

NIXA FIRE PROTECTION DISTRICT



2004 - YEAR END REPORT

ADMINISTRATION, Chief Sebree

I am very proud to present an overview of the accomplishments for the Nixa Fire Protection District for 2004. These accomplishments reveal the hard work and efforts of the entire staff.

The organization has been projecting, organizing and discussing a plan of action to accomplish the objectives set forth in the November 2003 levy increase. The Nixa Fire Protection District is very thankful for the support of the community in passing the tax increase.

The following report gives an overview of the accomplishments and statistics for the year. The report is broken down into four areas, Administration, Operations, Training and Fire Prevention.

The levy increase will generate funding allowing the Nixa Fire Protection District to double in size. This increase is necessary to support the overwhelming growth within our community. The Nixa Fire Protection District is on target to begin the items discussed during the campaign.

The Nixa Fire Protection District has completed a hiring process to fill 13 new positions within the department. This process brought the District a record number of applicants at 120. Through these applicants we have generated a hiring list. This list will be utilized throughout the year of 2005 to fulfill the new positions.

The addition of new personnel has required many operational items. The District has acquired two fire engines and one ladder truck. These refurbished units replace late 1970 and early 1980 model units. The purchase of these units completes a two year process in which the District has upgraded all of the apparatus. We are very proud of this project as we have purchased five units for the price of one new ladder truck by purchasing refurbished apparatus that meet the new standards.

We have worked diligently to standardize equipment carried on the apparatus. This process allows for greater efficiency as the units carry the same equipment and when possible in the same compartment locations.

The District continues to work with and support the community. The organization is very involved through out the community, region and the state. The organization realizes the importance of community involvement and active participation. These contacts, committees and groups require a significant amount of time and effort. However, this involvement is necessary to remain on top of what is happening within the community and abroad.

Lastly, the District intends to request an ISO Classification in 2006. This will be the last step in completing the 2003 levy campaign.

As you review this report please feel to contact the department or myself if you have any questions, concerns or comments for the district. Thank you for your support.

Jimmy Sebree

OPERATIONS DIVISION, Assistant Chief Duffy

As the operations division is the largest and most visible division by being charged with the actual delivery of equipment and personnel to mitigate the situation we have to be able to provide the citizens with the most reliable equipment and the best personnel available. At the year end for 2004 we had a full-time staff of 12 employees and 1 part-time.

In 2005 we are doubling the staff in the operations division, which increases our ability to provide services demanded by the remarkable growth of this district. By the year end 2005 we will have a full-time staff of 25 employees and 1 part-time. This will allow us to fully staff Stations 1 and 4. On any given 24 hour period we should have 7 personnel on duty.

Specific areas of interest are provided that were attained this year. As well as statistics attached that provide very interesting information about the year 2004.

Pump Tests

Pump testing was performed on all applicable apparatus this year. All apparatus tested passed and this will be a function that is performed every year.

Ladder Tests

Ground ladder testing was performed this year on all ground ladders. All ladders passed certification.

Equipment

This year marked several exciting changes in the fleet. We purchased 1 new ladder unit and 2 new engine units. We made significant updates on loose equipment that is carried on the units.

Grants

The District received a grant for the Department of Homeland Security. This grant will provide a new backup generator for station 1. The current generator is some 25 years old. We will install four new cascade bottles for the Rescue Unit. These bottles hold air to refill our air packs. We will purchase four new gas monitors. These monitors will measure four different gases. Lastly, we will purchase four hazardous materials kits. These kits will provide for basic needs that relate to a hazardous materials release.

That information was just a general overview of items that were important activities that occurred in the Operations Division. Please be free to present any comments or questions to me about this report.

Rance Duffy

TRAINING DIVISION, Assistant Chief Trent

Overview

There were 192 in house training classes provided by the Fire District for personnel in the organization. This is eight classes shy of a 100% increase over 2003. The district provides an average of 4 classes per week for personnel in house. When combined with outside the district training, there were a total of 324 training sessions attended by our employees in FY 2004. The total contact hours, or hours spent in training by district personnel was 6,624, an increase of 36% from FY 2003. If we were to compare with FY 2002 this would exceed a 100% increase.

