



# **Clearcreek Fire District**

**2004 Annual Report**





# Clearcreek Fire District

Serving Springboro & Clearcreek Township

*Bernie Becker, Chief of Department*

February 15, 2005

Honorable Board of Clearcreek Township Trustees, Springboro City Council, Administrator Dennis Pickett, Assistant Administrator Ronald Wilhelm, City Manager Chris Thompson, employees of the Clearcreek Fire District and citizens and visitors of Springboro and Clearcreek Township.

It is my privilege to present the 2004 Clearcreek Fire District Annual Report.

This annual report reflects the activities and achievements of the Clearcreek Fire District during 2004. This report is divided into several sections; which explain the many various activities in which the Clearcreek Fire District participates. As you will see, we truly are the "risk management" department for the communities of Springboro and Clearcreek Township.

As you recall in May 2000, the Clearcreek Fire District received voter approval to implement our ten-year Master Plan. The M. M. A. Fire Protection Consultants developed this plan and we have the privilege in implementing this plan to our customers. The Clearcreek Fire District is committed in "Keeping the Promise" to the citizens and visitors of our community. I am pleased to report that fifteen of the seventeen primary elements identified in the M. M. A. Master Plan have been accomplished.

The members of the Clearcreek Fire District are grateful for the support we received from you and the citizens of Springboro and Clearcreek Township. We look forward to working with you for the safety, prosperity and future growth of Springboro and Clearcreek Township.

I dedicate this annual report to all of the men and women who have paid the ultimate sacrifice in the line of duty so we, as neighbors and friends, may all be safe and secure in our homes.

Respectfully,

Bernie Becker,  
Chief of Department

Clearcreek Fire Administration 925 South Main Street Springboro, Ohio 45066  
Telephone: 937-748-2766 FAX: 937-748-2566 **EMERGENCY: 911**  
[www.clearcreektownship.com](http://www.clearcreektownship.com)



# **The mission of the 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.**

*"Show the Spirit"*

# *Clearcreek Fire District*

*Fire Protection and Paramedic Services*

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**Service:** We are Responsive  
Present a positive, friendly attitude in service  
Deal directly with problems  
Take prompt action  
Are sensitive to citizen needs  
Consider citizens valued customers  
Express a "we can do it" attitude  
Are willing to serve and be involved in the community

**People:** We Care  
Show concern toward people, their needs and feelings  
Have compassion for the people we serve and with whom we work  
Are dedicated to the company  
Respect self and others  
Encourage personal and professional development

**Integrity:** We are Honest  
Are open in our relations with others  
Seek no favors, special privileges or patronage  
Provide fair and equal treatment to all  
Are dedicated to public service  
Do our best, strive for excellence  
Have high ethical standards

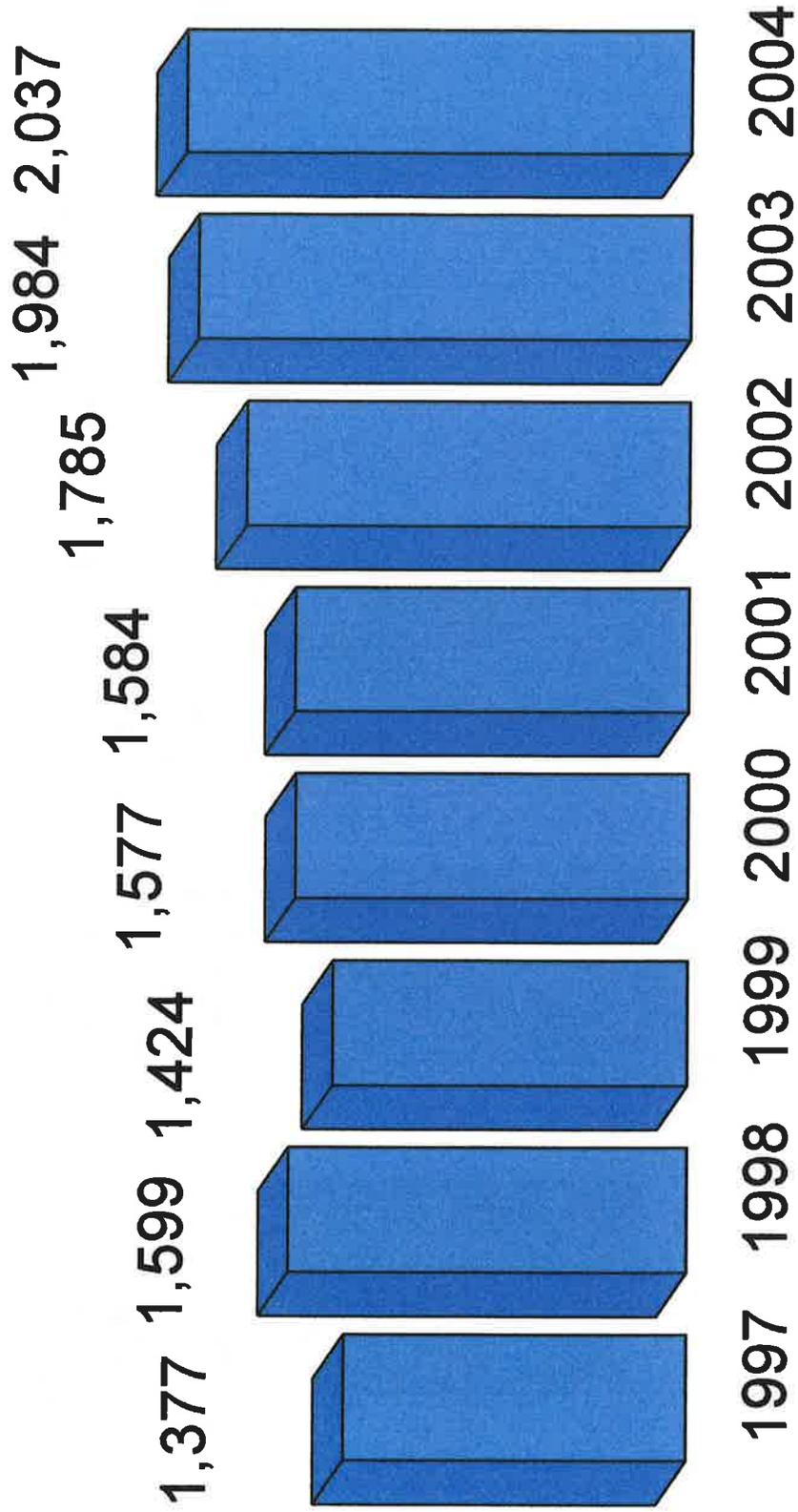
**Responsibility:** We are Accountable  
Answer for our actions  
Establish and achieve work performance standards  
Provide the best value with available resources

