

# PIKE TOWNSHIP FIRE DEPT

## 2020 Annual Report



Pike Township Fire Department  
4881 W. 71st Street Indianapolis, IN  
46268 317-347-5860



Trustee Annette M. Johnson  
Fire Chief Chris E. Tragesser

# PIKE TOWNSHIP 2020



Jim Adams  
Firefighter - F

Brandon Alexander  
Firefighter

Jason Algood  
Firefighter

Joe Amis  
Captain - F

Dave Ane  
Firefighter

Bill Airdy  
Firefighter - F

Timothy Ball  
Firefighter

Andrew Bartram  
Firefighter

Ralph Bayless  
Captain - F

Aaron Bell  
Captain - F

Jessie Bell  
Firefighter

Eric Clapp  
Firefighter

Troy Clements  
Lieutenant - F

Brittany Clocunou  
Firefighter

Kerry Crane  
Firefighter

Tyler Crowell  
Firefighter

Brandon Gray  
Firefighter

Michael Debban  
Firefighter

Don Dosh  
Firefighter

Altona Dwyer  
Lieutenant - F

Leo Duncan  
Firefighter

Lloyd Ertter  
Lieutenant

Brian Hoban  
Firefighter

Joseph Hols  
Firefighter

Allen Hill  
Firefighter

Meg Hogwood  
Deputy Chief of Administration

Arnette Johnson  
Pike Twp. Police

Brent Hottel  
Captain

Chris Heath  
Lieutenant - F

Jon Hestgel  
Firefighter

Derek McCandless  
Div. Chief Training & Safety

Michael Goodrich  
Div. Chief of EMS

Jonathan Lampert  
Div. Chief of Fire Prev. & Ins.

Mark Henson  
Firefighter

Jon Michael Hill  
Firefighter

Chris Hooper  
Lieutenant

Casey Kemp  
Fire Investigator

Larry Martin  
Fire Investigator

Tanya Pickett  
Fire Investigator

Dean Johnson  
Firefighter

Matthew Johnson  
Firefighter

Jahua Kampson  
Firefighter

Aaron Cleveland  
IT Manager

Colin Landberg  
IT Support

Tod Parker  
Media Tech / Photo / UAV

Sarah Isler  
Wellness Coordinator

Stephanie Brackett  
Administrative Assistant

Justin Dornier  
Firefighter

Brandon Kieger  
Firefighter

Wilson Kieger  
Lieutenant

Jack Levens  
Firefighter - F

Mike Martin  
Firefighter

Ryan Masten  
Lieutenant - F

Scott Matthews  
Firefighter

Richelle Mauer  
Firefighter - F

Christopher McClemon  
Firefighter

Lorica McCrete  
Firefighter - F

Alan McCrete  
Firefighter - F

Jahua Ramirez  
Captain - F

Mark Rinay  
Firefighter

Alynn Rankin  
Captain

Joel Richard  
Firefighter

Greg Roberts  
Lieutenant - F

Ryan Ross  
Firefighter - F

Donald Rusk  
Firefighter - F

Melinda Rudical  
Firefighter

Larry Russell  
Firefighter

Matthew Salmon  
Firefighter

Daniel Sanchez  
Firefighter

Jahua Ramirez  
Captain - F

Mark Rinay  
Firefighter

Alynn Rankin  
Captain

Joel Richard  
Firefighter

Greg Roberts  
Lieutenant - F

Ryan Ross  
Firefighter - F

Donald Rusk  
Firefighter - F

Melinda Rudical  
Firefighter

Larry Russell  
Firefighter

Matthew Salmon  
Firefighter

Daniel Sanchez  
Firefighter

Kevin Aldridge  
EMT - F

Donna Bodenham  
EMT

Michael Cain-Madigan  
EMT - F

Susan Clampton  
EMT

Chad Davis  
EMT - F

Elye Foster  
EMT

Steven Gahnen  
EMT - F

Dennis Grounds  
EMT - F

Joseph Hiburt  
EMT - F

Kayla Hiburt  
EMT - F

Tommy Mabrey  
EMT - F

Kevin Aldridge  
EMT - F

Donna Bodenham  
EMT

Michael Cain-Madigan  
EMT - F

Susan Clampton  
EMT

Chad Davis  
EMT - F

Elye Foster  
EMT

Steven Gahnen  
EMT - F

Dennis Grounds  
EMT - F

Joseph Hiburt  
EMT - F

Kayla Hiburt  
EMT - F

Tommy Mabrey  
EMT - F

Kathy Ward  
EMT - F

Michael Weingartner  
EMT - F

Emily Weichert  
EMT - F

# FIRE DEPARTMENT 2020



Christopher Berger  
Freightliner  
Dennis Black  
Freightliner  
Don Blackwell  
Lieutenant  
Marcus Boone  
Lieutenant - P  
Jim Boras  
Lieutenant  
Kade Brecher  
Freightliner  
Aaron Brown  
Lieutenant  
Tim Burnell  
Freightliner  
Brad Butler  
Freightliner - P  
Matthew Caldwell  
Freightliner  
Dustin Canfield  
Freightliner  
Dylan Christman  
Freightliner

Kevin Emore  
Lieutenant  
Lee Emmett  
Freightliner - P  
Zachary Fongman  
Freightliner  
Tony Fisher  
Freightliner - P  
Ryan Forney  
Freightliner  
Jeremy Gannon  
Freightliner  
William Garton  
Freightliner  
Larry Garton  
Freightliner - P  
Nathaniel Gest  
Freightliner  
Robert Goodwin  
Lieutenant  
Brent Goodby  
Lieutenant  
Kerry Gross  
Freightliner - P

Chris Trageser  
Fire Chief  
Steve Marshall  
Deputy Chief of Emergency Ops

Dave Hardeck  
Freightliner  
Jeff Harpe  
Freightliner  
Terry Haston  
Freightliner

David Hatter  
Deputy Chief of Support Services  
Craig Vaght  
Lieutenant  
Brian Sauer  
Station Chief  
Jim Campbell  
Station Chief

Ron Hardeck  
Freightliner  
Jim Hanson  
Freightliner - P  
Angela Highland  
Freightliner

Austin Hoover  
Support Services Tech.  
Trevi Jones  
Support Services Tech.  
Michael Stephany  
Support Services Tech.  
Brandon Moss  
Asst. Controller

James Hutton  
Freightliner  
Jon Jos  
Freightliner  
Cory Johnson  
Lieutenant - P



Eris Harrison  
Human Resources Manager  
Biana Town  
Security Assistant  
Samantha Scott  
Community Risk Reduction Specialist  
Teresa Scott  
Payroll / Accounts Payable Manager  
Ember  
Pike Twp. Fire Dog

Joseph Tessey  
Freightliner - P  
Nick Blanton  
Freightliner - P  
Hannah Krichley  
Freightliner

James Michalski  
Freightliner  
Shawn Miller  
Freightliner  
Steven Mills  
Lieutenant - P  
Michael Minichello  
Freightliner  
Van Muhammad  
Freightliner  
Ryan Paltzman  
Freightliner  
Nathan Payne  
Freightliner  
Patrick Pennington  
Freightliner  
Mark Peltz  
Freightliner  
Michael Pettygrove  
Freightliner  
Daniel Pitts  
Lieutenant  
Kenneth Rader  
Freightliner

John Saunders  
Freightliner - P  
Rob Saunders  
Captain  
David Schubert  
Freightliner  
Mindy Shupe  
Freightliner  
David Smith  
Freightliner - P  
Eric Stoggs  
Freightliner  
Steven Stunda  
Freightliner  
Lana Taylor  
Freightliner  
Nathan Taylor  
Freightliner  
Scott Tesley  
Freightliner  
Wendy Utzig  
Freightliner - P  
Jacquelyn Van Vels  
Freightliner - P

Ron Wilka  
Freightliner  
Justin Wilson  
Freightliner  
William Wilson  
Captain - P  
Peter Winslow  
Freightliner  
Jason Wittler  
Freightliner  
Cohen Young  
Freightliner  
Mike Young  
Freightliner

Samuel McShay  
EMI - P  
AC Nytko  
EMI - P  
William O'H  
EMI  
Daniel Pennington  
EMI - P  
Aaron Saterberg  
EMI  
Chelsea Spina  
EMI - P  
Joseph Straley  
EMI - P  
Richard Suniel  
EMI  
Steven Tardiff  
EMI - P  
Kelly Tester  
EMI - P  
Trey Thomas  
EMI - P  
Cory Wall  
EMI - P

Brandon Whitfield  
EMI  
Joseph Willard  
Lieutenant - P  
Aaron Wilson  
EMI

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## A MESSAGE FROM FIRE CHIEF CHRIS TRAGESSE



**I dedicate this entire report to the first two pages** -- the men and women who are directly responsible for providing the high level of service to our citizens throughout a year like *non other!* The dedication of our Firefighters, EMS providers and support staff is what makes this department great. In a year of unprecedented challenges handed to us by COVID-19, we rose above them all. We responded on all emergency runs, maintained efficiency in training, completed a fire academy and supported community service at a very high level.

I couldn't be more proud to lead this outstanding team known as the Pike Township Fire Department. We are committed to providing the best possible response to all emergencies and calls for service. The Department's success is due to the relentless efforts of the dedicated professionals of the Pike Township Fire Department, who consistently risk their lives serving and protecting the citizens of this community.

Recognizing that cancer is a significant issue in the fire service, Pike Township Fire Department devotes time and effort to address ways to improve our practices to combat this disease. In 2021, we will continue to focus on cancer initiatives to lower firefighters' chances for occupational exposure throughout their career, allowing them to enjoy a healthy, active retirement.

Pike Fire has further committed to inclusion efforts throughout the Department. We approached this in two significant areas. In the area of personnel, a new formal recruitment committee was formed to discover additional avenues to promote the fire service. The outcome was an applicant pool that doubled in size and included the most minority applicants ever.

In an effort to be more inclusive in capital spending and resources, Pike Fire reached out to several city agencies, state agencies and trade associations to develop relationships with businesses owned by minorities, women and veterans (XBE) and advertise projects more broadly. The department identified XBE vendors within Pike Township, Marion County and Indiana, as well as tracked XBE vendors already in partnership with Pike Fire.

A special debt of gratitude is owed to Township Trustee Annette Johnson and 2020 Township Board members David Willis, Peggy Simmons, Steve Anderson, Marcia Lomax, and Claudette Peterson for their continual commitment to the safety and welfare of all Pike Township citizens. Also appreciated are the Township Merit Board members Stephen Buschmann, Steve Hendrixson, Natrina DeBow, Nancy Poore and Russell Sipes. Their leadership and support of Pike Township Fire Department's goals and objectives has created an environment, which assures the provision of optimum fire and life safety services throughout this community.

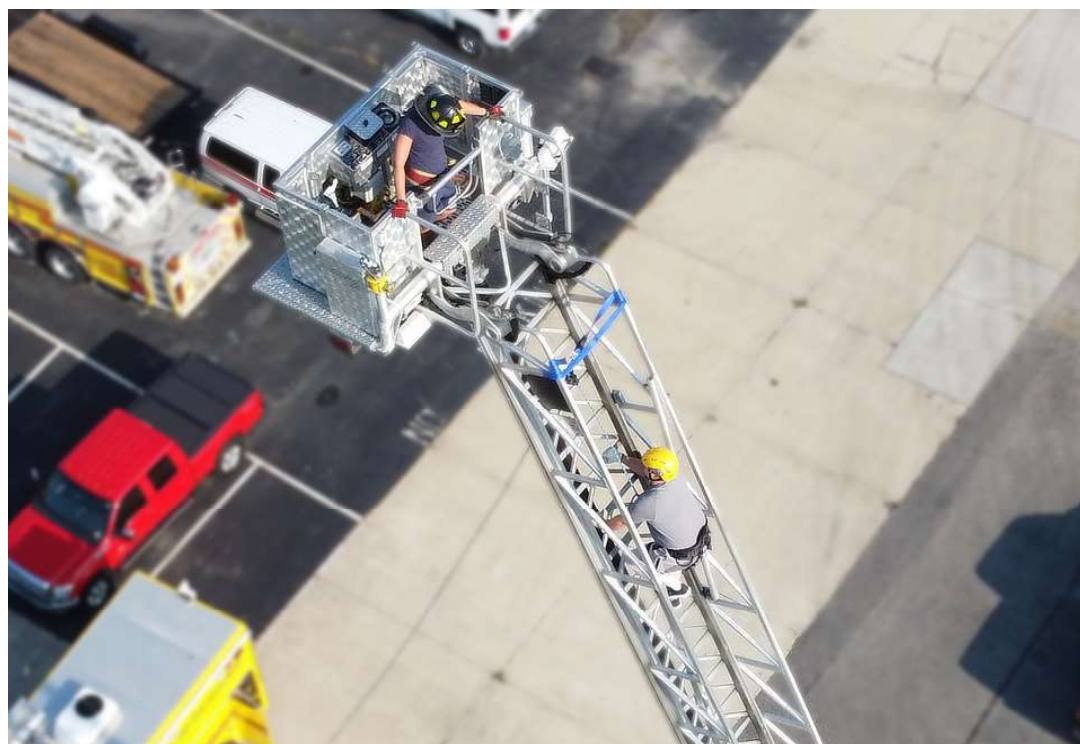
Sincerely,

A handwritten signature in black ink, appearing to read "Chris E. Tragesser". The signature is stylized and cursive.

Chris E. Tragesser

# PIKE FIRE 2020 ANNUAL REPORT

INTRODUCTION .....	1
ADMINISTRATIVE SERVICES BRANCH .....	3
OPERATIONS BRANCH .....	16
TRAINING AND INCIDENT SAFETY DIVISION.....	26
SUPPORT SERVICES DIVISION .....	32
EMERGENCY MEDICAL SERVICES DIVISION .....	36
PREVENTION SERVICES DIVISION.....	49
COMMUNITY OUTREACH.....	57



# INTRODUCTION

## Core Values

Core Values are the characteristics by which a fire department and its members want to describe themselves – the ideals they uphold as a group. The Core Values of Pike Township Fire Department represent a baseline of moral behavior expected of all members. They are not merely lofty goals to aspire to, but rather standards of behavior that must be adhered to on a daily basis. The Pike Township Fire Department describes its Core Values in this way:

**P**rofessionalism: Ethically and competently providing the highest quality customer service achievable.

**I**ntegrity: Honesty and truthfulness in what is said and done, putting honesty, sense of duty, and sound moral principles, above all else.

**K**inetic Leadership: Actively influencing people to willingly strive toward shared objectives.

**E**nthusiasm: Demonstrating sincere interest in the performance of one's duties.

## Vision Statement

To foster an environment of pride, tradition and service through belief in and application of our core values by every member of the department.

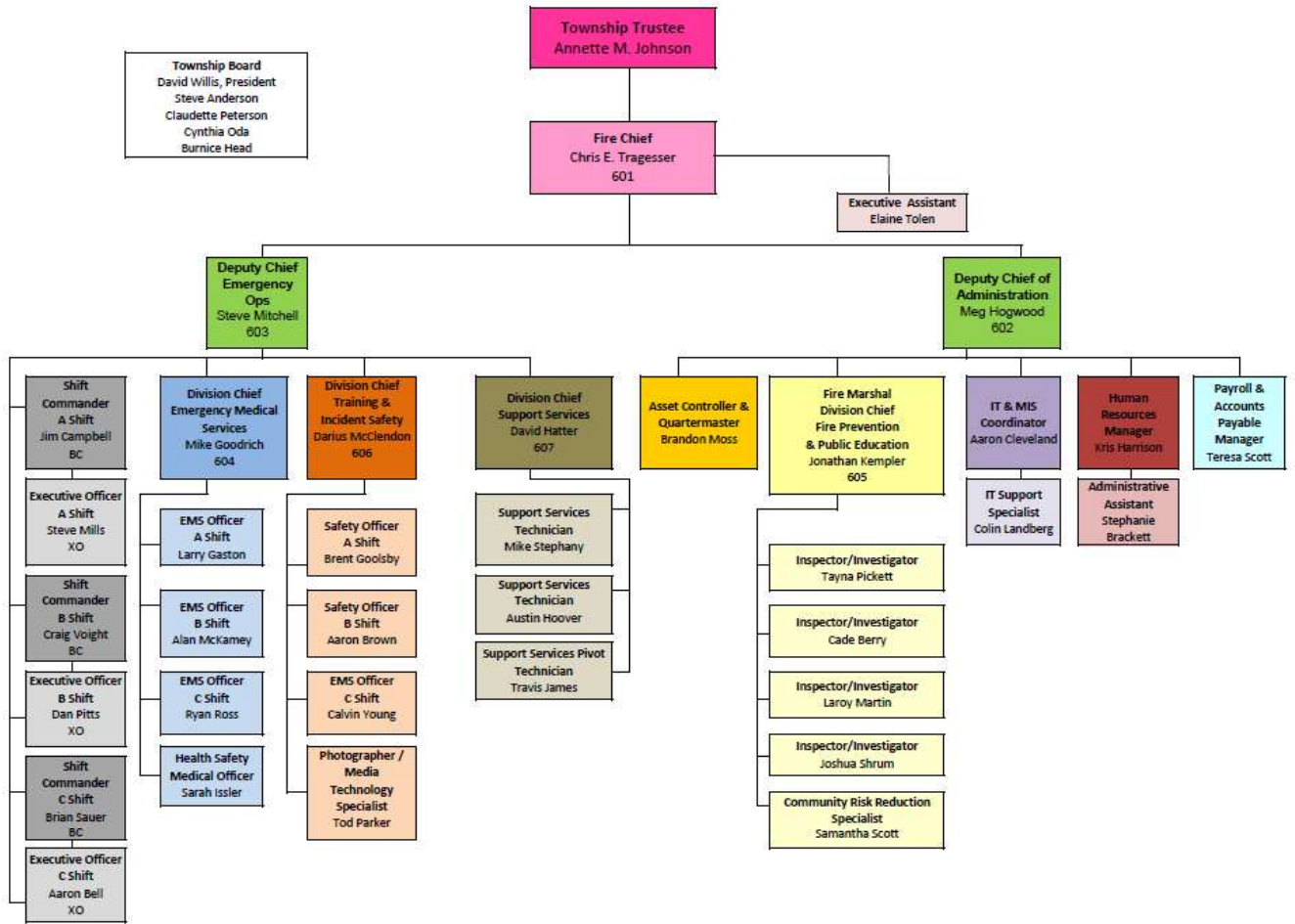
## Mission Statement

To safeguard our community through services designed to protect life and property from the perilous effects of dangerous conditions.



