

2023



**Ashtabula
Fire Department
Annual Report**



Ashtabula Fire Department

4326 Main Avenue
Ashtabula, OH 44004
(440) 992-7190

Chief Shawn Gruber

chief@ashtabulafire.com

February 22, 2024

Mr. James Timonere, City Manager
Ashtabula City Council
Municipal Building
Ashtabula, Ohio 44004

Ladies and Gentlemen,

Submitted for your review is the Annual Report of the activities and operations of the Ashtabula Fire Department for the year 2023.

Here are some general statistics for the 4-year period 2020-2023:

	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
<i>TOTAL INCIDENTS</i>	1881	2146	2196	1850
<i>FIRE</i>				
Structure Fires	40	52	45	50
Fire Loss	\$348,000	\$185,500	\$1,442,500	\$1,421,000
Civilian Fire Deaths	1	0	1	0
Civilian Injuries	5	0	3	3
<i>EMS</i>				
Ambulance Responses	635	1006	1116	752
Ambulance Transports	454	733	812	538

2023 in review

- Early in the year, we were notified that the Ashtabula Fire Department was the recipient of an Assistance to Firefighters Grant through FEMA to help with replacing our 1990 Grumman ladder truck. The aerial has served as a front line apparatus for over 30 years but age and Northeast Ohio weather has taken its toll. The grant awarded is the max amount of \$1,000,000. The new aerial is on order with a total cost of \$1,8484,330 and is expected to be delivered in 2026.
- In August, we were fortunate enough to receive a second Assistance to Firefighters Grant through FEMA for the replacement of all of our self-contained breathing apparatus (SCBA). The SCBAs being replaced were 15 years old with parts becoming difficult to find and air

bottles that could not be hydro tested any longer. They were at end of life. This grant amount was \$155,682.

Looking toward 2024

- We are working with the lakeshore communities in Ashtabula County to develop a response plan for emergencies on Lake Erie. The City was notified that the Coast Guard station in Ashtabula would no longer be manned. The Coast Guard station that is now responsible for responding to lake emergencies is Erie, Pennsylvania, making any response in excess of an hour.

Thank you for taking the time to read the annual report for the Fire Department. This document has been created to satisfy the department's obligations under Section 143.01 of the Codified Ordinances and to create a historical record for the year.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Shawn Gruber', written in a cursive style.

Shawn Gruber
Chief



ASHTABULA FIRE DEPARTMENT

Fire Prevention Bureau
Captain Stephen Chase

4326 Main Avenue
Ashtabula, OH 44004
Office (440) 992-7191
Fax (440) 992-2694

2023 Annual Report

Fire/Life Safety Inspections, Fire/Explosion Investigations and Public Education constitute the primary responsibilities of the Fire Prevention Bureau (FPB) as assigned by various Ohio Codes and City Council through Codified Ordinances.

In addition to the single full-time Captain staffing the FPB, 6 additional suppression personnel assist with inspection activities, 3 suppression personnel assist with investigations and 2 suppression personnel assist with Public Education/Youth Firesetter Intervention.

Inspections

Fire inspections are conducted to ensure that our schools, commercial and industrial buildings are in compliance with the Ohio Fire Code and are operated in a manner that protects the public. Included in the category of inspections are such things as annual inspections, complaint inspections, re-inspections, code enforcement investigations, etc.

In 2023, approximately 94 of these inspections were completed.

Plan Reviews

On new and remodeled buildings, the Bureau works in conjunction with the Ashtabula County Building Department to ensure that design and construction is completed in accordance with applicable life safety standards. During the approval process, plans are submitted and meticulously examined for compliance with the relevant Ohio Fire Code and National Fire Protection Association (NFPA) standards.

- In 2023, the Bureau completed 78 construction plan reviews.
- The Plan review process identified a total of 110 issues that were addressed prior to the beginning of construction. Identifying these discrepancies during the review process allowed corrections to be made prior to construction and resulted in a savings to the owners/builders.
- This represents an increase of roughly 24% over the previous year.

Investigations

The second task assigned to the Bureau is fire related investigations. The FPB works diligently to identify the origin and cause of all fires that occur within its jurisdiction.

- Ohio Revised Code 3737.24 requires that major fires be investigated to determine origin and cause.