**Innovation:** We Look for Better Ways  
Search for creative solutions  
Evaluate current operations and systems  
Change and try new approaches  
Plan ahead, anticipate problems and issues  
Take reasonable risks  
Use common sense

**Teamwork:** We Work Together  
Build partnerships  
Accomplish goals  
Encourage involvement for best results  
Support mutual goals  
Celebrate successes and overcome our setbacks

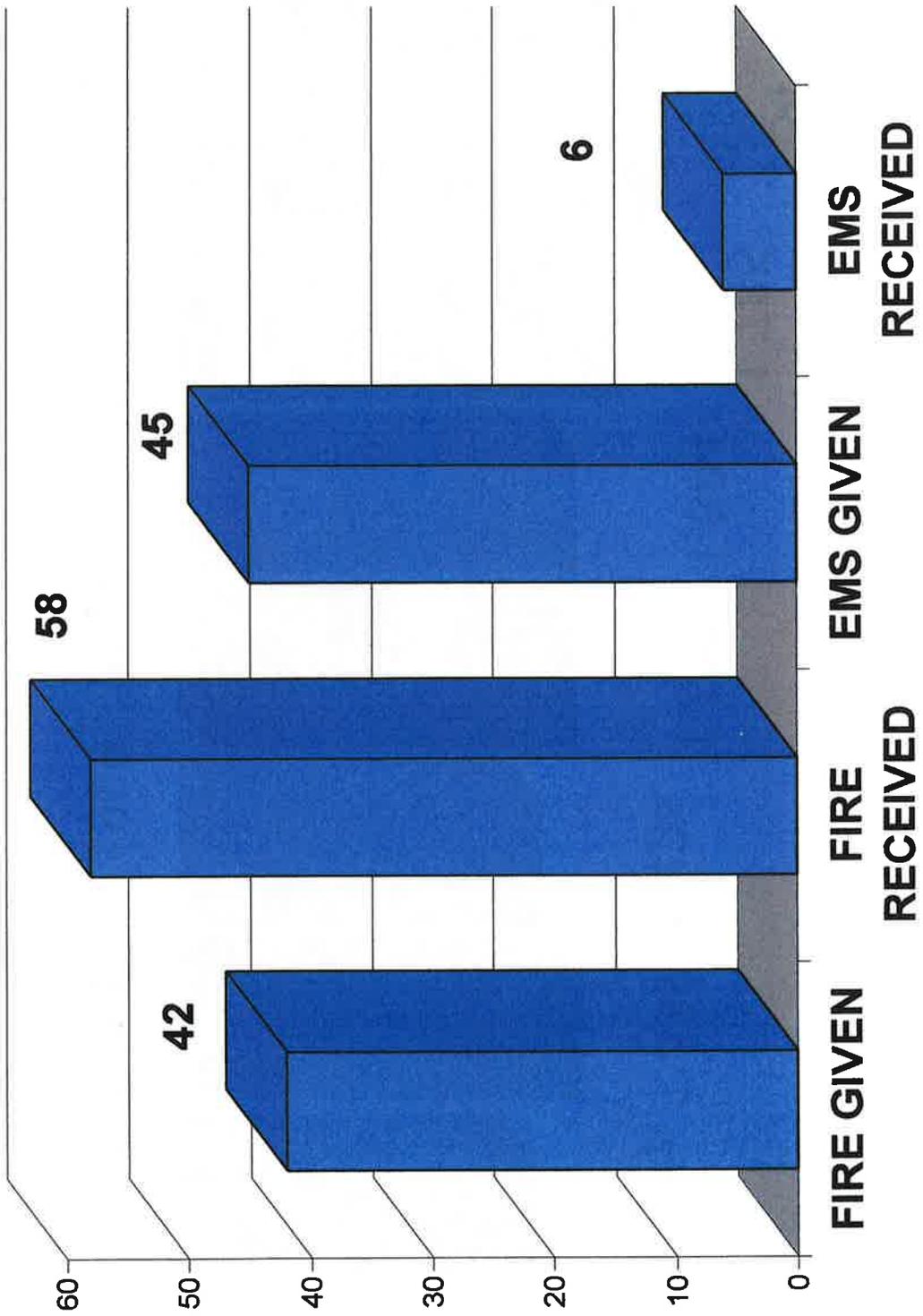


# Clearcreek Fire District

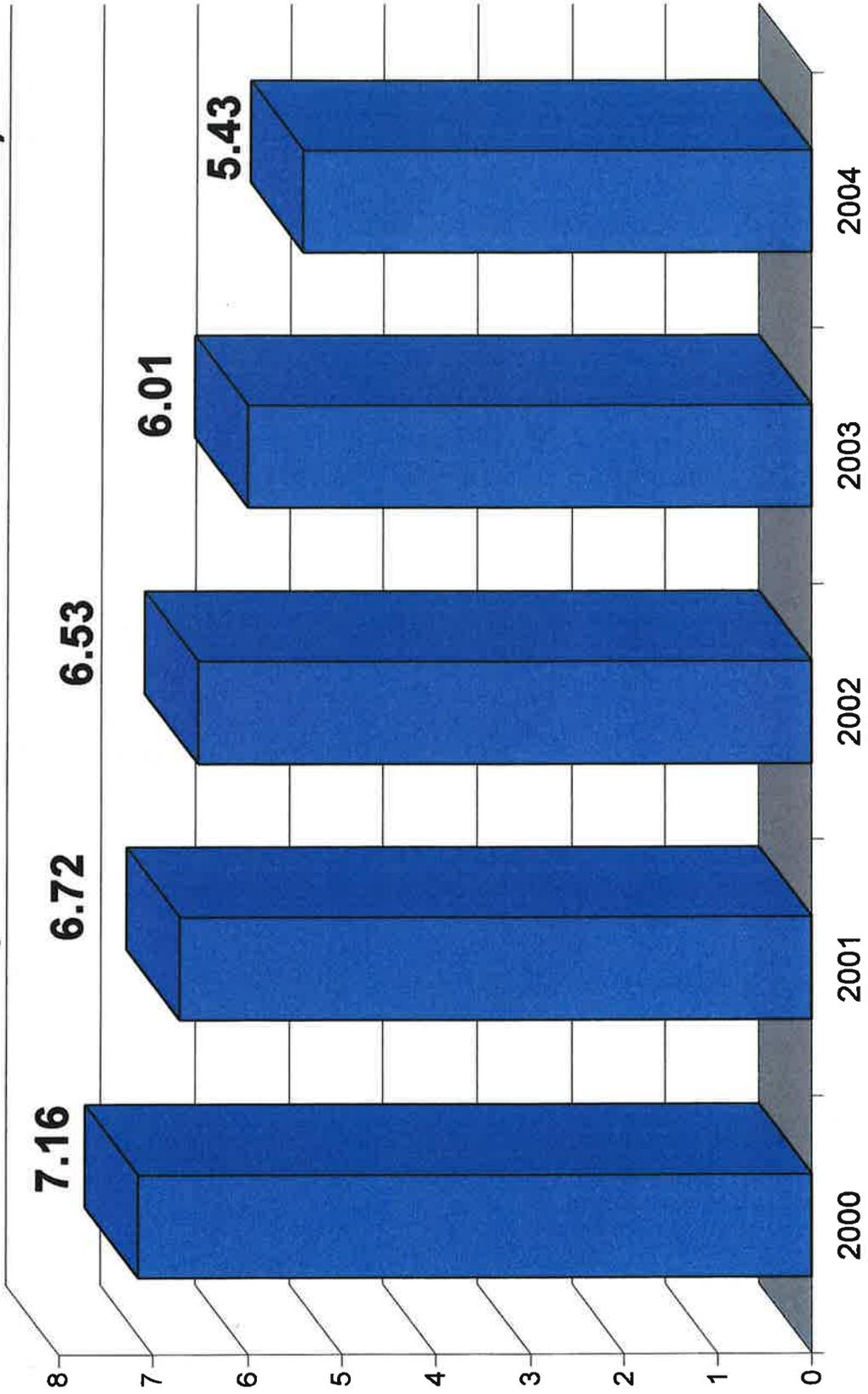


**Eight Year "Request for Service" Trend**

# 2004 FIRE / EMS MUTUAL AID REQUESTS

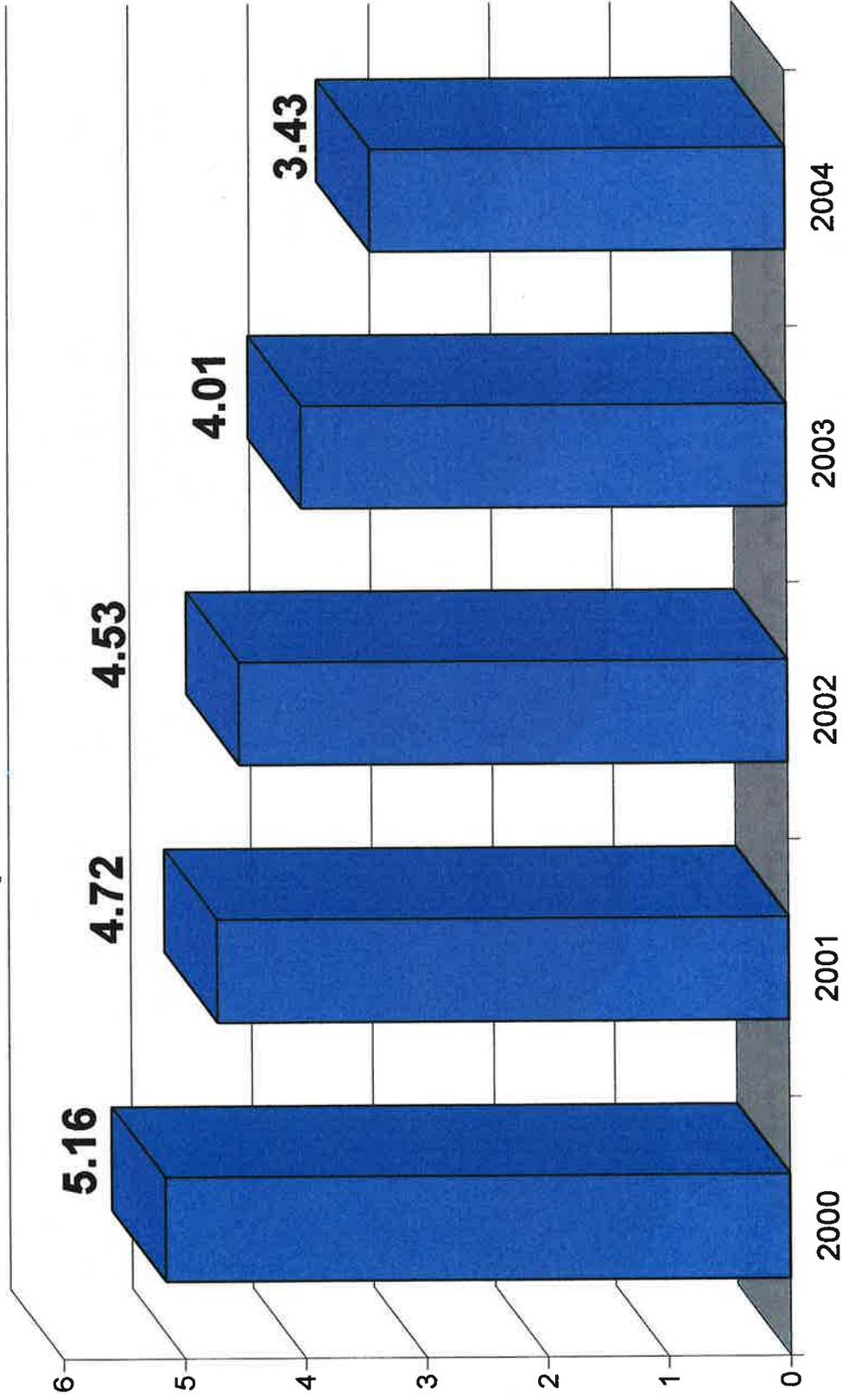


# AVERAGE FIRE / EMS RESPONSE TIMES IN MINUTES (DISPATCH TO ON-THE-SCENE)



RESPONSE TIMES ARE DENOTED FROM THE TIME OF DISPATCH TO THE TIME THE UNIT WAS ON THE SCENE IN MINUTES PER WARREN COUNTY COMMUNICATIONS

# AVERAGE FIRE / EMS RESPONSE TIMES IN MINUTES (TRAVEL / RUNNING TIME)



This graph represents the parameter of response based on the MMA Strategic Analysis and Master Plan. Dispatch and turn-out time are not included.



## **SIGNIFICANT FIRE EMERGENCIES – 2004**

### **January**

- On 1/11/04 @ 15:56 hours, CCFD Fire / EMS Crews responded to 1276 Nutwood for a structure fire. Upon arrival crews found that an exterior electrical box had exploded. Mutual Aid assistance was received from the Miami Township Fire Department.
- On 1/16/04 @ 18:31 hours, CCFD Fire / EMS Crews responded to 645 West Market St. for a structure fire. Upon arrival crews found a chimney fire with significant smoke in the house. The fire was quickly extinguished. Mutual Aid assistance was received from the Miami Township Fire Department. Damage was estimated at \$5,000.
- On 1/29/04 @ 14:23 hours, CCFD Fire / EMS Crews responded to 5516 Red Lion Five Points Road for a structure fire. Upon arrival crews found an attic fire with Fire throughout the roof. The fire was extinguished in approximately 60 minutes. Mutual Aid assistance was received from JEMS, the Miami Township, the City of Franklin, and Turtlecreek Township Fire Departments. Damage was estimated at \$90,000.

