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**ANNUAL  
REPORT**

**2015**

# MISSION STATEMENT

The mission of Clearcreek Fire District is to provide customer-oriented health, safety, fire and emergency services with professionally trained personnel in an efficient and cost-effective manner, utilizing resources provided by the community.



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# CHIEF'S MESSAGE

February 8, 2016

To: The Honorable Clearcreek Township Trustees,  
Honorable Springboro City Council,  
Administrator Jack Cameron,  
City Manager Chris Thompson,  
Employees of the Clearcreek Fire District,  
Citizens and visitors of Springboro and Clearcreek Township.

This report reflects the activities and achievements of the Clearcreek Fire District during 2015. This report is divided into many sections to reflect the various functions we engage in.

The Fire District is preparing our long range plan to include modernizing our current fire stations and dealing with locating qualified applicants to hire. The growth of our community places increased needs upon fire and EMS and we strive to meet that need, prepare for future need and utilize the public's dollars in the best manner possible.

The department has placed a fleet replacement program into place. Our goal is to better prepare for the expensive process of keeping our community's equipment in the best state of readiness we can. Each vehicle has the life expectancy laid out and allows us to prepare for these costly purchases. We have developed vehicle specifications and ordered our second new ambulance as part of this replacement program. During 2015 we replaced two vehicles, a rescue truck and fire engine, with a single combination vehicle to help reduce maintenance cost. The vehicles replaced were our highest cost to maintain or the oldest in our fleet.

The Novak Consulting Group conducted an organizational assessment of the Clearcreek Fire District. Our fire district was compared to industry standards and best practices to help determine what changes may be needed. Our fire district was found to be well managed and meeting best practices and standards. The Novak Group was able to identify several items for us to address, many of those are currently under way. Some of these items will have us form stakeholder groups to determine how we will address the recommendations. The Novak Group determined our staffing levels were adequate for our call for service volume, population size and geographical response area.

Additionally, the Novak Group provided two alternative recommendations for the Fire District to consider as a result of their organizational assessment. One seek additional funding to sustain current levels of service or two, reduce service levels to bring operational costs in line with

existing available revenue. The Fire District will be carefully evaluating these alternatives and options during 2016, as the Fire District works with the elected officials in planning for the future.

We continue to partner with local and regional agencies to share cost of large projects. Some of these include dispatch cost, electronic reporting for Fire and EMS, training development and delivery and specialty resources that are very expensive to maintain. Some of those specialty resources include hazardous materials, trench rescue, collapse rescue, mass casualty, and specialty search and rescue. This year the Regional Active Shooter Team was put into place, our paramedics on or off duty will be part of a regional response to provide enough medical personnel to care for victims of an active shooter, should this occur. These collaborative efforts allow our community to provide required services at a fraction of the cost by each agency contributing a small portion.

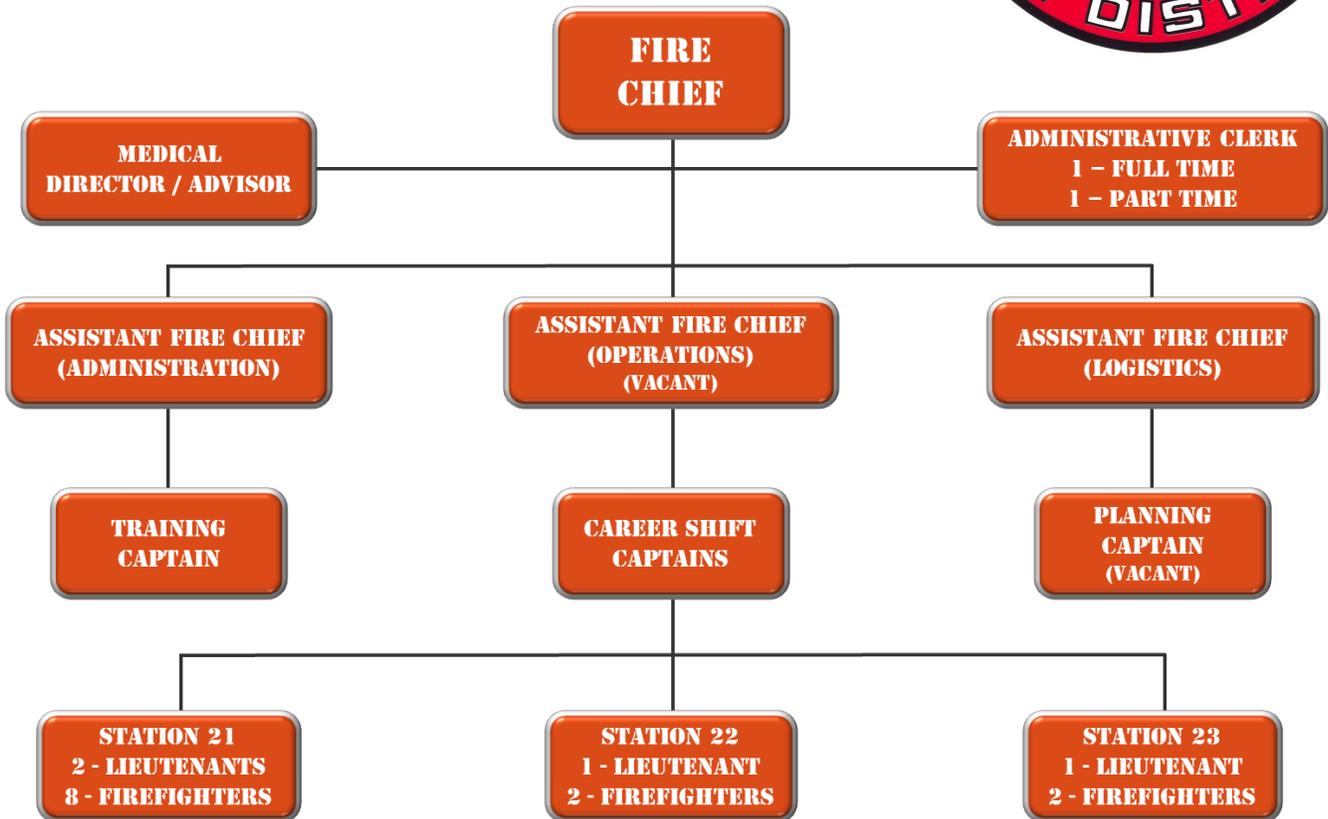
Through the support of our community the Clearcreek Fire District is able to deliver the best in EMS, Fire and Rescue services to our community. We wish to thank you and the citizens of Springboro and Clearcreek Township for your continued support.

Respectfully,

Robert Kidd  
Fire Chief

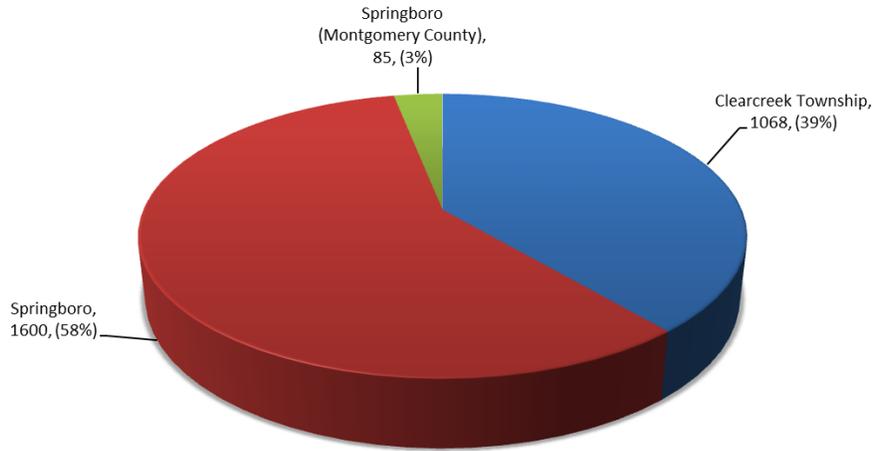


# ORGANIZATIONAL STRUCTURE

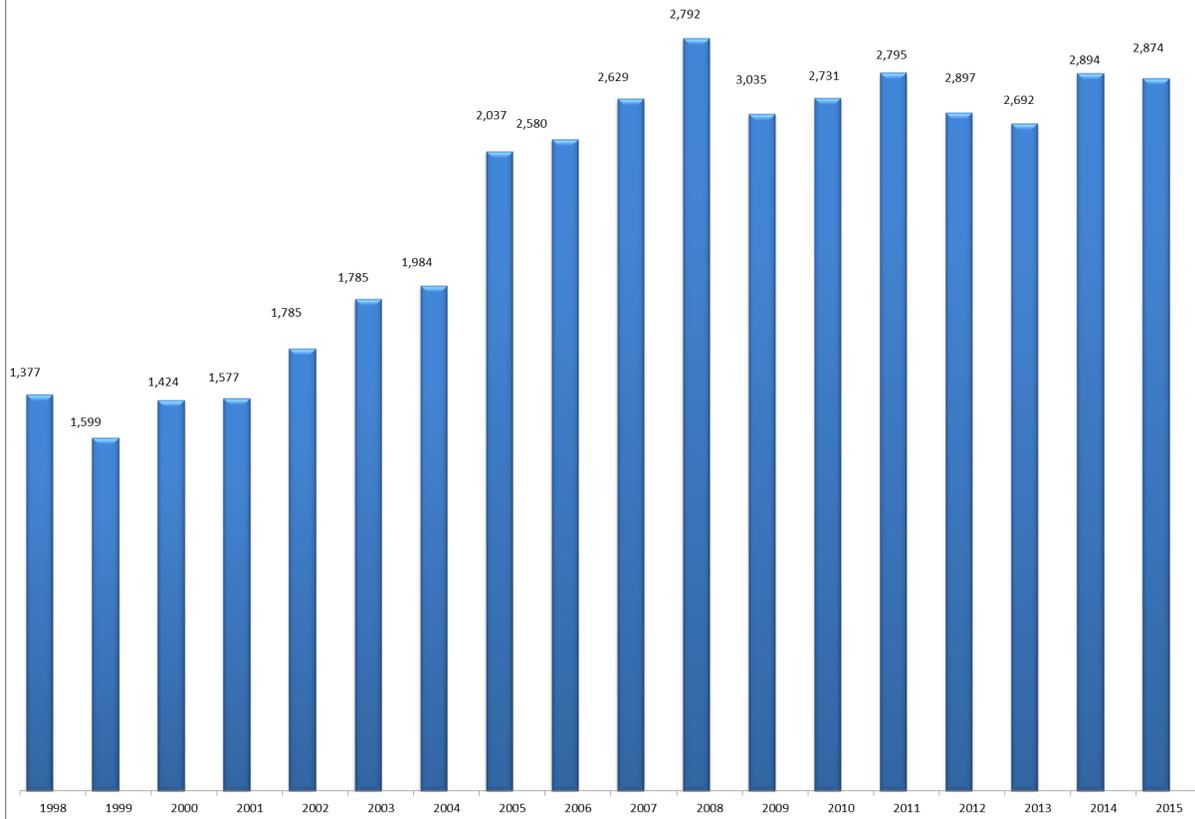


# SUMMARY RESPONSE DATA

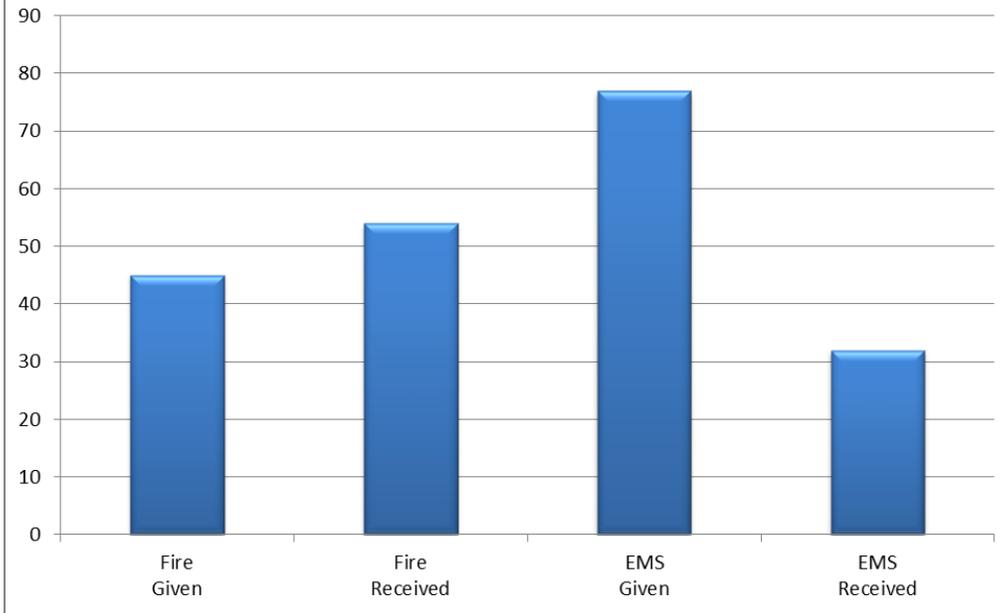
CAD Incidents Dispatched by Political Subdivision  
2015 Event Count



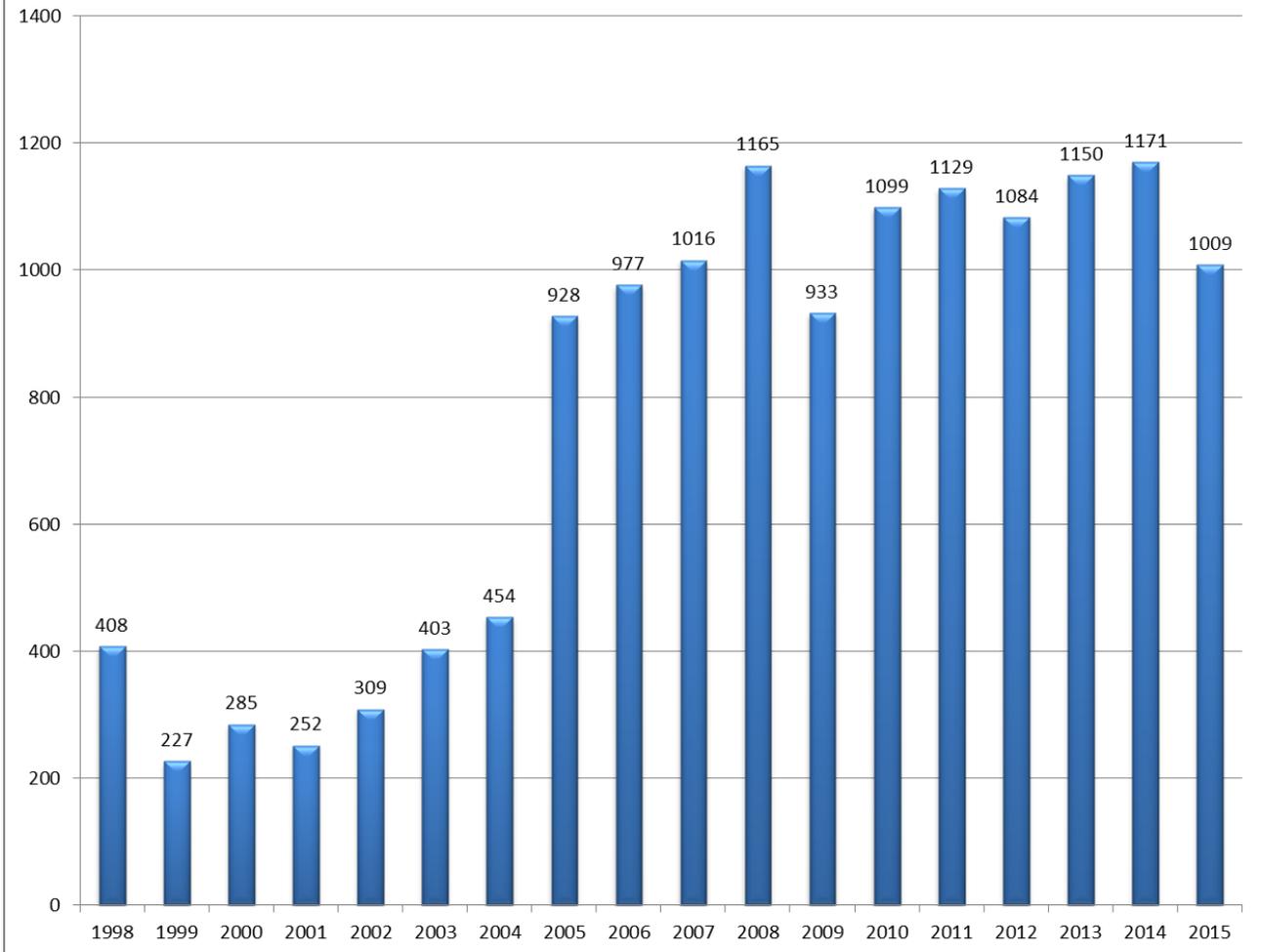
Seventeen Year "Request for Service" Trend



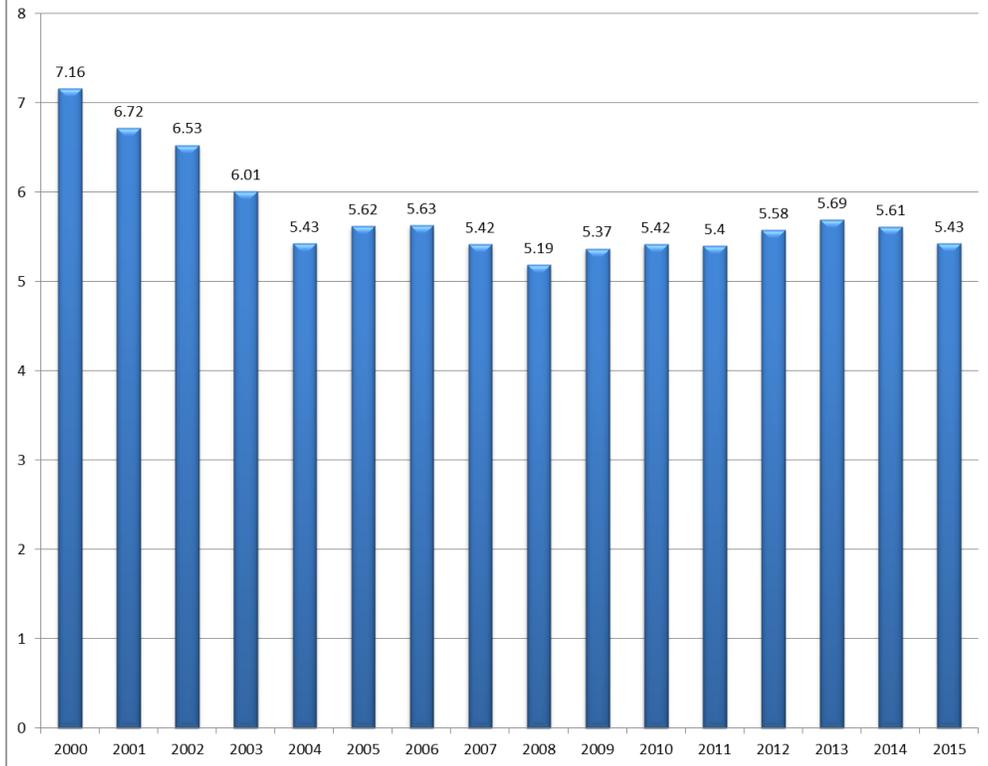
### 2015 FIRE / EMS MUTUAL AID REQUESTS



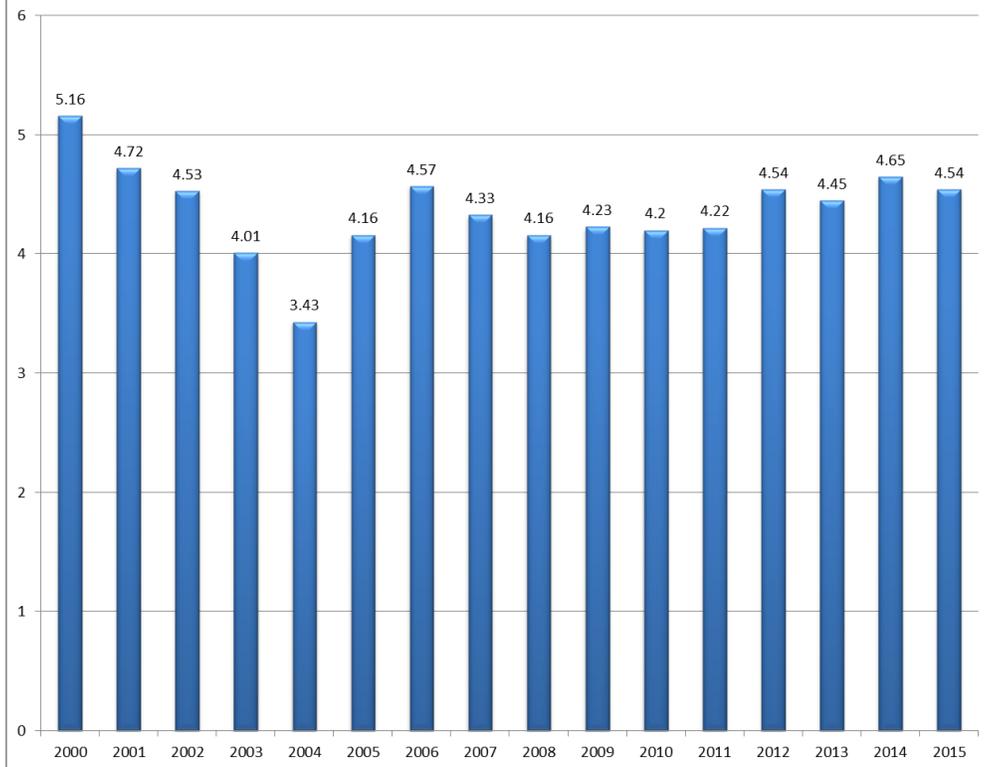
### Seventeen Year "Simultaneous-Alarm" Trend



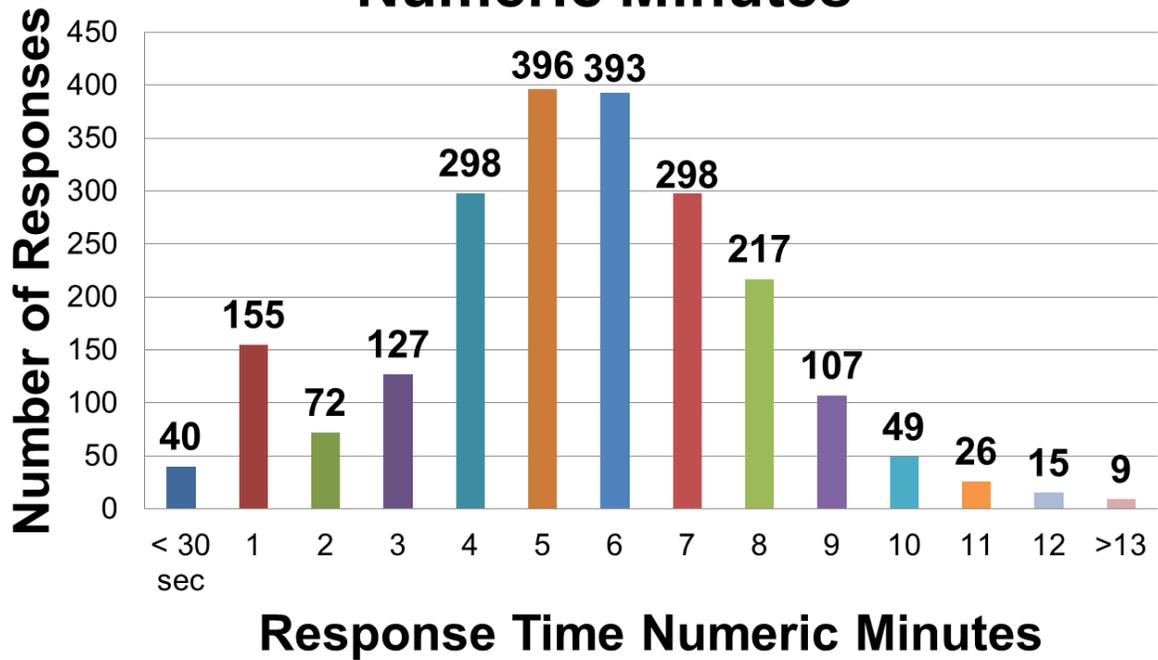
**Average Fire / EMS Response Times in Minutes  
(Dispatch to On-The-Scene)**