# Pike Township Fire Department Organizational Chart

(as of 1/20/21)



# ADMINISTRATIVE SERVICES BRANCH



*Deputy Chief  
Meg Hogwood*

The primary focus of the Deputy Chief of Administrative Services is the financial health of the Pike Township Fire Department. This position is responsible for developing and presenting the annual budget to the Trustee, through collaboration with the Fire Chief and the Deputy Chief of Operations.

In 2020, the Administrative Services Branch as a whole, shifted focus toward two main goals for Pike Fire Department members:

- Health and fitness
- Retirement readiness

Health and fitness will continue to remain a priority in 2021, while we continue to focus on retirement readiness through additional services and seminars for personnel.

## Finances

One of Administrative Services' main priorities is ensuring the Fire Department operates within the allotted budget as set by the Pike Township Advisory Board and approved by the State Board of Accounts (SBOA). When setting the budget, the largest expense to the department is personnel salaries and group insurance costs. While salaries are set through a collective bargaining agreement, there are items which can be controlled to assist in maintaining a balanced budget throughout the year. The two primary categories that impact the personnel budget line are:

- Group insurance
- Employee overtime

Employee overtime is necessary to ensure adequate staffing of apparatus in conjunction with NFPA 1710 standards for career departments. When comparing the expenditure of overtime from 2019 to 2020, consideration must be given to the COVID-19 pandemic and the need for firefighters to be off duty for several days in order to meet CDC isolation guidelines. This resulted in an unexpected and unbudgeted increase in overtime expenditure.

In 2019, the department started the year with 127 merit firefighters and 30 civilian EMS personnel. Overtime expended was approximately \$1,261,000, primarily in the first three quarters of the year, until the recruit academy graduated and new probationary firefighters were added to total operations personnel, ending the year fully staffed with 134 merit firefighters.

Pike Fire ended 2020 with 137 merit personnel, and will enter 2021 fully staffed on paper. However, this does not account for four firefighter retirements in the first four months of 2021. Additionally, several firefighters and EMS personnel are on limited duty or medical leave, creating the need to backfill those positions with overtime personnel.

Overtime expenditure in 2020 was nearly \$1,239,000, accounting for approximately 9% of the overall budget dedicated to base salary and wages. While long-term sick leave accounted for some of this unexpected overtime expenditure, the majority of this was due to quarantined and isolated firefighters and EMS personnel who contracted COVID-19 and were not able to work. Even with full staffing,





overtime expenditures held steady as compared to the previous two years, accounting for approximately 10% of the base salary line.

The goal is to maintain adequate staffing, while containing overtime costs. In 2021, Pike’s annual recruit academy begins in the first quarter of the year, allowing us to continue with a full staff roster despite the knowledge of four firefighters retiring.

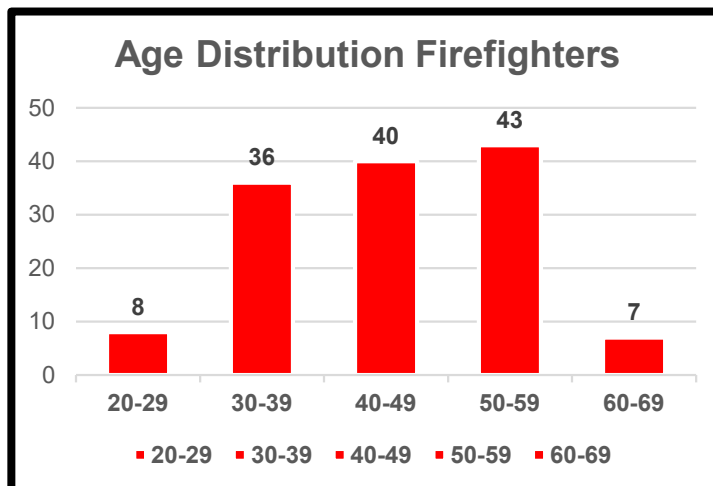
Sick time also plays a significant role in the addition of both firefighter and EMS overtime. In 2020, the use of excessive sick time due to COVID-19 created a significant upward trend in hours utilized that we hope to see decline in 2021. In 2019, 41 firefighters utilized over 100 hours of sick time. In 2018, 44 firefighters utilized over 100 hours of sick time. The sick policy was rewritten to assist with lessening the abuse of excessive sick time; however, COVID-19 did not allow this new policy to be successfully implemented in 2020. The policy is being implemented in 2021 and will be closely monitored for success. Additionally, further steps will be taken in 2021 to help control sick time occurrences in both the firefighting and civilian EMS rosters.

The second category in which we can affect savings is group health insurance. Again, some of this cost is driven directly by the collective bargaining agreement between the Firefighters L416 and the Township. A way to maximize benefits and contain costs is to periodically re-evaluate the insurance provided to employees, to see if more affordable options exist. In 2018, the department spent approximately \$3 million on insurance for its firefighters, EMS personnel, civilian employees, and retirees on the plan. In 2019 that cost rose to approximately \$4 million. In 2020, insurance costs ballooned to nearly \$5.3 million.

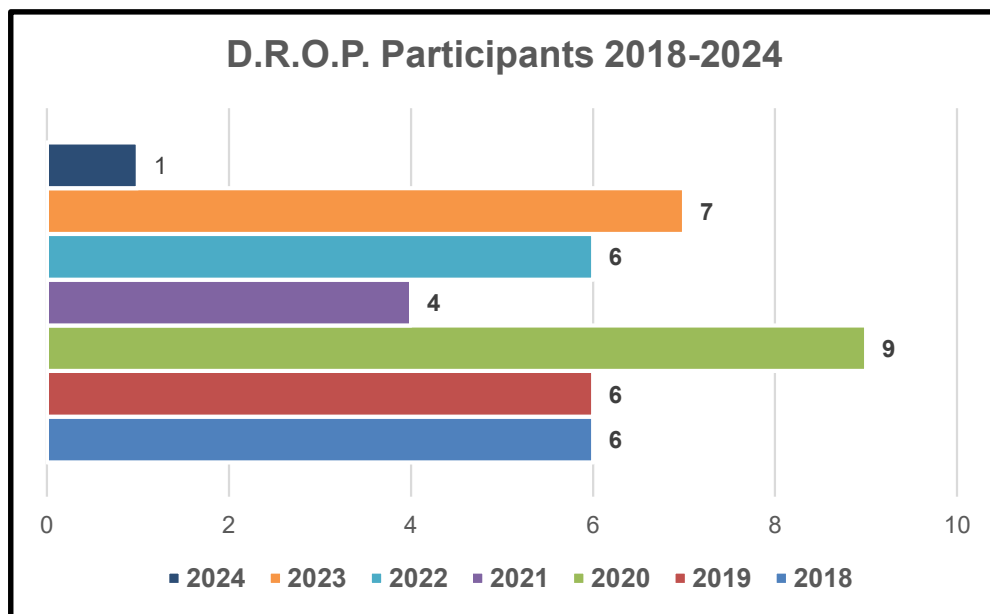
Administrative Services, in conjunction with both the Township Trustee and the Fire Chief, were able to examine different insurance costs during the past year. By exploring options and allowing a new broker to propose changes to our 2020 plan, the Township was able to hold projected insurance costs steady for 2021, resulting in a potential projected savings of nearly \$1 million.

## Hiring - Fire

Currently, Pike Township Fire Department has 137 merit firefighters on payroll. The median age for Pike Township firefighters is 45 years old. For a firefighter to be fully vested in their pension and eligible to draw retirement, they must reach 52 years of age and have 20 years of service in the State Public Employee Pension Fund (PERF). Firefighters must be 21 years of age to be hired by Pike Township and by State law are prohibited from working past the age of 70. The chart below illustrates the likely impact retirements will have on Pike Fire and the need for preparedness including planning for recruit academies yearly for the next several years.



The Deferred Retirement Option Plan (DROP) is a way for firefighters to prepare for retirement, while giving Administrative Services an idea of the number of personnel that will need to be replaced in a given year. While DROP participants are able to exit the program, there are financial incentives that are typically strong enough to deter this from happening, therefore allowing relatively accurate exit planning. The DROP allows for 13 months to 3 years' participation which, in turn, allows administration to project numbers into 2024. Firefighter replacement requires extensive planning, and the time to hire and train a firefighter from the eligibility list takes up to 9 months. The DROP attempts to address this potential gap in employment by providing predictive capabilities. The following graph illustrates firefighter retirement from 2018 through 2024.



### Hiring - EMS

Pike Township Fire Department budgets for 30 civilian Emergency Medical Services (EMS) personnel who are responsible for staffing 4 transporting medic units. As of January 1, 2021, 30 positions are filled. As noted in the graph below, 21 employees (70%) are over the age of 30, and 13 (43%) are over the age of 40.

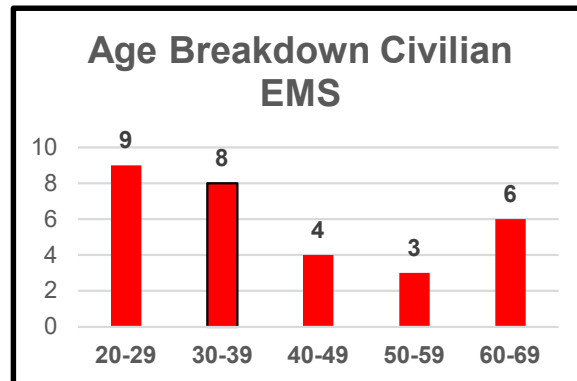
This is significant because turnover in the EMS sector, whether public or private, sits at an average national rate of 20% to 30%. Further, an additional 10% to 15% of staff leaves for retirement (Vincent D. Robbins, 2018). In 2020, 6 EMS personnel terminated employment for other job opportunities (20%) and no EMS employees left due to retirement. Based on the current age of our EMS personnel, and utilizing predictive factors available through several key studies, Pike Fire could expect a potential turnover of closer to 40% in the coming year(s).

While Pike Fire provides one of the most competitive wages in the state for EMS personnel, studies note that pay rates are not necessarily attributable to lower turnover in public sector EMS. Specifically, implementation of organizational interventions, including attention to safety, programs allowing for career growth and development, scheduling, and increased employee involvement are areas that tend to lessen employee turnover *Id.*

In 2020, EMS personnel were offered opportunities to advance their career path through the attendance of a Paramedic program, sponsored by Pike Fire. Several EMS personnel expressed interest in the



program and one EMT did begin the program but resigned for personal reasons. Pike Fire will continue to offer opportunities for advancement in an attempt to attract long-term EMS personnel to the department.



Vincent D. Robbins, F. F. (2018, November 20). *Recruitment and Retention: A Perennial Problem in EMS*. Retrieved from jems.com: [www.jems.com/2018/11/20/recruitment-and-retention-a-perennial-problem-in-ems/](http://www.jems.com/2018/11/20/recruitment-and-retention-a-perennial-problem-in-ems/)

### Retirement Readiness

Currently, Pike Township offers employees three options for additional retirement savings. Hoosier Start and Nationwide are Deferred Compensation 457 options, and Nationwide also offers an IRA option. These are available to all employees in the Township and contributions can be managed through a convenient payroll deduction option. Pike Township also offers a Post-Employment Health Plan (PEHP) to firefighters. This plan, made possible through the collective bargaining agreement, allows merit firefighters to divert unused vacation days into a separate account that, upon retirement, can be used to help with medical expenses, including the payment of insurance premiums.

In 2019, firefighters were able to reserve and contribute up to 2 vacation days (48 hours) to their PEHP account. This contribution is paid at the firefighter’s hourly rate as broken down from their base salary by the payroll administrator. This money is deposited by the Township directly into the firefighter’s PEHP account, held through Nationwide Retirement Services. Firefighters can choose investment elections for this money, just as if it were a deferred compensation account.

In 2019, 55 firefighters elected to divert at least 1 vacation day into their PEHP account. This is only 41% of those available to contribute time. 2020 saw an increase in the availability of banked days, moving up to 4 days (96 hours.) This increase was due to the collective bargaining agreement in place. Again in 2020, only 55 firefighters participated in the PEHP option, representing 43% of firefighters eligible to contribute.

Probationary firefighters are not represented in this number because they do not earn vacation time until after 1 year on the job. Currently, the number of personnel contributing at least 1 day to PEHP for 2021 is only 53, representing only 39% of eligible personnel.

Deferred compensation savings is available to all employees of Pike Township. In 2019, 60% of eligible employees contributed a total of nearly \$582,000 to either Hoosier Start, Nationwide 457, or Nationwide IRA. In 2020, over 70% of eligible fire department employees contributed approximately \$681,000, an increase of more than 15%. Nearly 82% of merit firefighters contributed to one of these plans, an increase of 7% from 2019; while 40% of civilian EMS personnel contributed to any plan, an increase of 10% from 2019.



10 administrative civilian personnel (53%) also contributed to one of the above plans in 2020. While merit firefighters have the benefit of a robust pension plan, civilian pension employees, including EMS personnel do not receive the same level of benefits, and retirement readiness should be multi-faceted and include options such as contribution to a savings plan. The goal of increased participation in an optional retirement savings plan for civilian personnel was achieved in 2020. An additional opportunity to increase civilian employee participation into such plans could include matching contributions from the Township, as well as information sessions and retirement planning seminars, that help explain their retirement benefits and the need to secure additional retirement funding based upon their desired retirement lifestyle.

A final offering through Pike Township is a supplemental pay policy through either AFLAC or Police and Firemen's Insurance Association (PFIA). Participation in any one of the variety of offered options helps to enhance security in retirement should it need to be taken early due to catastrophic illness or injury. In 2019, only 13% of merit firefighters carried accident policy coverage, and only 2% had short term disability coverage. This low number is attributed partially to the firefighters' collective bargaining agreement that aids in job protection due to off duty injury or illness, and firefighters' pension benefits that offer some disability protection should a catastrophic illness or off duty injury occur and force the firefighter off the job. An information campaign was held in the early months of 2020 and voluntary coverage increased for firefighters to 55 personnel having coverage (or 40%).

Civilian EMS personnel participation in a supplemental pay policy is even lower, with only 1 member having accident coverage, and no members having short term disability coverage in 2019. In 2020, that number increased to 5 EMS personnel having voluntary coverage. State civilian pension does not offer a disability option for early retirement needs. In 2020, the Department set a goal of providing short term disability to all civilian employees as a benefit. This goal was accomplished and as of January 1, 2021, all civilian employees -- including both administrative and EMS personnel -- are covered by a 12-week short term disability policy provided by the Township.

## 2021 Goals

The overall direction of the Administrative Services Branch in 2021 is to continue to prepare for high-volume firefighter turnover due to retirements, while addressing the likely budget impact from COVID-19. Additionally, slowing EMS turnover rate will remain a priority.

Firefighter retirements are driven by pension base, as well as the ability to afford quality health insurance. Fitness and overall health improvement of active duty firefighters will ensure their ability to enjoy a quality retirement. Accordingly, Administrative Services will be focusing on innovative opportunities for the funding of Retiree Health Insurance, as well as continuing to support the health and fitness level of the current firefighters with an aim toward a successful retirement. In conjunction with human resources, Administrative Services will offer retirement readiness seminars focused on the importance of contributions to the Post Employment Health Plan and the 457 Deferred Compensation plan.

Additionally, retirement insurance funding opportunities for civilian employees will be explored. In order to ensure adequate staffing for upcoming retirements, a hiring process will be held in 2021. Planning will continue for hiring in 2022 to offset known retirements within provided budget constraints due to the COVID-19 impact on funding.



To address EMS turnover and increase EMS personnel job satisfaction, Administrative Services will work in conjunction with Operations Branch and EMS Division to develop proposals to increase investment in career growth and educational opportunities.

### **Administrative Services Staff**

The Administrative Services Branch encompasses all administrative functions for Pike Township Fire Department and includes the following positions:

- Health, Wellness, and Safety Coordinator
- Community Risk Reduction Specialist
- Information Technology
- Human Resources
- Payroll/Accounts Payable Management
- Budgeting and Finance

### **2020 Overview**

2020 started off strong with a focus on improving financial wellness of current members of the Township and strengthening services through consolidation of positions and hiring needed personnel to improve operational efficiency. However, the emergence of COVID-19 and resulting worldwide impact of the pandemic quickly changed the focus to firefighter safety, policy creation and implementation for safe and efficient operations, including IT support and infrastructure enabling a rapid transition to a remote working environment. Responding to these immediate needs placed 2020 administrative plans on hold.

Even in the throes of a pandemic, Pike Fire continued to focus on community risk reduction, crafting and sharing messages encouraging mask wearing and social distancing. Packets for at-home use were created and distributed to schools to send students who were learning virtually.

Pike Fire hired two administrative assistants to replace those who separated from the organization. One of those positions is Executive Assistant to the Fire Chief and the Deputy Chief of Operations, filled by Elaine Tolen. The other position is front desk receptionist and Administrative Assistant to the Division Chiefs of Fire Prevention, Training and EMS, filled by Stephanie Brackett.

Tod Parker was hired as full-time Media Technology Specialist. Experienced in photography, graphic design and media technology, he had formerly provided contract services to Pike Fire and other local fire departments. In addition to documenting the many activities within the department and assisting with projects, Tod's innovative work will provide positive PR for Pike Fire and Pike Township in social media.

In 2020, some job descriptions changed to accommodate internal process shifts. One of those changes was the transition of Teresa Scott from Payroll Administrator and Executive Assistant to the Fire Chief to the position of Accounts Payable and Payroll Manager. Teresa has worked diligently to organize and streamline our invoice payment processes. She researched and presented a proposal for updated accounting software to assist with budget and finance operations for the fire department and has established several successful processes to ensure accurate receipt, tracking, and payment of all invoices.

The following reports highlight the specific areas of the Administrative Services Branch as outlined above.



## Health, Wellness, Safety Coordinator



*Sarah Issler*

The Health, Wellness, & Safety Coordinator (HWSC) position is filled by Sarah Issler. Sarah has a Master's Degree in Occupational Health Nursing, and has been with Pike Township for several years. The HWSC position is responsible for administering overall department wellness, fitness, and safety compliance through the following programs:

- PTFD's annual Work Performance Evaluations, Physical Fitness Program and Medical/Physical Evaluation Program
- PTFD's Occupational Safety and Health Program including compliance with Indiana Law, National Fire Protection Association Standards and other generally recognized industry standards that may have an impact on employee health and safety needs.
- PTFD's Hazardous Chemical, Blood borne Pathogen, Exposure Control and Employee Hearing Conservation Program. These programs require close coordination with EMS, Training, and Support Services Division Chiefs.
- Organizing and overseeing health-related events for all members on the Pike Township insurance plan, including blood draws, nutrition and health coaching, diabetes programming, and tobacco cessation coaching.

