



# PORTAGE FIRE DISTRICT

## FIRE CHIEF BARRETT A. DORNER



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### Report of the Chief – August 8, 2022

- **Administration**

- REQUEST for approval:
  - 212 Purchase Orders
  - 213 Investment Policy
  - 214 Incident Billing
  - 331 Parade Escorts

- **Logistics**

- REQUEST: F500 foam: \$9,000 (SCBA > Fire Equipment line item)
- REQUEST: (10) Throw bags: \$500 (Water Rescue Equipment)
- Radios:
  - Phase I in effect – MARCS only
  - Still awaiting Cleveland Communications & Lucas County keys
  - REQUEST: Approval to pay up to \$2,500 for programming for Cleveland Comm.
  - REQUEST: \$2,250 for Lucas County programming
- REQUEST: Class B Uniforms (shirt, pants, collar brass): \$3,000 (Uniforms line item)

- **Operations**

- Alarm levels in place
- Command clipboards in place
- REQUEST: Medical Direction - \$400/year for contract, \$180/year for insurance
- REQUEST: Spend \$500 allocated in Medical Equipment line item on same

- **Training**

- PFF Toby Polm has completed FFI
  - Current fire training stats
    - 9 members are Firefighter I or higher
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- 9 members are Firefighter IA (36 hr)
- 1 member still has to complete Firefighter I
- 1 member (PFF Brenden Jess) is scheduled for fall FFI – only cost is payroll
- **Fire Inspector Course:** Chief Dorner, AC Hand at \$595/per

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'BAD', with a long horizontal flourish extending to the right.

Barrett A. Dorner

## **Justification in Detail**

### **212 Purchase Orders**

Written with guidance from PFD attorney Mr. Chip Comstock. The board approves the annual budget to know how the fire chief will spend money for the Department across the whole year. A checks-and-balances system still exists in the role of fiscal officer and required purchase orders and documentation. The board will still review the finances, per normal. Danna and I are looking at changing to the state system in 2023, which will improve documentation and accountability while streamlining the audit process – the next level of checks-and-balances.

Our current system – and amount – are woefully outdated in terms of normal operating procedure for our District, as compared to similar departments across the region. It is a sign of poor leadership at the fire chief level and the fire board level that the fire chief could not be trusted with amounts greater than \$250. It is a glaring look at the past that slows down our movement toward a modern day fire department. Requiring board approval at such a low level slows down progress and previous direction from Trustee John Humphrey to “just spend the money and ask for forgiveness later” is not a valid procedure for the year 2022.

### **213 Investment Policy**

Copy/paste from current investment policy; simply migrated to Lexipol.

### **214 Incident Billing**

Copy/paste from current investment policy migrated to Lexipol with minor changes at the direction of Mr. Comstock.

### **331 Parade Escorts**

Specifies Point of Contact to Oak Harbor Police Chief; he will notify other agencies, including Portage Fire, of approve requests that his department will be participating in. Otherwise, copy/paste from current policy; simply migrated to Lexipol.

### **F500 Foam**

We need to replace all of the foam in our apparatus and backstock due to carcinogens that – as you heard from our insurance provider, VFIS – jeopardize our insurance coverage if we do not dispose of it this year. This covers a pallet, or 48 pails, enough to fill our rigs and have backstock for the foreseeable future.

## **Radio Programming Fees**

Lucas County: When we started this process, Lucas County was not charging for programming on their system. They enacted that in April. This is a one-time fee and falls within the budget set aside for these radio upgrades.

Cleveland Communications: Do not have a quote yet; MCEMS reports it cost them approx. \$400. I would like to include the significant buffer well within the budget to speed the process up in case there are other charges, but do not anticipate spending the full amount.

## **Medical Direction**

A 17-year-old boy died and – if trained – our people could have done more for him. We have people who are interested in getting EMS training. It will be rescue-centric for PFD, and we will work with Mid-County to make this an asset between our departments, as I've discussed with Chief Kenan Mylander. We have his – and the majority of his board's – blessing. Not moving forward with an incredibly cost-effective solution to a problem that has already cost a life is letting that child die in vain and works against the mission of this organization.