Certified Classes

There were over 700 certificates issued to district personnel in FY 2004 including courses from the University of Missouri Fire and Rescue Training Institute, The Missouri Division of Fire Safety, The National Fire Academy, The Department of Homeland Security, The Missouri Bureau of Health and Human Services, Cox Health Systems, St. Johns Hospitals, The Fire and Emergency Training Network and The American Heart Association.

Career Development Plan

With the proposed, and now adopted CDP to guide personnel in identifying the training and education expectations for each level or job position within the district a new task or benchmark has been established for the Training Division. While the number of employees with a certification was tracked in the past, the new direction would be to work towards all employees meeting 100% of the training and education requirements within their level of CDP. During FY 2004 we achieved the training and education requirements in moving 100% of our new volunteers through orientation and into the first level of the CDP. At the volunteer level of CDP we have 50% of employees in this level having obtained the training and education requirements to advance to the next level. In the Firefighter Level I we have 100% of current staff meeting the training and education level requirements to advance to the next level. The target of 2005 will be to accomplish 100% of employees in the Volunteer Level and Firefighter Level II meeting the training and education requirements to advance to the next level.

Continuing Education

In FY 2004 the EMS continuing education program grew from an average of 3 hours available per month to 9 hours available per month in classroom training, with additional unlimited hours on the districts computer distance learning program. There were over 100 hours of Federal or State mandated training conducted. The district additionally provides continuing education training opportunities for the following certified positions:

Investigator
Inspector
Instructor
CPR Instructor

Pubic Education

There were 20 educational classes conducted for businesses or organizations in the Fire District ranging from 24 to 2 hours. A total of 100 persons were in the classes. This would be a 20% decrease from FY 2003. We would estimate this decrease would be a result of other organizations offering courses and scheduling conflicts resulting from increased requests in other areas. These are educational programs provided by the District at no charge or at a minimal charge for supplies. These courses were:

- Community Emergency Response Team – 24 hr.
- Heartsaver First Aid-8 hours
- Heartsaver CPR-4 hr.
- Using Portable Fire Extinguishers-2 hr.
- Business Disaster Evacuation Planning-2 hr.

Station Tours and Site Visits

There were 18 tours conducted with a total 260 persons attending. This is a slight decrease from FY 2003. Again, we would estimate this decrease would be a result of scheduling conflicts resulting from increased requests in other areas.

Special Events

There were 15 events that were recorded as special events. These would be events such as the Halloween open house at the Nixa Police Department. These are defined as events where more than 300 persons were in attendance. As you can deduct from the numbers, this is now averaging more than one of these types of events per month. This was an increase of 50% and poses a significant challenge in required planning, coordination and scheduling time.

Fire Safety Education

District personnel attended 90 separate Public Education/Fire Prevention events that would not be accounted for in the previous categories. While again this category of events was slightly down, we would estimate the yearly total Public Education/Public Relations contacts to over 12,000 persons an increase of 20% over FY 2003 numbers.

The two main areas we have chosen to be a snapshot of the Training Division are in the areas of training of district personnel and training/education of the public. Both areas have shown tremendous growth in 2004. FY 2004 presented some challenges not previously seen in public training/education by the district, primarily, having to turn people away. The demand for services has surpassed the ability of the Training Division in particular and the Fire District as a whole to deliver. The additional personnel that we will be putting into place in FY 2005 will have to hit the ground running to make a significant difference in bringing the ability to deliver back in line with the demand for services.

Jon Trent

FIRE PREVENTION DIVISION, Assistant Chief Newberry

Compiled below is the year end report for calendar year 2004 for the Nixa Fire Protection District Fire Prevention Bureau. Several accomplishments were made during 2004 along with additional tasks undertaken. With several accomplishments in 2004 the Prevention Bureau is tasked with improving even further in 2005. Namely moving ahead with inspections and occupancy reviews. With our cooperation with the City of Nixa and Christian County government we have been able to monitor growth moderately in our jurisdiction. Statistics and program areas are provided for clarification of effort and time spent for the investment in the Bureau.