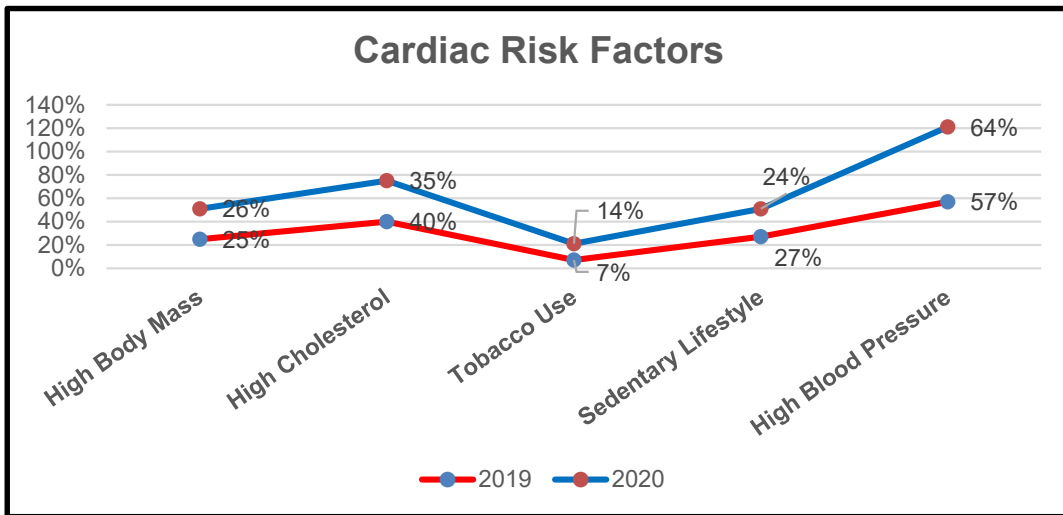
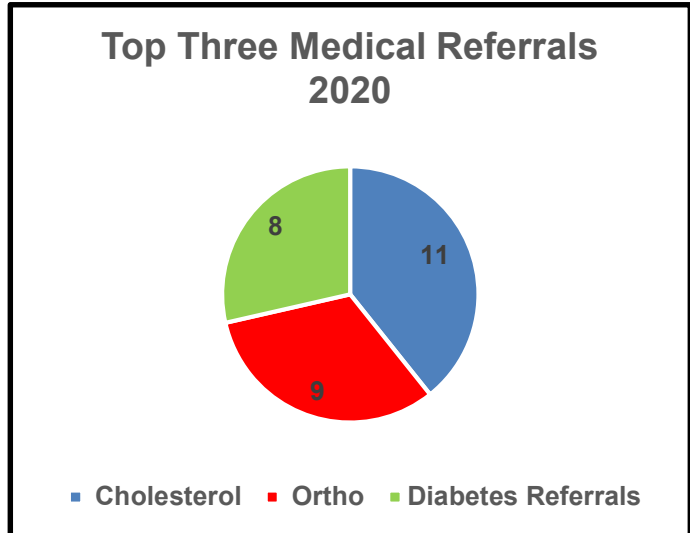
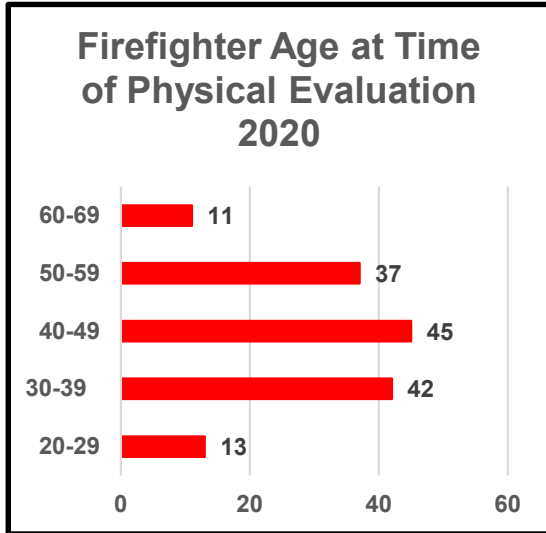
### 2020 Highlight of Significant Tasks Completed

- **Case management of COVID-positive or symptomatic personnel** to include contact tracing and notification, scheduling of testing, assessments, and ongoing evaluations.
- **Hosted and facilitated four blood draw events** with eHealth Screenings (March, June (2), August) for adult spouses and dependents.
- **Scheduled 2020 physicals**, blood draws, chest x-rays with Safety Public Safety Medical.
- **Coordinated 2020 flu vaccinations** with Pike Medical.
- **Developed a new Physical Fitness Evaluation** through committee participation and input.
- **Completed 2020 Physical Fitness Evaluations**(PFE).
- **Organized and assisted with facilitation** of the 2020 firefighter hiring process.
- **Purchased physical fitness equipment.**
- **Managed the peer fitness trainers.**
- **Participated on the safety committee.**
- **Completed 105 wellness coaching appointments** to include: health coaching, tobacco education, and diabetes education.
- **Led recruit school physical fitness** from April to August.
- **Scheduled peer fitness trainers** to facilitate recruit school physical fitness.



## Annual Department Physical Evaluations

In 2020, 148 personnel were evaluated in accordance with NFPA 1582 standards on comprehensive occupational medical programs for firefighters. The following data is a breakdown of age of the department, top medical referrals, VO2 maximum scores used in evaluation of firefighter cardiovascular fitness and health, and cardiac risk factor analysis.



These trends reflect both the firefighting and civilian population in Pike Township. These trends are being closely monitored and additional incentive plans are being considered for 2021 in order to drive healthier trends forward.



## Community Risk Reduction



**Samantha  
Scott**

The Community Risk Reduction division of the Pike Township Fire Department is dedicated to providing citizens with the education and resources to aid in the reduction of injuries and deaths associated to fires and unsafe behaviors. In order to provide the best public safety education, CRR is involved in the Pike community to the fullest extent possible. PTFD spreads the word on reducing fires and other emergencies in a wide variety of ways including social media, station tours, visiting schools, nursing homes, and other local events. We pride ourselves on being able to help spread safety messages and enjoy participating in events for our community.

### Education

In 2020, a priority of the Community Risk Reduction program was to get back into the public school system to provide critical life safety messages to young children. Despite the emergence of COVID-19 and the resulting shutdowns, the following progress was made toward this goal:

- **Visited schools** in person (until March due to COVID-19).
- **Gave packets to elementary and preschool teachers** to use in teaching lessons remotely. They received additional supplemental materials throughout the year, both to assist with remote learning, as well as to send home to students.
- **Taught a cooking safety class** to community members at Fay Biccard Glick Community Center. When COVID-19 prevented in-person demonstrations, provided virtual information for Zoom cooking classes.
- In February and March, firefighters, in conjunction with Community Risk Reduction, **attended freshman career classes** at the Pike Freshman Center.

### Smoke alarms

- **23 smoke alarms were installed or handed out.** Community Risk Reduction and Fire Prevention go into homes and install smoke alarms while providing fire safety information.
  - In 2019, CRR installed 27 smoke alarms while providing home fire safety information. Despite COVID-19, the need for smoke detector installation and education remained and was provided by Community Risk Reduction.

- **Ordered Fire Stop stove top fire extinguishers** for distribution in high-risk locations throughout Pike Township.

### Fire drills

- **Assisted Fire Prevention in multiple fire drills** at sites such as the Pyramids and Intech Plaza.

### Car seat program

- **Installed 23 car seats** in 2020, compared to 20 installations in 2019.





## Community involvement

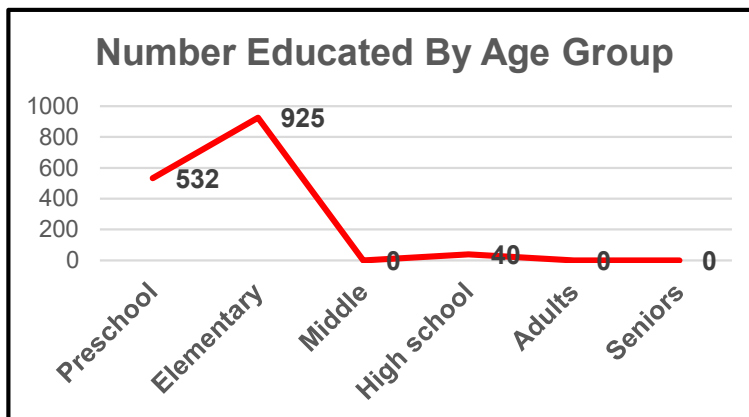
- **Distributed cooking safety flyers** to apartment complexes in Pike Township for distribution to residents.
- **Participated in community events** that practiced safe social distancing such as IMPD Night Out and Youth Night at The Salvation Army Eagle Creek.
- **Partnered with Chartwells to include safety handouts** in weekly meal distribution for Pike Township Schools.
- **Distributed Fire Prevention Week materials** to schools, daycare and before and after school programs.
- Increased our presence on Pike Fire social media (e.g. Facebook, Twitter, Instagram and Nextdoor).

## Project lifesaver

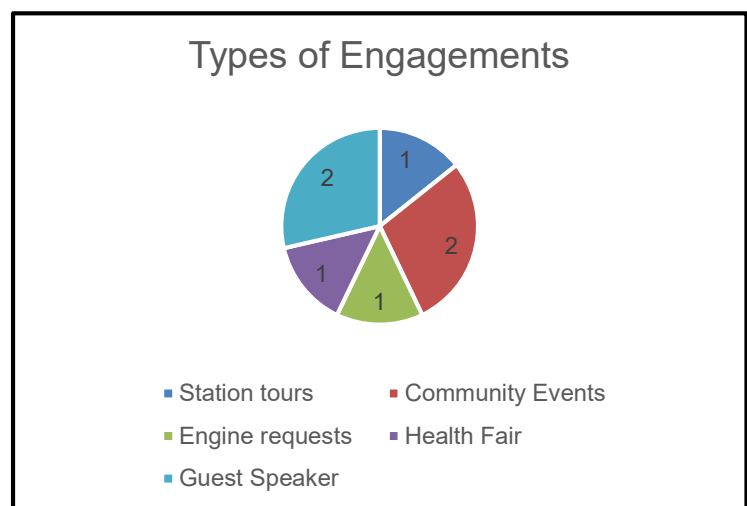
- **This program provides armbands with embedded transmitters** to help reduce the risk of harm to those with cognitive disabilities who may wander.
- **13 clients are on the Pike Project Lifesaver roster**, up from 8 clients in 2019.

## 2021 Goals

- Be able to **visit schools in person**.
- **Start distribution** for Fire Stop Stove Top Extinguishers.
- **Expanding our reach in the community**, such as creating more partnerships with local community centers, nursing homes and apartment complexes.
- **Restart partnership with the Fay Biccard Glick Community Center**. I will be teaching cooking safety for their DEAL class as well as senior safety for their Recycled Teenagers group.



The decreased number of those educated by age is a direct correlation with COVID-19 and the inability to reach certain segments of the population easily. For example, reaching seniors living in assisted living settings through media platforms such as Zoom is difficult based on factors including lack of access and limited technological knowledge.



## Information Technology

“The Year of Snow Days”



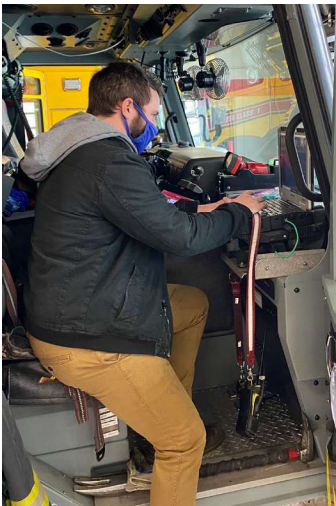
**Aaron  
Cleveland**

IT began 2020 with a plan to improve response times and update our environments to be prepared for almost any disaster that would strike our Township. We acquired hardware for our server room that provided more storage, allowing us to develop backups that would provide four different points of data restoration, which is one step above the recommendation.

We feel very confident that our data is protected. The strength of our systems and protocols was tested by the pandemic, which significantly impacted our department, the Township and the entire IT world. We were in a state of protecting employees and minimizing contact between the Administration and Firefighter sides. We implemented a successful remote assistance policy. We also worked with all employees from the Administration side, as well as the Trustee and Small Claims, to allow them to work as remote as they wished to be. This was a great test of our Business Continuity Plan. In the event of future threats, we now are very confident that working remote for an extended period of time is a practical concept for our Township. Our network is well designed and our team is well educated on how to be connected at all times.

### Significant Projects Completed in 2020

- **Added an expansion to our network storage** due to the excessive data growth over the last two years. An additional upgrade to the network was the completion of **an outdoor wireless project** that allows the entire Headquarters campus to be connected to Wi-Fi from inside of any building or anywhere in the parking lot. Connectivity across the entire Headquarters campus was necessary to allow proper administration of physical evaluations and for the facilitation of training purposes. There are other benefits, but these were the immediate concerns.



- **Installed Cradlepoint Rugged Modems in all apparatus.** Over the years, there have been hiccups with the apparatus and their internet connections. The new modems drastically reduced the number of outages the apparatus experienced on the MDTs during runs. Prior to the new modems, connectivity loss was experienced at least once a week. After the installation, connectivity loss was not even once a month.
- **Installed New Smart KeySecures in all apparatus.** These devices allow firefighters to access any building through the apparatus KnoxBox systems. These new smart boxes provide access to buildings within and on the edges of the Township with a key fob, as opposed to a key. Fire Prevention is working with Pike Township businesses to fit all buildings with this new technology. This system helps prevent lost keys and creates a much more secure environment overall for Pike Fire, as well as for the citizens and businesses of Pike Township.
- **Completion of standardization of Door Locks at all stations.** This was a significant project that now allows us to remotely update all door locks and make certain that staff are being removed and updated as necessary. We no longer have issues with door security lagging behind due to manual updates.

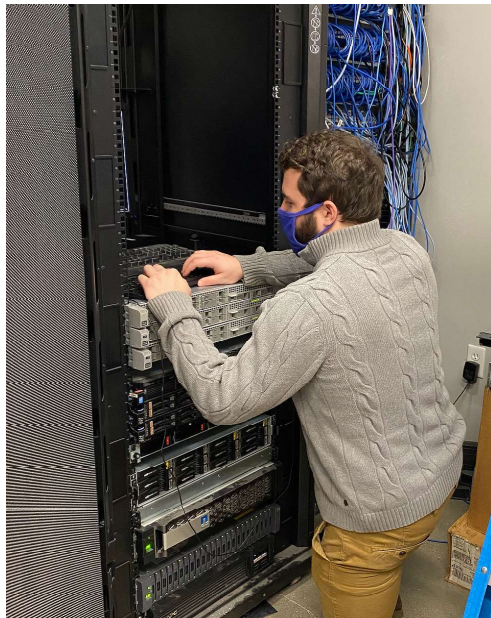


- **Assisted in the acquisition of a Matterport 3D Camera** for Fire Prevention. This is a great device that will allow Fire Prevention to create incredibly detailed reports which can be stored in the Cloud. This allows them to maintain high-definition imagery of all floor plans that they inspect for increased accuracy in reporting.
- **Assisted the EMS Division in updating the narcotics tracking system**, by switching from MedVaults to NarcBox. This product allows us to access and update individuals remotely and to allow all narcotics to easily be monitored secured from anywhere at any time. This is a significant improvement over the MedVaults due to in-depth narcotics reporting that is now available anywhere at the click of a button.
- **Developed a stand-alone PFE software**, with the assistance of the Physical Fitness Committee and Health, Wellness and Safety Coordinator. This web-based system allows our team to have access anywhere on station to quickly enter data and display instant results. This is a much friendlier process than the previous scoring software. Further improvements to the program will be made in the first quarter of 2021.

### Ticket Resolution

In 2020, IT resolved 727 tickets\* in the Operative IQ IT support system. This was a significant increase from 2019, but that was to be expected due to IT spending a large chunk of time working remotely. Typically, personnel stop by our office to report issues, in addition to using the ticketing system. However, this was a good transition that is helping to ensure documentation of any and all IT issues in our system which allows us to track and identify trends with equipment issues or failures.

*\*This number encompasses Fire Department-generated support requests only. A significant number of support requests from the Trustee’s office and Courts were received through standard email communications as Operative IQ is exclusively a Fire Department software system.*



### Cost Control Measures

In 2020, we were able to reduce the contract cost of Third Party IT Support with Network Solutions, Incorporated (NSI). NSI reduced their yearly support fee by more than \$10,000, and they have agreed to reduce it another \$10,000 in 2021, based on discussions with our Account Manager about necessary needs.

Additionally, we reduced the excessive amount of cable boxes that were at each station. Working with the Chief officers, we set parameters for the number of allowable boxes per station, which resulted in reducing the number of boxes from 84 to 27. The fee for each box was at least \$5 a month, resulting in a cost savings of over \$3,000 to the Township.

## Continuing Education and Certifications

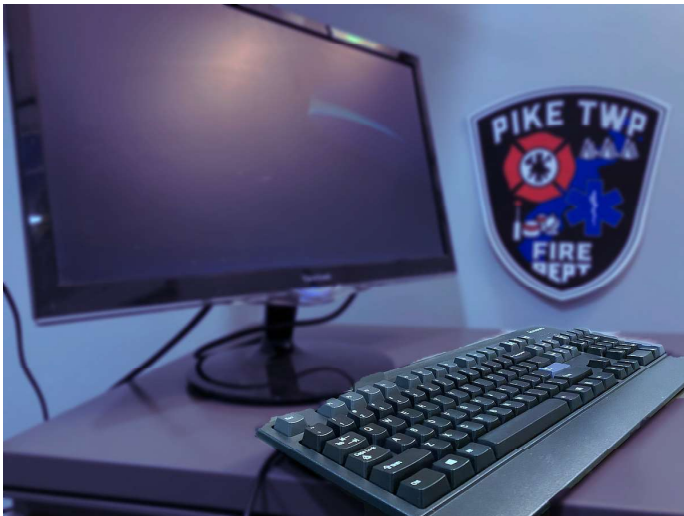
The Pike Fire IT Staff achieved several new IT certifications in 2020:

- Colin Landberg achieved his **VMWare Certified Professional** certification. This is a difficult certification that qualifies him to manage our server environment.
- Aaron Cleveland received certifications as a **Certified Scrum Master** and **ITIL Foundation Member**. Both of these certifications allow him to be a more effective manager and help him improve and refine his process creation and implementations.

The IT staff plans to continue to pursue certifications every year to improve their skillset and stay current on market trends and strategies.