ASHTABULA FIRE DEPARTMENT

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- Ohio Revised Code 2921.22 requires the reporting of any burn injury to the local fire investigator.
- The Bureau undertakes other fire or fire prevention related investigations as needed or as directed by the Fire Chief, Codified Ordinance or the City Solicitor.

The FPB conducted a total of 33 investigations in 2023:

- 33 Fire Investigations
- 10 Burn Injury Investigations, including 1 that resulted in fatality

The investigator must classify the fire in one of four categories as required by NFPA 921:

- Accidental
- Natural
- Incendiary
 - Intentionally set by human hands
- Undetermined
 - One or more of the previously mentioned criteria cannot be established to the satisfaction of the investigators.

A first for the City of Ashtabula is being below the national average for incendiary fires. The United States Fire Administration and the National Fire Protection Agency currently estimates the national average for fires classified as Incendiary at 28%.

Accidental	58%
Natural	0%
Incendiary	21%
Undetermined	21%

Respectfully,

A handwritten signature in black ink, appearing to be "Stephen Chase", with a long horizontal line extending to the right.

Stephen Chase
Fire Prevention Bureau

Ashtabula Fire Dept.

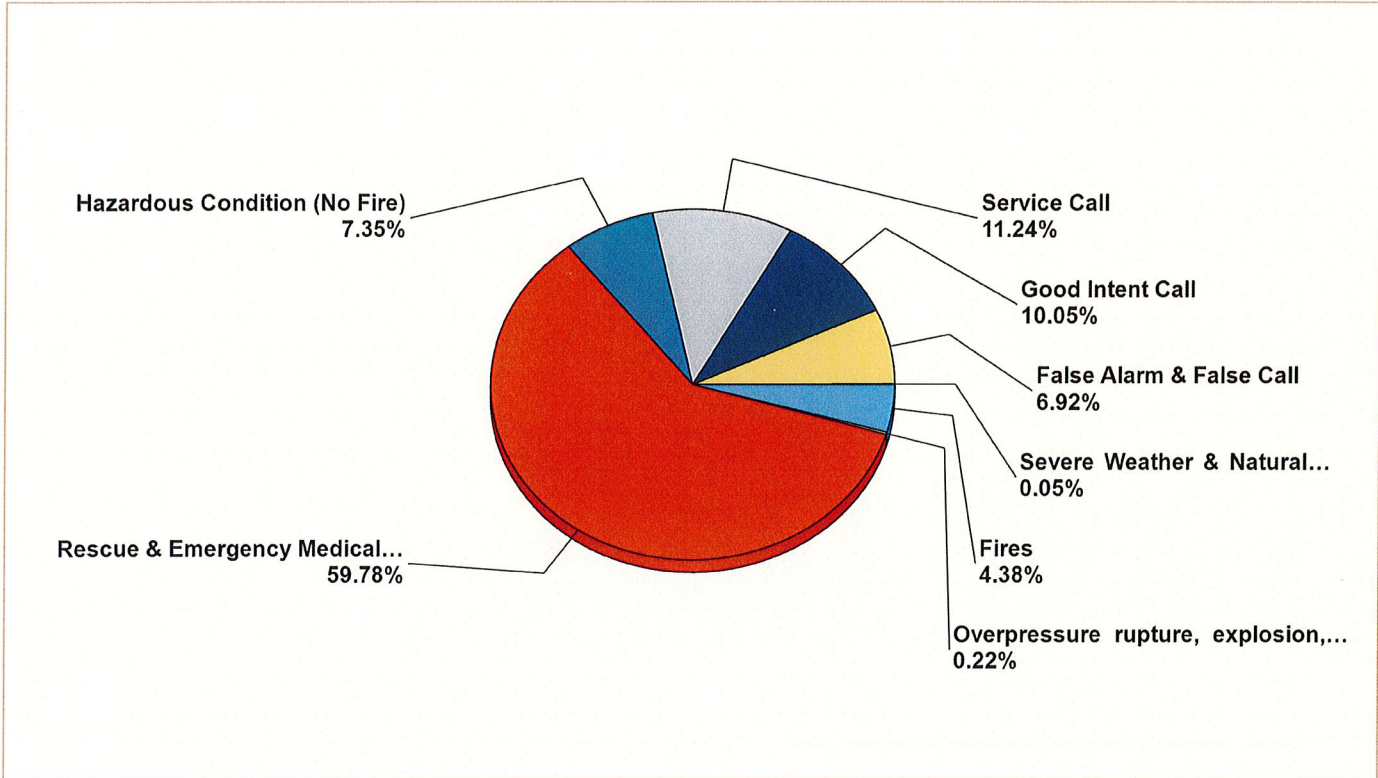
Ashtabula, OH

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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2023 | End Date: 12/31/2023