This year as the Bureau Chief I hope to move even further with the intended goals and objectives set for 2005. I know within the mission and goals of the Nixa Fire Protection District lies the mission to prevent, protect and inform our constituents by properly planning, educating and enforcing life safety requirement by fire code education. As you may notice there is a new section in this years report titled "Inspections". With the new goals, growth and structure within the Prevention Bureau more inspections along with occupancy reviews in 2005 will be performed. Our explosive growth during 2004 has added significant need to accelerating inspection and occupancy review plans.

Open Burning

For calendar year 2004 the Prevention Bureau received 85 requests for permitted burning. This includes recreational burning, development burning, and yard waste disposal. The City has an ordinance that open burning within the city is only permitted for land clearing for development. All permits were site surveyed for compliance and issued for either land development in the City of Nixa or vegetative waste burning in the County.

Web Page

The web page was used widely for the 2004 year. The use of online materials and forms for our personnel and patrons of the District added to streamlining duties and performing daily activities with the ability to immediately download needed materials. Inspection forms, press releases, the Fire District Application, policies and procedures, to name a few are online.

Investigations

1. In 2004 the Prevention Bureau conducted 16 fire investigations.
 - a. Causes of Fire
 - i. Accidental 2
 - ii. Equipment Failure 2
 - iii. Incendiary 5
 - iv. Undetermined 0
 - v. Open under Invest. 6
 - vi. Act of Nature 1
 2. Cause and Origin

- 3. Number of Intentionally Set Fires in Structures & Vehicles
 - a. Structure Fires – Intentionally Set 2
 - b. Vehicle Fires – Intentionally Set 1
- 4. Number of Civilian Injuries as result of Fire = 2
- 5. Number of Civilian Deaths as result of Fire = 0
- 6. Number of Fire Service Injuries as result of Fire = 0
- 7. Number of Fire Service Deaths as result of Fire = 0

Plans Review

In 2004 the Prevention Bureau received 36 sets of plans to review. With an average of 3 plans submitted a month a current turn around time of 10 days was used to match the City of Nixa's process. Also, 12 preliminary plats have been reviewed with an average of 1 per month submitted.

Planning

- 1. Christian County Planning and Zoning – We have been present at 90% of all Christian County Planning and Zoning Commission meetings and participated in the Development Code review process.
- 2. The City of Nixa Planning and Zoning Commission – We have been present at 90% of the Nixa Planning and Zoning Commission meetings and participated in several development and code issues throughout the city.
- 3. The Prevention Bureau currently administers and tracks along with the City of Nixa and the County area projects under development for significant fire code violations.

Inspections

- 1. 9 Inspections of Firework stands were completed in 2004.
- 2. Fire hydrant flows were conducted with a total of 220 hydrants being tested.
- 3. Along with hydrant flows the hydrants were marked indicating their water flow amounts as dictated by the National Fire Protection Association.
- 4. There were 50 Certificates of Occupancy issued in businesses and building in-fills within the City of Nixa for 2004. The Prevention Bureau participated in checking these occupancies for fire code compliance.
- 5. Residential Safety Surveys of homes providing daycare services were conducted throughout the year. The in-home daycares require an inspection to get their license.
- 6. All of the Nixa School District buildings were inspected for fire and life safety issues along with conducting fire drills in each school to meet timed evacuation guidelines.

Prevention and Preparedness

1. All 1845 incidents for 2004 in the computer reporting system were quality assured to check completeness and correctness.
2. State Emergency Management Grant Award for \$33,400 from 2004 is currently being administered. Four 4-gas detectors, a large fixed generator, 15 SCBA masks with breathing cartridges, air cascade tank upgrade and hazardous materials spill kits will be purchased with the award money.
3. 33 requests for records or reports were processed by the Prevention Bureau in 2004.
4. The Knox Rapid Entry program that was initiated and developed in 2003 is currently progressing at a rapid rate. Every new building and development is screened for installation of a Knox Entry system and feasibility. Every Nixa School now has a Knox Box for rapid entry into the building.
5. A minimum additional 30 hours of meetings a month for Prevention Bureau/Inter-Governmental Meetings and Inner-Organizational meetings.

