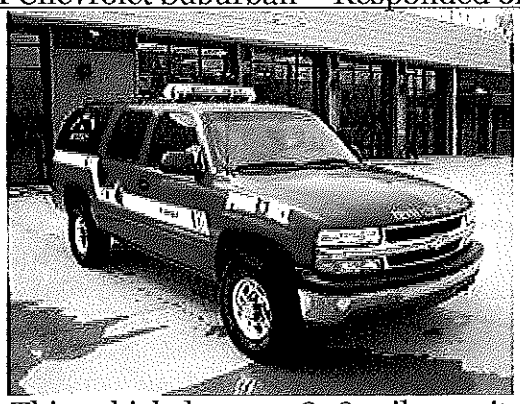
Tanker 17 – 1986 Pierce - Responded on 64 incidents.

Grass 13 – 2004 Chevrolet - Responded on 42 incidents



Miles 15505

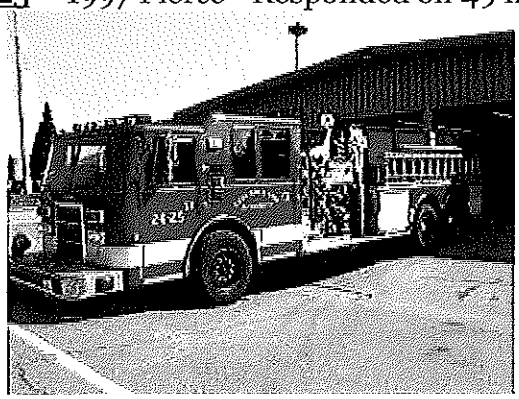
Chief 1 – 2001 Chevrolet Suburban – Responded on 67 incidents



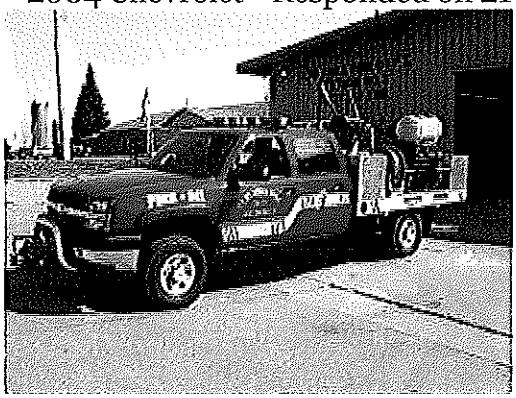
This vehicle has 102,898 miles on it

Engine 21 – 2010 Pierce - Responded on 62 incidents.

Tanker 25 – 1997 Pierce - Responded on 49 incidents



Grass 23 – 2004 Chevrolet - Responded on 21 incidents



Utility 20 – 2000 Chevrolet Suburban – Responded on 41 incidents

This vehicle has 75,337miles on it

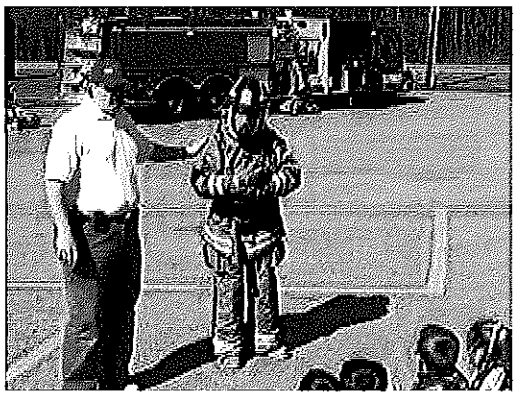
EQUIPMENT

FLOW TESTING OF SCBA - MIOSHA has adopted a number of NFPA Standards by reference and one of those is NFPA 1981 – 1997 Edition - Selection, Care, and Maintenance of Open-Circuit Self Contained Breathing Apparatus for Firefighters. A portion of this standard requires "Flow Testing" at least annually on all Breathing Air Packs and Masks. Flow testing is also required any time a repair is made to any component where air normally flows through the system. All repairs and testing must be done by a trained technician and documented by serial number, etc. Another requirement is a total rebuild of the units every 6 years. All units were tested in February.

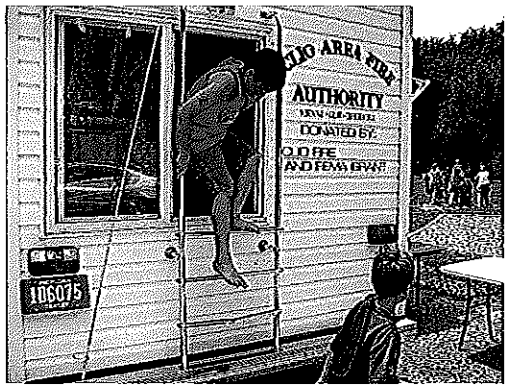
FIRE PREVENTION

The Department Fire Prevention Team has been active all year providing many sessions for various organizations. They have made presentations to all the Clio Elementary schools, high school career day, senior citizen groups, day cares, church groups, Girl and Boy Scout organizations, local businesses and other community groups.

School Visits
Fire Education programs were provided at each of the three elementary schools in the Clio Area.



Safety Smoke House
The Smokehouse was used throughout Genesee and Saginaw Counties.



Station Tours
There were numerous station tours by various groups throughout the year.

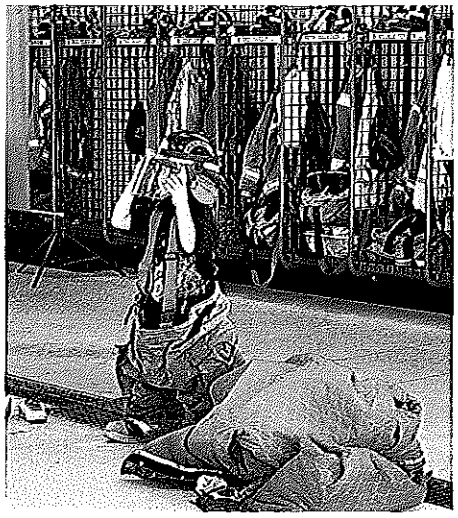
Fire Prevention Week Joint Emergency Services Open House

The Open House was conducted as a joint emergency services event with participation from the Clio Police Department, Thetford Police Department, and MMR Ambulance. It was held at Firemen's Park this year.

The events included fire safety, fire prevention, vehicle extrication demonstrations, children's identification system, and a bicycle safety course, new this year was a tricycle training and safety course.

Children and adults alike could look over the emergency equipment and sit in the fire trucks, police cars, and ambulances.

The weather was good and there was an excellent turnout from people in the local neighborhoods as well as the surrounding area.



COMMUNITY INVOLVEMENT AND ACTIVITIES

EMERGENCY PLANNING FOR NON-EMERGENCY EVENTS

The "Emergency Plan for Non-Emergency Events" was utilized for Firemen's Homecoming Parade and the 4th of July event. This is a system that lets us "plan and practice" for large scale joint incidents by planning and coordinating with Clio City Police, Thetford Township Police, Genesee County Sheriff Department, local EMS companies and surrounding fire departments in a non-emergency situation.

BUILDINGS AND GROUNDS

Station 1

Major roof repairs are being looked at.

Station 2

Cement repairs for the approach are being looked at.