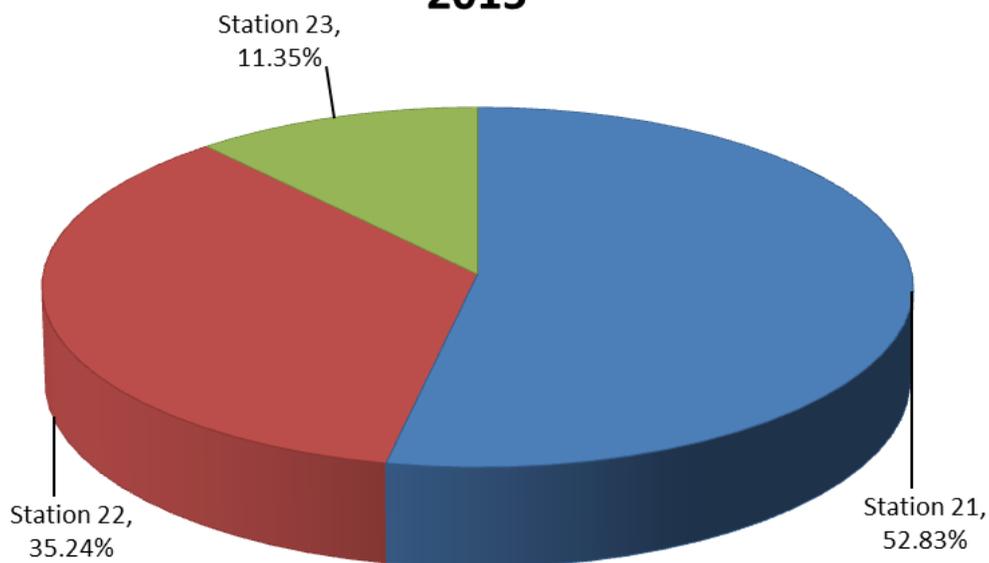
**Average Fire / EMS Response Times in Minutes  
(Travel / Running Time)**



# Clearcreek Fire District 2015 Response Time Summary Number of Responses by Numeric Minutes



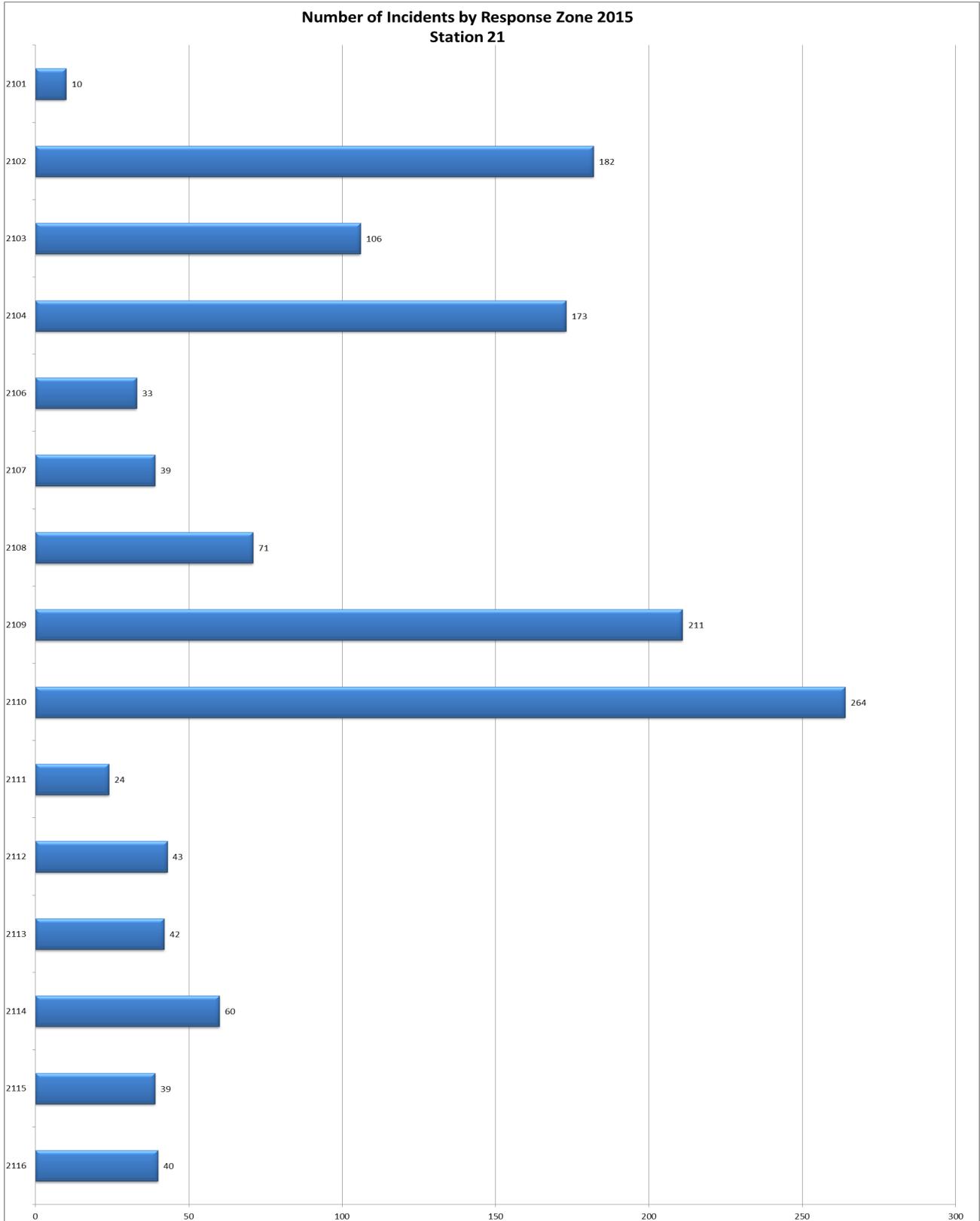
## Station / Area Response Percentages 2015



925 South Main Street  
Springboro, OH 45066

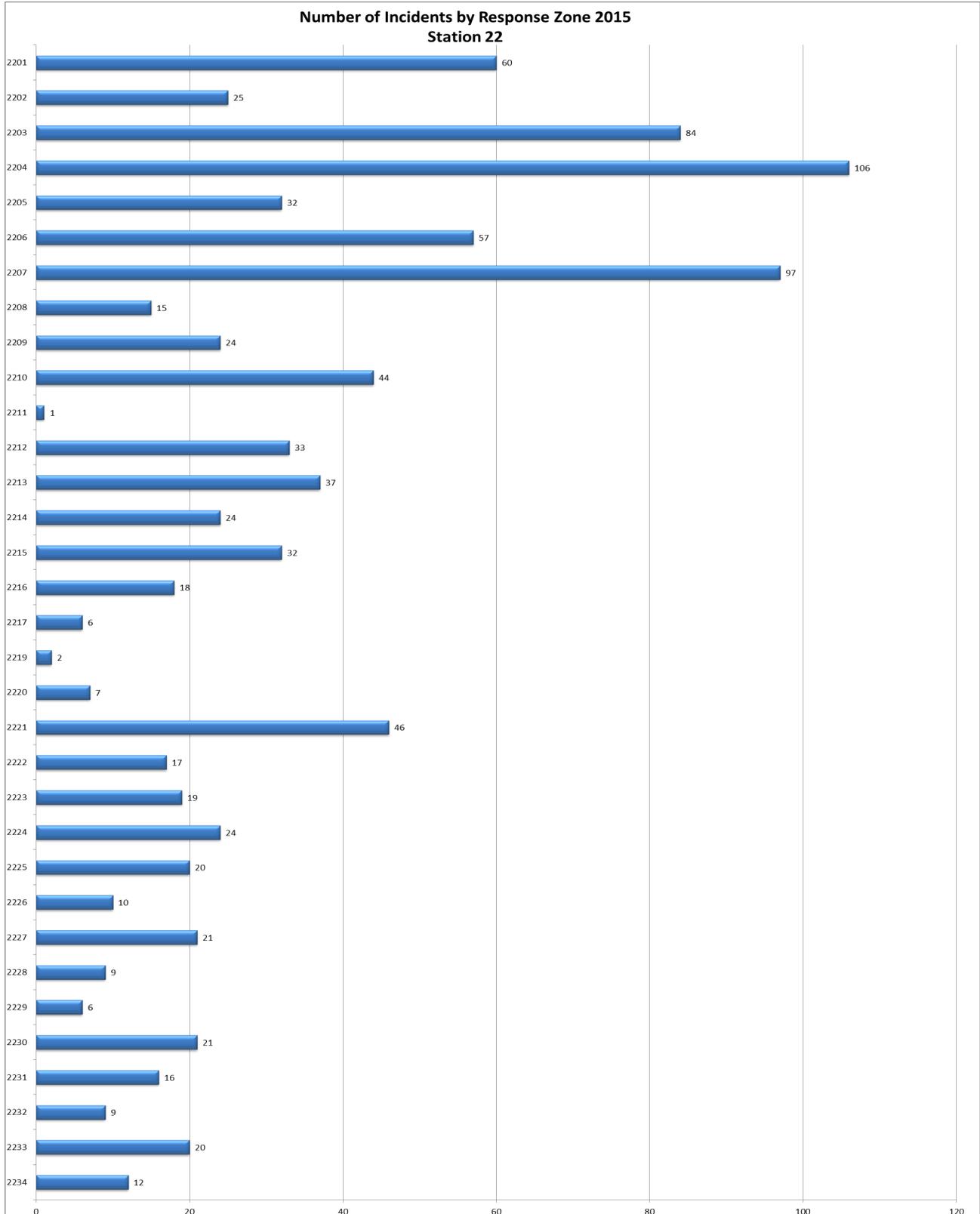
Located next to Heatherwoode Golf Course

# STATION 21



**346 East Lytle Five Points Road**  
**Springboro, OH 45066**  
*Located next to the water towers*

# STATION 22

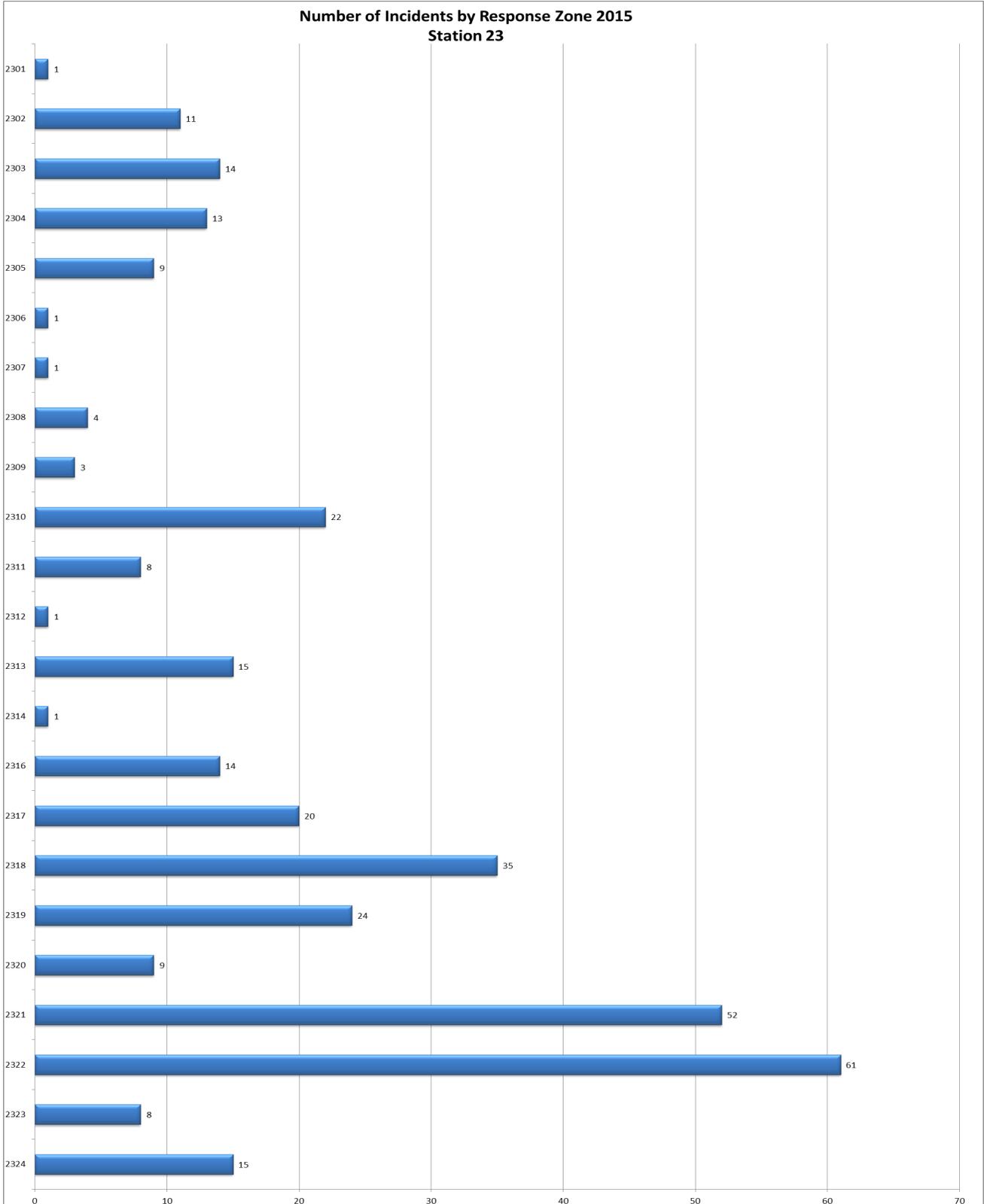


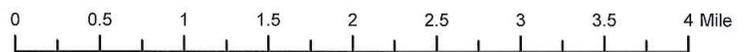
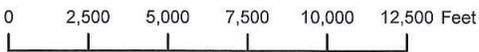
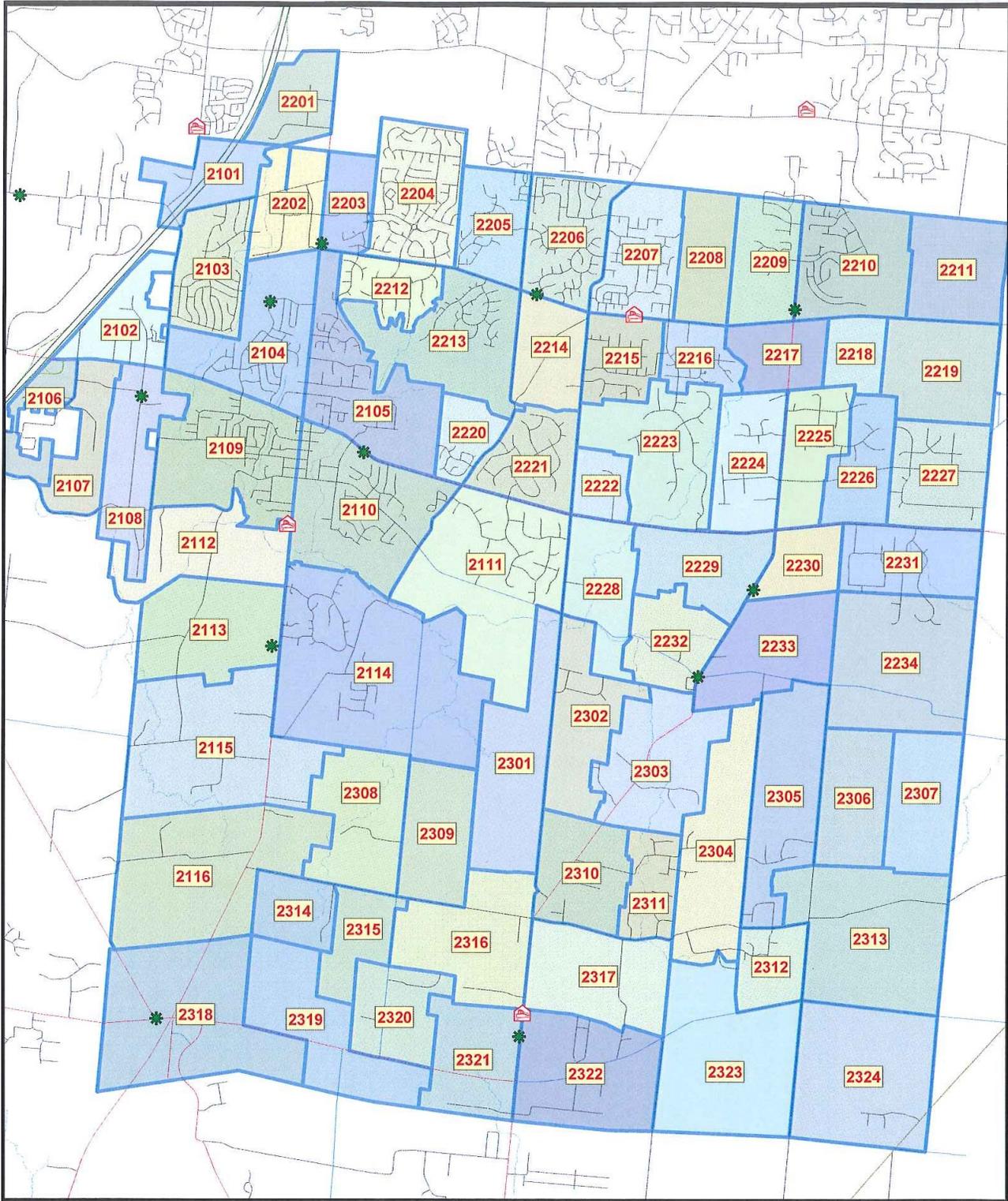
**3809 North State Route 48**

**Lebanon, OH 45036**

*Located near Warren County Career Center*

# STATION 23





Powered by Telecommunications

1 inch equals 0.95 miles

# DISTRICT INFORMATION

## Street Guides / Zone Books / Mobile Data Computers (MDCs) / CAD System

The Fire District uses a GIS; zone mapping system was originally developed and implemented during 2004. Based on this system the Fire District is divided into 74 individual response zones containing over 830 different streets and roadways. These response zones are based on our existing fire station locations and response areas.

Clearcreek Fire District is dispatched by the Warren County Department of Emergency Services Communications Center. The Computer Aided Dispatch (CAD) system utilizes the Motorola Printrak Premier CAD™. This system uses a coordinate-based geofile; X, Y coordinates are assigned to each incident regardless if it has been initiated to an address, intersection, common place location, alarm location, or latitude/longitude. The Clearcreek Fire District Zone Mapping System integrates with this system.

- Ongoing goals of the Clearcreek Fire District's GIS based Zone Mapping system is to continually simplify the mapping process, provide more accurate mapping, increase process efficiency, and work towards alignment and integration with possible future dynamic Advanced Tactical Mapping in our vehicle Mobile Data Computers (MDCs).

During 2007, the Clearcreek Fire District installed Mobile Data Computers (MDCs) in all Fire District apparatus. As a result of this process electronic maps were deployed for use. Since early 2008, Clearcreek Fire District has partnered with Warren County Telecommunications to utilize the Global Information System (GIS) mapping data that is used by the Warren County Computer Aided Dispatch (CAD) system to produce our Response Zone Maps. As a result of partnering with Warren County Telecommunications, the Fire District has deployed these new style Response Zone Maps using the same map information as the Warren County CAD system to our Mobile Data Computer (MDC) fleet. These new portable document (map) files (PDF), for each of our response zones continue to represent a significant improvement over our previous ones.

During 2015, the Clearcreek Fire District continued work with Warren County Telecommunications to continue to improve and refine the electronic maps with enhanced information layers. As a result of these ongoing efforts a Warren County Grid Mapping System is now in use county wide. These new maps include a hot linked overview grid index map that is common to all MDCs county wide enhancing emergency response interoperability capabilities county wide between all public safety agencies.

We continue to utilize this system to acquire our periodic response map updates.

Collectively the efforts of leveraging the existing and regularly updated CAD GIS map data has played a vital role in reducing the time spent on upgrading our Response Zone Maps (we no longer

have to draw them and no additional costs are incurred other than optionally printing them), thus increasing the efficiency of Clearcreek Fire District operations.

Additionally, we are also now able to utilize this technology to plot geographical incident response data and trending to maps for Fire District future planning purposes.

Since 2007 the Clearcreek Fire District has been operating a fleet of 16 Panasonic Tough-book Model CF-29 and CF-30 Mobile Data Computers (MDCs), throughout our front line emergency response apparatus. The Fire District MDCs are critical pieces of equipment for our crews and are utilized on every emergency incident response. These devices provide our personnel with real time communications updates from Warren County Communications, as well as the ability to capture accurate and time-stamped response time data, our Zone Mapping



System for identifying streets and fire hydrant locations, our Fire Incident Preplans, Premise Information, Haz Mat ERG, and other critical information utilized to expedite emergency response to the public.

Unfortunately, Microsoft Corporation ended support for the Windows XP operating system on April 8, 2014. This meant that Warren County Telecommunications was no longer be able support any devices that have the Windows XP operating system on them as of April 2014. After this date all MDCs required the Windows 7 Operating System. This rendered six (6), of our older (8 year old), model CF-29 MDC's out of service / obsolete, as they could not be upgraded to the Windows 7 Operating System. The six (6), obsolete units were upgraded to CF-31 Models during 2014. Our remaining ten (10) CF-30 Model MDCs were subsequently upgraded to the required Windows 7 Operating System back in 2014. This upgrade allowed us to further leverage our return on investment on the eight year (8) old , CF-30 models for a for a short while longer.

During 2015 the Fire District achieved last year's goal of replacing the remaining ten (10) CF-30 models to the new CF-31 models through the Loeb Foundation Grant Program. As a result all of our MDC hardware is now refreshed and up to date with the most current technology available for an anticipated five (5) year life cycle.

## **Computer Aided Dispatch (CAD), System End of Life and Replacement RFP Project**

The existing Motorola Printrak CAD System utilized by the Warren County Communications Center to perform Emergency Dispatch for Fire / EMS and Law Enforcement Agencies throughout Warren County is now twelve (12), years old and is approaching its technological end of life within the next several years.

During 2014, Assistant Chief Simpson was appointed by the Warren County Fire Chief's Association to serve as one of the Fire Representatives on the Warren County Board of Commissioners Computer Aided Dispatch (CAD) System RFP committee. This committee is comprised of several individuals who represent the Warren County Sheriff, various Police Agencies and Fire Agencies, Warren County Communications, and Warren County Telecommunications. This project represents an important opportunity to participate and explore potential future alternatives for the next CAD system.