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	81	4.38%
Overpressure rupture, explosion, overheating - no fire	4	0.22%
Rescue & Emergency Medical Service	1106	59.78%
Hazardous Condition (No Fire)	136	7.35%
Service Call	208	11.24%
Good Intent Call	186	10.05%
False Alarm & False Call	128	6.92%
Severe Weather & Natural Disaster	1	0.05%
TOTAL	1850	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	31	1.68%
112 - Fires in structure other than in a building	1	0.05%
113 - Cooking fire, confined to container	9	0.49%
116 - Fuel burner/boiler malfunction, fire confined	1	0.05%
118 - Trash or rubbish fire, contained	8	0.43%
121 - Fire in mobile home used as fixed residence	2	0.11%
123 - Fire in portable building, fixed location	1	0.05%
131 - Passenger vehicle fire	5	0.27%
140 - Natural vegetation fire, other	2	0.11%
141 - Forest, woods or wildland fire	1	0.05%
142 - Brush or brush-and-grass mixture fire	7	0.38%
143 - Grass fire	4	0.22%
151 - Outside rubbish, trash or waste fire	8	0.43%
160 - Special outside fire, other	1	0.05%
240 - Explosion (no fire), other	1	0.05%
251 - Excessive heat, scorch burns with no ignition	3	0.16%
300 - Rescue, EMS incident, other	1	0.05%
311 - Medical assist, assist EMS crew	103	5.57%
320 - Emergency medical service, other	22	1.19%
321 - EMS call, excluding vehicle accident with injury	834	45.08%
322 - Motor vehicle accident with injuries	53	2.86%
323 - Motor vehicle/pedestrian accident (MV Ped)	4	0.22%
324 - Motor vehicle accident with no injuries.	73	3.95%
331 - Lock-in (if lock out , use 511)	1	0.05%
342 - Search for person in water	3	0.16%
352 - Extrication of victim(s) from vehicle	1	0.05%
353 - Removal of victim(s) from stalled elevator	7	0.38%
354 - Trench/below-grade rescue	1	0.05%
362 - Ice rescue	1	0.05%
365 - Watercraft rescue	2	0.11%
411 - Gasoline or other flammable liquid spill	6	0.32%
412 - Gas leak (natural gas or LPG)	13	0.7%
413 - Oil or other combustible liquid spill	1	0.05%
422 - Chemical spill or leak	3	0.16%
424 - Carbon monoxide incident	10	0.54%
440 - Electrical wiring/equipment problem, other	2	0.11%
441 - Heat from short circuit (wiring), defective/worn	1	0.05%
442 - Overheated motor	2	0.11%
444 - Power line down	83	4.49%
445 - Arcing, shorted electrical equipment	14	0.76%
461 - Building or structure weakened or collapsed	1	0.05%
500 - Service Call, other	2	0.11%
510 - Person in distress, other	1	0.05%
511 - Lock-out	5	0.27%
521 - Water evacuation	1	0.05%
522 - Water or steam leak	1	0.05%
531 - Smoke or odor removal	3	0.16%
551 - Assist police or other governmental agency	11	0.59%
552 - Police matter	10	0.54%
553 - Public service	75	4.05%
554 - Assist invalid	4	0.22%
555 - Defective elevator, no occupants	1	0.05%
561 - Unauthorized burning	94	5.08%
600 - Good intent call, other	5	0.27%
611 - Dispatched & cancelled en route	88	4.76%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
622 - No incident found on arrival at dispatch address	41	2.22%
632 - Prescribed fire	6	0.32%
651 - Smoke scare, odor of smoke	44	2.38%
653 - Smoke from barbecue, tar kettle	1	0.05%
661 - EMS call, party transported by non-fire agency	1	0.05%
700 - False alarm or false call, other	2	0.11%
710 - Malicious, mischievous false call, other	1	0.05%
711 - Municipal alarm system, malicious false alarm	1	0.05%
731 - Sprinkler activation due to malfunction	1	0.05%
733 - Smoke detector activation due to malfunction	2	0.11%
734 - Heat detector activation due to malfunction	1	0.05%
735 - Alarm system sounded due to malfunction	2	0.11%
736 - CO detector activation due to malfunction	6	0.32%
740 - Unintentional transmission of alarm, other	3	0.16%
743 - Smoke detector activation, no fire - unintentional	8	0.43%
745 - Alarm system activation, no fire - unintentional	97	5.24%
746 - Carbon monoxide detector activation, no CO	4	0.22%
813 - Wind storm, tornado/hurricane assessment	1	0.05%
TOTAL INCIDENTS:	1850	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