### **February**

- 2/28/04 @ 22:39 hours, CCFD Fire Crews responded Mutual Aid RIT to 200 Shotwell Drive, in the City of Franklin for a structure fire.
- On 2/29/04 @ 18:22 hours, CCFD Fire Crews responded to 135 Cambridge Drive for a combustible / flammable spill in a storm sewer. The Warren County Hazardous Materials coordinator also responded.

## **March**

- On 3/7/04 @ 02:12 hours, CCFD Fire / EMS Crews responded to Elmwood Drive, at South Main Street for a structure fire. Upon arrival crews found an attached garage fully involved in fire. The Fire was quickly extinguished. Mutual Aid Assistance was received from the Miami Township Fire Department and JEMS. The cause of the fire was believed to be electrical in nature. Damage was estimated at \$55,000.00.
- On 3/16/04 @ 14:53 hours, CCFD Fire Crew responded with mutual aid RIT to 45 Deardoff Road, in the City of Franklin for a structure fire.
- On 3/17/04 @ 22:26 hours, CCFD Fire / EMS Crews responded to 2902 West State Route 122 for a truck possibly leaking liquid nitrogen. Upon arrival no hazard was found.
- On 3/26/04 @ 11:24 hours, CCFD Fire / EMS Crews responded to Beal Road at Weidner Road for a vehicle fire. The fire was quickly extinguished. Damage was estimated at \$3,000.00.

## **April**

- On 4/4/04 @ 19:20 hours, CCFD Fire / EMS Crews responded to 1103 West State Route 73 for a structure fire. Upon arrival crews found a barn approximately 40' x 30' with heavy smoke showing. The Fire was quickly extinguished. Mutual Aid assistance was received from the City of Franklin and Miami Township Fire Departments. Damage was estimated at \$29,000.00. The fire cause was determined to be electrical in nature.
- On 4/29/4 @ 16:30 hours CCFD Fire Crews responded to 7598 Deep Woods Court on a reported back hoe on fire. Upon arrival crews found a back hoe fully involved in fire. The fire was quickly extinguished. Damage was estimated at \$35,000.00.

## **May**

- On 5/8/04 @ 02:18 hours, CCFD Fire Crews responded mutual aid into the City of Lebanon for area coverage.

- On 5/8/04 @ 04:09 hours, CCFD Fire / EMS Crews responded to 5962 Weidner Rd. for a structure fire. Upon arrival crews found a fully involved residential structure. The fire was brought under control in under an hour. Mutual Aid assistance was received from JEMS, the City of Franklin, Franklin Township, and Miami Township Fire Departments. The fire cause is suspicious / incendiary and remains under investigation by the Warren County Fire Investigation Team and the Clearcreek Township Police Department. The structure and contents were a total loss estimated at \$ 200,000.00.
- On 5/21/04 @ 18:40 hours, CCFD Fire Crews responded to 350 South Pioneer Blvd. @ Duro Tire for a reported structure fire. Upon arrival crews found that a high voltage electrical box and transformer to the building had shorted out. Damage was confined to the electrical box and transformer. Damage was estimated at \$1,000.00. Mutual Aid assistance was received from the City of Franklin Fire Department.
- On 5/31/04 @ 00:58 hours, CCFD Fire Crews responded to 8560 Bunnell Hill Road for a structure fire. Upon arrival crews found a detached garage Mutual Aid assistance was received from the Washington Township Fire Department. The fire was quickly extinguished. The fire cause was determined to be from an apparent lightning strike. Damage was estimated at \$30,000.00

## June

- On 6/4/04 @ 12:24 hours, CCFD Fire Crew responded to West State Route 122 and North State Route 48 for a report of semi-truck with brakes on fire.
- On 6/6/04 @ 19:25 hours, CCFD Fire Crew responded to 40 McLean Drive for a reported structure fire. Upon arrival crews found an attached garage fire that had been extinguished with a garden hose by the occupants prior to Fire Department arrival. Damage was confined to a portion of the garage and garage door. The cause of the fire was undetermined but appeared to have originated in a recycling bin in the garage. Damage was estimated at \$3,000.00. Mutual Aid assistance was received from the City of Franklin Fire Department.
- On 6/13/04 @ 21:18 hours, CCFD Fire Crew responded mutual aid RIT Team into the City of Franklin to 909 East Second Street, Franklin for a structure fire.

## July

- On 7/1/04 @ 20:31 hours, CCFD Fire / EMS Crews responded to 3168 Pennyroyal Road for a structure fire. Upon arrival crews found a fully involved motor home on fire with extension into an attached garage. Crews initiated an aggressive offensive attack utilizing multiple handlines and a portable master stream device. Additionally, two dogs were rescued from the residence. Crews were ultimately able to confine the fire to the attached garage of the house and the motor home. One occupant was transported by JEMS for medical attention. The fire cause was determined to be the result of mechanical work being performed on the motor home engine's carburetor that resulted in ignition of gasoline that had spewed out. In addition to the motor home and garage fire exposure damage occurred to the house, a Harley Davidson Motorcycle, a riding lawn mower, and a boat. The total dollar loss was estimated at \$ 60,000.00. Mutual Aid Assistance was received from JEMS, the City of Franklin, Carlisle, West Carrollton, and Miami Township Fire Departments.
- On 7/20/04 @ 22:27 hours, CCFD Fire Crews responded to West Pekin Road at Springboro Road for a structure fire. Upon arrival crews found a 2 story farm house with heavy flames and smoke showing. Initially interior crews reported heavy smoke and heat conditions on the second floor and in the attic. The interior crews were unable to locate the seat of the fire from the interior. The fire continued to grow in intensity from the exterior. Fire ground operations were transitioned from an offensive to a defensive exterior operation. One Clearcreek Fire District Firefighter / EMT was evaluated on the scene by EMS for mild dehydration and exhaustion. The total dollar loss was estimated at \$ 75,000.00. The cause of the fire was determined to be electrical in nature. Mutual Aid assistance was received from JEMS, the City of Franklin, Franklin Township, Turtlecreek Township, and Washington Township Fire Departments.

## August

- On 8/12/04 @ 03:13 hours, CCFD Fire / EMS Crews responded to 1617 Woodland Greens Blvd. for a structure fire. Upon arrival crews found a large two story house with fire through the roof 50% involved in fire. Crews fought the fire for over an hour using a combination of offensive and defensive fire attack operations. Fire extinguishment was difficult due to the fire burning in numerous hidden void spaces within the structure. The fire was eventually brought under control. Damage was estimated at \$500,000.00. Investigation was conducted by the Warren County Fire Investigation Team and the State of Ohio Fire Marshal's office. The exact cause of the fire is undetermined but is believed to be electrical in nature.