Public Relations

1. In 2004 28 press releases have been distributed for public safety and organizational events. We continuously release interviews and articles. There are various amounts of information being exchanged with risk safety as the main concern.
2. Public information contacts with several news media, community organizations and public service organizations have been established. There are a few listed below:
 - i. Safe Kids Coalition of the Ozarks
 - ii. Local News-Papers (Nixa News, Christian County Headliner, News-Leader)
 - iii. Local Television Stations
 - iv. Local Radio Stations (Journal Broadcast Group)
 - v. Toys for Tots
 - vi. American Red Cross
 - vii. Wal-Mart
3. Smoke Alarms – In 2004 the Nixa Fire District provided 20 smoke alarms from February of 2004 to December 2004. The smoke alarms are donated by the Nixa Wal-Mart Supercenter.
4. Carbon Monoxide Alarms – In 2004 the Nixa Fire District in cooperation with the Springfield Safe Kids Coalition and Wal-Mart Supercenter provided 16 carbon monoxide alarms from March 2004 to December 2004.

Important Statistics

1. Average Dollar Loss by Property Type
 - a. 1 or 2 Family Dwelling \$46,928
 - b. Multifamily Dwellings \$20,000
 - c. Parking Garages \$15,000
 - d. Residential Street \$250
 - e. Vehicle Parking Area \$5,200
2. Total Dollar Loss by Property Type
 - a. Residential \$677,000
 - b. Public Assembly \$0
 - c. Schools & Colleges \$0
 - d. Health Care & Penal Inst. \$0
 - e. Stores & Offices \$0
 - f. Industry/Manufacturing \$0
 - g. Storage \$15,000
 - h. Other Structures \$0

3. Total Structure Loss \$692,000
4. Total Loss for All Fires \$697,450
5. Percentage of Structure Fires by # of Incidents
 - a. 69.77% in a 1 or 2 Family Dwellings
 - b. 16.28% in Parking Garages, (detached residential garages)
 - c. 4.65% in Multifamily Dwellings
 - d. 4.65% in Open Land or Field
 - e. 2.33% in Dump or Sanitary Land Fill
6. Breakdown of False Alarm Responses
 - a. Malicious, Mischievous, False Call 3
 - b. System Malfunctions 26
 - c. Unintentional 31
 - d. Other 2
7. There were 0 Large Loss Fires in 2004.
8. Zero (0) dollar loss in Sprinklered Buildings.
9. Percentage of Incidents by Smoke Detector Performance
 - a. 72.73% of incidents occupants responded to detector performance
 - b. 9.09% of incidents had no occupants when the detector performed
 - c. 18.8% of incidents was undetermined
10. Dollar Loss by Smoke Detector Performance
 - a. 53.46% dollar loss occurred when detectors alerted occupants who responded
 - b. 42.24% dollar loss occurred in an undetermined detector performance
 - c. 4.3% dollar loss occurred when there were no occupants
 - d. 0% of dollar loss occurred when occupants failed to respond
11. Smoke Detector Performance Summary

<u>Detector Performance</u>	<u>Dollar Loss</u>	<u># of Incidents</u>	<u>1845</u>
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Alerted occupants & responded	\$341,750	8
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No occupants	\$27,500	1
<u>Undetermined</u>	\$270,000	2
Total for all incidents	\$639,250	11

These are the most notable accomplishments and statistics within the Prevention Bureau. There were many more ancillary projects that were completed alongside other bureaus in the Fire District. Please feel free to contact me in regard to this letter or any other matter

Bryan Newberry

The following pages review several operational issues through quick reference charts and graphs.