The following activities associated with this project were accomplished during 2015:

- January through March 2015: Participated on the Warren County Board of Commissioners Computer Aided Dispatch (CAD) System RFP committee in several meetings for completing the initial Request for Proposal (RFP) review and scoring process for the new Computer Aided Dispatch (CAD) System. Seven RFPs were reviewed, and four short list vendors were selected for closer review and evaluation
- April 2015: Developed functional demonstration scenarios for use by the selected short list vendors for their presentations and demonstrations.
- May through July 2015: Attended the four (4), short list vendor presentations and functional demonstrations. (Tri-Tech Software Systems, Motorola Premier One, New World Systems / Ageis, and Spillman.
- October through December 2015: Participated in the final vendor selection process and scope of work review prior to the Warren County Board of Commissioners contract award to Tri-Tech Software Systems.

Work on this major project will continue into and throughout 2016 with review and implementation of the project scope of work and configuration of the new CAD system software with a targeted go live date sometime during 2017.

## Priority Dispatch Project

Work was also completed throughout 2015 on the Priority Dispatch project to establish local protocol definitions. This in preparation for implementation of Fire and Emergency Medical Dispatch (FMD and EMD) programs by Warren County Communications Center during early 2016.



## Radio System 800 MHz Digital Migration / Switch Over to MARCS-IP System

The Warren County 800 MHz Trunked Radio technology changed with a requirement for all Fire District 800 MHz radios to be migrated to a new digital radio system. Warren County's existing

obsolete twenty-three year old 800 MHz analogue radio system was replaced by a new digital radio system on May 13, 2014. This accomplishment was the result of multiple ongoing sequential steps and reprogramming phases performed over the past five (5), years; 2011, 2012, 2013, 2014, and 2015.

The Ohio Multi-Agency Radio Communications System (MARCS-IP) is a state-wide P-25 compliant digital trunked radio system serving state and local agencies. Its primary state users are the Ohio State Highway Patrol, Ohio Homeland Security, State Fire Marshall, Department of Natural Resources, Emergency Management Agency, Department of Health, Department of Rehabilitation Services, and Department of Youth Services. This required Warren County Telecommunications to complete several phases of radio reprogramming on all of the Fire District's mobile and portable 800 MHz radios during 2013, 2014 and included additional radio tuning alignment and during 2015. Additional radio software flashing updates are anticipated during to 2016 to further enhance the systems operational performance.

Ohio MARCS is dedicated to providing Ohio's first responders and public safety providers with state-of-the-art wireless digital communications, and to promote interoperability, in order to save lives and maximize effectiveness in both normal operations and emergency situations. Warren County's partnership with the State of Ohio will provide many enhancements and improvements to the Fire District's radio communications. The new system provides us access to 9 tower sites with overlapping simulcast coverage of 20 channels. That's a total of 180 transmitters & receivers, connected into 45 antennas, networked together & orchestrated to provide instantaneous communications coverage for all of our public safety, public works, and county users and the ability to roam state wide in addition to improved interoperability with surrounding counties.

The final steps of the migration process to the digital radio system will continue to evolve into 2016 with ongoing software programming enhancements and adjustments to fully optimize the performance of individual radios on the new system.

Additionally, Assistant Chief Simpson participated as the Chair Person of the Warren County Communications Work Group. This group includes representatives from other Warren County Fire, Law Enforcement, Sheriff, Emergency Services, Communications, and Telecommunications. The purpose of the group is to develop operational policy, terminology, radio, mobile data computer (MDC), and computer aided dispatch (CAD) system recommendations designed to promote, standardize, and improve overall Warren County public safety interagency operations and cooperation

## Rural Address Locator Sign Program

The Clearcreek Fire District initiated the Rural Address Locator (RAL), Sign program in July of 1993. The purpose of this program was to provide, at cost, a 6" x 18" reflective sign that would clearly display street addresses with three inch 3M Scotchlite adhesive backed numbers. These signs are made available to residents of the Township and community who request them for a \$10.00 charge. For residents of the Clearcreek Fire District's response jurisdiction the price includes installation of the sign. Similar signs are sold commercially for approximately \$45.00 each and this does not even include installation.

These signs have been invaluable to District Fire / EMS crews as well as, police officers who have been looking for an address at the time of an emergency. Prior to the inception of this program, we were frequently being hindered in delivering emergency services to many of our Township residents, due to the simple fact that we often could not easily find their address; this program has been a huge success. Since the inception of the program, the Fire District has produced over 1,685 of these signs.



## Inventory Control

The inventory system is the method by which Clearcreek Fire District tracks its physical assets in the form of non-consumable or non-disposable items and equipment. The goal is to ensure that assets are tracked and accounted for in an efficient manner. This serves for both public accountability and for insurance documentation purposes in case of unanticipated loss, damage, or theft. Presently, there are over 1,596 different items entered into the Clearcreek Fire Districts' Inventory. Items are removed from inventory when they either become no longer serviceable, damaged, broken, obsolete by age or procedural need. Unserviceable, damaged, or broken items are subsequently disposed of through waste collection. Obsolete items are set aside and are assigned as an auction item. Auction items are periodically sold through Clearcreek Township's participation in the annual Warren County auction process or govdeals.com auction website.

The Annual Inventory Process for the Clearcreek Fire District involves verifying the CCFD inventory tag numbers to the actual numbers on the item. Discrepancies are noted and corrected as needed. Additionally, any new items, not already listed in the inventory are also added. The completed inventory is assembled in November and submitted in December of each year to the Fire Chief.

## Uniforms and Personal Protective Equipment

NFPA 1851, *Standard on Selection, Care, and Maintenance of Protective Ensembles for Structural Fire Fighting* recommends all firefighter personal protective equipment (PPE) be replaced after 10 years of service. Beginning in 2012, the fire district began replacing our firefighter's personal protective equipment to be in compliance with this nationally recognized industry standard. Since that time we have replaced between 16 and 20 sets of firefighter turnout gear each year. As of the end of 2015, we have replaced all personnel's gear with the exception of one Chief Officer and five part-time firefighters.

The process of tracking our current inventory along with the ordering, receiving, and paying for all items is managed by the fire district's uniform specialist, Lieutenant Sam Long.



## Planning

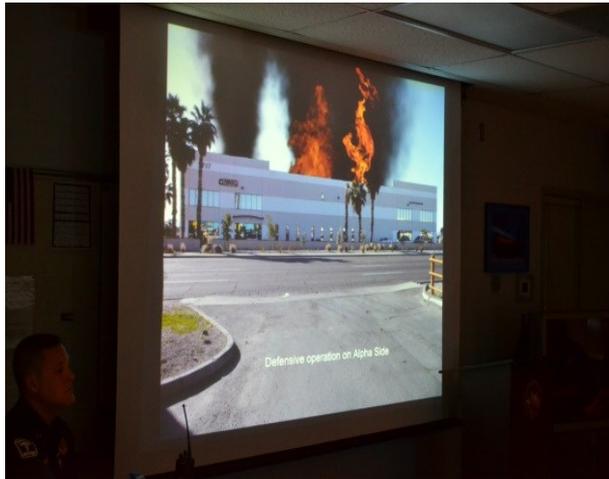
In the emergency services industry, planning for both the expected and unexpected is a critical function. The Fire District understands the importance of preparing to mitigate any situation it may encounter. Over the past year, the Planning Division has worked diligently preparing the organization and its people to be in a constant state of readiness.

In order to maintain a state of readiness, the department has continued to assess organizational policies and procedures, develop and strengthen relationships with other agencies we work with or have the potential to work with, identified areas of professional development needed within the organization, and recognized systems and processes within the department that need revised and / or updated.

The Fire District's inventory was analyzed to determine any property that was outdated or did not meet the current need of the district. Any items that were determined to no longer be of use to the department were auctioned off.

# Officer Development

All of our Officers and Officer Candidates maintained their status as Certified Incident Commanders. They have been certified through the internationally utilized Blue Card Incident Management System™. The training is delivered by our own certified instructors and done in house as in service training.



This Incident Command Training incorporates:

- Standard Functions of the Incident Command System;
- Clearcreek Fire District's General Operating Guidelines;
- Strategic and Tactical Operation templates for the different occupancy types;
- High fidelity structure fire simulations.

The online program uses a wide variety of structure fire simulations. The program uses five distinct building types for size up and incident action planning.



The fire district continued to improve its officer development program for all of the department's supervisors and acting supervisors. We conducted quarterly training for our supervisors to keep them proficient at skills they currently possess and introduce new skills to help them be successful in their position.

The fire district created a mentorship program for Lieutenants to begin functioning as Acting Shift Captains. This mentorship program is part of the fire district's succession plan and will continue throughout 2016.

### **Involvement with the community and external agencies:**

Assistant Chief Agenbroad became a member of the Warren County Career Center's Safety Committee. This committee meets monthly to assess the safety of the students, faculty, and facility. He was an evaluator for two mass casualty / disaster exercises on April 9<sup>th</sup> and November 12<sup>th</sup>.

The fire district worked with the City of Springboro during the July 4<sup>th</sup> Boro200 weekend celebration. Assistant Chief Agenbroad and Lt. Carman met weekly with the Boro200 committee to plan for the weekend events. Our involvement included preparing for the fireworks display and providing staffing for the event.



The fire district assisted the Clearcreek Police Department with the National Night Out on August 4<sup>th</sup>. We provided fire and safety education to the public, performed two vehicle extrication demonstrations, tours of apparatus, and landed CareFlight.

The fire district worked with the City of Springboro assisting with their annual “The Big Event” held at North Park on September 6<sup>th</sup>. We assisted with event set up, organized a rehydration station at Station 21 for the “Bike the Boro” event, and provided stand-by crews at the event.

Assistant Chief Agenbroad participated as an active member of the Warren County Pipeline Coalition. This coalition was formed to bring together both public and private partners that have an interest in the safety of the gas and petroleum facilities located in the State Route 122 and Hart Road area. Through this coalition a full-scale disaster exercise at Enterprise Products was conducted on September 30<sup>th</sup>.



On November 21<sup>st</sup>, the fire district participated in the annual Christmas in Springboro Parade. Chief Kidd accompanied by Trustee Gabbard, Ladder 21 and Medic 24 were part of the parade procession.



# FIRE & RESCUE ACTIVITY

## January

On 1/8/2015 @ 2157 hrs., CCFD Fire / EMS crews responded to the 2700 block of East State Route 73 for a vehicle accident with injuries. Upon arrival, crews found a single vehicle upside down in the culvert. There was one patient entrapped with minor injuries. The patient was extricated and transported to Kettering Memorial Hospital.



On 1/22/2015 @ 2113 hrs., CCFD Fire and EMS crews responded to 25 Jacamar Court for a fire alarm activation. Upon arrival, crews found smoke coming from the front door of the structure. The incident was upgraded to a structure fire. Our crews made entry and found a small kitchen fire that was quickly extinguished.

## February

On 2/1/2015 @ 1203 hrs., CCFD Fire and EMS crews responded to 25 West Central Avenue for a reported vehicle into a building. Upon arrival, crews found that a U-Haul truck had struck the bank drive-thru canopy, causing significant structural damage. The Springboro Building Department was notified. There were no further hazards found.

On 2/1/2015 @ 1348 hrs., CCFD Fire and EMS crews responded to 8885 Crossley Road for a reported chimney fire. Upon arrival, crews found an active fire in the chimney. Our crews laddered the structure and extinguished the fire. There were no further hazards found.

On 2/4/2015 @ 1047 hrs., CCFD Fire and EMS crews responded to 25 Jacamar Court for a fire alarm activation. Upon arrival, crews found light smoke coming from the attic. The incident was upgraded to a structure fire. Our crews made entry but could not quickly locate the seat of the fire due to excessive storage within the residence. Interior conditions deteriorated and crews backed out to a defensive position where the fire could be contained. Subsequently, multiple chemicals were located in the fire debris prompting a response from the U.S. Environmental Protection Agency. Mitigation efforts continued through the month of February.



On 2/28/2015 @ 2006 hrs., CCFD Fire and EMS crews responded to 607 West Lytle-Five Points Road for a reported structure fire. Upon arrival, crews found a fire in the rear of a two story barn / garage. Our crews quickly extinguished the fire. Mutual aid was received from the City of Franklin Division of Fire, the Miami Valley Fire District, and Washington Township Fire Department.

## March

On 2/4/2015 @ 1047 hrs., CCFD Fire and EMS crews responded to 25 Jacamar Court for a structure fire. Subsequently, multiple chemicals were located in the fire debris prompting a response from the U.S. Environmental Protection Agency. Site cleanup and mitigation efforts continued through the month of March 2015. Several unified command meeting and follow-up activities were completed throughout the month of March 2015. The final cleanup has been completed and the lot has been graded. Hydroseeding is scheduled for early April.

On 3/4/2015 @ 1200 hrs., CCFD Fire and EMS crews responded to 325 East Central Avenue for a report of an automatic fire alarm. Prior to arrival, Springboro Police reported smoke in the laundry area. The incident was upgraded to a structure fire. Crews made entry and found a malfunctioning clothes washer. The fire had already been extinguished. Crews then ventilated the structure to remove the smoke. Mutual aid was received from the City of Franklin Division of Fire.

On 3/10/2015 @ 2005 hrs., CCFD Fire crews responded to 2316 Pine Brook Lane for a reported propane leak. Upon arrival, crews found a large underground propane tank actively leaking. The valve was turned off to stop the leak. The area was monitored, no further hazards were found.

On 3/13/2015 @ 1152 hrs., CCFD Fire and EMS crews responded to the Springboro High School at 1675 South Main Street for a reported automatic fire alarm. On arrival, it was determined that the fire alarm was used to evacuate the school building due to a bomb threat. An engine and medic unit stood by as police investigated the situation. No hazards were found

## April

On 4/1/2015 @ 1035 hrs., CCFD Fire / EMS crews responded to 175 North Glen Oak Drive for a reported structure fire. Upon arrival, crews found a working fire in the garage of the home. Our crews initiated an attack and contained the fire to the garage with no extension into the home. Mutual aid was received from the City of Franklin Division of Fire and the Miami Valley Fire District.

On 4/23/2015 @ 1844 hrs., CCFD Fire / EMS crews responded to 5327 Utica Road for a report of a chimney fire. Our crews found a working fire that was quickly extinguished. The rest of the structure was checked for extension and there were no further hazards found.

On 4/29/2015 @ 23:56 hrs. CCFD Fire / EMS crews responded to 236 West Central Ave (Drug Mart Shopping Center) for a reported structure fire after initially being dispatched for a light pole on fire in the parking lot. Upon arrival, crews found a working fire involving three eight foot fluorescent light fixtures and surrounding structural covering located on the underside of the front awning of the structure. This extended from the front doors of Greg's Meats to Jet's Pizza. Crews quickly contained the fire to the light fixtures and adjacent structural material with no further extension of fire into the building. Mutual aid assistance was received from the City of Franklin Fire Department and the Miami Valley Fire District.

## May

On 5/1/2015 @ 19:51 hrs., CCFD Fire / EMS crews responded to the I-75 northbound exit ramp to State Route 73 for a vehicle accident with injuries. Upon arrival, crews found a single vehicle accident with one patient ejected. The patient was treated and transported to Kettering Hospital.

On 5/11/2015 @ 22:37 hrs., CCFD Fire / EMS crews responded to East Lytle 5-Points Road and Bunnell Hill Road for a vehicle accident with injuries. Upon arrival, crews found a single vehicle accident with the car on its side and one patient trapped. The vehicle was stabilized and patient extricated. The patient was treated and transported to Kettering Hospital.



On 5/17/2015 @ 06:40 hrs., CCFD Fire / EMS crews responded to Clearcreek-Franklin Road for a vehicle accident with injuries. Upon arrival, crews found a single vehicle with heavy damage and two patients. Both patients were treated and transported to Kettering Hospital.

## June

On 6/16/2015 @ 1400 hrs., CCFD Fire / EMS crews responded to 75 Haley Court for a reported structure fire. On arrival, crews found a small fire contained to an air conditioning unit and the exterior wall of the structure. The fire was extinguished and the area overhauled to check for fire spread. Mutual aid was received from the Miami Valley Fire District and the City of Franklin Division of Fire.

On 6/23/2015 @ 1325 hrs., CCFD Fire / EMS crews responded to 7884 Bunnell Hill Road for a tree cutter that was reported to be trapped by a fallen tree. Upon arrival, crews found that the tree had been removed by other workers. The patient was assessed and transported to the Atrium Medical Center.

## July

On 7/30/2015 @ 18:47 hrs. CCFD Fire & EMS Crews responded to 8427 Primrose Way on a reported structure fire. Upon arrival, crews found a working fire in the basement and began offensive fire attack operations. The fire was quickly extinguished. The cause of the fire is undetermined and remains under investigation. Damage was estimated at \$50,000.00. Mutual Aid was received from the Miami Valley Fire District, the City of Franklin, Washington Township, and Turtlecreek Township Fire Departments.

There were also two other significant concurrent incidents that occurred in the district during this fire. There were two significant vehicle crashes on North ST. RT. 741, both in the vicinity of the

Springboro High School. One crash was in the city of Springboro and the other was in the Township. These injury accidents occurred at on 7/30/15 @ 19:04 hrs. and 19:32 hrs. respectively. Mutual Aid assistance was received from the following agencies to mitigate these incidents. Joint Emergency Medical Services, City of Franklin Fire Department / EMS, Washington Township Fire Department and Miami Valley Fire District.

## August

On 8/11/2015 @ 1312 hrs., CCFD Fire and EMS crews responded to 129 West State Route 122 for a rescue from heights. Upon arrival, crews found an adult male that was using a basket lift to trim trees when a branch fell and incapacitated the lift. The Warren County Technical Rescue Team was contacted for a possible rope rescue scenario. After assessing the situation crews were able to locate the battery bypass on the lift. The lift was then able to be lowered to the ground in a controlled manner. Mutual aid was received from the City of Franklin Division of Fire.

## September

On 9/4/2015 @ 0357 hrs., CCFD Fire and EMS crews responded to 15 Perth Court for a reported structure fire. Upon arrival, crews found heavy fire involvement in the garage and master bedroom areas. Our crews aggressively attacked and extinguished the fire. Mutual aid assistance was received from the City of Franklin Fire Department, Miami Valley Fire District, Washington Township Fire Department, Wayne Township Fire Department and Joint Emergency Medical Service (JEMS).



On 9/13/2015 @ 1954 hrs., CCFD Fire and EMS crews responded to 9115 Bunnell Hill Road for a reported structure fire. Upon arrival, crews found smoke coming from the roof vents. Our crews investigated and found a working attic fire. The fire was quickly extinguished. Mutual aid assistance was received from the City of Franklin Fire Department.

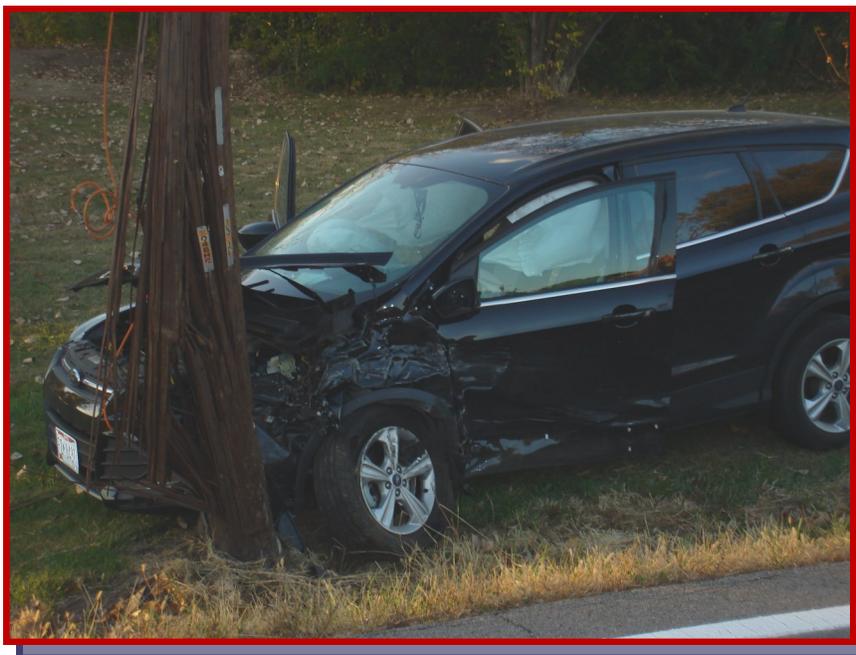
On 9/19/2015 @ 1434 hrs., CCFD Fire / EMS crews responded to West Central Avenue and Park Lane for a vehicle accident with injuries. Upon arrival, crews found a T-bone collision involving two vehicles with victims trapped. There were two patients with various injuries. Two Clearcreek medic units responded. A mutual aid engine responded from the City of Franklin Division of Fire to assist with the extrication. One victim was transported to Kettering Hospital with a trauma alert. One victim was transported to Sycamore Hospital.

On 9/26/2015 @ 1220 hrs., CCFD Fire / EMS crews responded to 7176 Eyler Drive for a vehicle accident with injuries. Upon arrival, crews found a vehicle that came out of gear and rolled over a person injuring them. The patient was transported to Kettering Hospital with a trauma alert.

## October

On 10/01/2015 @ 2104 hrs., CCFD Fire and EMS crews responded to 325 East Central Avenue for an automatic fire alarm. Upon arrival, crews found a boiler pipe that had ruptured causing steam to enter one wing of the facility. Our crews quickly isolated the problem and assisted staff in removing residents from the affected area. Crews then assisted with removal of water and debris. Mutual aid was received from the City of Franklin Division of Fire.

On 10/13/2015 @ 0139 hrs., CCFD Fire / EMS crews responded to 4101 Utica Road for a vehicle accident with injuries. Upon arrival, crews found a single vehicle that had rolled and severed a utility pole, bringing electric wires down onto the roadway. There were two patients with various injuries. Two Clearcreek medic units responded. All patients were transported to the Atrium Medical Center.



On 10/25/2015 @ 2128 hrs., CCFD Fire / EMS crews responded to 301 Willowood Drive for a vehicle that had struck a building. Upon arrival, crews found an apartment building that had been struck by a vehicle. The vehicle fled the scene and there were no injuries within the building. Crews entered the affected apartments to assess the damage and secure the affected utilities.

On 10/20/2015 @ 1753 hrs., CCFD Fire / EMS crews responded to North State Route 48 and Bunnell Hill Road for a vehicle accident with injuries. Upon arrival, crews found three vehicles involved in the accident. The accident also partially severed a utility pole supporting high-tension power lines. There were five victims with various injuries. Two Clearcreek medic units responded. One patient was transported to the Atrium Medical Center.

## November

On 11/2/2015 @ 0907 hrs., CCFD Fire / EMS crews responded to the I-75 northbound entrance ramp from West State Route 73 for a vehicle accident with injuries. Upon arrival, crews found a semitrailer that had overturned spilling the contents of several chemical drums. The driver was evaluated but was uninjured. The Ohio EPA was contacted and a contractor was used to clean up the spill.

On 11/09/2015 @ 1457 hrs., CCFD Fire and EMS crews responded to 165 East Central Avenue for an electrical fire. Upon arrival, crews found a fire that had developed earlier in the day while the residence was unoccupied. The fire melted the toilet and sink water supply lines which sprayed water and extinguished the fire prior to arrival. Mutual aid was received from the Joint Emergency Medical Services (JEMS) agency.