- On 8/18/04 @ 15:31 hours, CCFD Fire / EMS Crews responded to 5851 North State Route 741 for a structure fire. Upon arrival crews found a working basement fire. The fire was quickly extinguished. The cause of the fire was believed to be an electrical malfunction in a dishwasher. Damage was estimated at \$15,000.00. Mutual Aid Assistance was received from JEMS, the City of Franklin, Franklin Township, and Turtlecreek Township Fire Departments.

## **September**

- On 9/11/2004 @ 17:29 hours, CCFD Fire Crew responded mutual aid RIT into the City of Franklin to 2301 Commerce Center Drive, Franklin, for a structure fire.
- On 9/12/2004 @ 16:19 hours, CCFD Fire Crew responded with mutual aid into the City of Carlisle to 8483 Kingston Drive, Carlisle, for a structure fire.
- On 9/15/2004 @ 22:26 hours, CCFD Fire / EMS Crews responded to 2274 East Lytle Five Points Road for a Gas Corn Dryer fire. Upon arrival crews found a large agricultural propane fired corn dryer with smoke and fire showing from the unit. The fire was carefully extinguished over a period of 3 hours by removing the corn product and accessing various areas of the equipment / structure through a combination of hand lines and aerial mounted master stream devices. Damage to the structure / equipment, and contents was estimated at \$126,700.00. The cause of the fire was determined to be accidental, caused by an overheating of the corn in the upper rear chamber of the dryer. Mutual Aid Assistance was received from JEMS, Washington Township, Wayne Township, and City of Franklin Fire Departments.
- On 9/25/2004 @ 22:27 hours, CCFD Fire Crew responded mutual aid RIT into the City of Franklin to 101 North Main Street, Franklin, for a structure fire.
- On 9/26/2004 @ 18:33 hours, CCFD Fire Crew responded to Industry Lane and Miamisburg Springboro Road for an aircraft accident. Upon arrival crews found a small single engine Cessna plane upside down in a field. There were no injuries.

## **October**

- On 10/15/04 @ 01:01 hours, CCFD Fire Crews responded mutual aid into the city of Lebanon to 445 East Main Street for a structure fire.
- On 10/22/04 @ 13:47 hours, CCFD Fire Crew responded with mutual aid RIT to 160 Industrial Drive in the city of Franklin for a structure fire.

- On 10/26/04 @ 17:37 hours, CCFD Fire Crew responded to 84 North Main Street for a report of medical waste placed in a dumpster. The Warren County Haz-Mat, Warren County Health Department and Ohio EPA also responded. The scene was secured and the hazard mitigated.

## November

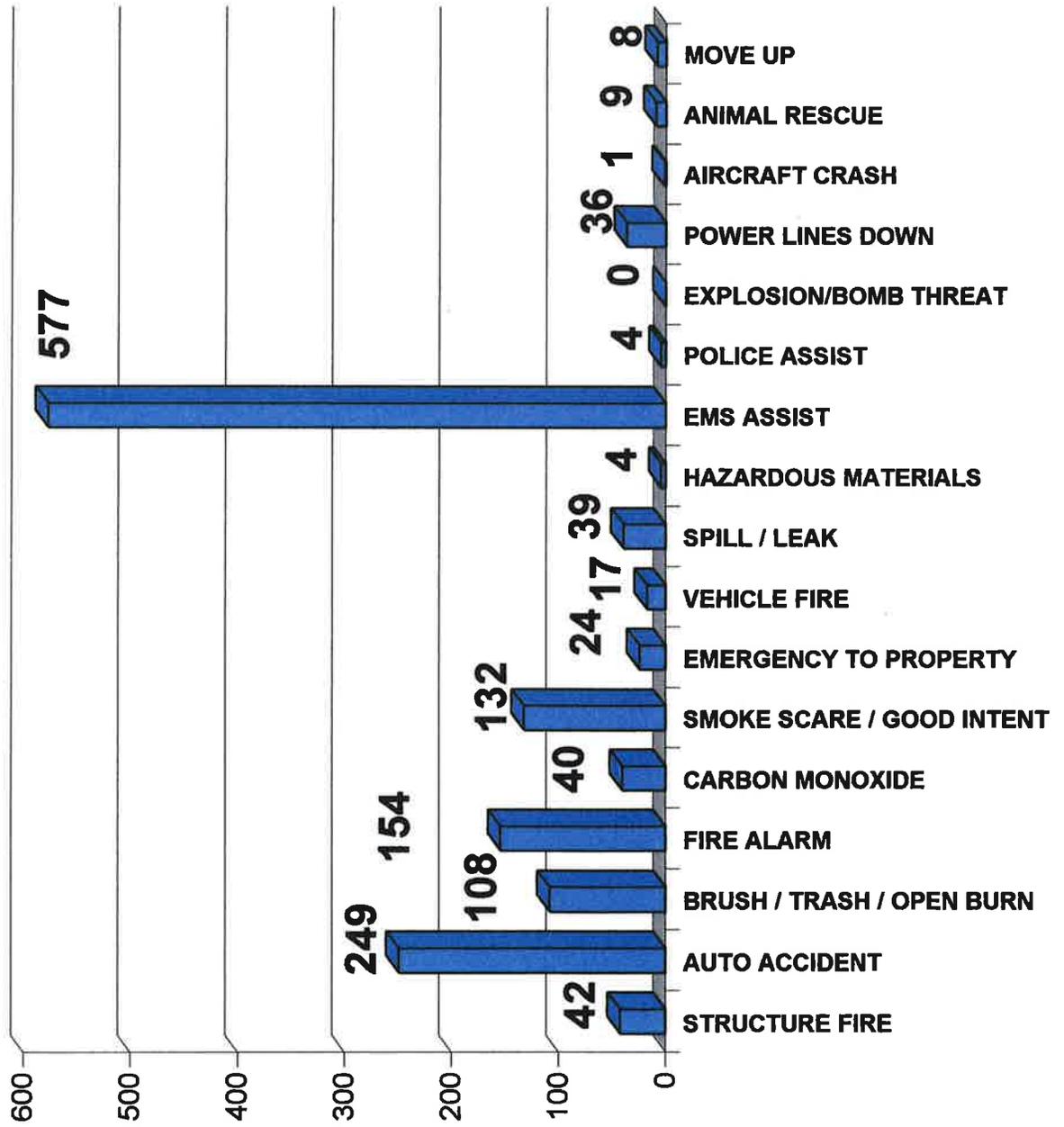
- On 11/6/04 @ 08:29 CCFD Fire Crews responded to 2738 Pennyroyal Rd. @ Clearcreek Chapel on a reported structure fire. Upon arrival crews found an HVAC malfunction. Mutual Aid assistance was received from the City of Franklin Fire Department.
- On 11/9/04 @ 14:24 hours, CCFD Fire Crews responded mutual aid RIT into the City of Franklin to a structure fire at 117 East Fourth Street.
- On 11/28/04 @ 13:46 hours, CCFD Fire Crews responded to a structure fire at 8444 Highmount Drive Upon arrival crews found a 2 story house with a light haze of smoke inside. Upon investigation crews found a smoldering insulation fire in the attic area above the garage. The fire was quickly extinguished. Cause of the fire appeared to electrical in nature. Damage was confined to the attic area above the garage and estimated at \$ 6,000.00. Mutual Aid assistance was received from the Washington Township Fire Department.