## 2021 Goals

- **Improve Mobile Device Management** as we have outgrown our current provider
- **Explore reducing costs associated with the Wide Area Network** that connects all of our stations
- Update **Business Continuity and Disaster Recovery Plans**
- Update **IT Usage Policies and Procedures**
- **Update PFE Software** to handle new recruits
- **Evaluate Migrating Telestaff to the Cloud**. Comparing Telestaff against a similar program -- Adashi Roll Call
- **Update Server Environment** to Windows Server 2019
- **Obtain 2 new certifications**
- Evaluate and implement a **new Incident Response Management Software**
- Implement **new Asset and Inventory Management Software**
- Implement **new Security and Technology Awareness Training Program** for all users
- Evaluate **migrating the Payroll process from FDIMS** onto a more user-friendly interface



# OPERATIONS BRANCH

## Operations Branch Mission:

### Safe

Operate to mitigate problems in a way that reduces as much risk and danger as possible.

### Efficient

Function in a well-organized and competent way to resolve emergencies rapidly with minimal wasted effort.

### Competent

Know – to the mastery level – the skills and knowledge required of your position.

- Know your strengths and weaknesses.
- Officers should know their crews' jobs, skills, strengths and weaknesses as well as their own.
- Ensure your crews have mastery skill & knowledge.

### Tough

- Be strong enough and brave enough to stand up for what is right.
- Do your job when it is difficult.
- Have the hard conversations when they are needed.
- Be a leader.



The Operations Branch was extremely busy in 2020 with all the normal emergencies and challenges. The addition of the COVID-19 pandemic to our normal duties made 2020 an especially challenging year. I could not be prouder of all the men and women from the Operations Branch, both in terms of their hard work during this unprecedented year, but also their innovative thinking and execution that allowed services and training to continue despite the unrelenting challenges caused by COVID-19.

## Operations Staff

**Deputy Chief of Operations**  
Steve Mitchell



**Division Chief of Training  
and Incident Safety**  
Darius McClendon



**Division Chief of Support  
Services**  
Dave Hatter



**Division Chief of Emergency  
Medical Services**  
Mike Goodrich  
\*2/20-12/20



\*Captain Josh Ramirez served  
in this position 1/20-2/20



## Shift Commanders – Battalion Chiefs

A-shift = Jim Campbell  
\*5/20-12/20

B-shift = Craig Voight

C-shift = Brian Sauer



\*Chief Martin Wilkey served in this position 1/20-4/20



## Goals

The goals set in 2020 were to maintain and improve upon our excellence as an emergency services provider. As noted previously, COVID-19 had an enormous impact on our operations, but through it all, we still continued to work towards our goals. These goals are accomplished through the following steps:

- By maintaining our excellent response times to all emergencies;
- By maintaining and improving safety in our service to the community;
- By resolving emergencies in an efficient and competent manner;
- By maintaining and improving the training and skill of our membership;
- By providing the best equipment, apparatus and the maintenance of all equipment and stations;
- By increasing, where possible, our services to the Pike Township community.

## Responsibilities

The Operations Branch serves Pike Township by providing emergency services to our community. We also function to train and maintain the skills and excellence in our emergency personnel. Pike Township Fire Department Operations serve the community by staffing and responding from the stations listed below 24 hours a day, 365 days a year. Listed below, with each station, are the apparatus housed at the station, the staffing at each station and the various emergency services they provide to the Pike Township community.



## Equipment and Assets

**Station 61 (Headquarters)** – *daily staffed with 13 personnel* – Engine 61, Ladder 61, Medic 61, Battalion 60, Executive Officer 60 and Safety 60

-- Fire, Vehicle and Machinery Extrication, Advanced Life Support (ALS) Emergency Medical Services (EMS), Surface and Ice water rescue, Incident Management and Scene Safety

**Station 62** – *daily staffed with 5 personnel* – Engine 62, Boat 62, EMS Duty Officer 60

-- Fire, ALS EMS, Surface and Ice water rescue, boat operations with sonar, Project Life Saver (PLS) search and rescue, EMS supervision, EMS supplies

**Station 63** – *daily staffed with 6 personnel* – Engine 63, Medic 63, Hydrocarbon Unit 63

-- Fire, ALS EMS, Surface and Ice water rescue, Response capabilities to gas/fuel emergencies

**Station 64** – *daily staffed with 10 personnel* – Engine 64, Ladder 64, Medic 64

-- Fire, Vehicle and Machinery Extrication, Surface and Ice water rescue, ALS EMS

**Station 65** – *daily staffed with 6 personnel* – Engine 65, Medic 65, Boat 65

-- Fire, ALS EMS, Surface and Ice water rescue, boat operations with sonar, water rescue sonar locating and Underwater Search and Rescue Drone

## Accomplishments

The Pike Township Fire Department's Operations Branch many accomplishments in 2020 include:

- **Recruit candidates** were selected, a recruit school planned and a recruit school conducted.
- **Recruit school** was conducted March to September (See Safety and Training Division Report for details) and began with all members training and becoming Emergency Medical Technicians (EMTs). (See Emergency Medical Services Division report for details)
  - The school which begins with EMT training had to be conducted online via Zoom for the first time in history due to COVID-19.
  - Physical fitness program for recruits was implemented via Zoom to meet lockdown requirements. This too has never occurred before in fire department history. Recruits were issued equipment for use at home and were guided through their fitness workouts via Zoom during the entire EMT course.
  - 12 new recruits graduated and were added to the ranks of PTFD Operations in late August.





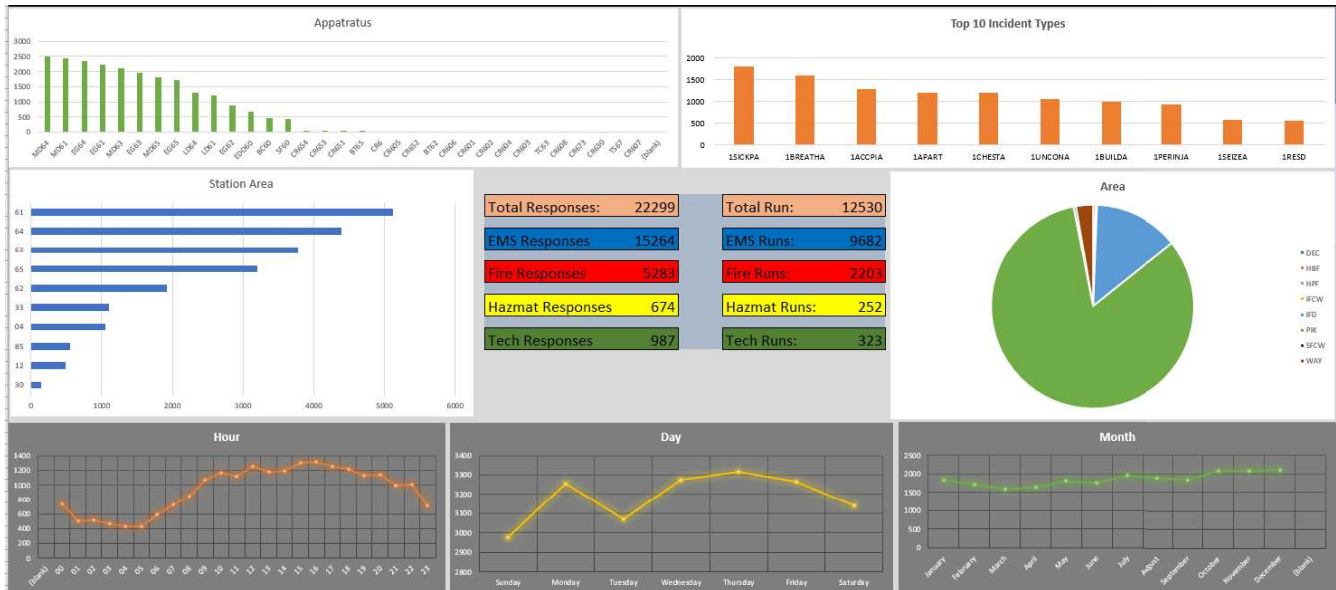
- **Continued training for a rope rescue team** was conducted for the recruits as well for incumbent firefighters. 25 firefighters went through operations and technician level rope rescue training in 2020. This was a week-long, 40-hour course conducted for individuals who volunteered to add this technical skill to their already diverse resumes. Those completing the course demonstrated their willingness to advance their skills to assist PTFD with technical rescue expertise. Further training will continue in 2021 with the plan of starting a rope rescue team in 2022.
- **Community involvement**, public safety and education were severely hampered in 2020 due to COVID-19. We continued to be in the community, following public health measures, when opportunities arose.
- **New state of the art Sonar units** were added to Boat 65 and Boat 62. Initial training was completed and they were placed in-service. These units will assist with locating and recovering drowning victims.
- **Stations and apparatus received excellent care** and service via our Support Services Division (See Support Services' Report for details).
- **3 new Ambulances** were added to the PTFD fleet and 3 new fire engines were ordered (See Support Services and EMS Divisions Reports for details).
- **Operations Branch coordinated with all neighboring departments** and the dispatch center. Bi-monthly meetings were held with all of the Operations Chiefs from Marion County, along with IEMS and Dispatch/PSC (Public Safety Communications) representatives.
- **Due to the impact of COVID-19** on our community, Operations maintained close relationships throughout 2020 with the Marion County Emergency Operations Center (EOC), participating in weekly meetings through most of the year. This group is convened for complex/large scale/difficult events or disasters. Group members are from the Health Dept, IMPD, Fire, EMS, Dispatch, FBI, Cybersecurity, Food Assistance Groups, as well as other public service sectors.
- **PTFD firefighters continued to prove that their fitness and conditioning standards** are second to none. However, due to COVID-19, most of the area competitions were cancelled. PTFD still remains the reigning champions of the badge team competitions, *Bop to the Top*, *Fight for Air Climb*, *Mini-marathon*, *Beyond the Badge 5k*. We are hopeful that 2021 will allow us to continue these interagency competitions.



## Statistical Analysis

PTFD's emergency run load for the 2020 calendar year stayed consistent with the trends over the last few years. Overall, our run numbers decreased by approximately 3% from 2019.

Table 1 – Overview of Run Data Analysis



This chart displays some of the data points that Pike Fire tracks. This data is used to ascertain that the stations and apparatus are properly located within the Township. This data also helps ensure that the correct number of emergency personnel and apparatus are available to meet the needs of Pike Township.

Table 2 – Frontline Apparatus Response Times

Average Times		Response Count	
DSP-RSP	0:01:16	Total:	19035
RSP-OS	0:06:21		

This table illustrates the time between receiving a dispatch and when units respond to the emergency (DSP-RSP). It also shows the average time for units to reach the scene (RSP-OS). Both of these timeframes are excellent and in line with accepted national standards.



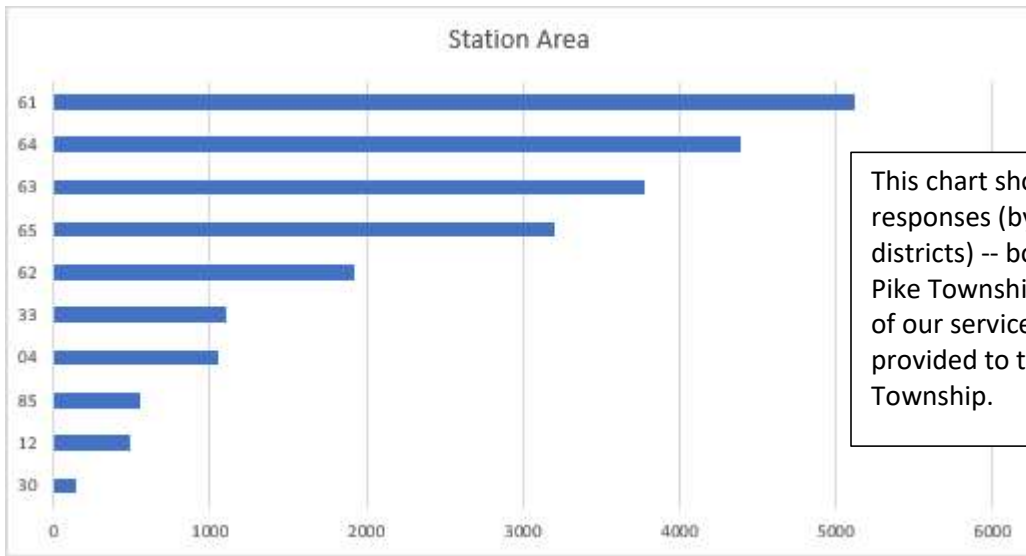
Table 3 – Total Number of Runs

Total Run:	12530
EMS Runs:	9682
Fire Runs:	2203
Hazmat Runs:	252
Tech Runs:	323

This table represents the total number of dispatched incidents PTFD responded to in 2020.

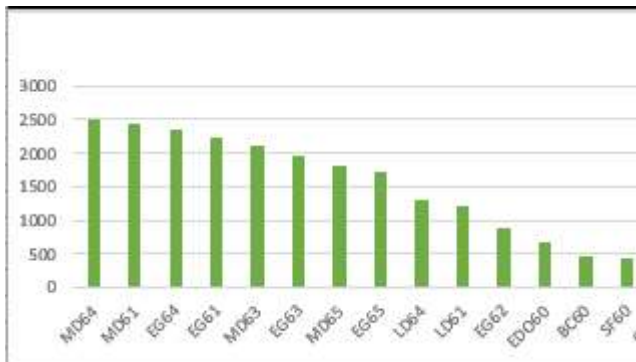
The total number of runs in 2020 (12,530) is down from 12,902 in 2019 – approximate 3% decrease in run volume. COVID-19 is believed to have contributed to this decrease as this trend was nationwide.

Table 4 – Runs volume for each of Pike’s and Surrounding Districts



This chart shows emergency responses (by station districts) -- both in and out of Pike Township. The majority of our services in 2020 were provided to the heart of Pike Township.

Table 5 – Run Volume per apparatus



This chart shows the number of runs made by each piece of emergency response apparatus in 2020. The ambulances at station 64 and station 61 had the highest run volumes of all apparatus in 2020.



Table 6 – Month of the Year

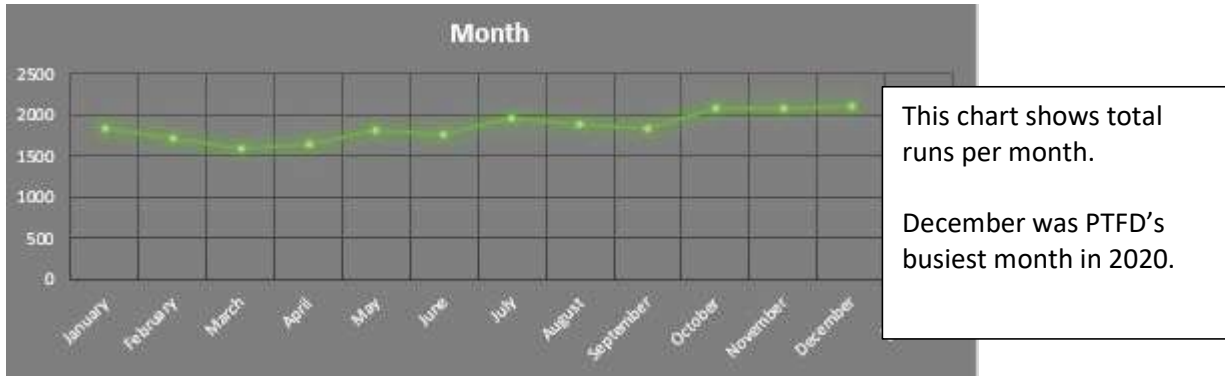


Table 7 – Day of the Week

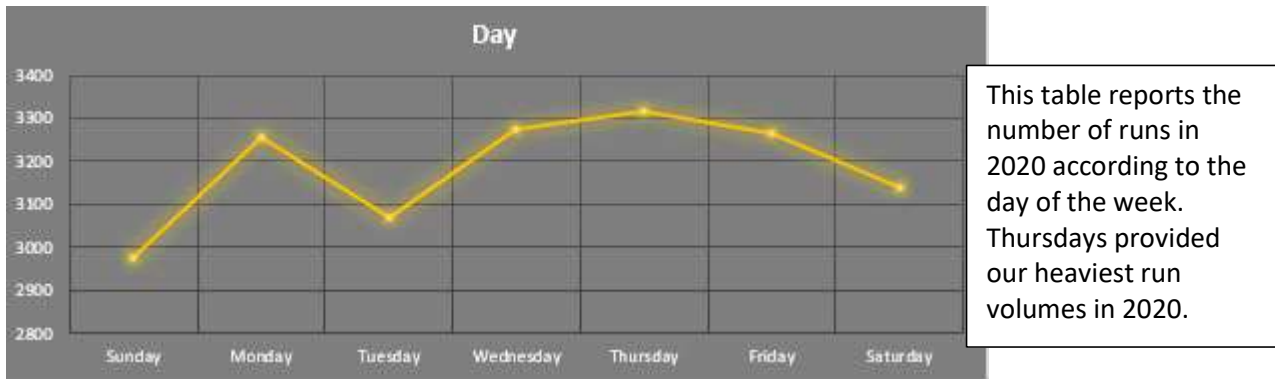


Table 8 – Time of day

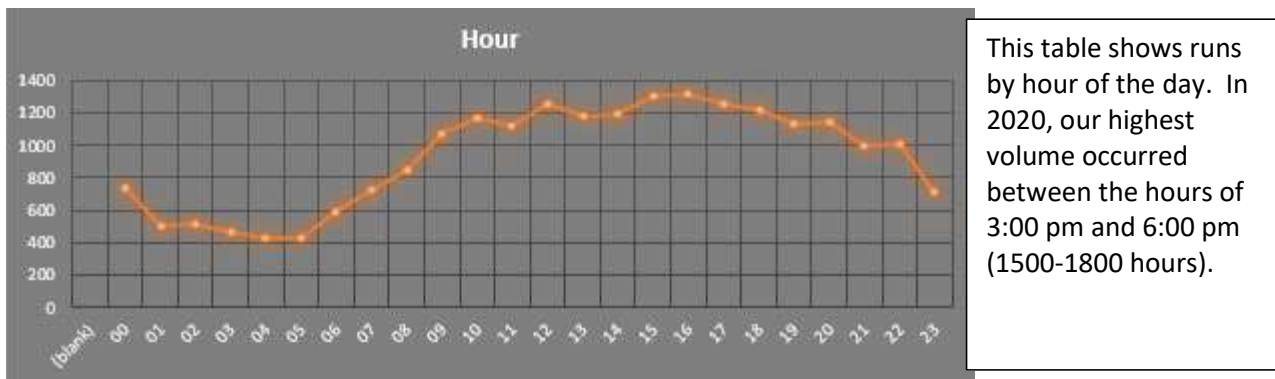
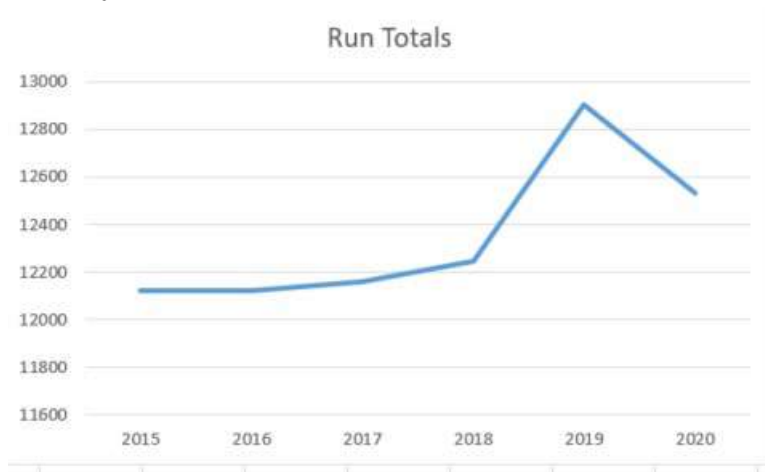