On 11/19/2015 @ 0644 hrs., CCFD Fire and EMS crews responded to 20 North Pioneer Boulevard for a medical incident. While on scene, personnel observed a haze of possible smoke in the structure. The incident was upgraded to a structure fire. Upon arrival of additional crews, the building was checked and no hazards were found. Mutual aid was received from the City of Franklin Division of Fire, Miami Valley Fire District, and the Joint Emergency Medical Services (JEMS) agency.

## December

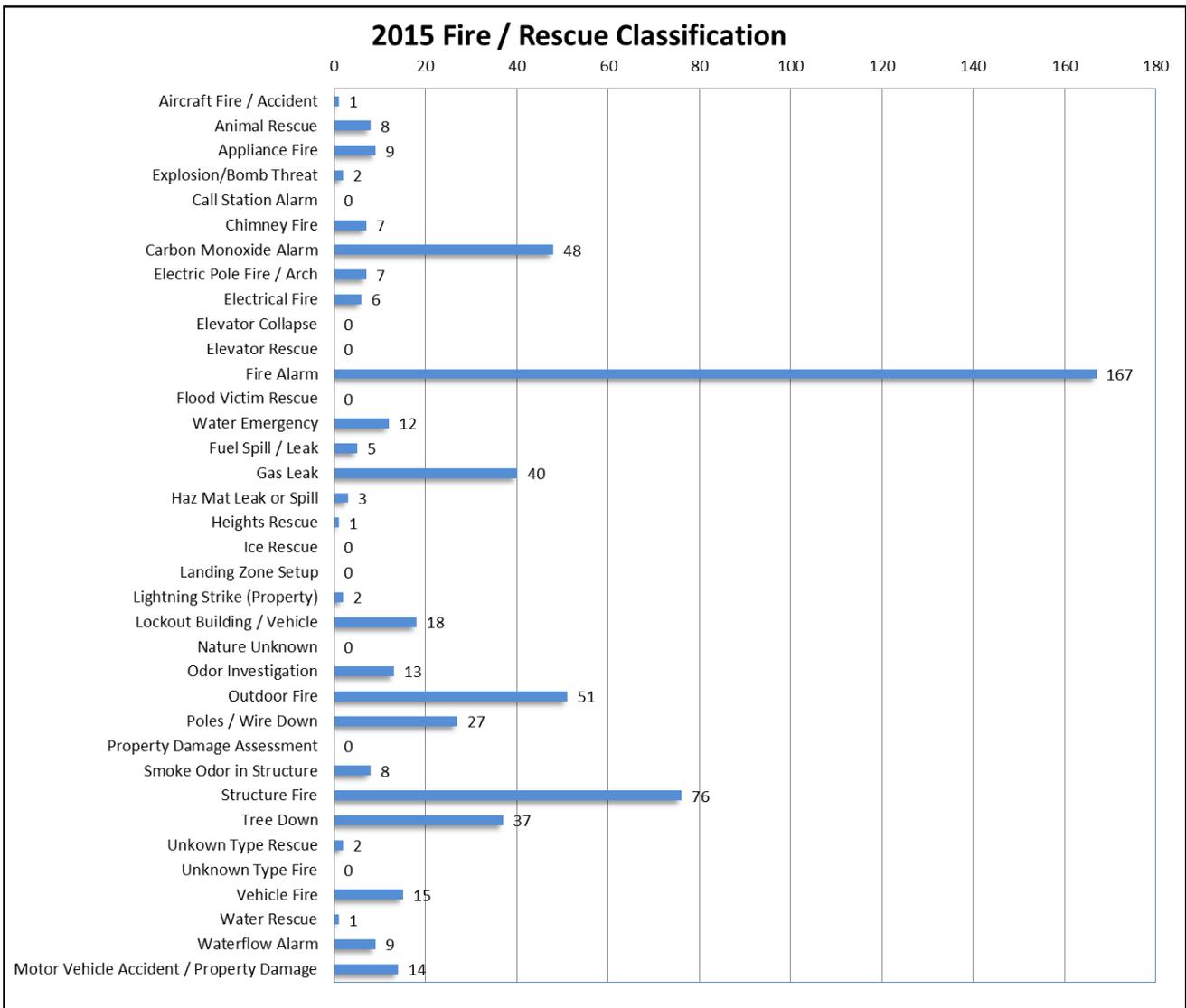
On 12/18/2015 @ 11:19 hrs., CCFD Fire and EMS crews responded to 3156 Countryside Lane for a reported structure fire. Upon arrival, crews found the homeowner had extinguished a small fire resulting from a log that fell out of a wood burning stove. Mutual Aid assistance was received from the City of Franklin Fire Department and the Miami Valley Fire District.

On 12/19/2015 @ 20:11 hrs., CCFD Fire and EMS crews responded to Gardner Road and Pennyroyal Road for a reported vehicle fire. Upon arrival, crews found a vehicle fully involved in fire. Our crews quickly extinguished the fire. Upon investigation, the vehicle was found to be reported stolen. The Springboro Police Department is investigating.

On 12/23/2015 @ 0008 hrs., CCFD Fire / EMS crews responded to 5474 North State Route 48 for a vehicle accident with injuries. Upon arrival, crews found a single vehicle upside down in the culvert. There was one patient with serious injuries. The patient was extricated from the vehicle and transported to Miami Valley Hospital by CareFlight.

On 12/24/15 @ 17:25 hrs. CCFD Fire and EMS crews responded to 403 Willowood Drive for a reported structure fire. Upon arrival and investigation, crews found a furnace malfunction. Mutual Aid assistance was received from the City of Franklin Fire Department and the Miami Valley Fire District.

On 12/27/2015 @ 0855 hrs., CCFD Fire / EMS crews responded to 1932 West State Route 122 for a vehicle accident with injuries. Upon arrival, crews found a single vehicle with two occupants that had run off the roadway. Two Clearcreek Medic Units responded. Both occupants were treated and transported to the hospital.



# EMS PROTOCOL & REPORTING



## Medical Care Protocols

The Clearcreek Fire District participates in the Greater Miami Valley Emergency Medical Services Council regional protocols under the authority of our medical director, Dr. Steven Chapman, D.O. These medical protocols allow EMT's and paramedics to deliver quality pre-hospital medical care in a timely, efficient manner. Advanced procedures such as continuous positive airway pressure (CPAP), end-tidal capnography (EtCO<sub>2</sub>) monitoring, 12-lead electrocardiogram (EKG) acquisition and transmission, and intraosseous vascular access allow paramedics to deliver state of the art medical care directly to the site of the injury or illness.

● During 2015 the Clearcreek Fire District took delivery of five Physio-Control LUCAS2<sup>®</sup> Chest Compression Systems. The LUCAS2<sup>®</sup> Chest Compression System is designed to help improve outcomes of sudden cardiac arrest victims and improve operations for medical responders.

● Performing at least 100 compressions per minute with a depth of 2", LUCAS can be deployed quickly with minimal interruption to patient care. These devices allow for uninterrupted, continuous chest compressions during resuscitation. In turn, paramedics are able to provide more timely advanced life support interventions.

## Electronic Patient Care Reporting System (ePCR)

A routine portion of our Emergency Medical Service delivery program is the requirement to complete a patient care report on every single Emergency Medical Service incident that we respond to. Historically these patient care reports have always been done in a handwritten format on a paper report form. However, ongoing changes and improvements in technology, as well as new Federal and State laws and regulations pertaining to data collection and patient care reporting standards are necessitating most Pre-Hospital Emergency Medical Service providers to begin moving to an Electronic Patient Care Records (ePCR), systems format.

The ePCR is a process where Emergency Medical Services personnel use a computer and special software designed for use in various working environments for documentation of patient care. Instead of our paramedics using a pen and paper based process where everything has to manually written and entered, they now use a portable computer that has the same patient care report and linked to the Warren County Computer Aided Dispatch (CAD) System for data transfer. As a result our Paramedics are now more easily able complete the documentation as the incident occurs versus having to wait until the end to complete the documentation. Lastly, ePCR eliminates multiple manual steps in patient documentation and duplicate data entry which equates to increases in efficiency, patient care, and cost savings.

During 2015, the Clearcreek Fire District spent many hours participating cooperatively with Warren County Telecommunications / Data Systems, the Warren County Fire Chief's Association, and various other Warren County Fire Departments to enhance and further leverage this complex system in the most efficient and cost effective way possible.

Major operational components of the ePCR system allow for the following efficiencies:

- The Ohio Revised Code section 4765.06 states "The state board of emergency medical services shall establish an emergency medical services incidence reporting system for the collection of information regarding the delivery of emergency medical services in this state and the frequency at which the services are provided. All emergency medical service organizations shall submit to the board any information that the board determines is necessary for maintaining the incidence reporting system." The EMS Incident Reporting System (EMSIRS) was created in 2002 to fulfill the requirements of this law. The basis for the data elements collected by EMSIRS is the national standard EMS data set created by the National EMS Information System (NEMSIS). The NEMSIS data set was created to replace the aging and increasingly ineffective Uniform Prehospital Data Set, which was the national standard from 1992 until 2004, and was the basis for the original EMSIRS data set. The information collected by EMSIRS is used to guide the State Board of Emergency Medical Services in creating statewide rules and policies regarding training, education and system oversight.
- It is also used for medical research and for EMS performance improvement. The Fire District has been reporting to the EMSIRS-1 system since 2004. During January 2013, the Fire District began exporting to the State of Ohio Department of Public Safety's Division of EMS newly required EMSIRS-2 database. The ePCR software allows the Fire District to easily meet this statutory requirement without personnel having to complete duplicate or redundant data entry.
- The Fire District successfully implemented the ePCR Automated Billing Extract component of the ePCR software with our third party EMS Billing provider McKesson. This functionality allows the Fire District's ePCR patient care reports to automatically be exported electronically and sent both directly and securely to McKesson for billing and payment processing. This process has eliminated the courier service required with the old paper-based reports. With the automatically transferred files for EMS billing production purposes, we now realize time savings on both sides with the new electronic interface in place.
- During 2016 the Clearcreek Fire District will be challenged with reviewing and implementing the requirements for the State of Ohio EMSIRS software upgrade to the new NEMSIS Version 3.4 reporting requirements before the end of the first quarter of 2016.

To summarize, the ePCR project has many advantages which include improvements in data collection, reporting capabilities, and documentation of medical events, compliance with State and Federal Law, and ultimately continued excellent care for our patients. The original total

expenditure cost by all participating agencies to make this project a reality was \$185,783.20 during 2011-2012. Clearcreek Fire District's share of this total cost was only \$18,000.00. This project would not have been achievable without the cooperative efforts and funding provided by the Warren County Board of Commissioners, the Warren County Fire Chief's Association, and the various participating Warren County Fire Departments and EMS agencies. Without the support and cooperation of these entities the cost of this program would have been much greater and would likely not have been achievable. As a result all participating agencies continue to realize a significant cost savings by working together on this system.

During 2015, the Clearcreek Fire District worked extensively with Warren County Data Systems staff to configure and update enhanced "Cradlepoint" mobile Wi-Fi devices in support of our mobile technology. These units allow the mobile data computer (MDC) and ePCR tablet to connect securely to the Warren County Data Systems server. Also, extensive updates were performed on all ePCR tablet computers to enhance printing capabilities at the area hospitals where patients are routinely transported.

## **H.I.P.A.A. Privacy Officer**

The Health Insurance Portability and Accountability Act (H.I.P.A.A.) of 1996 (Code of Federal Regulations, 2002, also referred to as Public Law 104-191 or the Kennedy- Kassebaum Act) contains many provisions in which most ambulance services in the United States must comply. As a part of our compliance program during 2015, Career Fire District Personnel were issued Perico OTP c100 Tokens through Warren County Telecommunications for accessing our Fire / EMS Records Management Systems (FireRMS). This token replaces a similar prior technology and provides a two-factor authentication based on something you know (password), and something you physically have (an authenticator token key), thus providing a much more reliable and higher level of user authentication than reusable passwords alone. Implementation of access controls such as these tokens is an example of the Fire District's ongoing efforts and commitment to H.I.P.P.A. compliance.

Because the various H.I.P.P.A. regulations have been published and implemented at different times over the past several years, H.I.P.P.A. has been a dynamic issue, requiring ambulance services to monitor the newest standards, regulations, and interpretations, to assure and maintain compliance. The Assistant Chief acts as the Fire District H. I. P. P. A. Privacy Officer. The Privacy Officer oversees all ongoing activities related to the development, implementation, maintenance of the organization's policies and procedures covered within the H.I.P.P.A. regulations, compliance with federal and state laws, and the healthcare organization's information privacy practices. In addition, the EMS Coordinator assists in maintaining H.I.P.P.A. compliance. During December of 2015 Lt. Vecchi attended the Certified Ambulance Privacy Officer training offered by the National Academy of Ambulance Coding. This training provided an in-depth review of current H.I.P.P.A. issues and industry best practices for maintaining patient privacy.

The Clearcreek Fire District is required by law to maintain the privacy of certain confidential health care information, known as Protected Health Information (PHI), and to provide information known as a Notice of Privacy Practices to all patients we serve. The procedure to provide our Notice of Privacy Practices involves the mailing of a brochure to each patient that the Clearcreek Fire

District had contact with within a week of the service date. During 2015, Clearcreek Fire District mailed 1,728 notices of Clearcreek Fire District Privacy Practices. The approximate costs of this include:

Postage	\$0.48 each	Total Postage Cost	\$829.44
Envelopes	\$0.08 each	Total Envelope Cost	\$141.70
Paper	\$0.008 each	Total Paper Cost	\$13.82
Total Cost:	\$0.56.8 each	Total:	\$984.96

## SAS 70 Compliance Officer

During June 1994, the Clearcreek Fire District implemented EMS Billing program. As a result of finding number 1999-404483-001 in Clearcreek Township Warren County Regular Audit For The Years Ended December 31, 2001-2000, the Township was required to acquire a Statement of Auditing Standards (SAS) number 70 Report. The SAS 70 Report addresses Controls in Operation and Tests of Effectiveness of the Emergency Medical Service Claims Processing and Payment Posting System from the billing agency. The SAS Number 70 report is an auditing standard developed by the American Institute of Certified Public Accountants and its purpose is to enable an auditor to evaluate and issue an opinion on the controls a service organization has in place.

Additionally, finding number 1999-404483-001 found that “Township has not established procedures to reasonably determine that ambulance billings have been completely and accurately processed in accordance with the ambulance billing contract.” As a result of this finding the Clearcreek Fire District was directed by the Clearcreek Township Administration to develop an EMS billing compliance and operations policy manual to address these and other EMS billing issues. This was completed during 2003 utilizing assistance from the third-party billing service

provider and information obtained from The Office of the Inspector General of the Department of Health and Human Services (OIG), Compliance Program Guidance for Ambulance Suppliers. (CPG), (Fed. Reg. 2003).

The compliance program is a series of policies that are designed to detect and prevent fraudulent and abusive billing practices as well as other illegal practices not related to billing. It is also designed to detect on-going errors made by the company. The government has made it clear that entities that implement a voluntary compliance program will receive favorable treatment if the company is alleged to have over-billed Medicare.



The compliance program identifies a Compliance / Privacy Officer who will define, implement, monitor and enforce our Compliance Program. The Clearcreek Fire District Compliance / Privacy Officer is the Assistant Chief. Due to the soft billing approach, this entire process takes approximately 90 to 180 days after the end of a quarter to complete. In some cases this takes even longer if partial payments are being made. Each audited patient transport account balance must be zeroed either through payment or write off before the random audit can be closed. No errors were found in any of the random quarterly selections during 2015, thus far.

## Community CPR Training

The Clearcreek Fire District regularly offers American Heart Association "Heartsaver" CPR/AED Courses at no cost to residents of the City of Springboro and Clearcreek Township communities. Classes are offered from 9:00 am to 12:00 pm on the second Saturday of each month at Station 21. The program utilizes 16 employees that are dual-certified as CPR instructors. These instructors trained a total of 106 people in 2015.



This program follows the most current American Heart Association training standards and resuscitation guidelines.

- The Heartsaver course presents information and teaches skills that lay-rescuers need to respond to life-threatening emergencies involving adults, children, and infants. This course is presented in a practice-while-watching video format. It is designed for members of the community such as babysitters, caregivers, coaches, police personnel, security guards, teachers, and others who may respond to a medical emergency. A course completion card is issued upon successful completion of the course requirements.



# SIGNIFICANT EMS ACTIVITY

## January

On 1/14/2015 @ 0050 hrs., CCFD Fire and EMS crews responded to 720 Heatherwoode Circle for a person with trouble breathing. Upon arrival, crews found a 72 year old male in cardiac arrest. Crews initiated Advanced Cardiac Life Support procedures and protocols. Unfortunately, the efforts were not successful and the crews received a field termination of resuscitation order from the hospital's medical control emergency room physician.

On 1/23/2015 @ 1635 hrs., CCFD Fire and EMS crews responded to 15 Sharts Road for an attempted suicide. Upon arrival, crews found a 38 year old female DOA from a self-inflicted gunshot wound. The coroner was notified.

On 1/31/2015 @ 2203 hrs., CCFD Fire / EMS crews responded to West Central Avenue and Clearcreek-Franklin Road for a vehicle accident with injuries. Upon arrival, crews found a Franklin Police Department patrol officer that was involved in a single vehicle crash as a result of a pursuit. The officer was evaluated and transported to Kettering Memorial Hospital.

## February

On 2/4/2015 @ 1648 hrs., CCFD Fire and EMS crews responded to 51 Villa Pointe Drive for a reported non-breather. Upon arrival, crews found a 65 year old male in cardiac arrest. Crews initiated Advanced Cardiac Life Support procedures and protocols. Unfortunately, the efforts were not successful and the crews received a field termination of resuscitation order from the hospital's medical control emergency room physician.

On 2/8/2015 @ 0955 hrs., CCFD Fire and EMS crews responded to 20 North Pioneer Boulevard for a non-breather. Upon arrival, crews found an 86 year old female in cardiac arrest. Crews initiated Advanced Cardiac Life Support procedures and protocols. The patient was transported to Sycamore Hospital.

On 2/23/2015 @ 1301 hrs., CCFD Fire and EMS crews responded to 220 Parker Drive for a non-breather. Upon arrival, crews found a 60 year old male DOA. The coroner was notified and the scene was turned over to the Police Department.

On 2/23/2015 @ 1516 hrs., CCFD Fire / EMS crews responded to Clearcreek-Franklin Road and Pennyroyal Road for a vehicle accident with injuries. Upon arrival, crews found a single vehicle accident. There was one patient with serious injuries. A Miami Valley Fire District medic unit was on scene and transported the patient to Kettering Memorial Hospital.

## March

On 3/9/2015 @ 2103 hrs., CCFD Fire and EMS crews responded to 325 East Central Avenue for a report of a person with breathing problems. Upon arrival, crews found a 79 year old female in cardiac arrest. Crews initiated Advanced Cardiac Life Support procedures and protocols. Unfortunately, the efforts were not successful and the crews received a field termination of resuscitation order from the hospital's medical control emergency room physician.

On 3/14/2015 @ 0019 hrs., CCFD Fire and EMS crews responded to 505 Gilpin Drive for a non-breather. Upon arrival, crews found a 27 year old female DOA. The coroner was notified and the scene was turned over to the Police Department.

On 3/15/2015 @ 0144 hrs., CCFD Fire and EMS crews responded to 325 East Central Avenue for a reported non-breather. Upon arrival, crews found a 74 year old female in cardiac arrest. Crews initiated Advanced Cardiac Life Support procedures and protocols. The patient was transported to Southview Hospital.

On 3/29/2015 @ 1131 hrs., CCFD Fire and EMS crews responded to 45 Roundtree Court for a non-breather. Upon arrival, crews found a 71 year old male DOA. The coroner was notified and the scene was turned over to the Police Department.

## April

On 4/2/2015 @ 0024 hrs., CCFD Fire / EMS crews responded to 325 East Central Avenue for a non-breather. Upon arrival, crews found a 69 year old male in cardiac arrest. Crews initiated Advanced Cardiac Life Support procedures and protocols. Unfortunately, the efforts were not successful and the crews received a field termination of resuscitation order from the hospital's medical control emergency room physician.

On 4/3/2015 @ 0733 hrs., CCFD Fire / EMS crews responded to 1208 Lakemont Drive for a non-breather. Upon arrival, crews found a 75 year old female in cardiac arrest. Crews initiated Advanced Cardiac Life Support procedures and protocols. Unfortunately, the efforts were not successful and the crews received a field termination of resuscitation order from the hospital's medical control emergency room physician.

On 4/3/2015 @ 0836 hrs., CCFD Fire / EMS crews responded to 380 Laurel Glen Drive for a non-breather. Upon arrival, crews found a 88 year old female DOA. The coroner was notified and the scene was turned over to the Police Department.

On 4/12/2015 @ 2041 hrs., CCFD Fire / EMS crews responded to 1909 East State Route 73 for a reported unconscious person. Upon arrival, crews found a 36 year old male patient with injuries sustained after being kicked by a bull. Crews initiated Advanced Life Support procedures and protocols and the patient was transported to Kettering Hospital.

On 4/18/2015 @ 0626 hrs., CCFD Fire / EMS crews responded to 6707 North State Route 48 for a reported non-breather. Upon arrival, crews found a 41 year old male patient unresponsive and in critical condition. Crews initiated Advanced Cardiac Life Support procedures and protocols and the patient was transported to the Atrium Medical Center.

On 4/18/2015 @ 2133 hrs., CCFD Fire / EMS crews responded to 1909 East State Route 73 for a reported unconscious person. Upon arrival, crews found a male patient with injuries sustained after being stepped on by a bull. Crews initiated Advanced Life Support procedures and protocols and the patient was transported to Kettering Hospital.

## May

On 5/18/2015 @ 05:04 hrs., CCFD Fire and EMS crews responded to 55 Woodhill Drive for a non-breather. Upon arrival, crews found a 37 year old female in cardiac arrest. Crews initiated Advanced Cardiac Life Support procedures and protocols. Unfortunately, the efforts were not successful and the crews received a field termination of resuscitation order from the hospital's medical control emergency room physician.

On 5/22/2015 @ 10:58 hrs., CCFD Fire and EMS crews responded to 240 Dalfaber Lane for a reported non breather. Upon arrival, crews found a 66 year old male patient in cardiac arrest. Crews initiated Advanced Cardiac Life Support procedures and protocols and the patient was transported to Southview Hospital.

On 5/22/2015 @ 16:37 hrs., CCFD Fire and EMS crews responded to 160 North Glen Oak Drive for a reported unconscious person. Upon arrival, crews found a 38 year old male patient in cardiac arrest. Crews initiated Advanced Cardiac Life Support procedures and protocols and the patient was transported to Southview Hospital.

On 5/26/2015 @ 01:45 hrs., CCFD Fire and EMS crews responded to 10 Majestic Oaks for a fall. Upon arrival crews found a 75 year old male who had fallen out of bed. The crew assessed the patient and found him to be in cardiac arrest and to have a valid "do not resuscitate" order. The coroner was notified and the scene was turned over to the Police Department.

## June

On 6/1/2015 @ 1254 hrs., CCFD Fire and EMS crews responded to 325 East Central Avenue for a person with difficulty breathing. Upon arrival, crews found a private EMS crew performing CPR on a 81 year old female patient in cardiac arrest. Crews initiated Advanced Cardiac Life Support procedures and protocols and regained a pulse. The patient was transported to Sycamore Hospital.