Ashtabula Fire Dept.

Ashtabula, OH

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Incident Statistics

Zone(s): All Zones | Start Date: 01/01/2023 | End Date: 12/31/2023

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		1106	
FIRE		744	
TOTAL		1850	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
TOTAL			
PRE-INCIDENT VALUE		LOSSES	
\$14,472,500.00		\$1,421,000.00	
CO CHECKS			
424 - Carbon monoxide incident		10	
736 - CO detector activation due to malfunction		6	
746 - Carbon monoxide detector activation, no CO		4	
TOTAL		20	
MUTUAL AID			
Aid Type		Total	
Aid Given		12	
Aid Received		27	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
354		19.14	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
ST1	0:04:43	0:06:41	
AVERAGE FOR ALL CALLS		0:04:59	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
ST1	0:01:13	0:01:31	
AVERAGE FOR ALL CALLS		0:01:17	
AGENCY		AVERAGE TIME ON SCENE (MM:SS)	
Ashtabula Fire Dept.		15:59	

Only Reviewed Incidents included. EMS for Incident counts includes only 300 to 399 Incident Types. All other incident types are counted as FIRE. CO Checks only includes Incident Types: 424, 736 and 734. # Apparatus Transports = # of incidents where apparatus transported. # Patient Transports = All patients transported by EMS. # Patient Contacts = # of PCR contacted by apparatus. This report now returns both NEMSIS 2 & 3 data as appropriate. For overlapping calls that span over multiple days, total per month will not equal Total count for year.



Agency Activity Summary

ACMC: Ashtabula Fire Dept

Agency: ACMC: Ashtabula Fire Dept | Service Date: Last Year

Total Number of ePCRs: 777

Total Number of Incidents: 752

By Branch

02 Ashtabula City = 777

Billing Disposition (ePCR Data Only)

	#	%		#	%
Treated/Transported	538	69.2%	Dead Prior To Arrival	13	1.7%
Treated / Transferred Care	1	0.1%	Dead After Arrival	1	0.1%
Treated/No Transport (AMA)	26	3.3%	Treat/Transported by Private Veh.	N/A	N/A
Treated / No Transport (Per Protocol)	12	1.5%	Assist	17	2.2%
Transported / Refused Care	N/A	N/A	Other	2	0.3%
No Transport / Refused Care	121	15.6%	No Patient Found	37	4.8%
Cancelled	9	1.2%			
<i>Left Blank</i>	N/A	N/A			

Unit Disposition (ePCR Data Only)

Description	#	%
Cancelled Prior to Arrival at Scene	6	0.8%
No Patient Contact	8	1.0%
No Patient Found	37	4.8%
Non-Patient Incident (Not Otherwise Listed)	12	1.5%
Patient Contact Made	714	91.9%
<i>Left Blank</i>	0	0.0%
<i>Total</i>	777	100.0%

Patient Evaluation/Care Disposition (ePCR Data Only)

Description	#	%
Not Applicable	58	7.5%
Patient Evaluated and Care Provided	578	74.4%
Patient Evaluated, No Care Required	15	1.9%
Patient Refused Evaluation/Care	121	15.6%
Patient Support Services Provided	5	0.6%
<i>Left Blank</i>	0	0.0%
<i>Total</i>	777	100.0%

Crew Disposition (ePCR Data Only)

Description	#	%
Back in Service, Care/Support Services Refused	121	15.6%
Back in Service, No Care/Support Services Required	73	9.4%
Initiated and Continued Primary Care	578	74.4%
Provided Care Supporting Primary EMS Crew	5	0.6%
<i>Left Blank</i>	0	0.0%
<i>Total</i>	777	100.0%