Table 9 – Run statistics breakdown by apparatus & districts

Unit	Runs	#1 Resp. Area	#2 Resp. Area	#1 Run Type	#2 Run Type	Working Incidents	DSP-RSP	RSP-OS
BC60	462	64	61	Apt Fire	Res Fire	73	01:14	07:12
EDO60	683	64	61	Apt Fire	Cardiac Arr	80	01:30	09:11
SF60	444	64	61	Apt Fire	Res Fire	74	01:23	08:26
EG61	2212	61	63	Sick Person	Diff Breath	62	01:17	05:56
EG62	870	62	61	Apt Fire	PI	44	01:28	07:22
EG63	1948	63	4	Sick Person	Unconc Pers	52	01:20	06:05
EG64	2342	64	33	Sick Person	PI	53	01:15	05:18
EG65	1729	65	33	Diff Breath	Sick Person	31	01:16	05:35
LD61	1202	61	63	Build Alm	Apt Fire	75	01:35	06:44
LD64	1292	64	33	Build Alm	Res Alm	81	01:21	06:20
MD61	2437	61	62	Sick Person	Diff Breath	43	01:11	06:33
MD63	2094	63	4	Sick Person	Diff Breath	35	01:06	06:37
MD64	2508	64	61	Sick Person	PI	39	01:14	06:37
MD65	1804	65	85	Sick Person	Diff Breath	25	01:04	06:21
<b>Totals</b>					<b>Dept. Ave.</b>		01:16	06:21
	<b>Responses</b>	22299						
	<b>Runs</b>	12530		<b>% of Runs</b>				<b>2019 Run Total</b>
		<b>EMS</b>	9682	77				12902
		<b>Fire</b>	2203	18				<b>% Run Vol. Decrease</b>
								3%
<b>Peak Times</b>				<b>Top Ten Response Areas</b>				
	<b>Hours</b>	1500-1700			61			
	<b>Day</b>	Thursday			64			
	<b>Month</b>	December			63			
					65			
					62			
					33			
					4			
					85			
					12			
					30			
<b>Data for 1/1/2020 through 12/31/2020</b>								



Table 10 – Historical Run Numbers



This chart shows PTFD's run volume over the past 5 years.



# TRAINING AND INCIDENT SAFETY DIVISION

**Division Chief of Training and  
Incident Safety**  
Darius McClendon



## Division Mission Statement

To maintain a safe work environment by providing educational opportunities, supporting physical fitness goals, and securing quality and dependable equipment.



## Training & Incident Safety Staff

Lieutenant Brent Goolsby  
A Shift



Lieutenant Brent Goolsby has continued to perform at a high level as the A-Shift Safety and Training Officer. He brings nearly 30

years of experience and holds many technician level certificates. Lieutenant Goolsby was instrumental in organizing, implementing and leading several shift-wide trainings, was the Lead Instructor for Vehicle & Machinery Operations and Technician Certification in the 2020 Recruit Academy, Lead Instructor for Fire Officer Strategies and Tactics (FOST), and Lead Evaluator for Fire Officer I for the Firefighter III Module Program.

Lieutenant Aaron Brown  
B Shift



Lieutenant Aaron Brown has also continued to perform at a high level as the B-Shift Safety and Training Officer. Since taking the position, he has organized and led

several shift-level trainings. Lieutenant Brown was co-lead instructor for Driver Operator General, Driver Operator Pumper, and Driver Operator Aerial. These are classes that certify engineers through the state of Indiana to operate large fire department apparatus and are required training to complete the Firefighter II Module Program. Also, Lieutenant Brown was instrumental in preparing and implementing the 2020 Pike Township Engineer Process, which includes a written test, hydraulic calculations, equipment checkout, obstacle course, road course, and a pumping practical scenario.

Lieutenant Calvin Young  
C Shift



Firefighter Calvin Young began 2020 as the C-Shift Safety & Training Officer. In April 2020, he moved to a day shift position to be the lead instructor for the

2020 Recruit Academy, which he also did for the 2019 Recruit Academy. From May 26 to September 9, Firefighter Young was tasked with developing a syllabus, recruiting instructors, gathering materials, and instructing 14 recruits on a daily basis. He was the key component in completing a thorough 22-week recruit academy, which will be detailed further in this report. Firefighter Young has and will continue to perform at a high level and is a valuable component of the Training and Incident Safety Division.



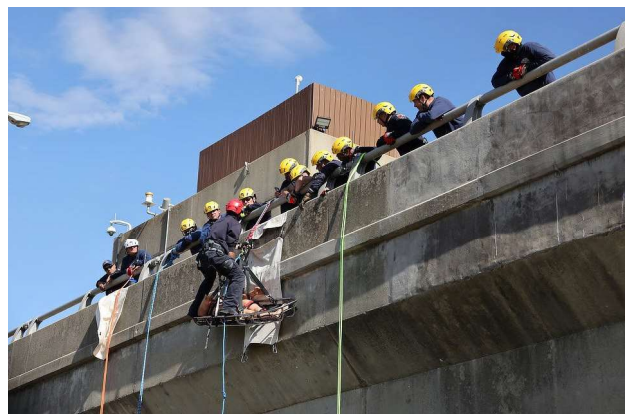
Lieutenant  
Lloyd Effner



Firefighter  
Brandon  
Krieger

Lieutenant Lloyd Effner and Firefighter Brandon Krieger, while not officially in the Training Division, were key components to organizing and implementing the Rope Rescue Certifications and ongoing trainings across the 3 shifts. In June 2020, they traveled to Waukesha, Wisconsin, for the CMC Rope Rescue Level 1 course. Upon completion of this course,

they were tasked to create a program that would bring all interested fire personnel to technician level knowledge and skills. As of December 31, 2020, there are 50-plus Rope Rescue Technicians across 3 shifts.





## Recruit Academy 20

In 2020, Pike Township Fire Department hosted and completed a 22-week Recruit Academy for 14 candidates. At the end of the academy, these candidates have been trained and tested, and have achieved certification in a large variety of topics. These include:

- American Heart Association Basic Life Support Provider (CPR)
- Suicide Prevention Training
- Sudden Infant Death Syndrome Awareness and Education
- Autism Spectrum Disorder
- National Incident Management System (NIMS) 100 – Introduction to Incident Command
- National Incident Management System (NIMS) 200 – Single Resources & Initial Actions
- National Incident Management System (NIMS) 700 – Introduction to Inc. Management
- National Incident Management System (NIMS) 800 – National Response Plan
- AWR111 – Concepts of Chemical, Biological, Radiological, Nuclear and Explosive events
- AWR160 – WMD and Terrorism Awareness for Emergency Responders
- 8 hours of Ambulance Observation
- 8 hours of Emergency Room Observation at St. Vincent Hospital
- 16-hour Emergency Vehicle Operators Course
- Emergency Medical Technician – Basic
- Hazardous Materials Awareness & Operations
- Technical Rescue Awareness
- Vehicle & Machinery Technician
- Rope Rescue Technician
- And ultimately, State Certified Firefighter I & Firefighter II

The more than 1,000 hours of classroom, skills development time, and drill time does not include the countless hours of study to maintain a minimum of 80% as an overall grade throughout the academy!



## MODULE PROGRAMS

During the first 3 years of employment at the Pike Township Fire Department, all merit personnel complete a 3-year module program:

- **Year I (Probationary)** consists of Recruit Academy and continues throughout the rest of their first employment year, showing continued proficiency and continuing development in Firefighter I and II skills learned during the recruit academy.
- **Year II (Firefighter I)** is Engineer Academy and is concluded when the students obtain State Driver Operator General, State Driver Operator Pumper, and State Driver Operator Aerial certifications, as well as Skill Verification Taskbooks issued throughout the second employment year.
- **Year III (Firefighter II)** is Officer Development Academy during which participants obtain State Fire Officer Strategy and Tactics, Instructor 1, Fire Officer 1 and Federal NIMS 300 certifications.

In 2020, Pike Fire Training Division completed all 3 module program course requirements simultaneously. In the entire history of the Department, all 3 module program courses had never been completed in a single year.

### **Firefighter I**

Firefighter I (Probationary) begins at the start of recruit school and concludes at the end of the first year of employment. On April 15, 2020, 14 recruit candidates began their Probationary Firefighter I.

After the completion of the recruit academy, the probationary Firefighters moved into the Firefighter I modular taskbook. This taskbook consists of further development on 44 NFPA 1001 compliant Firefighter skills that were taught in recruit school. The purpose of the taskbook is to allow probationary Firefighters continuing educational opportunities with crews to further develop each skill. Also, it allows crews to observe and make improvements on skills learned in the recruit academy. As of December 31, 2020, the probationary Firefighters were well ahead of schedule in the completion of their modular taskbooks and will move into Firefighter II programming before the April 15, 2021, deadline.

### **Firefighter II**

On April 1 2020, 14 probationary firefighters from the 2019 Pike Recruit Academy successfully completed their probationary year and moved into the Firefighter II program.

The Firefighter II program consists of completing state certifications in Driver Operator General, Driver Operator Pumper (DOP), and Driver Operator Aerial (DOA). In addition to the state certifications, these Firefighter II candidates have to complete 2 taskbooks for DOP & DOA. The taskbooks consist of 25 NFPA 1002 skills which are closely monitored by the Incident Safety & Training Division as well as existing company officers and engineers. As of December 31, 2020, the 14 Firefighter II personnel were on schedule to meet their April 1, 2021, anniversary date.

### **Firefighter III**

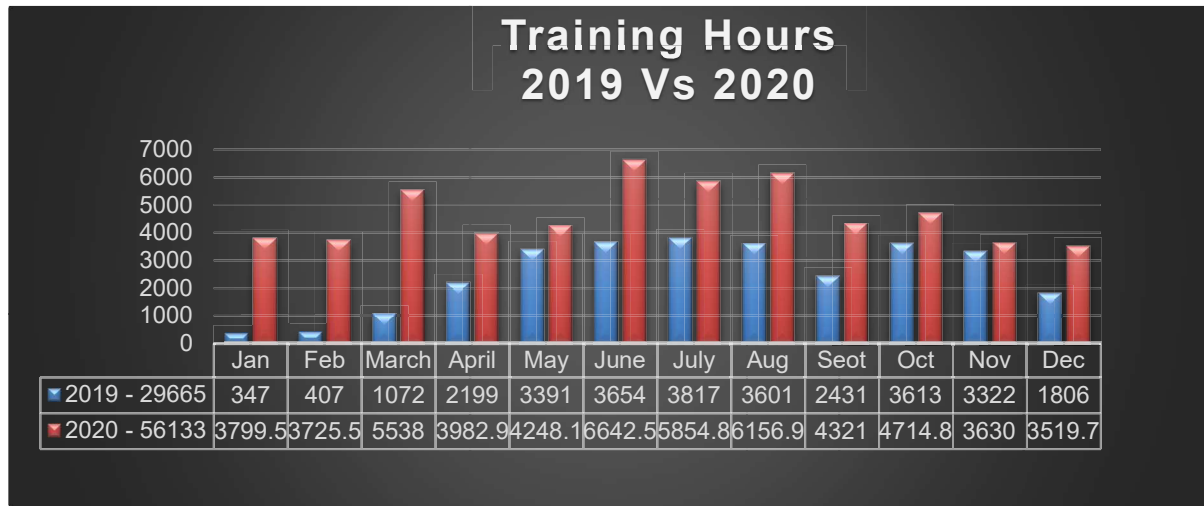
On February 8, 2020, 6 Firefighter II personnel began working on their Year III Module Program, which consists of 3 State Certification classes: Fire Officer Strategies & Tactics, Fire Instructor I, and Fire Officer I. At the completion of these classes, the 6 candidates will have the ability to be used as a backup/rideout officer for Pike Township Fire Department as well as conclude their 3-year module program. At this time all 6 candidates are on schedule to meet their February 8, 2021, anniversary date.



## TARGET SOLUTIONS

In January 2019, Pike Township Fire Department purchased the Target Solutions Data Tracking System. This system was specifically designed to record, categorize, and report all Insurance Services Office (ISO) and Emergency Medical Services (EMS) training hours and certifications for both merit and civilian personnel. With Pike Fire being the first department in the state of Indiana to achieve the ISO1 rating, we needed to have the most robust system in place to maintain this rating as well as have built-in room to improve.

In 2020, the department accumulated 56,133 hours of training for both merit and civilian members in comparison to 29,665 in 2019. Target Solutions prides itself on the ease of use for its users as well as report writing and general tracking for its Firefighters, Officers, and Chiefs.



## NEW EQUIPMENT

### Training Tower



In February 2020, Pike Fire began updating the residence side of the training tower. This work included replacing refractory panels on the 1<sup>st</sup> floor as well as reinforcing the stairwell and walls on the second floor with corrugated metal on all drywall surfaces. Integrity Refractory Company was contacted to complete the project of replacing the panels that guard the 2<sup>nd</sup> floor base from damage and possible collapse due to heat exposure. This is particularly important because our burn pan is located in this room and temperatures easily reach 800-900 degrees on a 1403 live burn training event. The idea behind adding the corrugated metal on the 2<sup>nd</sup> floor was that with having recruit academies, hosting FDIC trainings, and managing continuing education for incumbent firefighters, we needed to reinforce the drywall walls and ceilings of the second floor. This proved to be a good decision, as we have not had to repair anything in the tower since the installation.

## Training Facility



neighboring departments.

In January 2020, Pike Fire began updating the recently renovated training facility. A previous renovation in 2019 included remodeling the temporary Engine and Medic 61 kitchen and sleeping quarters into a classroom used for training purposes. The 2020 updates included floor polishing, and adding new tables, chairs, computers, monitors and projector screens. Also, in 2020 the bay area was remodeled to be a physical fitness area for recruit academies as well as incumbent physical training. These improvements have made Pike Township Fire Department's Training facility the envy of

## Gas Meters – GX6000 & GX-3R

In 2020, Pike Township Fire Department purchased 2 RKI Instruments GX-6000s and 7 GX-3R gas meters to replace the older MultiRae gas meters. Using an advanced detection system consisting of up to 6 gas sensors, the GX-6000 sample draw gas monitor is capable of detecting the presence of combustible gas, oxygen (O<sub>2</sub>), carbon monoxide (CO), hydrogen sulfide (H<sub>2</sub>S), and various other toxic gases simultaneously. The GX-3R Pro is the world's smallest 5-gas monitor, weighing only 4.58 ounces and fits in the palm of the hand. It simultaneously monitors and displays 5 different gases.



In addition to monitoring standard confined space gases, LEL, O<sub>2</sub>, CO, & H<sub>2</sub>S, the GX-3R Pro has a 5th channel where infrared or toxic gas sensors can be added. Two of the four sensor slots have interchangeable sensors providing flexible configurations, which can easily be changed in the field.



# SUPPORT SERVICES DIVISION

**Division Chief of  
Support Services**  
David Hatter



## Support Services Staff

Support Services Division maintains and tracks all assets for Pike Township Fire Department. In addition to the Division Chief, the division is comprised of two mechanics, one Pivot Technician, and one Quartermaster/Asset Controller.



Travis James



Mike Stephany



Austin Hoover



Brandon Moss

## Division Mission Statement

The Support Services Division is responsible for maintaining 5 fire stations, a training academy, Pike Township Government Center, all loose equipment, and a fleet of 50-plus apparatus and vehicles. Our mission is to maintain all above mentioned assets in excellent status 100% of the time.



## Goals

Support Services Division strives to maintain a fleet of 54 vehicles in run-ready status. Support Services maintains the fleet by providing preventive maintenance on a regular basis, which allows detection of small issues before they become big problems.

In 2020, mechanics resolved 743 work tickets submitted through Operative IQ, and the Quartermaster responded to and resolved 231 work tickets ranging from station supply needs to securing COVID-19 sanitation supplies, purchasing new structural firefighting gear and clothing for the new hires and incumbent firefighters.

In keeping with Pike Fire's ongoing goal to become more energy efficient, several hundred LED lights were installed in all stations' apparatus bays and exterior building lighting as well as all parking lot fixtures. In addition to being more environmentally friendly, Pike Fire will realize monetary savings from the LED lighting program. These lights were provided at no cost through IPL as a way to help conserve energy usage as well as to reduce the need to enlarge the power grid, for which consumers would ultimately pay. Support Services is committed to continue exploring innovative ways to become a more energy efficient fire department.

**Goal:** Repurpose an old ambulance chassis to become our salt-spreading truck for the township.

**Status:** Complete



**Goal:** Complete all annual testing within the department according to NFPA, DOT, OSHA, and Indiana State law. Support Services completes this testing on all Fire Department apparatus. Annual testing includes: DOT checks, Axle weights, pump tests, ladder tests, SCBA pack flow tests, SCBA regulator and face piece testing, and relief valve tests. On station, Support Services is responsible for fire extinguishers, alarms and panels, and sprinkler systems for dial out and domestic water system back flow devices.