## December

- On 12/3/04 @ 11:31 hours, CCFD Fire Crews responded mutual aid into Miami Township to 9955 Washington Church Road for a structure fire.
- On 12/13/04 @ 14:57 hours, CCFD Fire / EMS Crews responded to 573 Heatherwoode Circle to provide the homeowner with assistance with a flooded basement from a broken underground water line. (Doctor Chapman)
- On 12/14/04 @ 18:27 hours, CCFD Fire Crews responded mutual aid RIT into the City of Franklin to 909 East Second Street for a structure fire.
- On 12/21/04 @ 14:55 hours, CCFD Fire / EMS Crews responded to 360 West Central Avenue at Sure Medical Center for a broken sprinkler pipe in the waiting room ceiling area. Fire crews were on the scene for several hours assisting with salvage and bulk water removal. Damage was estimated at \$25,000; mutual aid assistance was received from the City of Franklin Fire Department.
- On 12/24/04 @ 02:41 hours, CCFD Fire Crews responded mutual aid into the City of Lebanon to 114 New Street for a structure fire.

- On 12/24/04 @ 14:02 hours, CCFD Fire Crews responded mutual aid RIT into the City of Franklin to 1200 South Main Street for a structure fire.
- On 12/25/04 @ 15:42 hours, CCFD Fire / EMS Crews responded to 945 West Central Ave. for a vehicle fire. Upon arrival, crews found a Chevrolet Blazer with an engine compartment fire. The fire was quickly extinguished. Damage was estimated at \$10,000.
- On 12/25/04 @ 18:44 hours, CCFD Fire Crews responded mutual aid into the City of Lebanon to 990 East Ridge Drive for a structure fire.
- On 12/31/04 @ 13:49 hours, CCFD Fire Crew responded mutual aid RIT into the City of Franklin to 1400 East Second Street, for a structure fire.

# 2004 FIRE CLASSIFICATION BREAKDOWN





## **SIGNIFICANT EMS EMERGENCIES - 2004**

### **January**

- On 1/5/04 @ 01:27 hours, CCFD Fire / EMS Crews responded to 8706 Cypress Tr. for a non breather.
- On 1/13/04 @ 12:51 hours, CCFD Fire / EMS Crews responded top 5978 North State Route 48 for a motor vehicle collision involving a construction worker / flagger struck by a vehicle.
- On 1/16/04 @ 09:57 hours, CCFD Fire / EMS Crews responded to 210 Fairway Drive for a non breather.
- On 1/18/04 @ 14:21 hours, CCFD Fire / EMS Crews responded to 45 Springboro Woods Drive for an unknown medical condition. Upon arrival crews found a DOA. The coroner was notified.

### **February**

- On 2/3/04 @ 10:57 hours, CCFD Fire / EMS Crews responded to North Hills Blvd. @ Red Lion Five Points Road for an injury from a fall from a roof. The patient was transported by Careflight.
- On 2/8/04 @ 16:43 hours, CCFD Fire / EMS Crews responded to Red Lion Five Points Road @ West State Route 73 for a motor vehicle collision with injuries. 1 Patient was transported by Careflight.
- On 2/8/04 @ 22:29 hours, CCFD Fire / EMS Crews responded to Bunnell Hill Road @ East State Route 73 for a motor vehicle collision with injuries. 1 Patient was transported by Careflight.

- On 2/9/04 @ 12:54 hours, CCFD Fire / EMS Crews responded to 7813 Country Brook Court for a fall by a roofer. The patient was transported by Careflight.
- On 2/14/03 @ 12:53 hours, CCFD Fire / EMS Crews responded to 393 Riley-Wills Road for a possible non-breather.
- On 2/16/04 @ 19:36 hours, CCFD Fire / EMS Crews responded to 3500 West Lower Springboro Road for a vehicle accident with injuries. Upon arrival crews found two patients entrapped. One patient was DOA the other was transported by Careflight.

## **March**

- On 3/4/04 @ 20:38 hours, CCFD Fire / EMS Crews responded mutual aid into the City of Franklin West Central Avenue. at the Interstate 75 over / underpass for a motor vehicle collision. Careflight transported one patient.
- On 3/26/04 @ 15:35 hours, CCFD Fire / EMS Crews responded to the intersection of Red Lion Five Points Road and West State Route 73 for a motor vehicle collision. Upon arrival crews found a pickup truck heavily damaged with two patients entrapped. After extrication one patient was transported to Children's Medical Center. The other by Careflight to Miami Valley Hospital.
- On 3/28/04 @ 15:57 hours, CCFD Fire / EMS Crews responded to 5427 Hathaway Road for a person who had fallen from a horse. The patient was transported by Careflight to Miami Valley Hospital.

## **April**

- On 4/9/04 @ 18:19 hours, CCFD Fire / EMS Crews responded to East Lower Springboro Rd. at North State Route 48 for a motor vehicle collision with injuries. A total of three patients were transported. Mutual Aid assistance was also received from JEMS.
- On 4/14/04 @ 07:00 hours, CCFD Fire / EMS Crews responded to 45 Springhouse Drive for a non breather.
- On 4/24/04 @ 19:35 hours, CCFD Fire / EMS Crews responded to 20 Creekview Ct. for a person with amputated fingers.

## May

- On 5/9/04 @ 12:14 hours, CCFD EMS Crews responded with mutual aid to Lebanon for rehab at a structure fire.
- On 5/10/04 @ 07:44 hours, CCFD Fire / EMS Crews responded to 50 Nutmeg Square for a reported non-breather.
- On 5/26/04 @ 19:13 hours, CCFD Fire / EMS Crews responded to 45 Clearcreek Franklin Road for a reported non-breather

## June

- On 6/7/04 @ 14:32 hours, CCFD EMS Crews responded to 1898 Spring Meadow Drive for a subject whose fingers were amputated by a table saw.
- On 6/16/04 @ 08:33 hours, CCFD EMS Crews responded to 440 East Pekin Road for a person with a cut to the leg from a chain saw.
- On 6/18/04 @ 17:36 hours, CCFD Fire / EMS Crews responded to Brookside Drive at West Lytle-Five Points Road for a motor vehicle accident with multiple injuries. Mutual Aid Assistance was received from Careflight, JEMS, and Washington Township Fire Department.
- On 6/20/04 @ 11:37 hours, CCFD Fire / EMS Crews responded to 16 Maple Drive for a non-breather.
- On 6/29/04 @ 12:33 hours, CCFD EMS Crews responded to 70 Reed Road for laceration to a finger from a hedge trimmer.