Transport Disposition (ePCR Data Only)

Description	#	%
No Transport	154	19.8%
Not Applicable	58	7.5%
Patient Refused Transport	26	3.3%
Transport by This EMS Unit (This Crew Only)	539	69.4%
<i>Left Blank</i>	0	0.0%
<i>Total</i>	777	100.0%

<u>Run Type</u>	#	%		#	%
Emergency Runs	777	100.0%	Non-Emergency Runs	N/A	N/A
Stand By	N/A	N/A	Stand By	N/A	N/A
Mutual Aid	6	0.8%	Mutual Aid	N/A	N/A
Interfacility	N/A	N/A	Interfacility	N/A	N/A
Intercept	N/A	N/A	Intercept	N/A	N/A
Emergency Runs (Scheduled)	N/A	N/A	Non-Emergency Runs (Scheduled)	N/A	N/A
Stand By	N/A	N/A	Stand By	N/A	N/A
Mutual Aid	N/A	N/A	Mutual Aid	N/A	N/A
Interfacility	N/A	N/A	Interfacility	N/A	N/A
Intercept	N/A	N/A	Intercept	N/A	N/A

Emergency Type Left Blank: 0

Runs by Unit (ePCR Data Only)

Unit	Total Runs	Treat/Transp	Treat/Transfer	Treat/No Transp(AMA)	Treat/No Transp(PP)	Transp/Ref_Care	Cancelled	Dead Prior Arr	Dead After Arr	T/T Priv Veh	No Trans/Ref_Care	Assist	Other	No Pat. Found
E-1	3	0	0	0	0	0	0	0	0	0	3	0	0	0
M-1	765	532	1	25	12	0	9	13	1	0	116	17	2	37
M-2	9	6	0	1	0	0	0	0	0	0	2	0	0	0
<i>Total</i>	<i>777</i>	<i>538</i>	<i>1</i>	<i>26</i>	<i>12</i>	<i>0</i>	<i>9</i>	<i>13</i>	<i>1</i>	<i>0</i>	<i>121</i>	<i>17</i>	<i>2</i>	<i>37</i>

Runs by Service Level (ePCR Data Only)

<u>Service Level</u>	#	%	<u>Recommended Service Level</u>	#	%
Dispatched			Recommended		
BLS	N/A	N/A	BLS	472	60.7%
ALS	777	100.0%	ALS1	303	39.0%
SCT	N/A	N/A	ALS2	2	0.3%
			SCT	N/A	N/A
			Rotary Wing	N/A	N/A
			Fixed Wing	N/A	N/A

Runs by Insurance Type with Service Level (ePCR Data Only) (Multiple)

insurance types may have been marked on a run)

Type	BLS	%	ALS1	%	ALS2	%	SCT	%Rotary Wing	%Fixed Wing	%	Total	%
None	472	60.7%	303	39.0%	2	0.3%	N/A	N/A	N/A	N/A	777	100.0%

Runs by Primary PI (ePCR Data Only)

<u>Description</u>	#	%
Abdominal Pain	33	4.2%
Airway Obstruction	1	0.1%
Alcohol Abuse With Intoxication	16	2.1%
Allergic Reaction	4	0.5%
Alt. Level Conscious	6	0.8%
Anxiety	12	1.5%
Asthma Symptoms	1	0.1%
Back Pain (No Trauma)	13	1.7%
Behavioral Disorder	20	2.6%
CVA/Stroke	5	0.6%
Cardiac Arrest	3	0.4%
Cardiac Symptoms	10	1.3%
Chest Pain	38	4.9%
Cough W/Blood	1	0.1%
Dehydration Symp.	3	0.4%
Depression (acute)	2	0.3%
Diabetic Symptoms	16	2.1%
Dizziness	14	1.8%
Dyspnea-SOB	55	7.1%
Elevated Temp/Fever	2	0.3%
Eye Symp.(no trauma)	1	0.1%