**Status:** Complete



**Goal:** Take possession of 3 new PL Custom Ambulances with a new graphics package design.  
**Status:** Complete



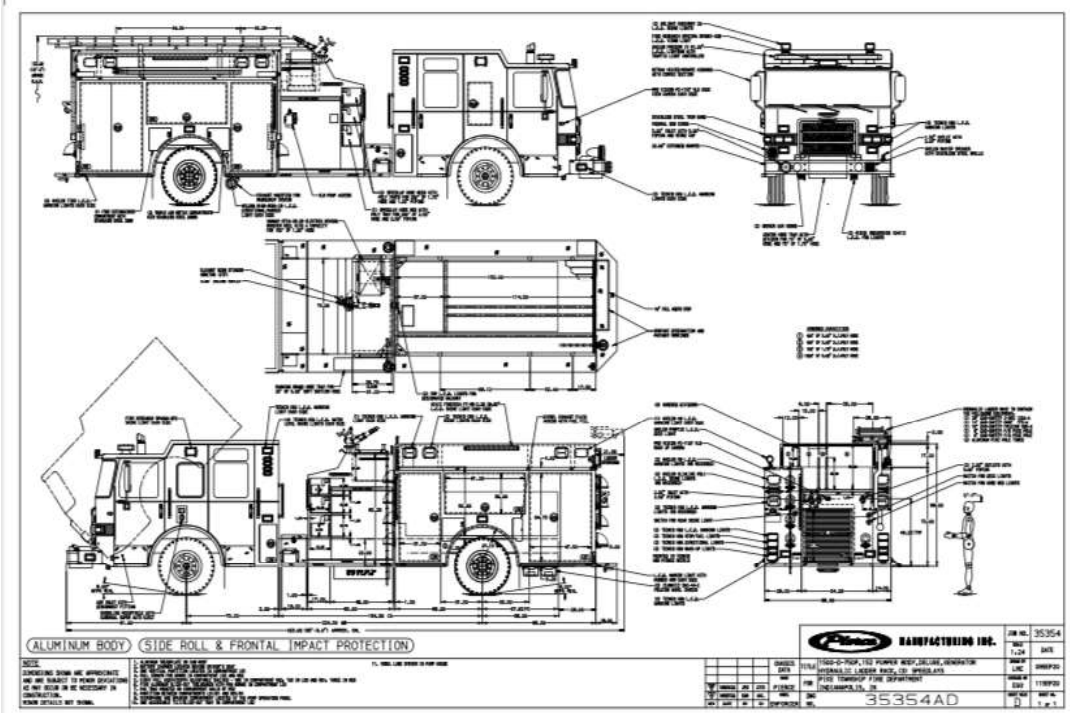
**Goal:** Replace original concrete around the training facility campus as funds become available. Support Services was able to replace 7,500 square feet of concrete with an additional 10,000 square feet still needing replaced.  
**Status:** First portion of the work complete





**Goal:** Design and purchase three new fire engines, replacing three 2009 trucks which are nearing the end of front line service.

**Status:** Three 2020 Pierce Enforcers were ordered in 2020, for delivery in April 2021. Having the safest and most reliable apparatus is a high priority at Pike Fire. The firefighters are very appreciative of the taxpayers, Trustee, and Pike Township Board for allowing the purchase of needed equipment and supplies.



**Summary**

Support Services Division is one of the busiest divisions within the Pike Township Fire Department. Every day of the week finds the staff responding to immediate needs in the Township and stations, as well as working on projects within our division. The division’s goal is to keep Pike Township and Fire Department operations flowing smoothly, keeping the fire stations in excellent working order for the firefighters to live in comfortably, and providing supplies without interruption throughout the year.





# EMERGENCY MEDICAL SERVICES DIVISION

**Division Chief of  
Emergency Medical Services**  
Michael Goodrich



**EDO60-A**  
Firefighter/Paramedic  
Larry Gaston



**EDO60-B**  
Firefighter/Paramedic  
Alan McKamey



**EDO60-C**  
Firefighter/Paramedic  
Ryan Ross



## Division Mission Statement

The mission of the Pike Township Fire Department Division of EMS is to provide the highest quality 9-1-1, pre-hospital medical care to the citizens and guests of Pike Township and the Indianapolis Metro area.

This mission is carried out by a multi-disciplinary team that provides basic and advanced life support services with the utmost skill, professionalism, integrity, compassion and respect. Pike EMS will continue to provide the most up-to-date and effective training to its personnel to remain at the forefront of pre-hospital emergency medical care.



## Division Programs and Responsibilities

### TRAINING

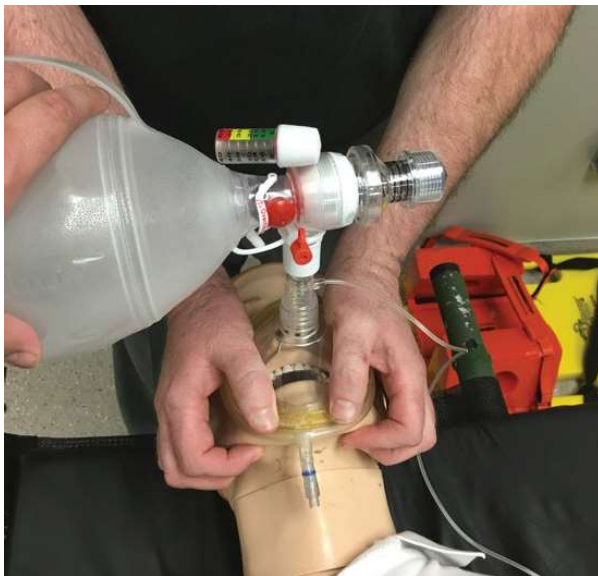
**Description:** The Emergency Medical Services (EMS) training program provides each member of the Pike Fire Department with the didactic education and hands-on skills training necessary to continue to provide quality medical care to Pike Township citizens. The EMS training program provides training hours that are in excess of the minimum required hours for re-licensure and/or recertification as set forth by the State of Indiana.

#### Department re-certification training program:

**Annually:** Prepare an annual training schedule that provides the requirements for re-licensure/re-certification in our three recognized medical disciplines: Emergency Medical Technician-Basic (EMT), Emergency Medical Technician-Advanced (AEMT), and Emergency Medical Technician-Paramedic (Paramedic).

The schedule involves classroom lecture, computer-based education, and practical skills. These programs have produced approximately 4,500 hours of training as a department in 2019.

**Status:** The 2020 training schedule had to be quickly altered due to the challenges presented by the COVID-19 pandemic. However, the 2020 training schedule was completed with a total of 7,271 hours of documented EMS training. This is a 46% increase in documented EMS training when compared to 2019. The 2021 schedule has been set, in consultation with Ascension St. Vincent medical direction, with the goal of increasing total hours and efficacy of the training program.



#### Additionally required certification-training programs:

**Biannually:** All department personnel will recertify in CPR for Healthcare Providers.

**Status:** Recertification for all members will take place in November 2021. Those who are not on the department training schedule will receive recertification as needed and will then recertify with the entire department to align with the current training cycle. Designated support and administrative personnel will receive CPR training in the first quarter of 2021.

**Biannually:** Paramedics will recertify in Advanced Cardiac Life Support (ACLS) and Pediatric Emergencies

for Prehospital Providers (PEPP) as part of the requirements to maintain Paramedic licensure for the State of Indiana.

**Status:** A 7-hour ACLS recertification course was completed in January 2020 for all Paramedics and AEMTs. A 12.5-hour online and in-person hybrid PEPP recertification course was completed in September 2020. A total of 65 personnel participated in both advanced life support (ALS) recertification courses. Those who are not on the department training schedule will receive recertification as needed and will then recertify with the entire department in 2022 to align with the current training cycle.





**Computer-based continuing education:**

**Monthly:** Continuing education and run audit and review is provided by Ascension St. Vincent EMS medical direction via emseducation.net. Monthly live-streamed trainings include a basic life support (BLS) topic, an ALS topic and an audit and review of topical St. Vincent EMS affiliate patient cases. This training is mandatory for all fire and EMS personnel.

**Status:** In 2020, approximately 4,800 hours of continuing education were completed through this platform. The contract has been renewed for 2021 at a cost of \$9,460.00.

**Hands-on practical skills training program:**

**Monthly:** On station, practical skills training ensures that all personnel are proficient in the hands-on skills and equipment in order to provide the best care to the residents of Pike Township. These training hours are documented in order to meet the state of Indiana requirements for re-licensure and/or re-certification.



**Status:** Adjustments were made to the on-site training program, in consultation with the Ascension St. Vincent EMS training center, in order to accommodate updates in technology and safely perform training during the COVID-19 pandemic. Merit officers are now approved, in addition to shift EMS officers, to validate hands-on skill checkoffs. The program will continue with shift EMS officers developing a hands-on training schedule and assisting officers in administering the skills trainings.

**EMT to paramedic development program:**

**Annually:** Encourage and assist any interested, eligible Pike Township firefighter in applying for and enrolling in paramedic school.

**Status:** In 2020, five firefighters and two EMS personnel completed an anatomy and physiology course in preparation for paramedic school. Three firefighters and one EMT will be participating in paramedic school starting January 2021 with at least one more firefighter and EMS personnel beginning paramedic school in the fall.



## EQUIPMENT PURCHASING AND MAINTENANCE

**Description:** The equipment purchasing and maintenance program is designed to provide top of the line emergency medical equipment to emergency response personnel for the purposes of medical run response and training.

### Electronic Patient Care Records (ePCR) system:

**Annually:** Provide for and maintain a platform that allows for the completion and storage of all patient care reports in accordance with all applicable laws, ordinances and policies.

**Status:** In 2020, Pike Township EMS Division continued utilizing the patient care reporting system provided by ESO Solutions. ESO electronic health record (EHR) offers data storage on a cloud-based system managed by ESO. This system enables the EMS division to have near real-time oversight over all patient care reports, a broad quality control management system, and data analytic capabilities that enhance the care given to patients. The contract has been renewed for the 2021 fiscal year.

### Cumulative Fund Purchases:

**Annually:** New front-line and training equipment is purchased to support operations and continuing medical education.

**Status:** In 2020, several pieces of equipment were purchased including:

- Three Ford E-450 ambulances as part of the routine fleet management program operated by the Division of Support Services.



- Stryker power cot and lift system purchased and installed in new Medic 64.
  - This finalized outfitting our fleet of frontline (4) and reserve ambulances (2) with power cots and lift system.
  - Lift systems were repurposed from outgoing ambulances and installed in the new apparatus



- Purchased four Zoll automated external defibrillators (AED)
  - Will be paired with AEDs purchased in 2021 to outfit staff and support vehicles with the vital life-saving piece of equipment

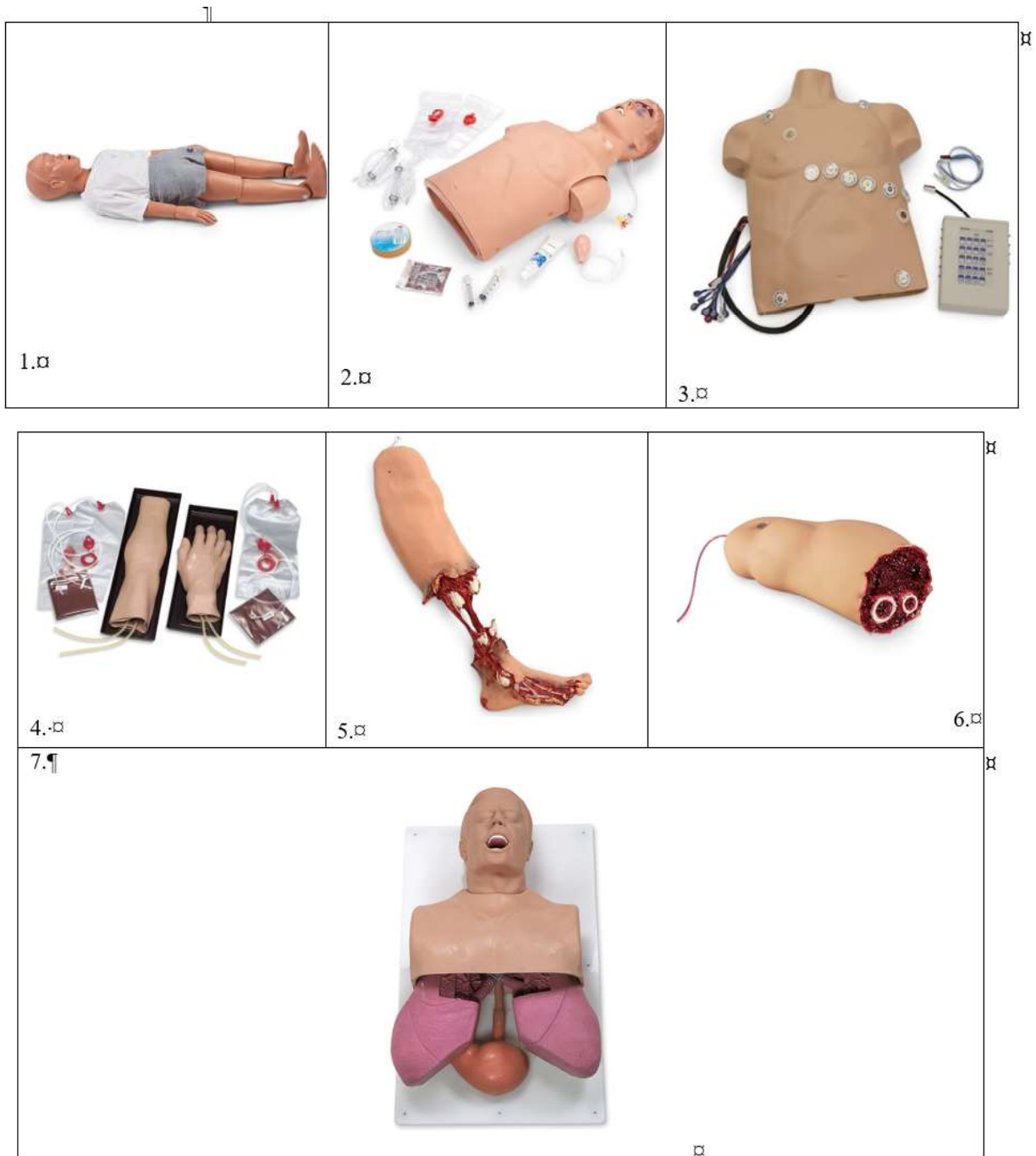


- 19 EMS personnel were sized for Lion Apparel extrication “flash” gear with delivery expected in the first quarter of 2021
  - This equipment, along with training, will allow our personnel to enter the “hot” zone of a rescue to extrication scene to render faster and more complete care.

- Knox Medvaults were replaced with the Narcbox brand medication storage system
  - The new vaults are able to be connected to the apparatus Wi-Fi allowing for real-time, remote narcotic inventory tracking and security.



- Training manikins purchased to enhance training fidelity and replace outdate equipment
  1. “Rescue Jennifer” 4-foot female child training manikin
  2. Critical airway management trainer
  3. 12—lead arrhythmia simulator with manikin
  4. Intravenous training arm and hand
  5. Extreme trauma bleeding leg moulage kit
  6. Amputated bleeding leg smart STAT
  7. Adult airway management trainer





**Operations medical supply management program:**

**Monthly:** Supplies are purchased monthly for the purposes of medical response for all apparatus. B shift EMS officer Al McKamey is the designated supply purchaser, with all EMS officers tasked with delivery and inventory management. Vendors include Indianapolis EMS, J & B Medical, Zoll and Ascension St. Vincent Indianapolis pharmacy.

**Status:** Supplies continue to be managed by shift EMS officers with all purchases verified by the Division Chief of EMS. The COVID-19 pandemic required an increase in the purchasing of personal protective equipment (PPE) such as gloves, safety glasses, surgical masks, surgical gowns, and N95 or P100 respirators. COVID-19-specific supplies were tracked and submitted for reimbursement following applicable laws and guidelines. The supply budget for 2021 reflects the continued need for pandemic PPE.

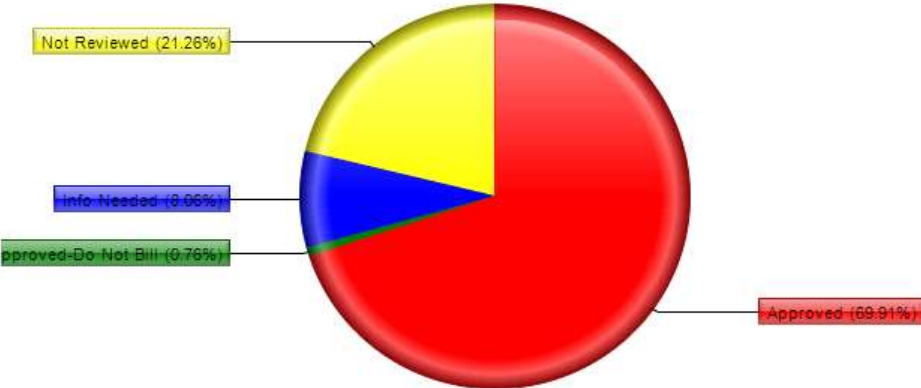
**INFORMATION AND RECORD MANAGEMENT**

**Description:** Information and record management encompasses all documentation generated by the Division of EMS as well as all certifications, trainings and licensures required for the department and all personnel to function as EMS responders in the State of Indiana.

**Patient care report quality management program:**

**Annually:** The EMS Division works to audit a majority of our total run volume. In addition, runs are selected to be sent to Ascension St. Vincent medical direction for further review and comment. Selecting a report to be forwarded is determined by run type (ALS, BLS, Trauma, etc.), run outcome (i.e. transport vs. Refusal of Transport), special /new procedure (i.e. needle decompression, field amputation, live child birth etc.) or deviation from protocol (justified or unjustified).

**Status:** In 2020, 79% of runs were audited through the ESO Software QM program. Strategies will be implemented in 2021 as the EMS Division progresses to audit 100% of patient care reports.





**Certification and licensure management program:**

**Biannually:** Each firefighter is required to maintain, at a minimum, a current State of Indiana EMT Certification. Personnel who are certified to the AEMT or paramedic level are also re-certified/re-licensed bi-annually. Records and appropriate documentation are provided to the state EMS Commission for re-certification/re-licensure every two years for all certification types.

**Status:** Training hours and documentation are maintained through Target Solutions records reporting system in accordance with department training documentation policies.

**Annually:** All records, documentation, and communications associated with the department’s medical service are maintained by the Division Chief of EMS.

**Status:** Information is being gathered to recertify the department as an ALS provider in the State of Indiana. Recertification will take place in January 2021.

**Annually:** Certification of vehicles as BLS or ALS occurs annually.

**Status:** All vehicles were recertified for 2020 with three new ambulances receiving certifications upon delivery.

**BILLING AND WRITE-OFFS**

**Description.** The billing and write-off program for the department’s medical service is accomplished through the joint efforts of private billing companies, the Division Chief of EMS, and the administrative assistant staff.

**Objectives:**

**Annually/Monthly:** The department contracts with MedBill to do our primary billing and collection. Billing is tracked monthly and annually. It is invoiced monthly.

**Status:** We continued to utilize MedBill throughout 2020 to the present. Our billing service cost is 4.95% of revenue collection. In 2020, we were invoiced \$116,805.43. The budget for 2021 was set at \$120,000.

**Monthly:** MedBill reviews all hardship requests for write-off of billed accounts. These are sent to the Division Chief of EMS for comment.

**Status:** MedBill will continue to review hardship requests on an individual basis for 2020. Additionally, MedBill is now working with additional options to ensure successful collections.



**Periodically:** Pike Township Fire Department receives legal requests for run sheet documents.

**Status:** These requests are entered into the department legal records tracking system and then forwarded to MedBill for request completion.