On 6/21/2015 @ 0945 hrs., CCFD Fire / EMS crews responded to 235 South Pioneer Boulevard for a head injury. Upon arrival, crews found a 17 year old male with a critical head injury. Crews immobilized the patient and transported him to the Atrium Medical Center with a trauma alert.

## July

On 7/1/2015 @ 2115 hrs., CCFD Fire & EMS crews responded to 165 Jeanne Drive for a reported non-breather. Upon arrival, crews found a 45 year old male DOA. The coroner was notified and the scene was turned over to the Police Department.

On 7/3/2015 @ 0423 hrs., CCFD Fire & EMS crews responded to 325 East Central Avenue for an unconscious person. Upon arrival, crews found a 86 year old male in cardiac arrest. Crews initiated Advanced Cardiac Life Support procedures and protocols. Unfortunately, the efforts were not successful and the crews received a field termination of resuscitation order from the hospital's medical control emergency room physician.

On 7/4/2015 @ 0330 hrs., CCFD Fire & EMS crews responded to 325 East Central Avenue for a reported non-breather. Upon arrival, crews found a 90 year old female in cardiac arrest. Crews initiated Advanced Cardiac Life Support procedures and protocols. Unfortunately, the efforts were not successful and the crews received a field termination of resuscitation order from the hospital's medical control emergency room physician.

On 7/5/2015 @ 1519 hrs., CCFD Fire & EMS crews responded to 9349 Avalon Circle for a non-breather. Upon arrival, crews found the patient DOA. The coroner was notified and the scene was turned over to the Police Department.

## August

On 8/6/2015 @ 1016 hrs., CCFD Fire / EMS crews responded to West Central Avenue and Sharts Road for a vehicle accident with injuries. Upon arrival, crews found a three vehicle accident with heavy damage. There were two patients with various injuries. Two Clearcreek Medic Units responded. One patient was transported to Kettering Medical Center with a trauma alert. The second patient was transported to the Franklin Emergency Center.

On 8/12/2015 @ 2012 hrs., CCFD Fire / EMS crews responded to West Central Avenue and Clearcreek-Franklin Road for a vehicle accident with injuries. Upon arrival, crews found a rear-end type collision involving two vehicles. There were six patients with various injuries. Two Clearcreek medic units responded. A mutual aid medic unit was received from the City of Franklin Division of Fire. All patients were transported to the Franklin Emergency Center.

On 8/21/2015 @ 1813 hrs., CCFD Fire / EMS crews responded to 1235 South Main Street for a vehicle accident with injuries. Upon arrival, crews found a three car collision with one rollover. There were three patients with various injuries. Two Clearcreek medic units responded. All patients were transported to the Atrium Medical Center.

## September

On 9/7/2015 @ 0927 hrs., CCFD Fire & EMS crews responded to 8892 Bunnell Hill Road for a reported non-breather. Upon arrival, crews found a 46 year old female DOA. The coroner was notified and the scene was turned over to the Police Department.

On 9/20/2015 @ 0800 hrs., CCFD Fire and EMS crews responded to 130 Sycamore Creek Drive for a non-breather. Upon arrival, crews found a 62 year old male in cardiac arrest. Crews initiated Advanced Cardiac Life Support procedures and protocols. The patient was transported to the Franklin Emergency Center.

On 9/26/2015 @ 0138 hrs., CCFD Fire and EMS crews responded to 325 East Central Avenue for a reported non-breather. Upon arrival, crews found a 85 year old female in cardiac arrest. Crews initiated Advanced Cardiac Life Support procedures and protocols. Unfortunately, the efforts were not successful and the crews received a field termination of resuscitation order from the hospital's medical control emergency room physician.

On 9/28/2015 @ 1825 hrs., CCFD Fire and EMS crews responded to 185 Mclean Drive for a non-breather. Upon arrival, crews found a 60 year old female in cardiac arrest. Crews initiated Advanced Cardiac Life Support procedures and protocols. The patient was transported to Southview Emergency Department.

## October

On 10/7/2015 @ 0404 hrs., CCFD Fire and EMS crews responded to 215 Cedar Hill Lane for a person with difficulty breathing. Upon arrival, crews found a 58 year old female in cardiac arrest. Crews initiated Advanced Cardiac Life Support procedures and protocols. Unfortunately, the efforts were not successful and the crews received a field termination of resuscitation order from the hospital's medical control emergency room physician.

On 10/10/2015 @ 1344 hrs., CCFD Fire & EMS crews responded to 8526 Innsbrook Lane for a reported non-breather. Upon arrival, crews found a 65 year old female DOA. The coroner was notified and the scene was turned over to the Police Department.

On 10/29/2015 @ 1322 hrs., CCFD Fire and EMS crews responded to 45 Maple Drive for a reported non-breather. Upon arrival, crews found a 62 year old male in cardiac arrest. Crews initiated Advanced Cardiac Life Support procedures and protocols. Unfortunately, the efforts were not successful and the crews received a field termination of resuscitation order from the hospital's medical control emergency room physician.

## November

On 11/02/2015 @ 1248 hrs., CCFD Fire and EMS crews responded to 7477 Township Line Road for a reported non-breather. Upon arrival, crews found a 82 year old male in cardiac arrest. Bystander CPR was in progress and CCPD officers had defibrillated the patient twice prior to arrival. Crews initiated Advanced Cardiac Life Support procedures and protocols. The patient was transported to Southview Hospital.

On 11/03/2015 @ 0857 hrs., CCFD Fire and EMS crews responded to 535 North Main Street for a reported non-breather. Upon arrival, crews found a 56 year old female in cardiac arrest. Crews initiated Advanced Cardiac Life Support procedures and protocols. The patient was transported to Sycamore Medical Center.

On 11/07/2015 @ 2044 hrs., CCFD Fire and EMS crews responded to 101 Villa Pointe Drive for a medical alarm activation. Upon arrival, crews found a 82 year old female with injuries from a fall. During the assessment the patient deteriorated into cardiac arrest. Crews initiated Advanced Cardiac Life Support procedures and protocols. The patient was transported to Sycamore Medical Center.

On 11/27/2015 @ 1233 hrs., CCFD Fire & EMS crews responded to 3595 Crestview Avenue for a reported non-breather. Upon arrival, crews found a 53 year old female DOA. The coroner was notified and the scene was turned over to the Police Department.

On 11/28/2015 @ 1744 hrs., CCFD Fire and EMS crews responded to 30 Saddlebrook Drive for a person with breathing problems. Upon arrival, crews found a 82 year old female in cardiac arrest. Crews initiated Advanced Cardiac Life Support procedures and protocols. Unfortunately, the efforts were not successful and the crews received a field termination of resuscitation order from the hospital's medical control emergency room physician.

## December

On 12/06/2015 @ 1032 hrs., CCFD Fire & EMS crews responded to 105 Nutmeg Square for a reported non-breather. Upon arrival, crews found a 76 year old male DOA. The coroner was notified and the scene was turned over to the police department.

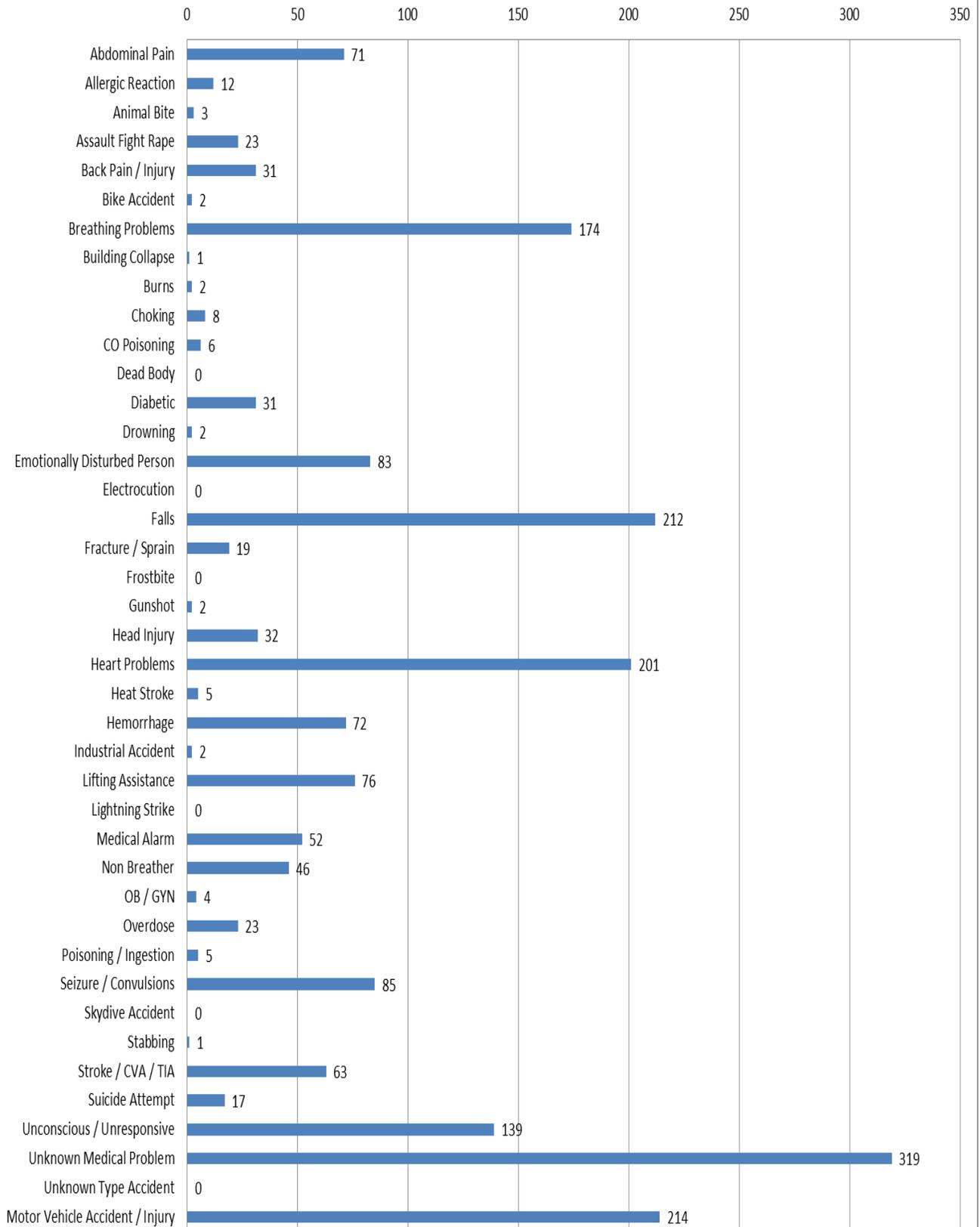
On 12/8/2015 @ 1407 hrs., CCFD Fire / EMS crews responded to 9579 Yankee Road for injuries from a fall. Upon arrival, crews found a single patient that had fallen approximately 30 feet from a scaffolding. The patient was unconscious and not breathing. Crews initiated Advanced Cardiac Life Support procedure and protocols, stabilizing the patient. The patient was then transported to Miami Valley Hospital by CareFlight.

On 12/16/2015 @ 0331 hrs., CCFD Fire / EMS crews responded to the 4000 block of Weisenberger Road for a vehicle accident with injuries. Upon arrival, crews found a single occupant of an ATV that had hit a fence post. There was one patient with serious injuries. The patient was stabilized on the scene and transported to Miami Valley Hospital by CareFlight.

On 12/21/2015 @ 0720 hrs., CCFD Fire & EMS crews responded to 465 Wellington Way for a reported non-breather. Upon arrival, crews found a 44 year old male DOA. The coroner was notified and the scene was turned over to the police department.

On 12/25/2015 @ 1335 hrs., CCFD Fire and EMS crews responded to 8636 Cypress Trail for a person choking. Upon arrival, crews found a 84 year old female with a complete airway obstruction. Crews initiated Advanced Cardiac Life Support procedures and protocols. The airway was opened and the patient was transported to Southview Hospital.

## 2015 EMS CLASSIFICATION BREAKDOWN



# NON-EMERGENCY ACTIVITY

## January

The Fire District began assembly of data and information for compilation of the 2014 Annual Report.

The Fire District competed the carpet replacement project at Fire Station #21 from 1/13/15 through 1/15/15.

On 1/14/15, Assistant Chief Simpson attended a radio system encryption summit with area Law and Fire Agencies, along with representatives from Motorola, Mobilcomm, MARCS, and surrounding County Radio System Managers to discuss the possibility of sharing radio encryption keys in the future as way to better leverage the radio interoperability of secure / encrypted talk groups on the MARCS-IP digital radio system and as a cost saving measure.

On 1/27/14, Assistant Chief Simpson participated on the Warren County Board of Commissioners Computer Aided Dispatch (CAD) System RFP committee in beginning the initial review and scoring process of the seven Request for Proposals (RFP) received for the new Computer Aided Dispatch (CAD) System. This initial RFP scoring and review process will continue until March 2015.

## February

The Fire District completed assembly of and published the 2014 Annual Report.

Chief Kidd attended the annual Ohio Public Employer Relations Association Conference from 2/1/15 to 2/3/15.

Assistant Chief Agenbroad participated in an Emergency Management Full Scale Training Drill Planning meeting at Enterprise Products on 2/12/15.

Assistant Chief Simpson continued participation on the Warren County Board of Commissioners Computer Aided Dispatch (CAD) System RFP committee. During February 2015, an in depth review and scoring process was completed on each of the seven Request for Proposals (RFP) that were received for the new Computer Aided Dispatch (CAD) System. This process will continue into March with the collective committee RFP scoring and review process.

## March

Chief Kidd and Captain Lantman attended the 2015 IAFC Rescue Med Conference from 3/20/15 through 3/26/15.

The Fire District completed the application process for the annual Ohio Department of Public Safety Division of EMS Training and Equipment Grant for Fiscal Year 2014.

Assistant Chief Simpson continued participation on the Warren County Board of Commissioners Computer Aided Dispatch (CAD) System RFP committee. On 3/11/15, the committee met to complete the collective scoring process on each of the seven Request for Proposals (RFP) that were received for the new Computer Aided Dispatch (CAD) System. The committee narrowed the vendor list down to four for further in depth evaluation and demonstration activities. This process will continue into April and May with the scheduling of vendor product demonstrations.

Chief Kidd and Assistant Chief Simpson along with various Fire Administration personnel spent many hours assimilating data and information required for the Clearcreek Township Performance Audit being conducted by the Novak Consulting Group. Other activities related to the performance audit process included a day long "Visioning Retreat" with the Clearcreek Township Board of Trustees on 3/23/15 and an on site Fire Department and community tour / review conducted on 3/30/15 thru 4/1/15. The Fire Department site visit included an operational review of processes and procedures along with individual interviews of key Fire District staff members from our various organizational levels.

## April

On 4/1/15 the Fire District completed the site visit portion of the ongoing Performance Audit process being conducted by the Novak Consulting Group.

- Lieutenant Vecchi attended / completed the final Ohio Fire Executive Program Class from 4/13/15 through 4/17/15. He graduated from the program on 4/17/15.

- Lieutenant Carman attended / completed the "Management of Emergency Medical Services" course at the National Fire Academy, from 4/13/15 through 4/24/15.

Chief Kidd and Assistant Chief Agenbroad, as well as Lieutenants Cox and Scott attended the annual Fire Department Instructor's Conference (FDIC), from 4/21/15 through 4/24/15.

The Fire District prepared records requested by The Department of Homeland Security (DHS) Office of Inspector General (OIG) for their use in conducting an audit of FEMA's Assistance to Firefighters / SAFER grant program. The audit's objective is to determine if FEMA's management and oversight of the AFG and SAFER grant programs ensures that there is no waste, fraud, or abuse of grant funds. This is not an audit of our individual entity but rather is an audit to analyze FEMA's oversight and monitoring of AFG and SAFER grants awarded during fiscal years 2010-2012.

As a part of the Fire District's ongoing efforts and commitment to be H.I.P.A.A. compliant with regard to required privacy rules, the Fire District's existing five year old RSA SecurID® Tokens provided through Warren County Telecommunications / Data Systems for accessing our Fire / EMS Records Management Systems are approaching their end of life expiration. To summarize, tokens are a two-factor authentication device based on something you know (password), and something you physically have (an authenticator token key), that provide a much more reliable and higher level of user authentication security for accessing computer networks than reusable passwords alone. On 4/30/15, Warren County Telecommunications Data Systems began the process of

migrating the Fire District to a new OTP Token platform. The new OTP tokens are more cost effective with a lower per unit cost and extended life longevity as they have no expiration date. Migration to the new system will be complete prior to the end of May 2015.

## May

The Fire District completed the annual fire hose testing process.

On 5/7/15 the Fire District, along with other area public safety agencies, participated in the Dayton Metropolitan Medical Response System (MMRS), Full Scale Disaster Exercise "Blowing in the Wind." This drill scenario involved a major series of tornadoes (a "super cell") striking across the region

As a part of the Fire District's ongoing efforts and commitment to be H.I.P.A.A. compliant with regard to required privacy rules, the Fire District's existing five year old RSA SecurID® Tokens provided through Warren County Telecommunications / Data Systems for accessing our Fire / EMS Records Management Systems are approaching their end of life expiration. On 5/14/15, Warren County Telecommunications Data Systems continued the process of migrating the Fire District to a new OTP Token platform. Migration to the new system will be complete prior to the end of May 2015.

Assistant Chief Simpson attended the 2015 EMS Midwest Conference on 5/15/15 and 5/16/15.

The Fire District participated in the annual City of Springboro Memorial Day parade and activities on 5/25/15.

On 5/28/15 Assistant Chief Simpson participated on the Warren County Board of Commissioners Computer Aided Dispatch (CAD) System RFP committee by attending a CAD / Mobile Software Demonstration presented by Tri-Tech Software Solutions. This was the first of four short list vendor demonstrations resulting from the RFP scoring process during March 2015. The remaining vendor demonstrations are scheduled for June and July 2015.

## June

On 6/1/15 and 6/2/15 Chief Kidd, Captain Clary, and Lieutenant Cox completed a pre delivery inspection trip to the Emergency One (E-ONE), factory for the new Rescue /Engine. Delivery is anticipated during July 2015.

Capt. Urban completed his first class (week one), of the Ohio Fire Executive (OFE) Program from 6/8/15 through 6/11/15.

Firefighter / Paramedic Bell attended the Ohio Weekend Training Program at the National Fire Academy in Emmitsburg, MD 6/5/15 through 6/7/15.

On 6/2/15 and 6/3/15 Assistant Chief Simpson participated on the Warren County Board of

Commissioners Computer Aided Dispatch (CAD), System RFP committee by attending a CAD / Mobile Software Demonstration presented by Motorola Solutions. This was the second of four short list vendor demonstrations resulting from the RFP scoring process during March 2015.

On 6/9/15 and 6/10/15, Assistant Chief Simpson participated on the Warren County Board of Commissioners Computer Aided Dispatch (CAD), System RFP committee by attending a CAD / Mobile Software Demonstration presented by New World Systems. This was the third of four short list vendor demonstrations resulting from the RFP scoring process during March 2015. The last vendor demonstration is scheduled for July 2015.

## July

The Fire District participated in the Springboro Bicentennial (Boro 200), events at North Park from 7/3/15 through 7/5/2015. The Fire District provided assistance with the event safety planning, as well as an on site EMS response capability, and supervised the required fire department presence for the fireworks display held on 7/3/15.

The Fire District was awarded \$3,500.00 from the Ohio Department of Public Safety Division of EMS Training and Equipment Grant Fund for 2015 -2016.

- The Fire District received delivery of the new Emergency One Rescue / Engine on 7/10/15. Fire District personnel spent many hours during the month of July placing equipment and completing the required orientation training in preparation of placing the new unit in service.
- On 7/10/15, the Clearcreek Fire District was awarded \$80,264.00 from the Federal Assistance to Firefighters Grant Program. The scope of this grant award is under the "Operations and Safety" program area and will fund the purchase of five (5), automatic chest compression devices (CPR), and associated equipment. Purchase of this equipment will be required within the grants specified performance period of 12 months or less.

Chief Kidd attended the Ohio Fire Chief's Conference from 7/16/15 through 7/20/15.

Assistant Chief Simpson attended and successfully completed the "Command and Control of Fire Department Operations at Natural and Manmade Disasters" Course at the National Fire Academy from 7/20/15 through 7/31/15.

On 7/23/15, the Fire District received the Operations Assessment Project Report as prepared by the Novak Consulting Group.

## August

On 8/6/15, Assistant Chief Agenbroad, Captain Urban, and Lieutenant Carman met with executives from Enterprise Products and Wally Barker, an industrial fire control expert from William's Fire & Hazard Control, to discuss the capabilities and limitations of fire suppression operations at the Enterprise facility.

On 8/11/15, Assistant Chief Agenbroad attended the Warren County Pipeline Coalition meeting at the Warren County Emergency Operations Center.

On 8/12/15 through 8/14/15, Fire District Personnel participated in a review of the Novak Performance Report with Clearcreek Township Administrator Jack Cameron.

On 8/13/15, Assistant Chief Simpson participated on the Warren County Board of Commissioners Computer Aided Dispatch (CAD), System RFP committee. This meeting recapped all four vendor demonstrations and RFP documents. A list of pros and cons of the proposed systems was developed along with summary recommendations. A work session with the Warren County Board of Commissioners to review the recommendations is scheduled for 9/8/15.

On 8/21/15, Assistant Chief Agenbroad attended a seminar hosted by the University of Cincinnati on the topic of Community Paramedicine.

On 8/26/15, Assistant Chief Agenbroad attended a meeting at Enterprise Products in preparation for the full-scale exercise occurring on 9/30/15. Additionally, on 8/27/15, Assistant Chief Agenbroad met with Assistant Chief Jameson from the Turtlecreek Township Fire Department and a representative of Enterprise Products to conduct research to update the on-site operations plan for this facility.

Assistant Chief Simpson attended the annual International Association of Fire Chiefs: Fire Rescue International Conference from 8/25/11 through 8/30/11.

## September

The Fire District completed the application process for the annual Loeb Foundation grant program.

The Fire District received delivery of five (5), new Physio-Control / Lund University Cardiac Arrest Systems (LUCAS 2), automatic chest compression devices (CPR), and associated equipment. The purchase of these new units was 90 percent funded by the Federal Emergency Management Agency (FEMA) Assistance To Firefighter's Grant Program. Fire District personnel completed the required manufacturer in-service training and practiced with devices during our annual CPR and Advanced Cardiac Life Support (ACLS), recertification training. These new devices were placed in service on 9/29/15.

On 9/30/15, the Fire District participated in a full-scale simulated emergency training exercise at the Enterprise Products facility located at 2700 Hart Road. To summarize; this simulated training incident / drill involved a severe weather event resulting in an above-ground storage tank fire and a hazardous materials release. The release impacted the facility grounds and had the potential to affect the surrounding areas. The 2015 Warren County Full Scale Exercise was sponsored by the Warren County LEPC, in conjunction with Enterprise Products and the Warren County EMA. Fourteen agencies, including local, county and state resources, participated in the exercise. These included in part: Warren County Emergency Management Agency (EMA), American Red Cross, Clearcreek Police Department, City of Lebanon Fire Department, Ohio EMA, Ohio EPA, and the

Turtlecreek Fire Department.

## October

Station 21 crews provided fire safety presentations for students of Clearcreek Elementary during the first week of October. This event kicked off the annual Fire Prevention Week activities for the district. The theme of this year's presentation was "Hear the Beep where you Sleep". The presentations reached approximately 800 children and provided them with literature to take home and discuss with their families.