## **Medical Equipment**

We have a line-item for medical equipment for \$500. Purchases would not exceed this line item. This would include basic supplies (including personal protective equipment such as medical gloves) for the rigs, as well as a first-aid kit for the station. During community events, we have had people ask for a simple Band-Aid and did not have any available.

## **Uniforms**

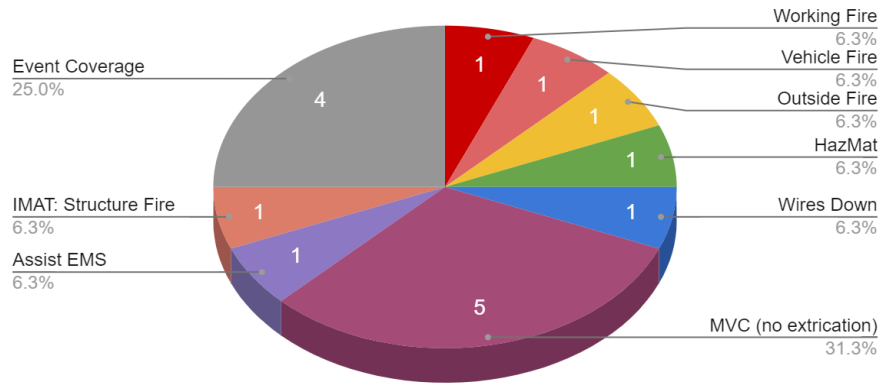
From 6 Month Survey-Based Action Items: “6. *Provide members with uniforms to boost morale and enhance the professionalism they desire and have embraced.*” This has been a recurring request from the members and is within the budget set for uniform purchases.

## **Fire Inspector Course**

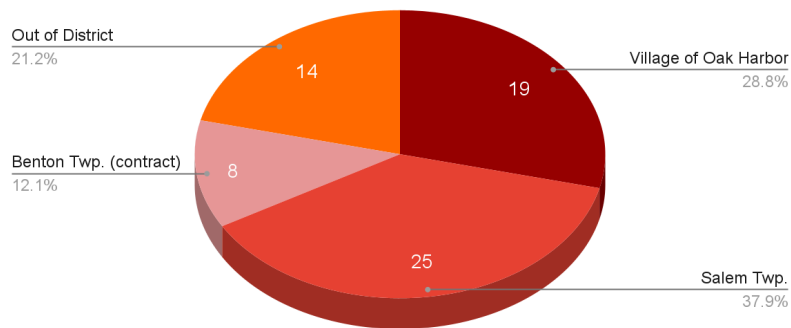
In 2023, we must get our Fire Prevention Unit back on track with inspections. As a requirement of my position, I must take this class – and therefore, the board must pay for it. AC Hand also expressed interest and this will be on a reimbursement-if-passed arrangement.