**Medical Direction and Affiliation**

Dr. Mike Kaufmann continued in the position of Medical Director in 2020, and will continue in 2021. St. Vincent has reaffirmed our affiliation for 2021.

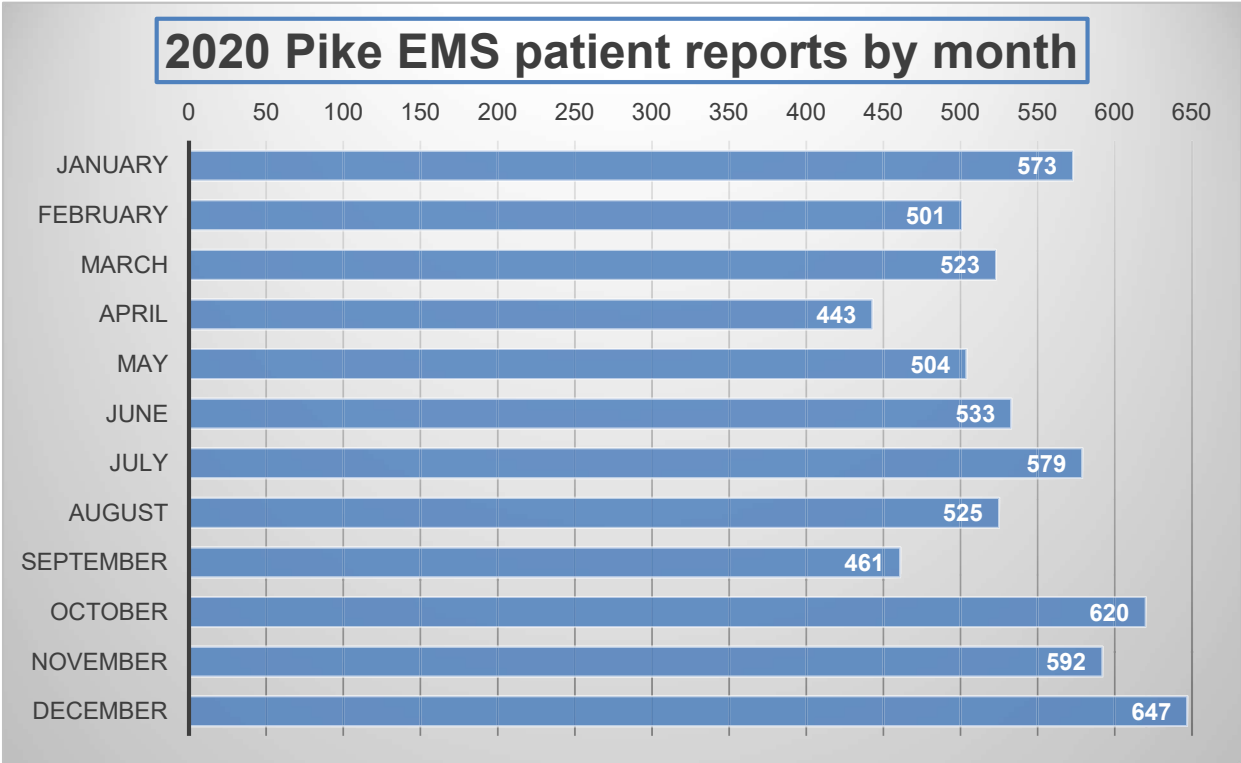
**PROJECTS FOR 2021**

Projects being considered for 2021 include:

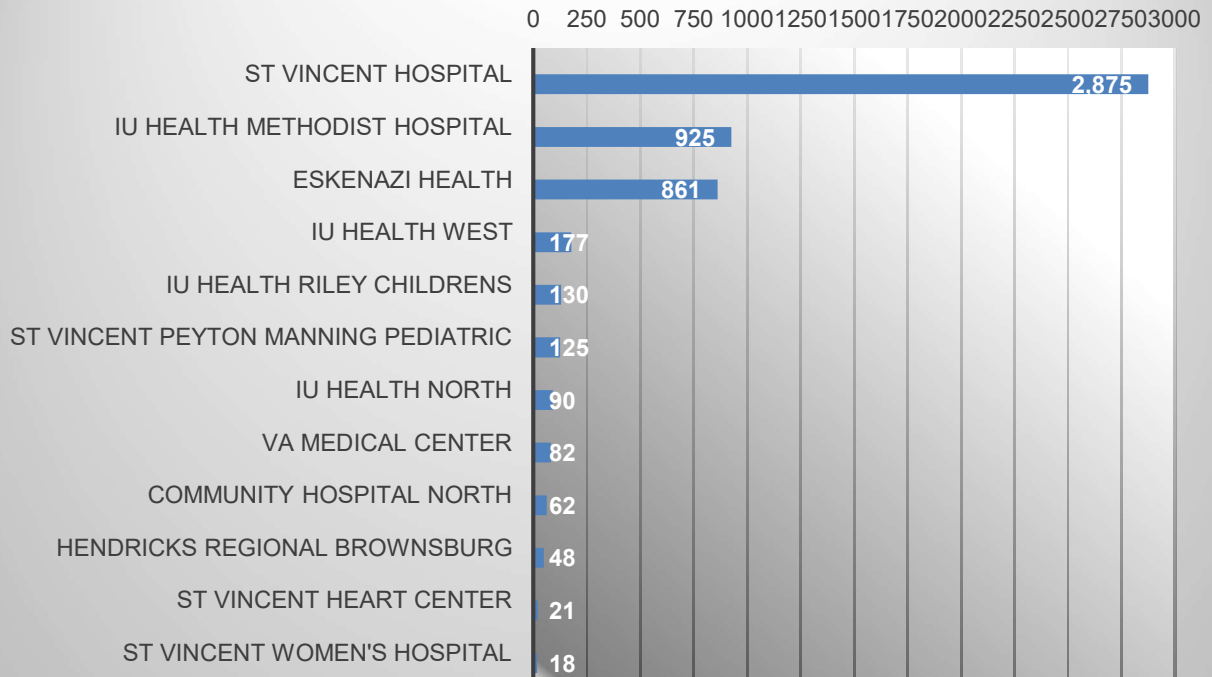
- **2021 Recruit School:** To begin with EMT class on Feb 22
- **CPR Training for all emergency personnel** in Fall of 2021
- **Train Support Staff and Trustee’s Office Employees in CPR/AED** with delivery of Zoll AEDs in the first quarter of 2021
- Institute a **work performance evaluation (WPE) for civilian EMS personnel**
- Outfitting of a **new ambulance** to replace Medic 61
- **Development of an EMS committee** to assist the EMS division in equipment specifications, training development and improvement of the EMS division

**2020 TRANSPORT STATISTICS**

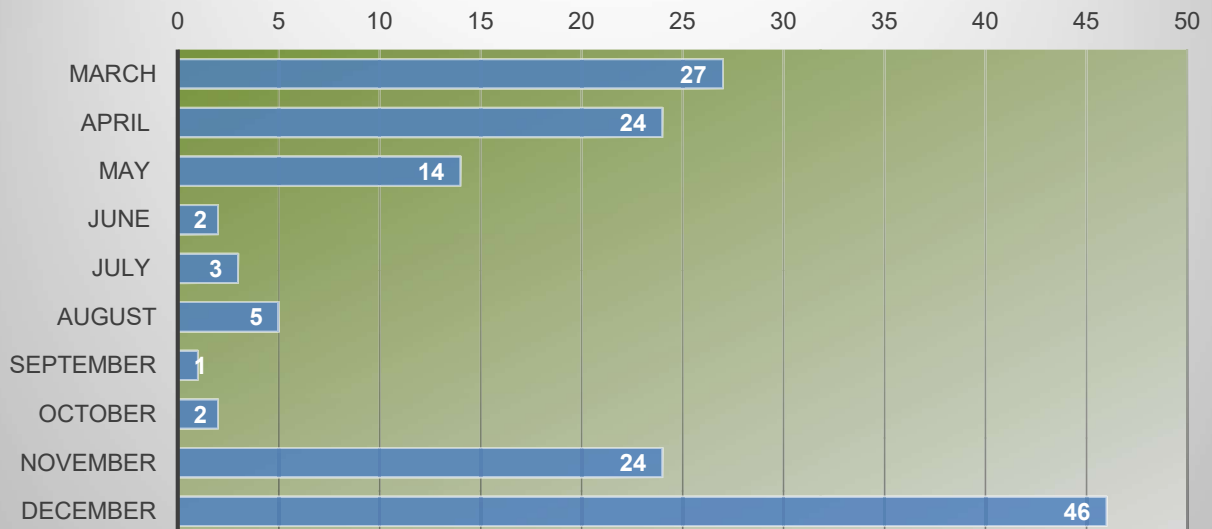
In 2020, Pike Township Fire and EMS personnel report contact with 6,501 patients. Of those patients, 84% or 5,460, were transported to a hospital for further evaluation and treatment. Ascension St. Vincent Hospital accounted for 2,875 or 53% of total transports. Pike Township personnel transported at least 148 patients who were later confirmed COVID-19 positive at the hospital. This does not account for patient who were not transported or were not tested at the receiving facility.

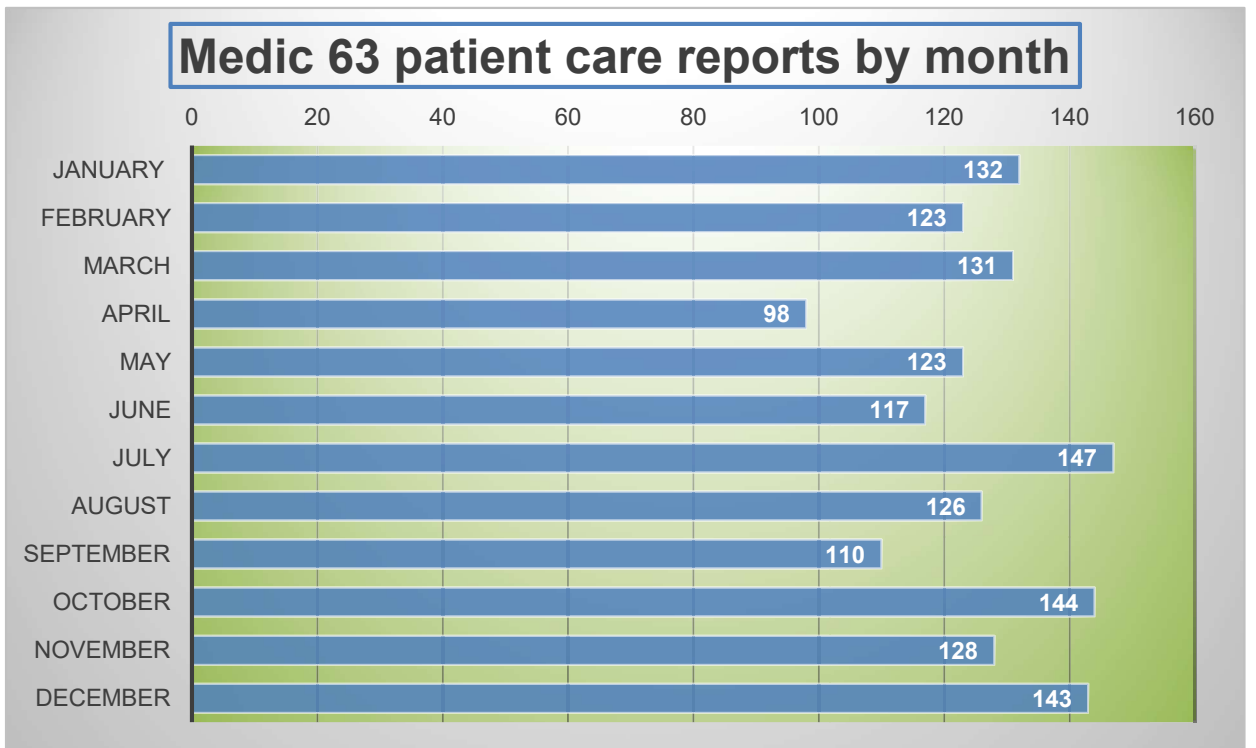
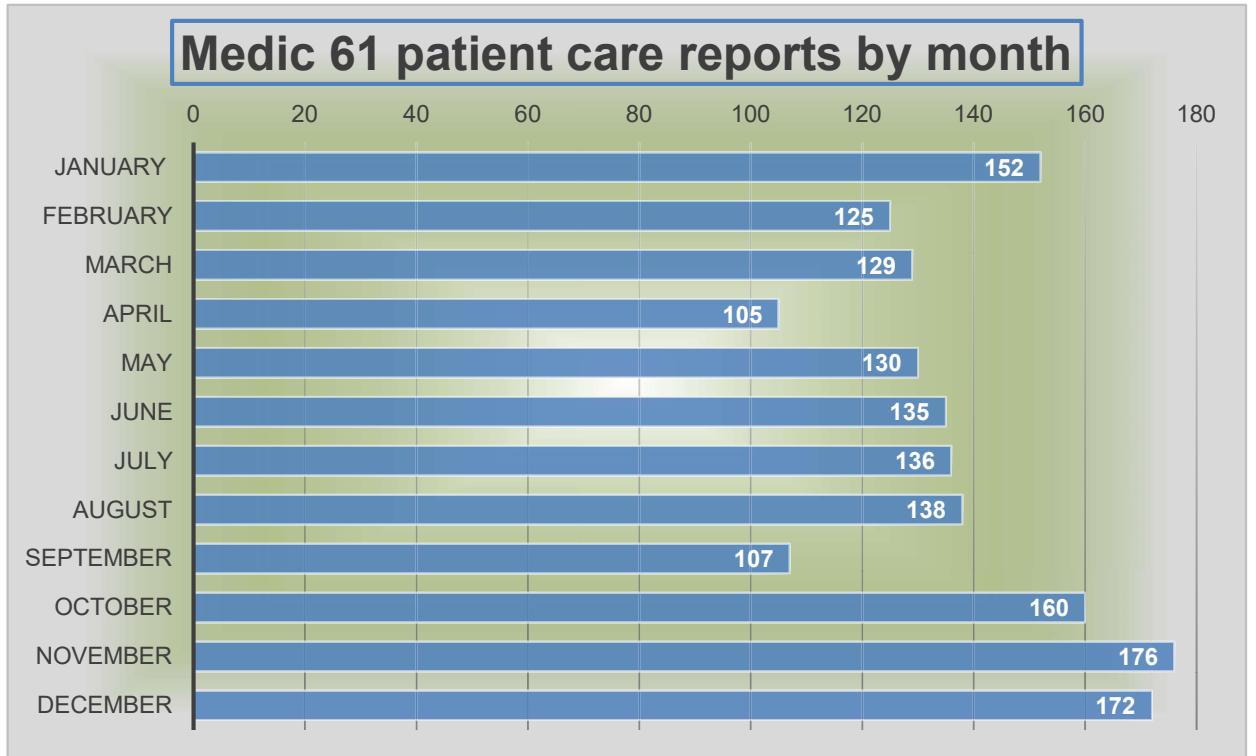


## Transports by destination: Top twelve

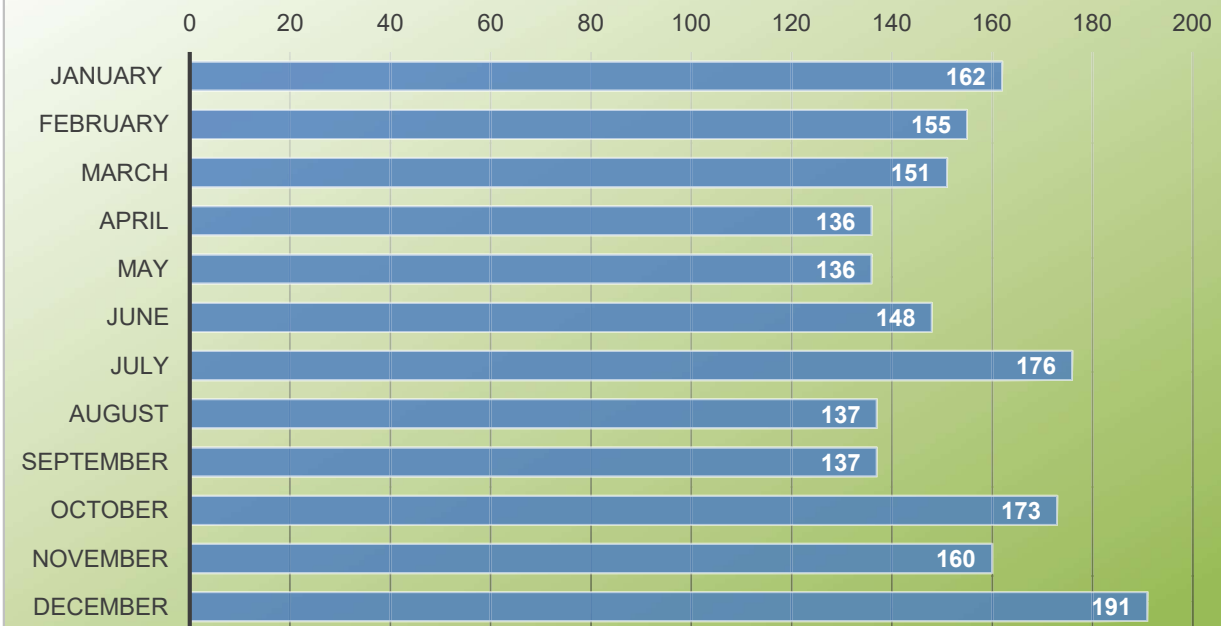


## Runs involving COVID+ confirmed by the hospital

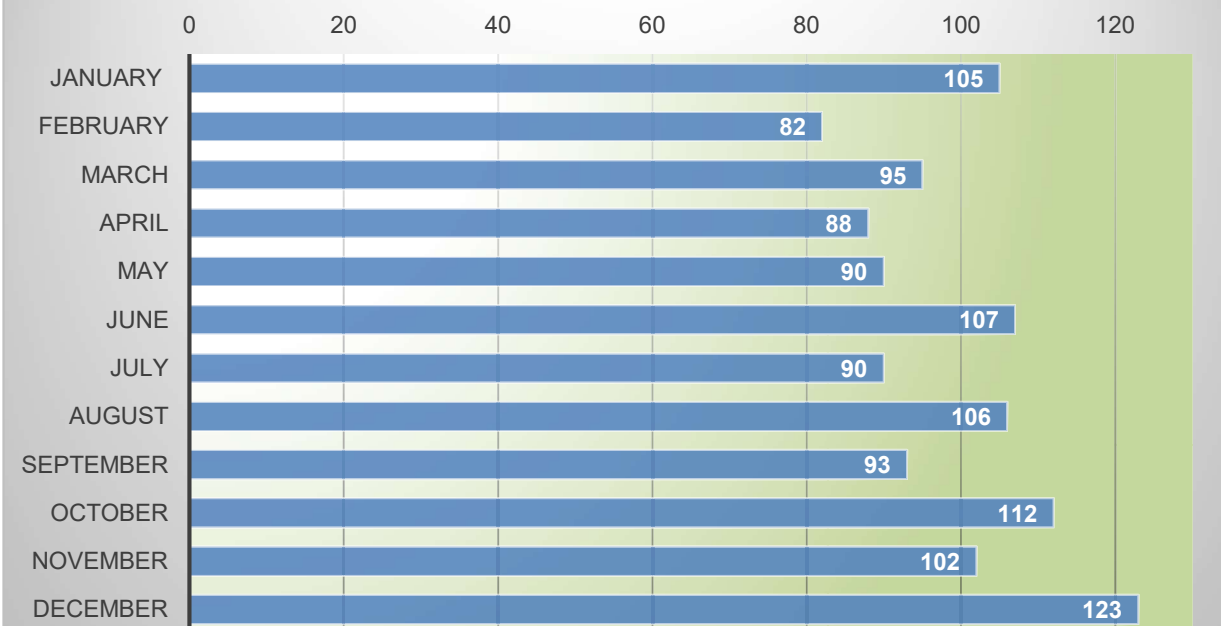




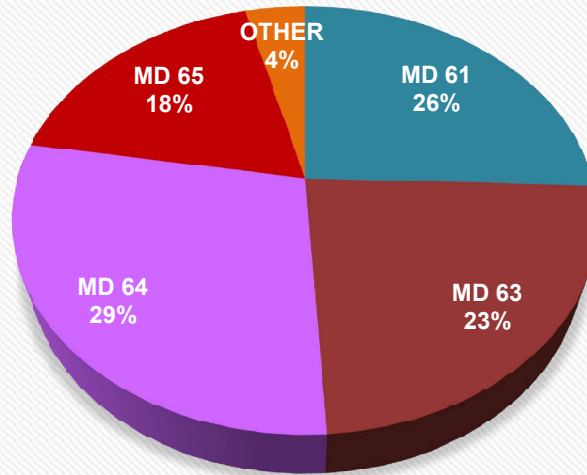
## Medic 64 patient care reports by month