Clearcreek Fire District hosted a community open house on Saturday, 10/3/15. Activities at Station 21 included a vehicle extrication demo, blind hose follow activity, station tours, CareFlight, and fire prevention education focused around the 2015 Fire Prevention Week theme. The Fire District also conducted the ceremonial "station push in" of the new Rescue Engine #21 just prior to it



being placed in service.

Lieutenant Haggard, Lieutenant Long and Firefighter / Paramedics Stafford, and Wilson attended the Annual National Fallen Firefighters Memorial Ceremonies in Emmitsburg, MD on 10/3/15 and 10/4/15.

On 10/5/15 the Fire District conducted initial interviews for qualified applicants for the Fire District full-time Administrative Clerk Position. A total of seven (7), candidates participated in the initial interviews. The selection process is ongoing with background checks and final interviews scheduled for Friday 11/6/15.

On 10/14/15, the Fire District was awarded \$20,500.00 from the annual Loeb Foundation Grant Program.

On 10/20/15, Assistant Chief Agenbroad, Assistant Chief Simpson, and Lieutenant Vecchi participated in the Warren County Telecommunications Mobile Tech Roadmap Conference to review technical considerations for planning specifications for future Mobile Data Computer and associated connectivity hardware purchases.

On 10/27/15, Assistant Chief Simpson attended the annual Warren County Emergency Management Agency (EMA), update presentation. This update /review covered the new Warren County hazardous mitigation response plans, trainings, exercises, LEPC, etc.

The Fire District participated in the annual beggars night activities on 10/31/15, distributing Chips and Zoo Animal Crackers.

## November

The Fire District began work on preparing the annual Federal Emergency Management Agency (FEMA) Assistance to Firefighters Grant Application for fiscal year 2015.

Assistant Chiefs Simpson and Agenbroad attended the Warren County Pipeline Coalition Facility Tour Program on 11/4/15.

Assistant Chiefs Simpson and Agenbroad attended and observed the Warren County Career Center / Warren County Sheriff School Resource Officers Alert, Lockdown, Inform, Counter and Evacuate (A.L.I.C.E.), Drill on 11/12/15.

Captain Clary completed his fourth Ohio Fire Executive (OFE), class from 11/16/15-11/19/15.

Assistant Chief Agenbroad attended the Warren County Emergency Management Agencies "EMA 101 Training Presentation" on 11/18/15.

Captain Prass completed the "Effective Leadership Skills for Fire and EMS Organizations" course at the National Fire Academy from 11/8/15 through 11/20/15.

The Fire District completed the required annual service and maintenance process on all cardiac monitor / defibrillators and automatic external defibrillators (AEDs) from 11/16/15-11/19/15.

The Fire District participated in the annual Christmas in Springboro Parade on 11/21/15.

On 11/30/15, Assistant Chief Simpson participated on the Warren County Board of Commissioners Computer Aided Dispatch (CAD), System RFP committee. This meeting involved a systematic review the vendor's proposed Scope of Work documents.

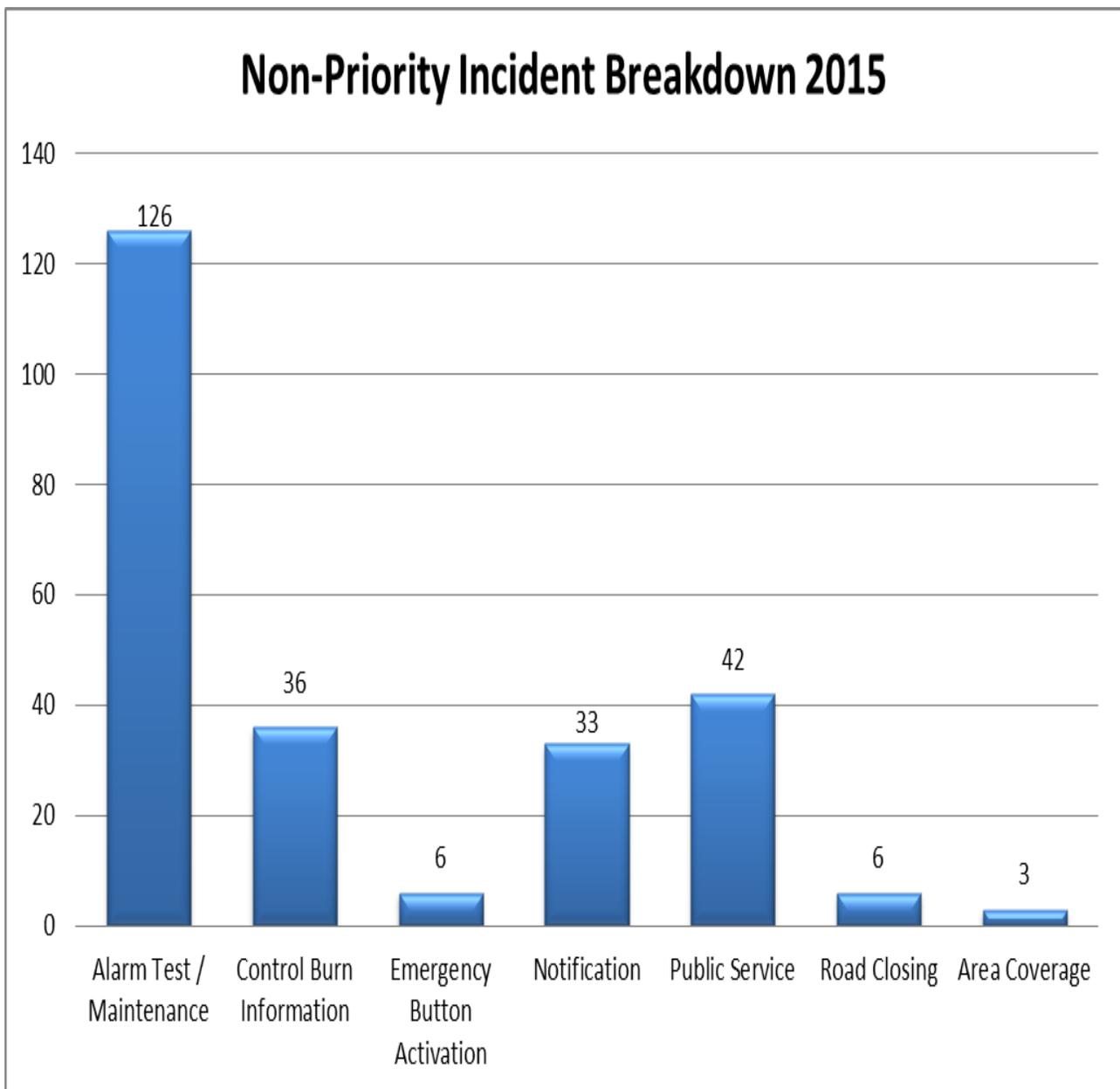
## December

The Fire District began work on the application to the U.S. Department of Homeland Security's Annual 2015 Assistance to Firefighter's Grant (AFG) Application. The application deadline is 1/15/16.

The Fire District completed the 2015 Annual Inventory.

The Fire District completed the annual performance appraisal process on the Administrative staff.

Captain Urban attended week two of the Ohio Fire Executive program from 12/7/15 through 12/11/15.



# FIRE & EMS APPARATUS



Vehicle maintenance is an essential part of our ability to safely and effectively respond to and handle emergencies. In order to maintain our equipment, fire engines, ambulances and staff cars receive regular services in the form of oil changes and safety checks. Staff cars are serviced with an oil change and safety check every 3,000 miles. Fire engines receive an oil change and chassis lubrication every 3,000 miles while ambulances receive the services every 5,000 miles.

Additionally, all fire engines and ambulances receive an annual safety inspection. When issues are identified, our personnel work with the vehicle apparatus maintenance provider to prevent minor issues from becoming major repair costs.

Several major repairs and purchases were made to fire engines and ambulances in 2015 and are summarized below.

Ladder 21's (Unit 601) generator was repaired in 2015. The generator is an essential part on Ladder 21 as it provides scene lighting and electric capabilities for ventilation and additional scene lighting remote from the vehicle. The generator was scheduled for replacement at a significant cost but was able to be repaired through cooperation between the manufacturer of the generator, mechanics and fire department personnel. The pump primer was also repaired on L21 in 2015. The primer allows the pump to operate effectively and directly affects the pump's ability to deliver water in the event of a fire.

Engine 405 received repairs to its body in 2015. Due to our weather conditions in Ohio, multiple rust and corrosion spots developed throughout the engines body. The Clearcreek Fire District worked with E-One, the manufacturer of the engine, to receive a prorated warranty reimbursement which covered 50% of the cost for the repairs. E21's air conditioner compressor was replaced in 2015. The air conditioner on the fire engine is utilized to cool firefighters on an

emergency scene during the summer months. When a firefighter can cool off quickly, he/she can return to work safer and be more productive. E21 also received new rear tires in 2015.

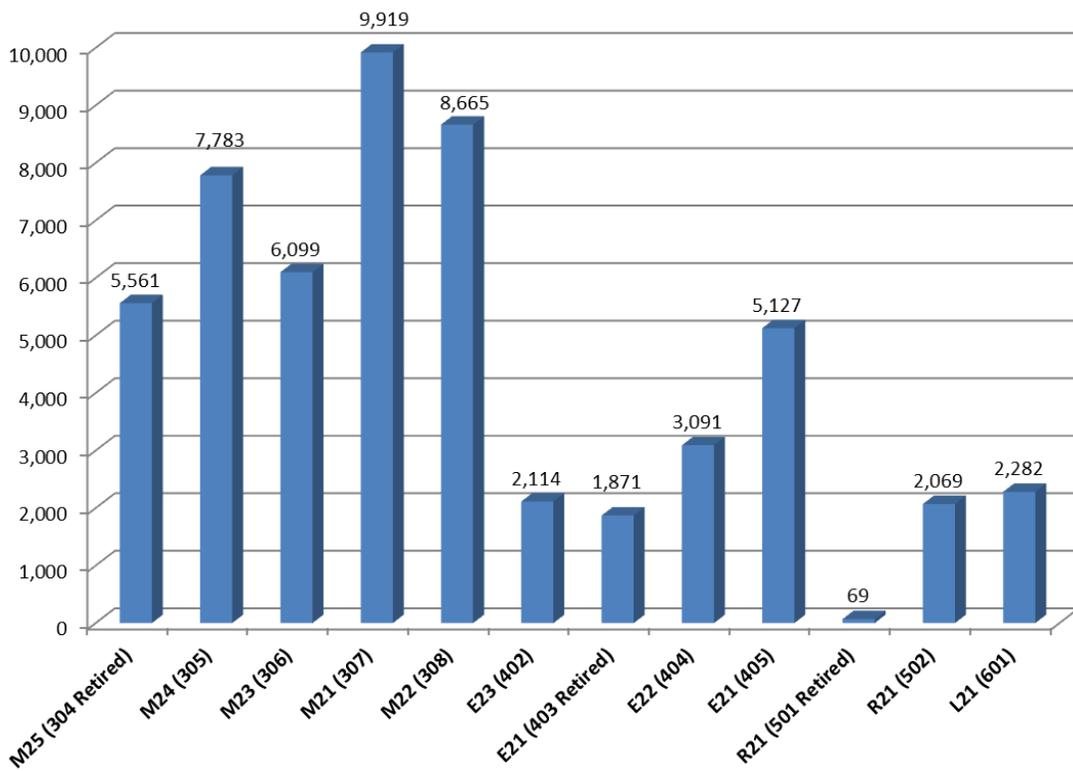
Engine 404 received a new starter, exhaust manifold and had multiple discharge valves repaired in 2015. Engine 403 received new cab mounts and bushings. The mounts and bushings broke during an emergency response. Cab mounts and bushings safely allow the cab of engine to absorb bumps and turns. Engine 402 received new batteries, a new starter and tank to pump valve in 2015.

Medic 304 was retired and sold in 2015. Medic 304 had exceeded its usefulness and had become costly to maintain. Medic 306 experienced a cracked block and was out of service for approximately one month for repairs in 2015.

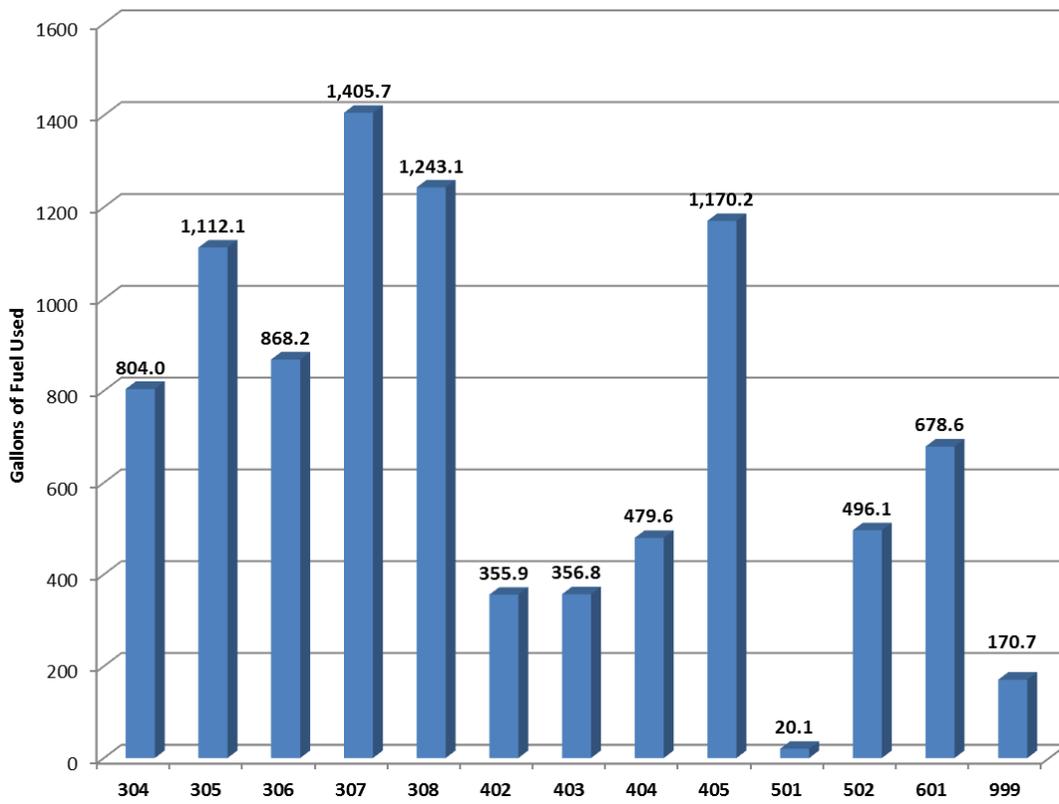


Clearcreek Fire District personnel efficiently check, find and repair multiple issues throughout the year. Many small repairs are completed by our personnel and larger issues are repaired by our vehicle maintenance repair contractors and vendors. Our personnel realize how important the condition of our vehicles is and take great pride in maintaining them in a ready state for emergency response.

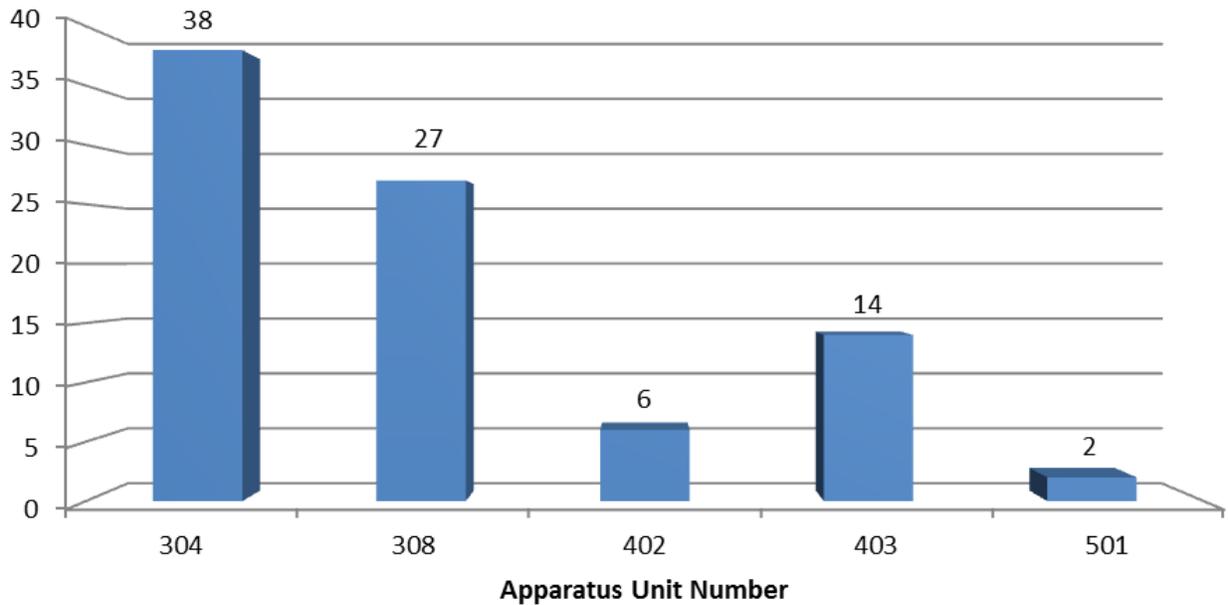
### 2015 FIRE / EMS TOTAL APPARATUS MILEAGE



### 2015 FIRE / EMS APPRATUS FUEL USE IN GALLONS



## Days Apparatus Out-Of-Service 2015



Unit Number / CAD Identifier	Start Mileage	End Mileage	Annual Miles Traveled	Gallons of Fuel Used	Average Miles per	Year Placed In	Initial Purchase Price	Annual Depreciation Cost	Annual Fuel Cost	Annual Maintenance / Repair Cost	Total Annual Cost	Annual Cost per Mile	Anticipated Replacement Cost
<b>STAFF VEHICLES - 10 YEAR LIFE</b>													
Unit 109 (Chief 22)	32,289	36,411	4,122	350.3	11.8	2007	\$20,804.00	\$2,080.40	\$727.53	\$581.21	\$3,389.14	\$0.82	\$40,000.00
Unit 110 (Chief 23)	27,397	32,915	5,518	376.4	14.7	2010	\$44,986.00	\$4,498.60	\$752.53	\$103.56	\$5,354.69	\$0.97	\$40,000.00
Unit 111 (Batt. 21)	33,996	43,029	9,033	791.8	11.4	2010	\$43,249.00	\$4,324.90	\$1,590.74	\$1,059.83	\$6,975.47	\$0.77	\$40,000.00
Unit 112 (Capt. 24)	13,389	18,659	5,270	255.0	20.7	2011	\$35,800.00	\$3,580.00	\$540.72	\$235.72	\$4,356.44	\$0.83	\$40,000.00
Unit 113 (Chief 21)	21,005	26,478	5,473	329.8	16.6	2011	\$38,070.00	\$3,807.00	\$677.61	\$146.73	\$4,631.34	\$0.85	\$40,000.00
Unit 114 (Lt. 25)	14,362	18,639	4,277	230.1	18.6	2011	\$18,916.50	\$1,891.65	\$458.88	\$29.99	\$2,380.52	\$0.56	\$40,000.00
Unit 115 (Insp. 21)	18,701	26,428	7,727	295.5	26.1	2011	\$19,200.00	\$1,920.00	\$586.94	\$402.31	\$2,909.25	\$0.38	\$40,000.00
<b>UTILITY VEHICLES - 10 YEAR LIFE</b>													
Unit 202 (Brush 21)	19,287	19,556	269	27.6	9.7	1999	\$24,141.00	\$2,414.10	\$53.26	\$0.00	\$2,467.36	\$9.17	\$60,000.00
Unit 203 (Utility 21)	45,739	46,823	1,084	144.4	7.5	2005	\$24,421.00	\$2,442.10	\$299.96	\$3,553.84	\$6,295.90	\$5.81	\$40,000.00
<b>MEDIC UNITS - 10 YEAR LIFE</b>													
Unit 304 (Medic 24)	142,020	147,670	5,650	804.0	7.0	2002	\$144,879.00	\$14,487.90	\$1,834.48	\$9,192.25	\$25,514.63	\$4.52	\$250,000.00
Unit 305 (Medic 23)	92,633	101,555	8,922	1,112.1	8.0	2006	\$159,642.00	\$15,964.20	\$2,433.98	\$6,150.35	\$24,548.53	\$2.75	\$250,000.00
Unit 306 (Medic 21)	60,517	67,275	6,758	868.2	7.8	2008	\$196,083.00	\$19,608.30	\$1,903.79	\$11,529.09	\$33,041.18	\$4.89	\$250,000.00
Unit 307 (Reserve)	37,025	47,444	10,419	1,405.7	7.4	2010	\$204,452.00	\$20,445.20	\$2,800.43	\$8,144.77	\$31,390.40	\$3.01	\$250,000.00
Unit 308 (Medic 22)	21,805	31,965	10,160	1,243.1	8.2	2012	\$216,979.00	\$21,697.90	\$2,624.46	\$1,836.93	\$26,159.29	\$2.57	\$250,000.00
<b>FIRE ENGINES - 20 YEAR LIFE</b>													
Unit 402 (Engine 25)	120,916	123,125	2,209	355.9	6.2	1992	\$182,930.00	\$9,146.50	\$758.39	\$13,385.07	\$23,289.96	\$10.54	\$500,000.00
Unit 403 (Engine 23)	74,562	76,779	2,217	356.8	6.2	2002	\$148,273.00	\$7,413.65	\$758.46	\$9,125.09	\$17,297.20	\$7.80	\$500,000.00
Unit 404 (Engine 22)	56,489	59,817	3,328	479.6	6.9	2002	\$148,273.00	\$7,413.65	\$1,045.97	\$5,292.04	\$13,751.66	\$4.13	\$500,000.00
Unit 405 (Engine 21)	37,340	42,982	5,642	1,170.2	4.8	2008	\$262,271.20	\$13,113.56	\$2,602.18	\$17,667.04	\$33,382.78	\$5.92	\$500,000.00
<b>RESCUE / LADDER TRUCK - 20 YEAR LIFE</b>													
Unit 501 (Retired)	30,914	30,984	70	20.1	3.5	1995	\$175,488.00	\$8,774.40	\$44.38	\$0.00	\$8,818.78	\$125.98	\$575,000.00
Unit 502 (Rescue 21)	1,154	3,223	2,069	496.1	4.2	2015	\$522,459.00	\$26,122.95	\$987.74	\$0.00	\$27,110.69	\$13.10	\$575,000.00
Unit 601 (Ladder 21)	1,154	3,223	2,069	678.6	3.0	2001.0	\$531,500.00	\$26,575.00	\$1,452.20	\$17,184.47	\$45,211.67	\$21.85	\$1,600,000.00
<b>MISCELLANEOUS</b>													
General Fuel (999)	N/A	N/A	N/A	170.7	N/A	N/A	N/A	N/A	\$360.41	N/A	\$360.41	N/A	N/A

# FACILITY MAINTENANCE

## Station Supplies

The Clearcreek Fire District utilizes a quartermaster type system for supply management. Supply management is the acquisition, storage, and physical distribution of consumable or disposable supplies utilized by the Fire District. The goals of the supply management program are to ensure that all consumable or disposable goods and materials are properly received, stored, and physically distributed. Additionally, maintaining a stock of materials in a central location and in sufficient quantity is a sound business practice and provides security and ease of inventory control; central warehousing allows for the purchase of goods in economic quantities.