Flu Symptoms	3	0.4%
GI -Diarrhea	1	0.1%
Headache (no trauma)	4	0.5%
Hypertension	4	0.5%
Hypothermia	2	0.3%
Medication Reaction	2	0.3%
Migraine	2	0.3%
Monitoring Required	8	1.0%
Nausea	6	0.8%
No Medical Problem	16	2.1%
Nose Bleed	3	0.4%
OB/Gyn	2	0.3%
OB/Gyn (comp.)	1	0.1%
OD - Suspected OPIOID	16	2.1%
OD - Suspected OTHER NARCOTIC	4	0.5%
Obvious Death	10	1.3%
Positioning Required	1	0.1%
Post-Op Complication	3	0.4%
Psychiatric Emerg.	30	3.9%
Seizure	16	2.1%
Sepsis	5	0.6%
Sore Throat	1	0.1%
Suicide Attempt	7	0.9%
Syncope/Fainting	5	0.6%
Trauma Injury	57	7.3%
Unconscious	5	0.6%
Unknown Medical	69	8.9%
Urinary Bleeding	2	0.3%
Urination Problem	1	0.1%
Vomiting	3	0.4%
Vomiting Blood	1	0.1%
Weakness	53	6.8%
<i>Left Blank</i>	178	22.9%
<i>Total</i>	777	100.0%

Runs by Dispatch (EMD) Code

<u>Description</u>	<u>#</u>	<u>%</u>
01 Abdominal Pain / Problems	30	3.9%
02 Allergic Reaction / Envenomations (Sting, Bite)	6	0.8%
03 Animal Bites / Attacks	2	0.3%
04 Assault / Sexual Assault / Stun Gun	10	1.3%
05 Back Pain (Non-Traumatic or Non-Recent Trauma)	14	1.8%
06 Breathing Problems	72	9.3%
09 Cardiac or Respiratory Arrest / Death	6	0.8%
10 Chest Pain or Discomfort (Non-Traumatic)	51	6.6%
12 Convulsions / Seizures	19	2.4%
13 Diabetic Problems	20	2.6%
16 Eye Problems / Injuries	1	0.1%
17 Falls	96	12.4%
18 Headache	5	0.6%
19 Heart Problems / AICD	3	0.4%
20 Heat / Cold Exposure	2	0.3%
21 Hemorrhage / Lacerations	5	0.6%
23 Overdose / Poisoning (Ingestion)	28	3.6%
24 Pregnancy / Childbirth / Miscarriage	4	0.5%
25 Psychiatric / Abnormal Behavior / Suicide Attempt	75	9.7%
26 Sick Person	71	9.1%
27 Stab / Gunshot / Penetrating Trauma	3	0.4%
28 Stroke (CVA) / Transient Ischemic Attack (TIA)	9	1.2%
29 Traffic / Transportation Incidents	49	6.3%
30 Traumatic Injuries	8	1.0%
31 Unconscious / Fainting (Near)	22	2.8%
32 Unknown Problem	166	21.4%
<i>Left Blank</i>	0	0.0%
<i>Total</i>	<i>777</i>	<i>100.0%</i>

Transport From (Category)

	<u>#</u>	<u>%</u>
--Left Blank--	777	100.0%
<i>Total</i>	777	100.0%

Transport From (Facility) (ePCR Data Only)

	<u>#</u>	<u>%</u>
--Left Blank--	777	100.0%
<i>Total</i>	777	100.0%

Transport To (Destination Facility) (ePCR Data Only)

	<u>#</u>	<u>%</u>
Ashtabula County Medical Center	524	67.4%
--Left Blank--	239	30.8%
UH Geneva Medical Center	13	1.7%
UH Conneaut Medical Center	1	0.1%
<i>Total</i>	777	100.0%

Ashtabula Fire Dept.