## OPERATIONS REPORT

### July Incident Breakdown

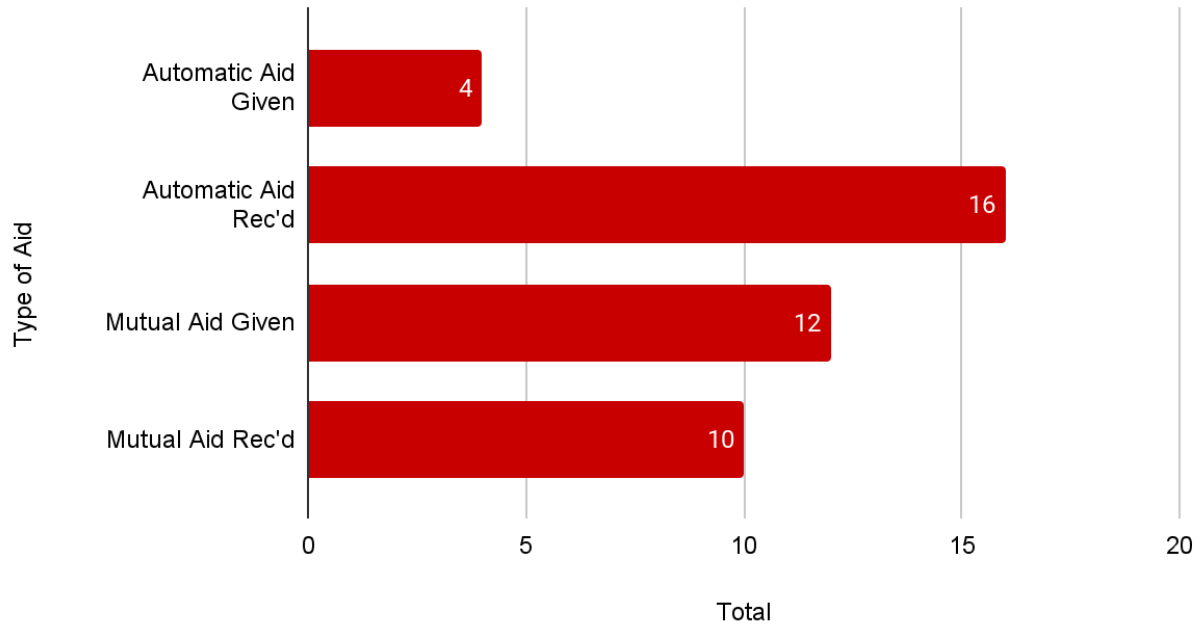


### Responses by Coverage Area 2022



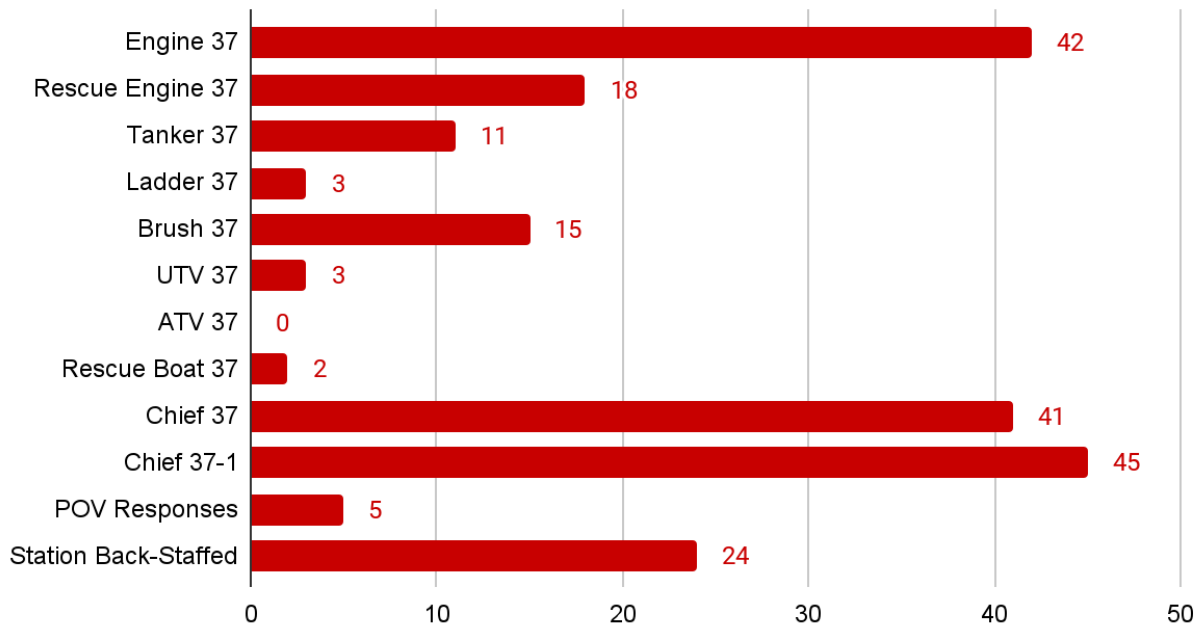
Responses by Coverage Area													
Coverage Area	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Village of Oak Harbor	7	2	3	3	2	2	2						21
Salem Twp.	5	4	2	0	3	11	9						34
Benton Twp. (contract)	2	1	1	2	2	0	3						11
Rocky Ridge (contract)	-	-	-	-	-	0	0						0
Out of District	3	3	2	5	0	1	2						16
<b>Total</b>	<b>17</b>	<b>10</b>	<b>8</b>	<b>10</b>	<b>7</b>	<b>14</b>	<b>16</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>82</b>