During 2015, the Clearcreek Fire District spent a total of \$6043.32 on consumable or disposable supplies. Of this total \$1,733.98 was spent on various general cleaning and laundry supplies from DTB Distributors. Another \$4,309.34 was spent on other miscellaneous supplies that were obtained from the Sam's Club Collective as a part of the Clearcreek Township joint purchasing effort. These items include toilet tissue, paper towels, dish soap, dishwasher soap and for the first time, coffee. Total station supply declined in 2015. Compared to 2014, there was a reduction of \$2,686.19 in the amount spent for consumables. For cleaning and laundry supplies from DTB Distributors the Clearcreek Fire District saved \$2,826.38. In 2014, \$140.13 more was spent on Sam's supplies. However, 2015 was the first year that the station coffee supply was purchased at Sam's and contributed to the rise in the Sam's expenditures.

## Facility Maintenance

Facilities maintenance involves the preventative maintenance of assets in the form of buildings, grounds, equipment, and systems. The intended goal is to ensure that those assets are maintained and operating in an efficient manner and that they remain a valued resource. Neglect will dramatically reduce the life of the assets as well as compromise the safety of the operations. Proper facilities maintenance will reduce the down time of equipment and facilities as well as reducing the need for premature replacement. Our facility maintenance program helps us in maintaining our Fire Safety, OSHA Compliance, and BWC Risk reduction requirements to help us insure that we are maintaining a safe work environment for our employees.

During 2015, the Clearcreek Fire District continued efforts at being proactive in the area of facility maintenance. At Station 21, the older low efficiency bay lighting that is constantly on for safety was replaced with ultra-high efficiency LED light fixtures. This increased the lighting in the bay and provided a safer lighting environment.

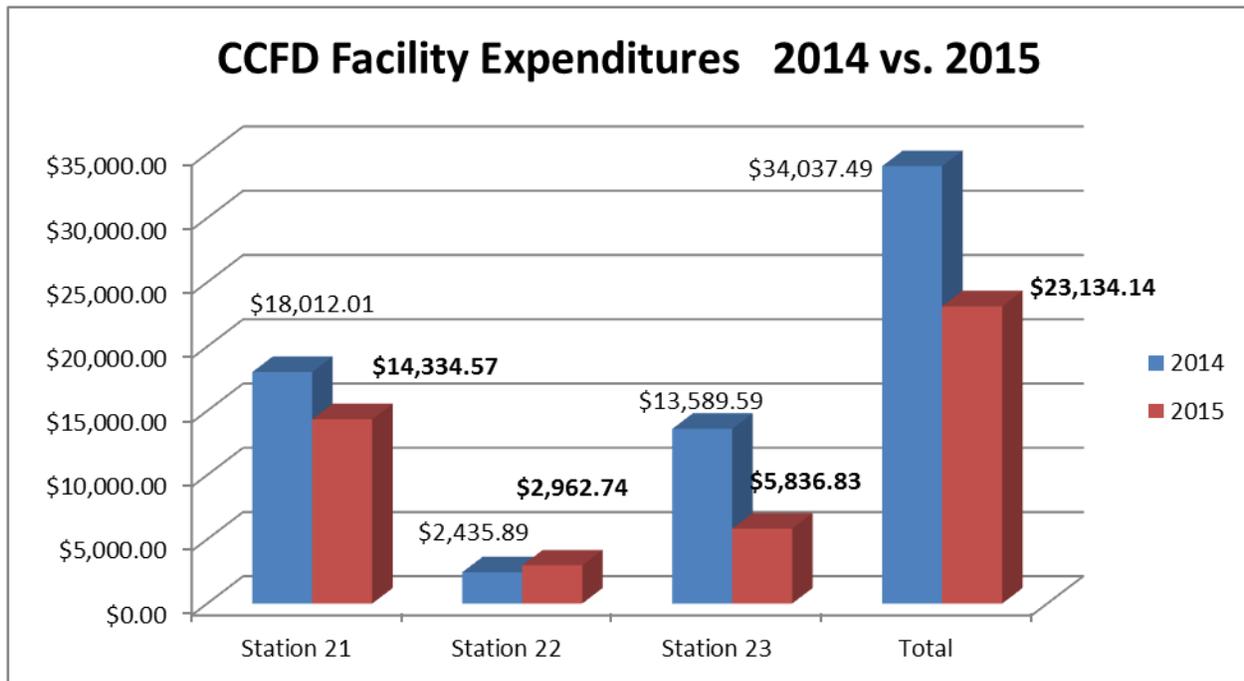
The station compressed air system is used on a daily basis and during routine maintenance, it was noticed that there was an elevated level of moisture in the system. The air system is used as supplemental air for trucks as well and this moisture could develop into a vehicle maintenance issue. An airline dryer was purchased along with a filter. This was installed by on-duty crews to save on installation costs.

All of the carpet in Station 21 was replaced early in 2015. The carpet was installed to match the newer wall color and new cove base was installed throughout the station by on duty personnel.

In early December 2015, a representative from Duke Energy audited the power usage at Station 21 and reported on what changes could be made to save money on the electrical usage. As part of the program, Clearcreek Fire District could get up to a 60% savings on the materials and installation through the Duke Energy program. This is a project that could be completed in 2016.

Below is a comparison of facility expenditures of all three stations for both 2014 and 2015.

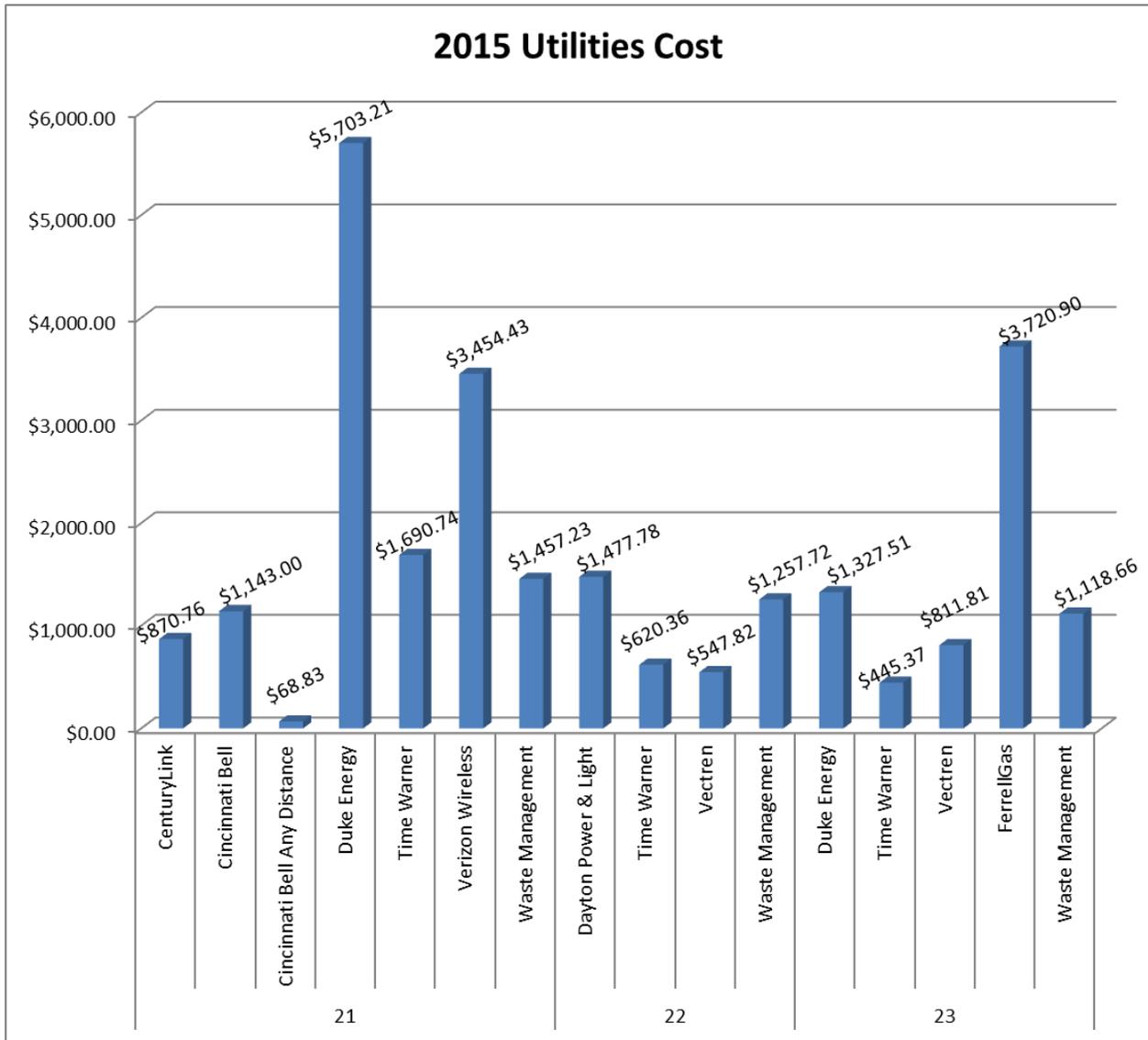
	Station 21	Station 22	Station 23	Total Expenditures
2014	\$18,012.01	\$2,435.89	\$13,589.59	\$34,037.49
2015	\$14,334.57	\$2,962.74	\$5,836.83	\$23,134.14
% Difference	-20%	+21%	-57%	-32%



Station 21 and 23 both saw decreases in the total expenditures for 2015. Station 22 had a minor increase in expenditures. Several exterior lights were replaced at Station 22 in 2015 and can account for the increase in expenditures. Station 22 and 23 are very similar in design but Station 23 had \$2,874.09 more in expenditures in 2015. Station 23 still has a septic system and \$1,090 was spent on repairing some pump and electrical issues we experienced with the system. Also, all road salt and water softener salt is delivered and stored at Station 23. This shows as part of Station 23 expenditures. Other repairs that Station 23 had that Station 22 did not experience includes bay heater repair, two bay door repairs and mower repairs. These repairs account for the difference in expenditures between the stations.

During 2015, efforts were concentrated on keeping all stations in good condition. There were minimal major repairs to facilities. There were some larger repairs to HVAC units, garage doors and electrical repairs and installation. A savings of \$10,903.35 was saved in facility maintenance compared to 2014. That equals a 32% reduction in spending for 2015. Many projects and repairs were conducted by on-duty personnel. This includes lighting installation, small engine repair to mowers and other lawn equipment and installing flooring material.

The efforts of the Fire District to save money on utilities by replacing older light fixtures and appliances with energy efficient materials like LED lighting and Energy Star certified appliances, and utilizing programmable thermostats has shown a decrease in rates from Duke Energy. Our consumption of electricity at Station 21 has dropped and a savings of over \$11,000 was seen in the Duke billing during 2015 compared to 2014. This can be attributed to the lower consumption of the lighting and appliances. Duke Energy lowered our consumption rate due to the usage of electricity at Station 21. This occurred in May of 2015 and almost immediately we saw the monthly energy bills drop. We have conducted further audits and hope that more savings are realized in 2016.



# TRAINING

The Clearcreek Fire District recognizes that continued training and education of our organization's employees is vital to meet and / or exceed our mission statement. The 2015 Training Program strived to do the following:

- To teach new employees what they need to know in order to function well on the job;
- To maintain skills for all fire and EMS personnel;
- To train on new and improved methods to enhance our operations;
- To introduce new ideas, techniques, skills and equipment to all personnel; and
- To improve the function of individual fire companies and multi fire companies when working together.

In 2015, the Training Division enhanced the training program by incorporating more hands on practical trainings and ensuring a consistent level of accountability occurred. Within this program crews completed drills each month that was uniform with the Insurance Service Organization (ISO). Our training program exceeded the State of Ohio's continuing education requirements for Fire, EMS, and Fire Inspector certifications by completing the minimum training requirements outlined by ISO. The objectives and hours met were in the following subject areas:

- Fire Company Level – 145 hours
  - 14 hours at Washington Township Training Tower
  - 14 hours Driver Operator
  - 6 hours Hazardous Materials
- Fire Officers – 12 hours
- Fire Inspector – 24 hours
- EMS – 57 hours
- Individual state required disciplines were met
  - Instructor – 4 hours

These trainings provided skills needed to maintain a high level of scene competency among the crews. Each Shift Training ranged from one and four hours in length and established a level of expectation among all operation personnel. Each training evolution had clear objectives and goals for the members to follow.

Each Career Firefighter must maintain the following certifications:

Ohio certified Firefighter II, Ohio certified Fire Safety Inspector and an Ohio certified Paramedic with a valid and current CPR and ACLS card.

To maintain these certifications our training program meets the State of Ohio continuing education requirements as follows:

Paramedic: In 36 month period must complete 86 hours of continuing education which include 12 hours pediatric, 4 hours geriatric, 6 hours cardiac care, and 8 hours trauma to include the Ohio Trauma Triage course.

Firefighter II: 54 hours in a 36 month period.

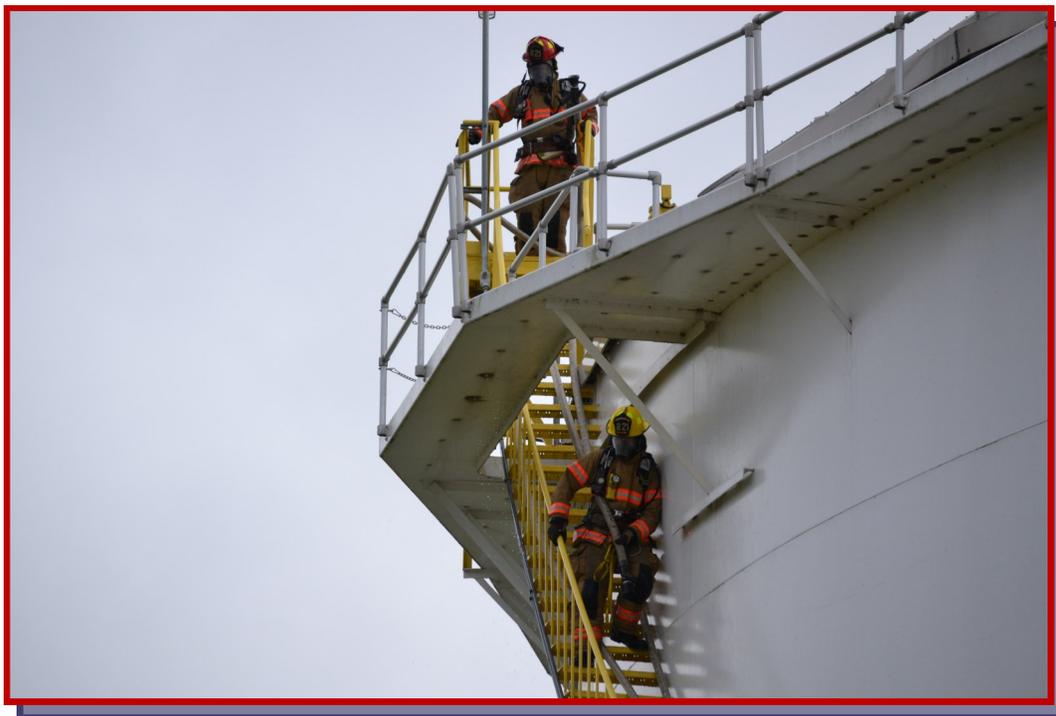
Fire Safety Inspector: 30 hours in a 36 month period.

Additionally, to meet the State of Ohio's training standards our organization has several fire and or EMS Instructors. For a training to be recognized, the training must be taught by an instructor for the specific discipline of training. Currently our organization has 10 Fire Instructors and 12 both Fire and EMS Instructors. We attempt to strategically place these instructors throughout all stations to teach the training set forth by the training program. These instructors must maintain additional continuing education as follows:

Fire Instructor: 6 hours of instructor continuing educations and 24 hours of teaching.

EMS Instructor: 6 hours of instructor continuing educations and 24 hours of teaching.

We had several mandatory courses during 2015. These included drivers training, Fire Apparatus Operator recertification, Aerial Tower Operator recertification, CPR, ACLS, Miami Valley EMS Council Standing Orders, Bloodborne Pathogens Update, SCBA competence, firefighting agility



test, written fire testing and Bureau of Workers Compensation Drug and Alcohol Training. In 2013, all officers became Blue Card Incident Commander certified. Officers continued training every quarter to keep familiar with the concepts learned in the initial training.

The Training Division implemented a minimum of four hours of EMS training each month. These trainings were based around the Greater Miami Valley EMS Council's (GMVEMSC) standing orders, State of Ohio Department of EMS and the National Registry recertification guidelines for Paramedic providers. All members took a written test March of 2015 to document the knowledge of the GMVEMSC Standing Orders. Skill sets were demonstrated and all members completed an EMS GMVEMSC Skill Competency February of 2015. Other topics for 2015 included Advanced Airway, Patient Extrication, Pediatrics, Anaphylaxis, New Born Care, Environmental, Trauma Emergencies, OB Trauma, Toxicology, 12 Lead Review, Mass Casualty, Overdoses, Geriatrics, Seizures, Mega Code and Patient Assessment. Other mandatory topics included CPR recertification, ACLS Recertification, GMVEMSC Standing Orders testing, and Bloodborne Pathogens.

We had several guest speakers that presented unique topics such the Mobile Education Lab (MEL) from Miami Valley Hospital, Jim Burneka Firefighter Cancer Consultants, Advanced Cardiac Life Support from Miami Valley Hospital, CPAP Emergencies from Kettering Medical Center, Heat Emergencies from Miami Valley Hospital, Respiratory Emergencies form Kettering Medical Center, and Pediatric Emergencies from Miami Valley Hospital.

Clearcreek Fire District was fortunate to partner with other resources to utilize important training aides. We utilized the Washington Township Training Tower for a recruit class and company level trainings. In affiliation with area departments we used a Forcible Entry Door trainer.

In 2015, we hired 5 Career Firefighter/Paramedics to replace employees who had left and a recruit academy was conducted from September 14<sup>th</sup> through October 9<sup>th</sup>. The academy consisted of intense Fire and EMS training of our organizations procedures, operations, tools, and equipment. In addition, each recruit had taken part in a mandatory fitness program and were evaluated in the beginning and end of their recruit training. The recruits were assessed cognitively through many written tests and completion of a research project. They were also assessed for psychomotor competency through multiple skills outlined in our orientation packet as well as Live –Burn training at the Dayton Training Center. This academy had taken the recruit from little to no knowledge of our organization through to a functioning Fire Apparatus Operator (FAO). Upon graduation of the recruit academy each recruit was assigned to their respective shift to continue their orientation and complete Aerial Tower Operator (ATO) status.

During 2015, several employees also attended various programs outside the Fire District. These include classes at both the National Fire Academy and the Ohio Fire Academy. We also had members attend specialized trainings that include Certified Rescue Tech continued training through Ohio Task Force One, Fire Department Instructors Conference in Indianapolis, IN, the Ohio Safety Congress in Columbus, OH, and other various leadership classes and conferences throughout the region.

### Chief Officers:

Chief Kidd attended OH Fire Chief Conference : 5 Concurrent Themes for Success, OH Fire Chief Organizational Risk Management, OH Fire Chief-Quick Start to Officer Development, OH Fire Chief Conversation Skills for Leaders, and the IAFC Fire-Rescue Med 2015 to: maintain his Designated

Officer Status as required by the CDC, attended EMS Billing seminars as required by Medicaid/Medicare, emerging issues with EMS and other EMS leadership issues and Fire Department Instructors Conference Indianapolis, IN. and the Ohio Public Employers Labor Relations Association for Fair Labor Standards Act, Family Medical Leave, Recent Court Decisions for Public Employers and other Human relations related topics.

Assistant Chief Simpson attended IAFC Fire-Rescue International Conference which included; Meeting SOC with Alternate Staffing & Shared / Auto Aid, Affordable Care Act, New Revenue Opportunities for Fire-Based EMS, Data Collection, Strategic Planning, and Public Relations, and Data Driven Deployment, National Fire Academy Course R308 Command and Control of Fire Department Operations at Natural and Man Made Disasters, OH Fire Academy Fireworks Continuing Education, and 2015 EMS Midwest Conference; including a presentation on Community Health Care / Paramedicine Emergency Operations Center training with Warren County Emergency Services, Telecommunications training with Warren County Telecommunications.

Assistant Chief Agenbroad graduated the National Fire Academy's Executive Fire Officer class. This is an executive level program developed by the National Fire Academy that lasts four years with one class per year and numerous assignments throughout each year. He also began a Master of Public Administration program at the University of Dayton on August 26<sup>th</sup>. Other trainings he attended were Fire Departments Instructor Conference in Indianapolis, IN., Community Paramedicine seminar, the Fire Chiefs Resource Symposium, Emergency Operations Center training with Warren County Emergency Services, Telecommunications training with Warren County Telecomm, the Greater Cincinnati Regional Arson Fire Investigators Seminar, and EMA 101 by Warren County Emergency Services.



### Captains and Lieutenants:

In 2015, CCFD had two officers work on executive level programs with the Ohio Fire Chiefs Association. These classes involve intensive classroom sessions, numerous assignments outside of the classroom time and a large applied research project for the officer to complete. Captain Kent Clary completed weeks three and four of the Ohio Fire Executive Program (OFE) conducted by the Ohio Fire Chiefs Association. Captain Urban completed weeks one and two.

Several Officers completed Fire Officer I, II, and or III courses. Lt. Null achieved an EMS Instructor Certification. Captain Prass attended the National Fire Academy's Effective Leadership Skills for Fire and EMS.

### Firefighters:

Pursuant to probationary requirements two newly hired firefighters were sent to the Ohio Fire Academy to become certified Fire Inspectors.

Several Firefighters completed Fire Officer I, II, and or III courses. FF/PM Drury and Richison attended the Bowling Green State Fire School; four attended the National Fallen Firefighters Memorial in Emmitsburg, MD.

- In February 2014, we began using Fire EMS Academy (formerly known as Kaplan Fire and EMS Online Learning and Education Management System) and continued its use throughout the 2015 calendar year. This system has successfully assisted our organization in managing the Training Program. The Fire EMS Academy allows our department to create our own courses and or use either the Fire EMS Academy Fire or EMS based courses. The records of each course that is taken by the individual employee are maintained within the Fire EMS Academy database and can be accessed by each employee when referencing the required hours to maintain their certifications.

In 2015 there was approximately 13,832 hours of documented shift trainings; additionally, the four week recruit academy was approximately 200 hours of training. These hours are comprised of Fire, EMS, officer, instructor, and recruit academy training. This is approximately 20.6 hours of shift training per month per firefighter. Through these trainings we continued to accomplish our goals, created a positive environment for new and current employees, and improved the skills of firefighters.

### **Accident / Incident Investigation:**

Accident / Incident Investigations are used to determine the sequences of events leading to an accident which may or may not cause injury or damage. It identifies the primary cause of the accident / incident and finds methods to prevent accident from recurring.

Ideally, the investigation of both accidents and incidents should be undertaken as a scientific research project, designed to extract the greatest amount of knowledge from the experience and to disseminate that knowledge so that no one needs to have such an experience again.

Information gathered during these investigations is to determine the need for training personnel. These trainings may be conducted as remediation for the individuals involved, or it may be used during shift trainings. In either instance, the primary goal is to use the information to prevent any similar accidents / incidents.

In 2015, the Shift Commanders and Station Lieutenants did the majority of the accident investigations. These investigations ranged from motor vehicle collisions involving department vehicles to on duty injuries and illnesses.