## July

- On 7/22/04 @ 00:32 hours, CCFD Fire / EMS Crews responded to 8727 Red Lion Five Points Road for a motorcycle accident with injuries. Upon arrival crews found a critically injured patient. Crews successfully resuscitated the patient. The patient was ultimately transported to Miami Valley Hospital.
- On 7/26/04 @ 15:51 hours, CCFD Fire / EMS Crews responded to E Lytle-Five Points at North State Route 48 for a vehicle accident with injuries. Mutual Aid Assistance was received from Wayne Township Fire Department.

## **August**

- On 8/2/04 @ 14:37 hours, CCFD Fire / EMS Crews responded to 217 South Pioneer Blvd. for a person with an abdominal injury from an air conditioning compressor exploding. The patient was transported by Careflight to Miami Valley Hospital.
- On 8/8/04 @ 13:09 hours, CCFD Fire / EMS Crews responded to 8938 Bunnell Hill Road. for a fall from a tree. The patient was transported by Careflight to Miami Valley Hospital.
- On 8/10/04 @ 18:09 hours, CCFD Fire / EMS Crews responded to Bunnell Hill Road at Patton Drive for a motor vehicle accident with injuries. The patient was transported by Careflight to Miami Valley Hospital.

## **September**

- On 9/27/2004 @ 10:47 hours, CCFD Fire Crew responded mutual aid into Miami Township to 10451 Miamisburg-Springboro Rd. for a reported non breather.
- On 9/27/2004 @ 16:09 hours, CCFD Fire / EMS Crews responded to West State Route 122 @ North State Route 48 for a vehicle accident with injuries. Upon arrival crews found an accident involving two trucks one towing a trailer loaded with construction materials and cement forms, both with heavy damage. A total of five patients were transported to area hospitals. Mutual Aid Assistance was received from Careflight, Turtlecreek Township Fire Department EMS, the City of Lebanon Fire Department EMS, and JEMS.

## **October**

- On 10/3/04 @ 18:16 hours, CCFD EMS Crews responded with mutual aid into Washington Township at 7300 McEwen Road for an unresponsive person.

## **November**

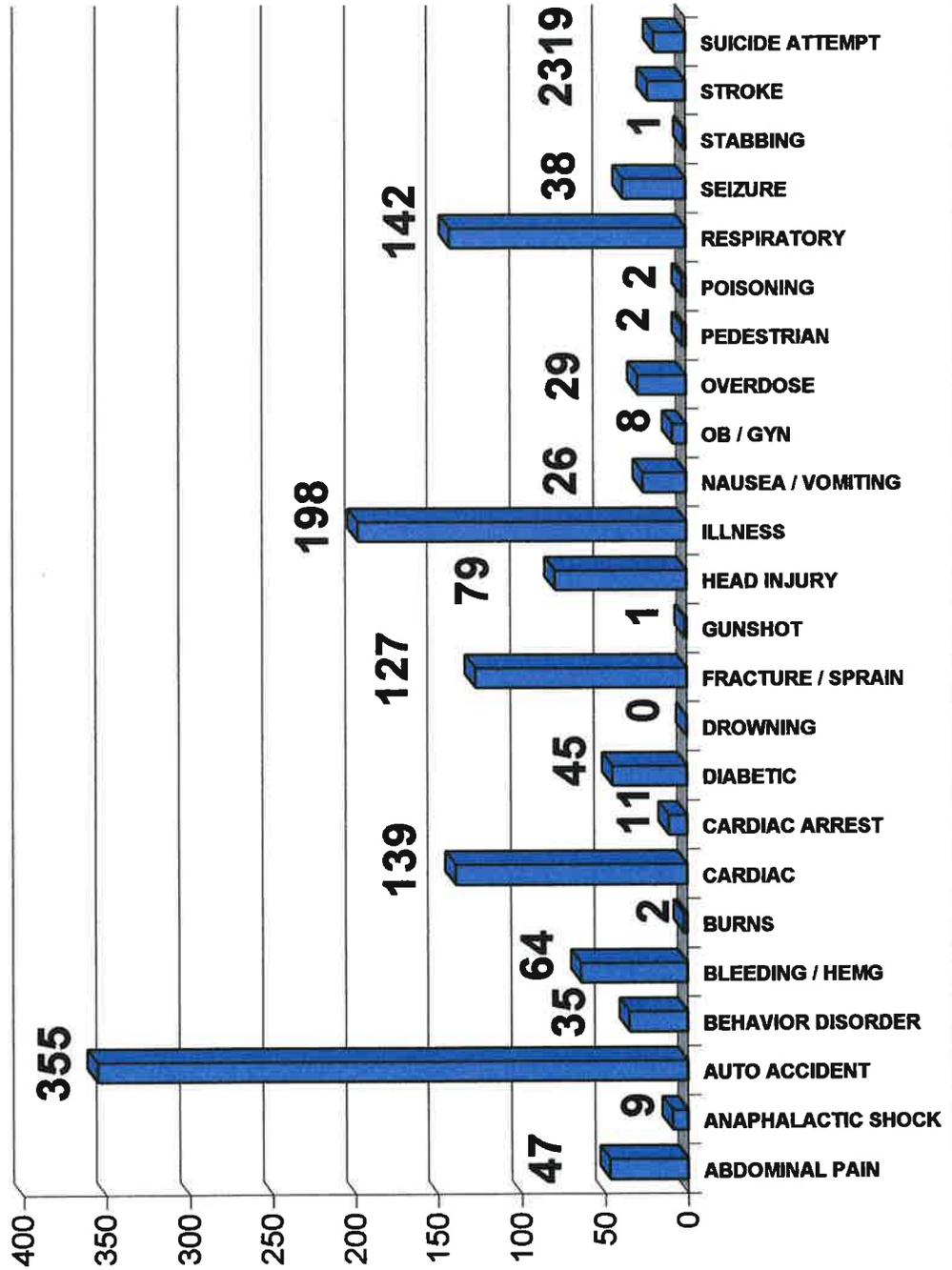
- On 11/18/04 @ 21:47 hours, CCFD Fire / EMS Crews responded to 609 East State Route 73 for a person with chest pains. During transport this patient experienced a cardiac arrest and was successfully resuscitated by CCFD EMS crews.

## **December**

- On 12/7/04 @ 14:48 hours, CCFD Fire / EMS Crews responded to 455 South Main Street for a person with an injury from a fall.