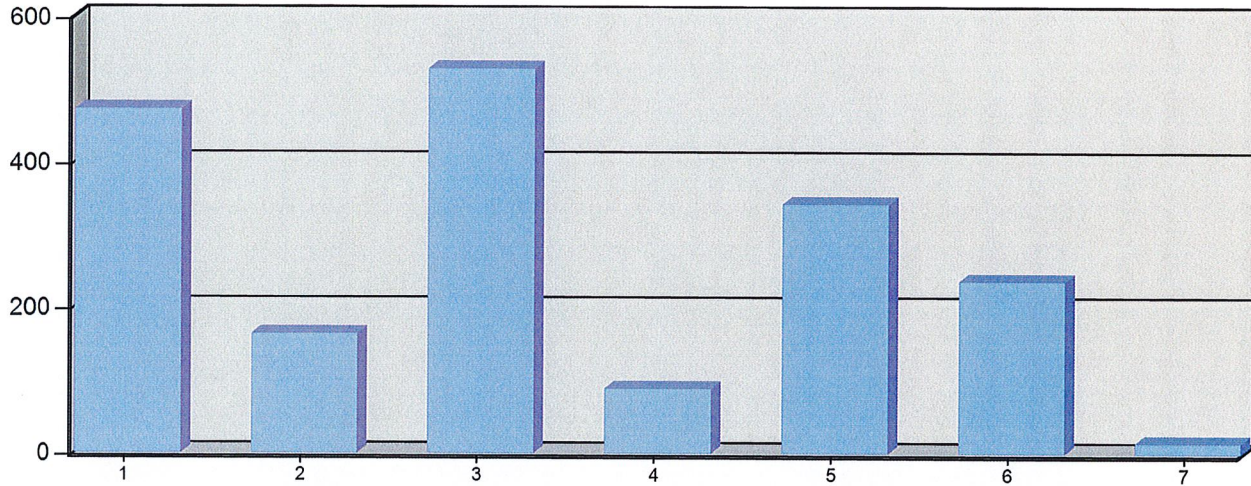
Ashtabula, OH

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Incident Count per Zone for Date Range

Start Date: 01/01/2023 | End Date: 12/31/2023



ZONE	# INCIDENTS
1 - West Harbor	473
2 - East Harbor	164
3 - Central	529
4 - East Side	89
5 - West Side	343
6 - South End	237
7 - Out of district	15

TOTAL: 1850

Zone information is defined on the Basic Info 3 screen of an incident. Only REVIEWED incidents included. Archived Zones cannot be unarchived.



Ashtabula Fire Dept.

Ashtabula, OH

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Average Response Time for Zone for Date Range

Zone: All Zones | Start Date: 01/01/2023 | End Date: 12/31/2023

ZONE TITLE	AVERAGE RESPONSE TIME IN MINUTES (DISPATCH TO ARRIVED)
2 - East Harbor	7.79
1 - West Harbor	6.65
7 - Out of district	6.61
5 - West Side	5.61
4 - East Side	4.57
6 - South End	4.54
3 - Central	3.87

Only REVIEWED incidents included. This report shows the time in decimal format. Excludes "Cancelled" apparatus.





Ashtabula Fire Department

4326 Main Avenue
Ashtabula, OH 44004
(440) 992-7190

Shawn Gruber, Fire Chief

chief@ashtabulafire.com

2023 Collateral Assignments

Fire Marshal: Responsible for all aspects of the Fire Prevention Bureau. These areas include investigation, inspection, plan review and fire safety education. **Chase**

Fire Investigation Unit: Responsible for investigating cause and origin of fires using the scientific method under the direction of the Ashtabula Fire Marshal. **Paul, Moon, Hoplight, Henry**

Fire Inspection Unit: Responsible for scheduling and conducting fire safety inspections within the city under the direction of the Ashtabula Fire Marshal. **Henry, Pildner, Moon, Feralo, Fralic**

Public Education and Juvenile Fire Setters program unit: Responsible for developing, maintaining and producing educational materials and seminars aimed at educating the public as well as working towards the prevention of fires started by juveniles. **Roxberry, Feralo**

Permanent Improvement Officer: Responsible for any major renovation projects within the station. The PI Officer shall oversee the project from start to finish and all aspects of the project will be coordinated through the PI Officer. Also, responsible for overseeing the following areas. **Gianantonio**

Building and Grounds Officer: Manages and coordinates the repair of the department's buildings and facilities. **Sharp**

USAR Region 2 Team Leader: **Burgett**

Supplies Officer: Responsible for the procurement of all station supplies not covered by another collateral position. **Swope**

Management Information Officer: Responsible for the maintenance and use of all data processing and computer equipment owned or operated by the department and for the collection and analysis of data as may be required by the Fire Chief. All web sites and social media shall also be the responsibility of the MIO. **Workman (MIO), Moon, Feralo (Fire reporting), Feralo, Ettinger (Medical reporting), Hoplight (Social Media), Pildner (MIO assistant)**

CAD/Pre-plan Officer: Responsible for gathering and entering pre-plan in a consistent format. The CAD officer shall work with the neighboring departments to ensure that all departments are using the same format to assist in consistency throughout the region as this information is being downloaded into the county CAD system. **Pildner**