## **Safety Services:**

In an effort to reduce our contribution to Ohio BWC, the Fire District has taken steps to operate under the OSHA standards voluntarily. The Clearcreek Fire District participates in the Warren County Safety Council and assists this organization with educational programs throughout the year. We have had OSHA Inspections and corrected and followed the recommendations made by OSHA Inspectors. The Fire District operates under the 10-step plan outlined by Ohio BWC. We participate in the Ohio BWC Transitional Work Grant program. This is a transitional work program that BWC developed and is designed to obtain the maximum level of production from the employee while the employee rehabilitates to return to full duty. During 2015, the Fire District had 8 injuries that were reported to the Ohio Bureau of Workers Compensation. The majority of these injuries required minor care and the employee returned to work immediately. One injury required further treatment and the employee was placed on Transitional work for one week and returned to full duty.

Clearcreek Township and the Fire District also participate in the Drug Free Safety Program, Industry Specific Program and the Transitional Workplace Bonus program. These programs combined can offer up to a 21% reduction in the BWC premiums for the township. Policies for these programs are currently in place and the Township and Fire District keep pace with changing trends in the BWC. Realizing that by design, the nature of the work is dangerous, by all employees participating in these programs, we can make the workplace as safe as possible and reduce the risk of injuries.

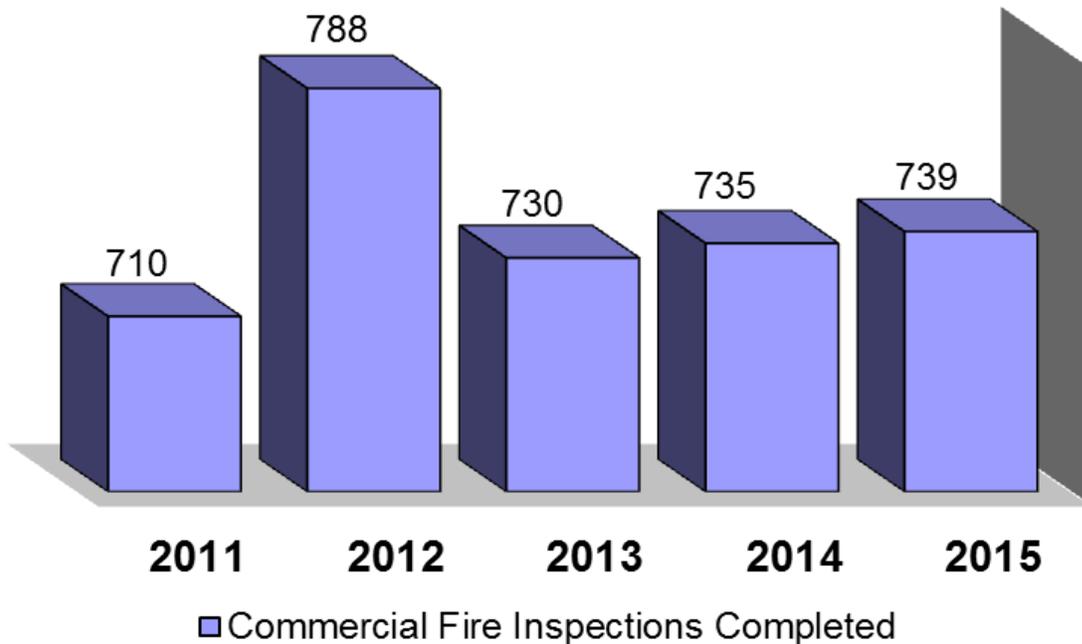
In order to keep up with the changes in the safety aspect of the Township, Fire District and the Ohio BWC regulations, several classes were attended throughout the year and Clearcreek Township maintained an active membership in the Warren County Safety Council

# FIRE PREVENTION & PUBLIC EDUCATION

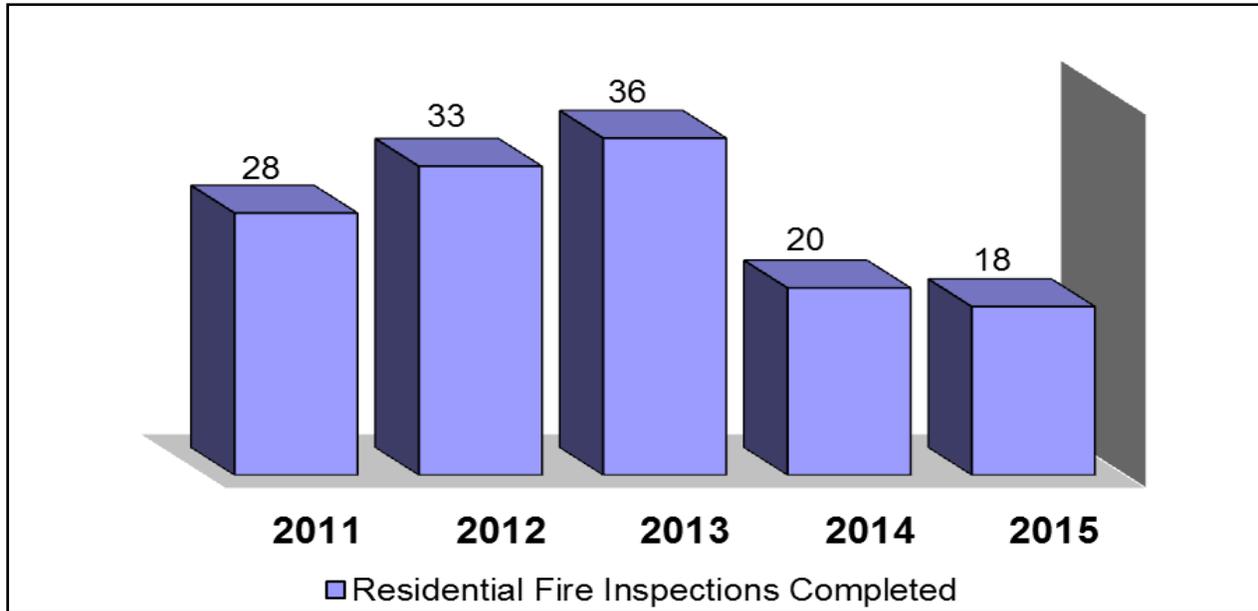
## Fire and Life Safety Inspections

The Fire and Life Safety Inspection program is focused on partnering with business owners to ensure the safety of their employees, customers, and property. Inspectors visit each business within the response district on an annual basis. Small and medium sized businesses are the lifeblood of the community, and statistics show that four out of five never reopen after a fire. Inspectors work with building owners to identify hazards and abate them before they cause a fire.

Clearcreek Fire District inspectors completed a total of 739 annual Fire and Life Safety inspections during 2015. Career Firefighter / Paramedics that are cross trained as Fire Safety Inspectors are utilized to inspect business offices and smaller retail stores. These firefighters completed 679 of the inspections within the district last year. The lieutenant assigned to fire prevention performs annual inspections on the largest, most hazardous buildings in the response district. These inspections totaled 60 last year. In addition, inspections are provided for every building licensed by the Ohio Department of Education and the Ohio Department of Job and Family Services within our response district. These include day care facilities, preschools, and all buildings operated by the Springboro City Community School District.



Any family wishing to foster or adopt a child must undergo a fire safety inspection in their home. These inspections help identify and eliminate common fire hazards in the home and also ensure that there is a plan for children to escape if there is a fire. During 2015, 18 of these residential inspections were completed for citizens of the community.



Several trainings were conducted for the fire inspectors during the year. Training topics included a review of fire sprinkler systems, kitchen fire suppression systems, standpipe operations, and enforcement of the Ohio Fire Code.

## Pre-Incident Plans

Pre-Incident Plans (Preplans) contain preformatted information designed to be at the fingertips of company and command officers during an emergency incident. Preplans contain the necessary information to allow the fire officer to make safe and effective tactical decisions upon arrival at an emergency. The preplan contains data concerning business name, response zone, occupancy use, times occupied, Knox Box location, hazards, fire behavior prediction, problems and concerns, building description, roof construction, floor construction, locations of fire protection systems, primary water supply information and required water flow at various levels of fire involvement.

A diagram of the structure is provided to allow crews to anticipate the interior layout of the building prior to performing search and rescue operations. It also allows firefighters to locate the various utility shut-offs or hazards within the structure. Photographs taken from each side of the structure are also included, giving command officers managing a night-time incident the advantage of seeing the structure during the daylight hours.

During 2015, 15 new preplans were completed and 512 existing preplans were updated and placed on the fire district's mobile data computers.

While preplans are an invaluable tool on the scene of a fire, they also play a role in the training of fire district crews. Firefighters have access to each preplan on the district's computer network, allowing them to review any preplan to familiarize themselves with a particular business within our community. Preplans are often integrated into tactical training, where fire companies envision an emergency scenario and move through the response process in order to sharpen decision making skills.

## Public Education Activities

The annual Springboro Business Expo was attended by the Clearcreek Fire District on Saturday, March 21, 2015. The event is an opportunity for the fire district to explain our purpose and mission to the local community. Firefighters were on hand all day distributing fire and life safety brochures and answering questions. Sparky the Fire Dog was also in attendance, drawing children and their parents to learn more about the Clearcreek Fire District. Children were invited to try their hand at a game of corn toss, where they throw "water" beanbags through "flaming" windows. Fire extinguisher training was provided using the Bullex digital training system. Special programs were also featured, including blood pressure checks and the Rural Address Locator signs.

On August 4, 2015 the Clearcreek Fire District supported the Clearcreek Police Department's efforts on "National Night Out". This annual event was held at Patricia Allyn Park and focused on bringing the community together for crime prevention and to learn more about their township services. Firefighters were on hand to give tours of the apparatus, answer questions, and provide fire safety information. Firefighters also held a mock auto extrication where a simulated patient was cut out of a crashed vehicle.

During fire prevention month in October, fire district personnel remained busy attending a number of events centered on the 2015 theme of "Hear the Beep where you Sleep". Safety presentations were made for various school and community groups bringing this important message to many different audiences within the response district.

The annual Clearcreek Fire District open house occurred on October 3, 2015 at Station 21. Activities included a vehicle extrication demo, blind hose follow activity, Miami Valley Hospital's CareFlight medical helicopter, a visit from Sparky, and the live burn demonstration. Also during



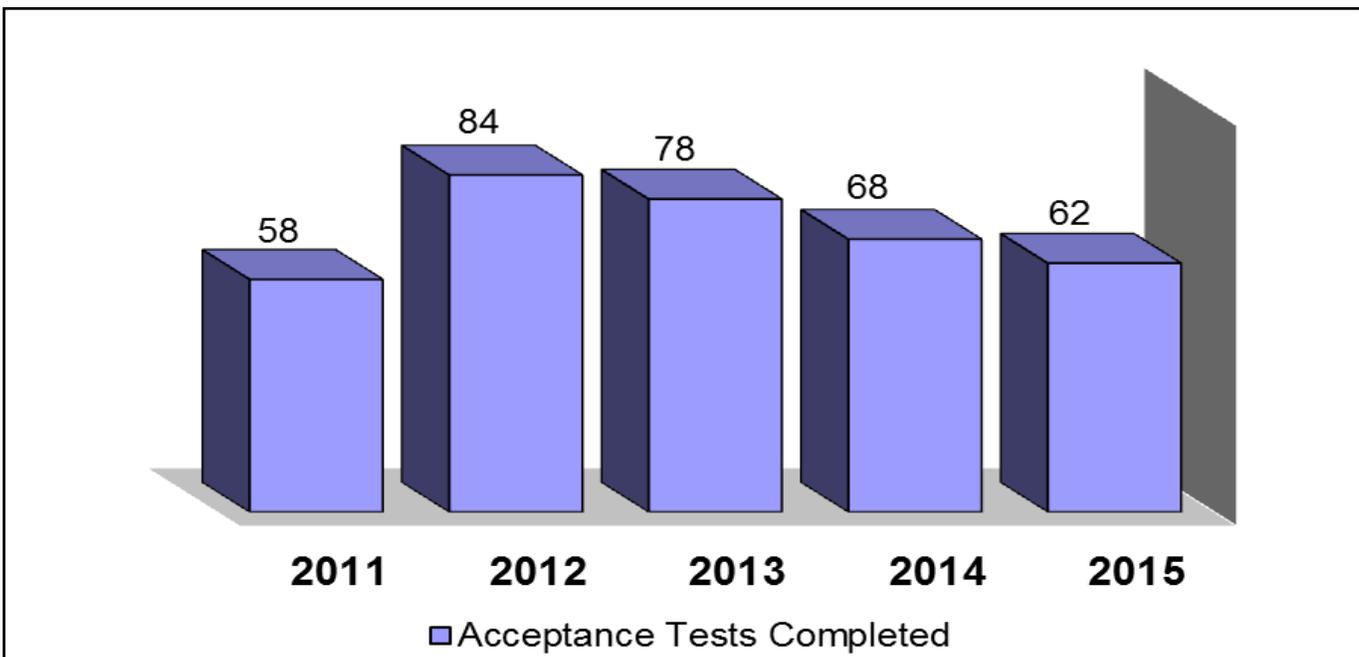
this event the community helped push in and dedicate the new Rescue 21 vehicle. The theme for this open house centered on the 2015 Fire Prevention Week “Hear the Beep where you Sleep” theme. During this event we had approximately 150 people visit Station 21 to learn about the firefighters’ daily activities.

Residents of our community often request the fire department to have a presence at many different types of events. These include preschool and daycare visits, community festivals, block parties, and birthday parties. Civic organizations such as the boy scouts and girl scouts are also welcome to visit the fire stations and apparatus. These visits generally include a tour of the facility as well as several of the apparatus. For daycare or preschool visits, crews bring an in-service fire engine to the facility to talk with the children. Classes are brought together for a fire safety presentation, and then all children are given the opportunity to tour the fire engine and climb up inside the cab. This is a big event for the children, with many recalling stories of how much fun they had the previous year. During 2015, fire district personnel attended 55 of these events.

### **New Construction Plans Review and Acceptance Testing**

The Clearcreek Fire District works diligently to ensure that new buildings constructed within the response district are built in accordance with the governing codes, including the Ohio Fire Code. Partnerships have been established with the local building, zoning, and planning commission officials to coordinate efforts when it comes to reviewing and testing fire and life safety equipment. The issues addressed through this process have a direct and positive effect on our ability to manage an emergency.

Lieutenants Carman, Vecchi, and Buehler witnessed a total of 62 acceptance tests with the City of Springboro Building Department and the Warren County Building Department in 2015.



## **Knox Rapid Entry System**

The Clearcreek Fire District utilizes the “Knox Rapid Entry System” to ensure that in an emergency access can be gained to a building in a non-destructive manner. These lock boxes are secured with a master key only accessible to fire district personnel. During 2015, the fire district placed a total of nine new Knox Boxes in service, bringing the total installations across the district to 254.

## **Defective Appliance Tag Out System**

The Clearcreek Fire District often responds to situations where a minor fire has occurred or a hazard exists due to a defective appliance. In this instance, the officer of the responding apparatus places a tag on the affected item with specific information about the response and actions taken by fire department personnel. The resident is advised not to use the defective appliance until a qualified repair person can evaluate the situation. When the repair is completed, the postage paid tag can be dropped in the mail and returned to the fire district. In 2015, the fire district issued a total of 19 red tags.

This program provides a reliable channel of communication for repair technicians to identify the actions taken prior to their work. It also allows for the fire district to receive feedback on the exact nature of the problem once identified by the service technician. In appliances such as a fire alarm system, it also provides verification that the system has been returned to a normal operating condition.

## **Outdoor Warning Siren System**

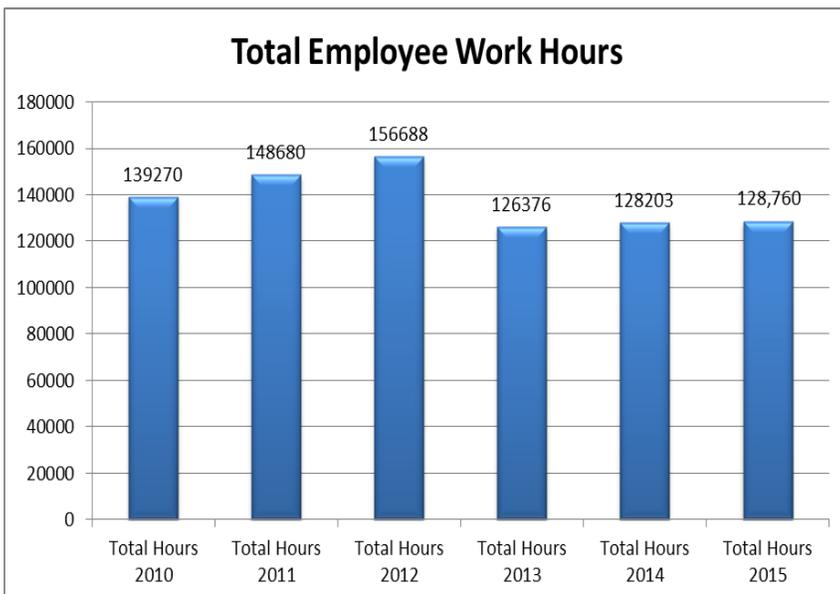
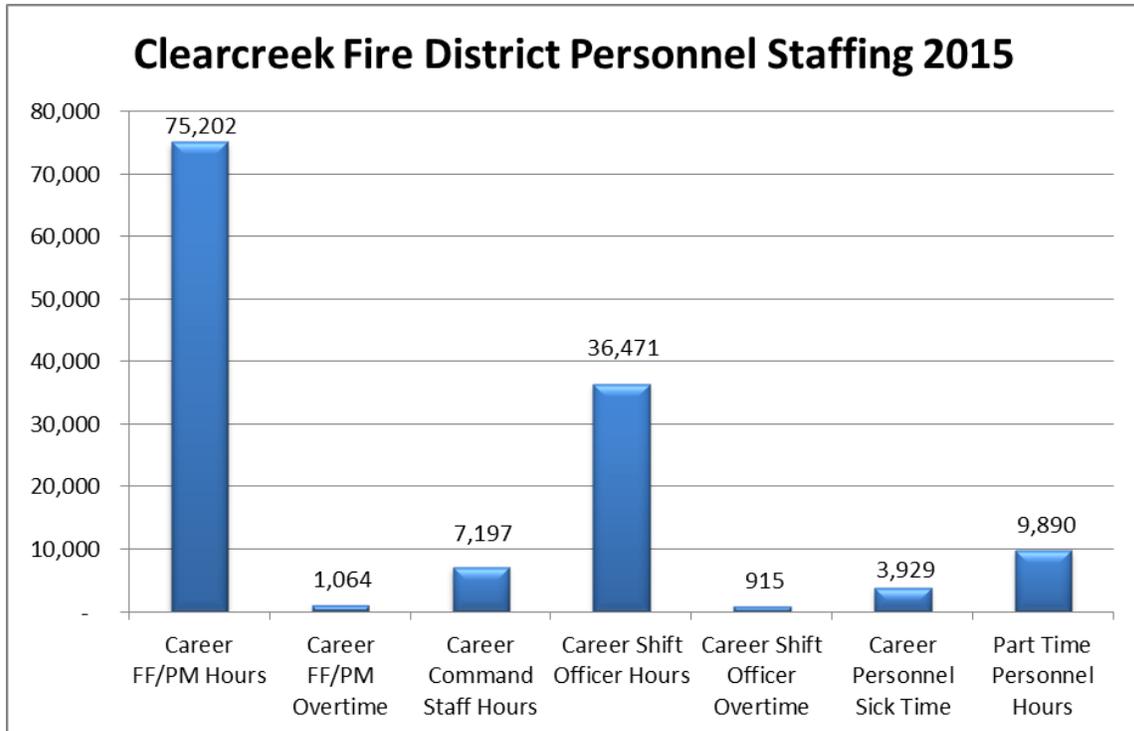
The Clearcreek Fire District monitors the operation of the outdoor warning siren system within Clearcreek Township and the City of Springboro. All eleven (11) sirens are tested monthly through activation by the Warren County Communications Center. Community volunteers and department personnel verify the operation of each siren. In the event a siren does not activate, a troubleshooting procedure is employed and any necessary repairs are coordinated.



# FIRE DISTRICT STAFFING

## 2015 Payroll Hours & Sick Leave Hours Usage

During 2015, Clearcreek Fire District part-time employees worked a combined total of 9,890 hours, career employees worked a combined total 118,870 regular work hours, and career personnel worked a combined 2,011 overtime work hours.



During 2015, Clearcreek Fire District career employees utilized a combined 3,929 sick leave hours. Officers utilized a total of 776 hours of sick leave, one Captain was off due to a significant off-duty injury. Shift Captains / Lieutenants utilized 1141 hours, and Career Firefighter / Paramedics utilized 2,013 sick leave hours. There was an increase of sick leave usage by a total of 654 hours during 2015 over 2014. This is primarily due to two employees off due to significant off duty injuries.

# MONTHLY KUDOS 2015

## January

To all crew members who assisted with the Station #21 interior painting project and carpet replacement projects, pre and post installation work. A job well done!

## February

To all who participated in the American Lung Association's Climb the Carew Stair Climb fund raising event held in Cincinnati at the Carew Tower on 2/15/15. For raising over \$11,500.00 for the American Lung Association; (Pete Richison, Assistant Chief Agenbroad, Nate Baldrige, Ron Bell, Mike Bolek, Lt. Buehler, Luke Drury, Mark Gerspacher, Lt. Haggard, Jason Jeffers, Chief Kidd, Capt. Lantman, Tony LeMaster, Jake Roop, Lt. Vecchi, Mr. Cameron). For a Job Well Done!

## April

To Lieutenant Chris Vecchi for the successful completion of the Ohio Fire Executive program on 4/17/15 and for completing his Master's of Public Administration Degree at Wright State University on 5/2/15. Congratulations and Well Done!

## June

To Firefighter / Paramedic Ron Bell for successful completion of his Associates Degree of Applied Science for EMS / Fire Science.

## July

To Fire Chief Robert Kidd for his recent induction as an Ohio Fire Chiefs Fellow.

A Special Thank You to the Rescue / Engine committee members for all of their hard work on the project: Steve Cox, Levi Sargent, Nate Baldrige, Josh Scott, Justin Buehler, Brian Petry, Kent Clary and Michael Toothman.

## August

To Firefighter / Paramedic Kyle Lalich for his efforts on the Station #21 tree replacement project. For a job well done.

## September

Congratulations to Assistant Chief Steve Agenbroad for his recent award of an International Association of Fire Chief's (IAFC), \$1,000.00 Scholarship. Assistant Chief Agenbroad is using this award to assist with expenses in completing his Masters Degree Program at the University of Dayton.

## October

Special thank you to the following individuals for their hard work and for volunteering at the recent Fire District Open House event:

Assistant Chief Agenbroad and Assistant Chief Simpson

Lieutenant Buehler and Lieutenant Cox

Firefighter / Paramedic's Burkhardt, Walker, Hudnall, Brahm, Kahn, Luedtke, and Neal.

## December

Congratulations to Assistant Chief Steve Agenbroad for his recent award of an Ohio Fire Chiefs' Association / Ohio Fire & Emergency Services Foundation, \$3,000.00 Dominion Scholarship. Assistant Chief Agenbroad is using this award to assist with expenses in completing his Masters Degree Program at the University of Dayton.



**CLEARCREEK FIRE DISTRICT**  
**925 SOUTH MAIN STREET**  
**SPRINGBORO, OH 45066**  
**PHONE: (937) 748-2766**  
**FAX: (937) 748-2566**