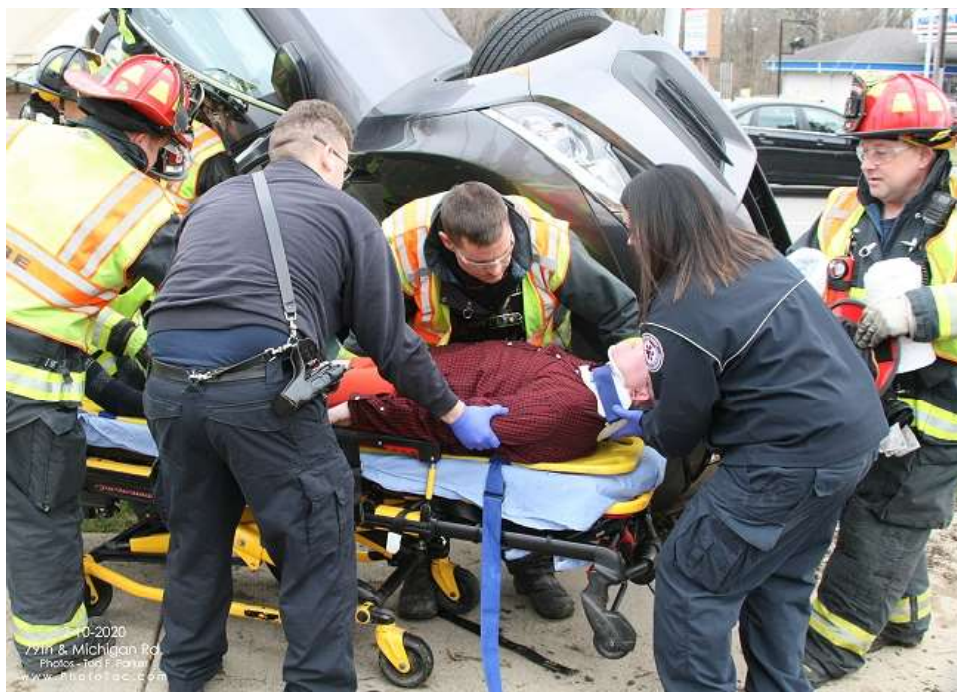
## Medic 65 patient care reports by month



### Percentage of reports written per ambulance



■ MD 61 ■ MD 63 ■ MD 64 ■ MD 65 ■ OTHER



# PREVENTION SERVICES DIVISION

**Division Chief of  
Prevention Services**  
Jonathan Kempler



<b>FI651</b> Investigator/Inspector Tanya Pickett	<b>FI652</b> Investigator/Inspector Joshua Shrum	<b>FI653</b> Investigator/Inspector Laroy Martin	<b>FI654</b> Investigator/Inspector Cade Berry
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## Division Mission Statement

Our mission is to safeguard our community through services designed to protect life and property from the perilous effects of dangerous conditions. Prevention Services supports this through prevention programs, fire investigation, and enforcement of fire and building codes.



## Introduction

Prevention Services Division is composed of two subdivided areas of fire and life safety -- Fire & Life Safety Inspections and Fire Investigations.

One Division Chief/Fire Marshal, and four Investigator/Inspectors are currently assigned to the division. Businesses within the jurisdiction are inspected when newly constructed and regularly thereafter according to hazard rating and occupancy type. The Prevention Services Division is also tasked with the responsibility of investigating the origin and cause of fires and explosions. As part of those duties, personnel routinely interview witnesses, collect evidence, and assist with the prosecution of individuals suspected of arson.



*Another important member of the Prevention Services team is Ember, the Fire Dog. He accompanies Chief Kempler during public education and community events.*

## 2020 Year-End Summary

The Division of Prevention Services faced new challenges in 2020 with the COVID-19 pandemic. Restrictions set in place by local and state leaders made it necessary for many Pike Township businesses to close. Those that remained open had to modify their operations in many cases in order to comply with new health safety mandates. As a result, Prevention Services modified inspection procedures to ensure that businesses were operating safely.

### Exterior Site Inspections

Fire Investigator/Inspectors focused on exterior site inspections to ensure that egress paths were maintained and kept clear. We assisted with designating areas for patrons to line up when entering and exiting businesses. In addition, we consulted with business owners to identify alternative exit locations that allowed for greater social distancing.

In order to lessen the exposure of Prevention Services personnel and to further protect citizens and business owners, Investigator/Inspectors began conducting digital follow-up inspections. Through the use of photographs and video, follow-up inspections were conducted remotely. Not only did this prove to be more efficient, but it also helped protect our personnel and the public.

### KNOX eKey system

The KNOX eKey system was fully implemented in 2020. This system makes new and existing KNOX fire department key access boxes “smart” by adding an electronic core in lieu of the traditional key core. Prevention Services began swapping traditional key cores with eKey cores in an effort to enhance interoperability along the township borders. eKey cores were installed at numerous businesses including some of our “high hazard” occupancies. This allows neighboring jurisdictions to access Pike Fire Department key boxes quickly in an emergency.

### IamResponding

Prevention Services continued to provide regular updates to the IamResponding pre-plan program in 2020. This program provides general information on fire protection features as well as special hazards to operations personnel via a layered map. The map generates icons that allow personnel to visualize the locations of items such as fire department sprinkler connections, fire alarm control panels, fire hydrants, and other items of importance in an emergency. In 2020, Prevention Services began identifying home daycares and ensuring that they were properly labeled on our pre-plan maps in IamResponding. This provides crews advanced warning if a home contains a daycare where multiple children might be present.



## Prevention Services Programs

### **Inspection Program:**

This program is designed to manage and assure compliance with the Indiana Fire Codes, Indiana Building Codes, National Fire Protection Association Standards, and Marion County Municipal Codes.

Compliance with applicable codes, standards, and identified deficiencies in documentation of sprinkler and fire alarm annual inspections and compliance are verified on a regular basis.

Fire inspection reports are generated electronically with the Mobil-Eyes inspection reporting application. Copies of fire inspection reports can be provided to the building owner electronically via email or fax. Deficiencies that are identified during inspections are photographed attached to the electronic inspection report. This allows building owners and occupants the ability to review the exact location of deficiencies and leads to a quicker overall compliance time.

Inspection Program Categories include:

- \* Fire Inspections
- \* Re-inspections
- \* New Construction Inspections
- \* Building Remodel Inspections

### **Re-Inspection Program:**

This program is designed to follow-up on fire inspections where the business was found to be non-compliant with applicable fire or building codes. The inspector, based on severity of the deficiencies and previous compliance with the fire code, determines re-inspection date. The re-inspection program ensures that businesses comply with the inspection orders issued by Prevention Services Division. Businesses are advised of their rights to appeal an inspection order to the Fire Marshal or State of Indiana Fire and Building Safety Commission.

### **Night Inspection Program:**

The night inspection program ensures the safety of occupants in businesses within the township at night and after-hours.



This program targets occupancies that pose a high risk for loss of life and property should a fire occur. The target occupancies include nightclubs, assembly occupancies, theaters, and other locations with a large occupant load.







## 2020 Code Enforcement Summarized Statistics

### Inspections

Type of Inspection	Inspection Numbers
General Inspections	722
Building Alarm	59
Complaint	43
Fire Drill	19
Fire Watch	35
Site	1273
Re-Inspections	613
Knox Box Inspections	83
All Other Inspections	1,601
<b>Construction</b>	
Sprinkler, Fire Alarm and Hood Test	15
Total Inspections for 2020	4,463

“All Other Inspections” listed above include: Hazardous Inspections, State Fire Marshal Inspections, Tent Inspections, Fuel Station Inspections, Paint Booth Inspections and Contractor Portal Inspections. Through focusing on quality inspections and follow-through with re-inspections for 2020, Prevention Services was able to develop and implement an effective inspection program with **1,005** violations cited and **715** violations cleared by year-end. 71,349,678 square feet of building space was inspected in 2020.

### Number of Occupants Inspected

Inspector	# of Occupants
Cade Berry	742
Sam Bruner*	598
Tanya Pickett	680
Laroy Martin	838
Jonathan Kempler	219
Total Occupants for 2020	3,077

\*Denotes an inspector who is no longer assigned to Prevention Services Division.



## Program Goals for 2020

**Goal:** Inspect all educational occupancies

**Objective:** To complete fire inspections of all educational occupancies so as to provide for life safety standards to safeguard life and property from the hazards of fire in Pike Township.

**Status:** Complete

**Goal:** Inspect all hotel occupancies

**Objective:** To complete fire inspections of all hotel occupancies so as to provide for life safety standards to safeguard life and property from the hazards of fire in Pike Township.

**Status:** Complete

**Goal:** Inspect all hospitals

**Objective:** To complete fire inspections of all hospitals within the township so as to provide for life safety standards to safeguard life and property from the hazards of fire in Pike Township.

**Status of Goal:** Ongoing

**Goal:** Inspect new construction projects

**Objective:** To complete fire inspections of all new construction so as to provide for life safety standards to safeguard life and property from the hazards of fire in Pike Township.

**Status:** Ongoing

**Goal:** Create an inspection scheduling system based on hazard rating category for each business within Pike Township

**Objective:** To assign inspections based on hazard rating for each business based on occupancy classification.

**Status:** Complete

**Goal:** Install new key cores for KNOX eKey program

**Objective:** To implement the KNOX fire department key access box eKey program for enhanced emergency access to KNOX boxes within Pike Township.

**Status:** Complete

**Goal:** Provide and disseminate information on an informative department/division website

**Objective:** To provide information and allow the public to submit requests through an interactive and informative web presence.

**Status:** Complete





## Community Relations Programs

The Fire Prevention Services Division actively participates in and supports multiple community activities. We believe that this promotes a positive impact in support of the fire department’s mission. Good community involvement helps maintain effective relationships. This requires attendance at community meetings with active participation at these gatherings. We have established ongoing scheduled involvement with many community groups. In these meetings we recognize community demographics, formal and informal community leaders, community groups, community and civic issues, effective customer service methods, and organizational policies for good community relations.

The following are community groups with whom Prevention Services has active partnerships to secure, protect, and ensure the safety and welfare of persons and property related to the Pike Township District:

### Pike Township Residence Association

This partnership with Pike Township Residence Association was formed to assist the Township with new construction coming into our area, asking for zoning variances as they relate to the Indiana Fire and Building Codes. We are involved with Pike Township land and building use, development, parks and recreation, transportation, schools, drainage and sewage problems, water supply and area beautification by providing related fire and building codes input.

### Northwest IMPD Police District

This is a partnership with Indianapolis Metro Police Department to form an alliance for a safer community.

### Metropolitan School District of Pike Township

This is a partnership with the Pike School District to ensure an improved educational atmosphere where students and staff can attend a school day uninterrupted by fire or anything that would obstruct the educational process of the schools.

During the school year, we observed and assisted in the first fire drill in each school in Pike Township to evaluate the evacuation.



## Risk Management Program

Hazardous Materials Tier II Reporting Program:

Tier II report information received from local businesses is used by Pike Township Fire Department and by the Local Emergency Planning Committees in responding to accidents and other community emergencies involving hazardous materials and for developing community emergency response plans and strategies. Pertinent information on hazardous materials is routinely downloaded into the Mobile-Eyes and lamResponding programs. This allows personnel in the field to view important information about businesses that contain or handle hazardous materials.



## Fire Investigation Program

Fire Investigations are conducted in order to analyze fire and explosion incidents and to determine the origin and cause of fires within the jurisdiction of the Pike Township Fire Department. Beginning with the initial notification of a fire or explosion incident to the fire department, an investigation is commenced to determine the origin and cause of the fire or explosion. Investigations of such incidents are done using a systematic approach and knowledge of basic and advanced fire science. This program assesses fire and explosion causes that take place within the jurisdiction of the Pike Township Fire

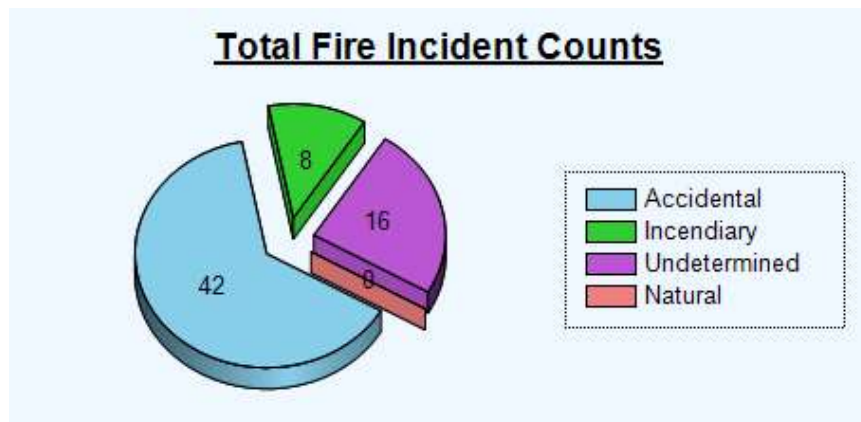


Department. However, through active participation with the Central Indiana Fire Investigation Task Force, investigators assist with investigations throughout central Indiana.

The data obtained through a fire or explosion investigation may be submitted in anticipation of litigation in order to provide details of an investigation including evidence collected, reports, scene sketches, photographs, and other related information relevant to the investigation. Of the total fire incidents in 2020, Fire Prevention Services investigated **68 fires**. Most of the fires were determined to be accidental in nature

and occurred in occupied buildings. Prevention Services Division also investigated arson fires that occurred in the township and assisted in the prosecution of those individuals when identified. Of those individuals whose cases were adjudicated in 2020, Prevention Services Division had a 100% conviction rate.

Fire Investigations	
Accidental	42
Incendiary	8
Undetermined	16
Natural	0
Total	68



## Fire Cause Definitions

- **Accidental:** An unplanned event that interrupts an activity and sometimes causes injury or damage or a chance occurrence arising from unknown causes; an unexpected happening due to carelessness, ignorance, and the like.
- **Incendiary:** A fire that is intentionally ignited under circumstances in which the person knows that the fire should not be ignited.
- **Natural:** A natural fire involves fires resulting from lightning, earthquake, and wind without direct human intervention or action.
- **Undetermined:** Fires in which the level of certainty is not determined or in which there is only suspicion of that cause.

Type of Fire Investigated	Total
Commercial Building	12
Multi Family	12
Residence	28
Vehicle	9
Other	7
<b>Total Fire Investigation Types</b>	<b>68</b>

## Reported Fire Injuries for 2020

Of the fires investigated by Prevention Services Division in 2020, there were no Firefighter injuries reported, and 12 civilian injuries. There was 1 civilian fire fatality within the jurisdiction of the Pike Township Fire Department for 2020.

## Dollar Losses

Prevention Services actively compiles information on property values, loss amounts and dollars saved from firefighting and prevention services. In 2020, the Pike Township Fire Department responded to fire losses involving commercial and residential properties, accessory structures, and vehicles. The total value of these properties was **\$74,047,430**. A documented dollar loss of **\$3,180,216** was recorded. The Pike Township Fire Department saved **\$70,322,514** in property in 2020.

Values	Total
Total Pre-fire Value	\$74,047,430
Total Loss Amount	\$3,180,216
<b>Total Amount Saved</b>	<b>\$70,322,514</b>



# COMMUNITY OUTREACH

Going above and beyond is part of the culture of Pike Township Fire Department. Throughout the year, we reach out to meet the needs of our community with various acts of service. Following are just a few examples of Pike Fire's community service in 2020.

Published an ongoing column in the community newspaper "The Pike Pulse" in which we provided updates and informative articles on a variety of topics.

The Trustee's office, along with Pike Township Fire Department, sponsored multiple mobile blood drives.

Even the COVID-19 challenges of 2020 couldn't prevent Pike Fire from participating in the Trustee's annual Christmas Toy Drive and MLK Day of Giving. With the help of the community, we were able to completely fill the Trustee's food pantry and also provide holiday gifts to families in need.

Station 64 adopted a family from Bethel United Methodist Church during the holidays, providing needed items and gifts, plus a visit from Santa Claus.

In partnership with Resilient Pike and Trustee Johnson, firefighters assisted in planting trees outside our stations in Pike Township.

EMS personnel responded to a call in which an elderly man had fallen down. The man mentioned that he had been fixing his lunch when he fell. The crew noticed the food on the counter then finished making his lunch and washed his dishes.

Two chief officers passed a stranded motorist. They stopped and were caught changing the tire for the grateful woman.

Stories like these could fill pages and pages. These acts of kindness are not stipulated in the personnel manual! This dedication to service goes above and beyond at all levels in our organization. When Pike Firefighters and EMS personnel see a need in the community, they meet that need with action – whether in an official or unofficial capacity.