Communications Officer: Serves as a liaison with the communications division of other departments and shall be responsible for inventorying and maintaining all two-way radios, pagers, cellular telephones, and associated batteries owned by the department, as well for updating the communications SOG's. **Burgett**

Grant Acquisition Officer: Responsible for gathering all necessary information and submitting grants on behalf of the department. Also, responsible for any necessary record keeping requirements set by the agency awarding the grant. **Moon, Kryz**

EMS Captain: Responsible for overseeing the following areas. **Wilms**

EMS Reporting QA Officer: Responsible for reviewing EMS run reports and forwarding any reports, that require further review in regards to protocol or AFD procedures, to the EMS Captain. **Feralo, J Wilms**

Medical Training/Infection Control Officer: Responsible for providing continuing and advanced EMS educational tracks and all associated records and certificates. Also, responsible for ensuring compliance with all required infection control procedures and training. **Kryz**

Haz-mat Officer: Coordinates all of the haz-mat training required by state and federal agencies and is responsible for tier-two reporting, haz-mat SOG's, and the maintenance of equipment and supplies used to control haz-mat incidents. **Workman, Wilms**

Honor Guard Officer: Responsible for coordinating and assisting with families of retired firefighters that request an honor guard presence at the calling hours and/or funeral service. The Honor Guard Officer is responsible for scheduling members for the honor guard duties. **Roxberry**

SCBA/Breathing Air Officer: Responsible for the maintenance and repair of all compressors, cascades, breathing apparatus, and related equipment. Also responsible for the required testing, record keeping, reports, and related SOG'S. **Page, Burgett, Henry, Feralo**

Training Officer: Responsible for overseeing all areas involving training within the department. **Paul**

Personnel Certifications Officer: Responsible for tracking and verifying all pertinent certifications held by department personnel. The PCO shall work in conjunction with the Training Officer to ensure that the training needs required to maintain the certifications are met. Certifications shall include but not be limited to: EMT-B, EMT-A, EMT-P, FFII, Fire Safety Inspector, Fire Instructor, EMS Instructor, Fire Investigator, ACLS, CPR, Driver's License. **Cannon**

Fire Training Officer: Responsible for researching the needs and setting up appropriate fire training within the department. **Paul** *Fire Instructors: Chase, Wilms, Burgett, Krzys, Moon, Ettinger, Pildner, Roxberry*

Medical Training Officer: Responsible for researching the needs and setting up appropriate medical training within the department. **Kryz** *EMS Instructors: Wilms, Krzys, Ettinger, Pildner*

Special and Tactical Training Officer: Responsible for researching the needs and setting up appropriate not included in Fire or Medical training within the department. **Burgett**

Fleet Manager: Responsible for coordinating all required vehicle maintenance and certifications (tests hose, ladder, pump, etc.) and associated record keeping. Also, responsible for overseeing the following areas.
Discher

Apparatus and Generators: Responsible for ensuring the completion of all maintenance on departmental vehicles and generators. Also, responsible for recommendations to improvements/upgrades of departmental vehicles. **Burgett, Henry**

Hose, ladder and small equipment Officer: Responsible for the testing, inventory, and repair of all fire hose, ground ladders, fire extinguishers, meters and other small equipment owned by the department, excluding communications equipment, protective clothing, SCBA's, and medical equipment. He is responsible for maintaining the applicable SOG's and completing the associated reporting functions. **Sharp, Henry, Tramte**

Fitness Trainer: Certified fitness trainer available to all members of the Department. This trainer shall maintain appropriate certification from a nationally chartered and recognized institution. The trainer shall be available to all AFD personnel on an as needed basis at the members' request. **Chase, Krzys**

Marine Operations Officer: Responsible for overseeing all aspects of Marine Operations within the department. All training and service shall be coordinated through the Marine Operations Officer. All boat (big and small boat) related issues or concerns are to be directed to the Marine Operations Officer.
Gianantonio, Moon, Sharp, Roxberry, Paul, Hoplight, Henry, Ettinger, Feralo, Fralic

Drone Operations Officer: Responsible for overseeing all aspects of Drone Operations within the department. All training and service shall be coordinated through the Drone Operations Officer. All drone (big and small) related issues or concerns are to be directed to the Drone Operations Officer. **Krzys, Feralo, Workman, Cannon, Pildner, Fralic**