## Automatic & Mutual Aid 2022



Aid Given & Received													
Type of Aid	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Automatic Aid Given	2	0	1	1	0	0	0						4
Automatic Aid Rec'd	4	2	0	3	4	3	0						16
Mutual Aid Given	4	3	2	1	0	1	1						12
Mutual Aid Rec'd	0	2	2	1	1	0	4						10

## Unit Responses 2022



Unit Responses													
Unit	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Engine 37	9	5	2	3	4	10	9						42
Rescue Engine 37	2	3	3	2	1	1	6						18
Tanker 37	0	0	2	2	1	2	4						11
Ladder 37	2	1	0	0	0	0	0						3
Brush 37	1	2	2	1	1	2	6						15
UTV 37	1	1	1	0	0	0	0						3
ATV 37	0	0	0	0	0	0	0						0
Rescue Boat 37	0	0	0	0	1	0	1						2
Chief 37	11	6	2	8	3	4	7						41
Chief 37-1	8	5	4	6	1	13	8						45
POV Responses	2	1	0	0	1	0	1						5
Station Back-Staffed	5	3	3	3	2	4	4						24
<b>Total</b>	<b>41</b>	<b>27</b>	<b>19</b>	<b>25</b>	<b>15</b>	<b>36</b>	<b>46</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>209</b>

\*Note: Chief 37-1 was AC Shawn Beaver through 3/22/22, then reassigned to AC Antonio Hand.

\*Note: C37-1 may respond on more calls than shown if they respond on an apparatus and not POV.

### Responses by Incident Type

		Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD
	Structure Fire	2	0	1	1	2	1	0						7
	Working Fire	1	2	0	0	1	2	1						7
	Vehicle Fire	0	0	0	1	0	0	1						2
	Outside Fire	0	0	0	2	1	2	1						6
	Brush Fire	0	0	2	0	0	0	0						2
	Fire Alarm	1	0	0	0	0	3	0						4
	Smoke Invest	0	1	0	0	0	2	0						3
	HazMat	0	0	0	0	0	0	1						1
	Odor Invest	3	0	1	0	0	0	0						4
	Nat'l Gas In	1	1	0	0	0	2	0						4
	Nat'l Gas Out	3	0	1	0	0	1	0						5
	CO Alarm	0	0	0	1	0	0	0						1
	Wires Down	0	0	0	0	1	0	1						2
	MVC	2	2	2	2	1	0	5						14
	Extrication	0	2	0	0	0	1	0						3
	Off-Road Resc	1	0	0	0	0	0	0						1
	Water Rescue	0	0	0	0	1	0	0						1
	Ice Rescue	0	0	0	0	0	0	0						0
	Tech Rescue	0	0	0	0	0	0	0						0
	Assist Public	0	1	0	0	0	0	0						1
	Assist EMS	1	0	1	0	0	0	1						3
	Assist Law	0	0	0	0	0	0	0						0
	IMAT: StructFire	0	1	0	0	0	0	1						2
	IMAT: WorkFire	1	0	0	2	0	0	0						3
	IMAT: MVC	0	0	0	1	0	0	0						1
	IMAT: Medical	1	0	1	0	0	0	0						2
	IMAT: Other	0	0	0	0	0	0	0						0
	Event Coverage	0	0	0	0	0	0	4						4
	Other	0	0	0	0	0	0	0						0
	<b>TOTAL</b>	<b>17</b>	<b>10</b>	<b>9</b>	<b>10</b>	<b>7</b>	<b>14</b>	<b>16</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>83</b>



## ADMINISTRATION REPORT

Fire Chief Hours	
July	107.5
Year-to-Date	821
Weekly Avg.	28

Billing Report (YTD)	
Claims Submitted	\$10,758.00
Payment Received	\$4,567.50

Chief's Expenditure Report - July 2022				
Date	Vendor	Amount	Line Item	Notes
06/06/22	Fire Safety Services	\$241.85	Apparatus	Equipment mounts for new extrication tools
	<b>MONTH TOTAL</b>	\$241.85		
	<b>YTD</b>	\$6,234.60		