# 2004 EMS CLASSIFICATION BREAKDOWN





# Clearcreek Fire District

Serving Springboro & Clearcreek Township

*Bernie Becker, Chief of Department*

To: Bernie Becker, Chief of Department  
From: Jack Royer, Assistant Chief Emergency and Support Services  
Subject: 2004 Annual Report  
Date: February 15, 2005

## **Portable Fire Extinguishers**

The Fire District inspects and services 78 fire extinguishers at various locations throughout the township to include apparatus, vehicles and buildings (13 road and park departments, 12 police vehicles, 6 Government Center building, and 52 Fire District buildings, apparatus and vehicles). Inspections are conducted on a monthly basis and service is completed annually by an outside vendor; cost for service and repairs for 2004 were \$993.25.

## **Emergency Service Equipment**

Equipment inspections and testing are conducted at various times and intervals based on manufactures recommendations. All equipment used for emergency operations are checked daily and operated on a weekly basis; annual preventive maintenance and service are conducted by a local vendor on all power equipment, many minor repairs are made in-house. Miscellaneous service and repairs cost \$2,100.33 in 2004.

## **Hose and Appliances**

Fire hoses are cleaned and inspected after each use, damaged hoses are removed from service and a repair evaluation is done, 5" hose can be repaired in-house, fabric hose must be sent out for repair. If the hoses are repairable, it is stored until several sections are acquired; repairs are made by an outside vendor (special equipment is needed). All fire hoses are tested annually by department personnel to an established standard. In 2004, only two sections of hose were lost as a result of annual testing; four were damaged as a result of fire operations and replaced. The Fire District currently has 221 sections in service, 42 sections are 15+ years old and will need to be phased out of inventory.

## *Emergency and Support Services, continued*

### **Ladders and Equipment**

Ladders are checked weekly and after each use for obvious proper operation, they are cleaned monthly, waxed and lubricated after each use and every six months. Annual ladder testing for all ground ladders and the aerial ladder on Ladder 21 is conducted by an outside vendor, testing cost \$788.24 in 2004.

### **Fire Pumps**

Fire pumps on apparatus are operated daily and checked for any operational problems. Fire pumps are tested annually to a national standard by an outside vendor with the assistance of department personnel. In 2004 all pumps were tested and met the minimum requirements for certification, Engine 24, the oldest engine in the fleet, will need the pump rebuilt in the next two years as it is increasingly difficult to meet testing requirements. While conducting pump testing a problem was noted with Engine 23 that resulted in a shut down of the apparatus and a warranty repair (water in fuel). Had this not been found, the apparatus would have failed at the next major fire. The cost of annual pump testing is \$1,000.00 for all apparatus

### **Rescue Equipment**

New hydraulic rescue tools were purchased in 2003 and placed in service following an extensive training program in January of 2004. Only two minor problems were noted and warranty repairs were made. Annual service of the equipment is conducted by the vendor at a cost of \$550.00 (plus parts); service will be scheduled for January of 2005 and each subsequent year.

### **Self Contained Breathing Apparatus**

In 2002, the Fire District purchased 37 Self Contained Breathing Apparatus (SCBA) to replace aging and dated equipment. The SCBAs purchased came with a manufacturer's warranty of eight years. Several minor repairs were made outside of warranty in 2004 that cost the department \$1,362.25; a portion of this cost is for required testing and calibration of the regulators following repair. Annual testing of the regulators is required and conducted in January of each year, the cost of this testing is \$47.00/unit. Additionally, hydrostatic testing of all SCBA cylinders (71) is required every three years and will be conducted in March and April of 2005.

## *Emergency and Support Services, continued*

### **Uniforms and Attire**

Uniforms are provided to all new and existing employees in the Fire District as identified in General Operating Guideline and Labor Agreement. Additionally, replacement uniforms are provided as needed to assure a professional appearance. Uniform expense for new hire is as follows: part-time uniform expense is \$315.00/person; career uniform expense is \$525.00/person. Uniforms that are still serviceable are rotated into inventory and reissued when possible. In 2004 our uniform cost was \$16,247.51 which included \$642.00 for repairs.

### **Personnel Protective Equipment**

The Fire District has embarked on a personal protective equipment (PPE) replacement program. The goal is to evaluate the condition of any equipment older than five years. PPE inspections are conducted quarterly and the necessary repairs and replacements are made. The longevity of a set of PPE is 5 – 7 years based on care and use. In 2004, \$45,535.41 was spent on PPE, this included 26 sets of PPE, 8 helmets, 32 pairs of gloves, 24 hoods, 7 pair of boots, and 8 SCBA masks; repair costs accounted for \$1,362.25 of the aforementioned total. The 2004 cost to outfit a firefighter in PPE was \$1690.00.

### **Cardiac Monitor and Defibrillators**

The Fire District continues to look for ways to improve service. To meet our mission we must have the proper tools and equipment. A major improvement was the replacement of our heart monitors with new Lifepak 12 heart monitors at a cost of \$135,591.25. Additional items were purchased to replace worn or dated equipment. An on-going expense is that of disposable medical supplies. Some of the area hospitals will replace disposable goods, others will not. It is expected that all hospitals will adopt the practice of not providing supplies. In 2004 the cost of disposable supplies was \$7,469.37.

### **Equipment Purchases**

The purchase of fire fighting equipment and accessories continues to be a requirement; several items were purchased in an effort to help personnel do their jobs and provide a higher level of customer service, those item included but were not limited to: automobile extrication kits, little giant ladders, a pole saw, and command canopies. In addition to new purchases, replenishing supplies, replacing damaged hose, and securing equipment in apparatus resulted in additional expense. Maintenance of tools and equipment is an ongoing expense. Maintenance of power tools (saws, fans, and pumps), lawn care equipment, supplies for in-house repairs, and battery purchases account for \$2,100.33 of the 2004 expense that totaled \$15,526.

## *Emergency and Support Services, continued*

### **Fire Hydrant Servicing and Flow Testing**

In 2004, the Fire District embarked on a fire hydrant testing and maintenance program. To assure that adequate water supply is available and that contingency plans are in place the Fire District partnered with the City of Springboro and the Warren County Water Department to check, flow test, and map fire hydrants within the Fire District. In 2004, the Fire District obtained flow data on 137 hydrants, 77 County and 60 City. This data is important for fire protection, mapping, planning, and insurance purposes. Additionally, Fire District personnel do snow removal during the winter and weed control in the spring and summer. One career Firefighter is assigned to tracking out-of-service hydrants. In 2004, 48 hydrants were reported as damaged, leaking, or otherwise out-of-service; of those 20 remain out-of-service. An average out-of-service time is difficult to determine due to the variety of causes. Repairs in the City of Springboro are often accomplished within days; repairs associated with the County system can take weeks to be completed.

### **Fleet Maintenance**

Fleet maintenance is an ongoing expense for the Fire District. As can be expected, many of the significant repairs were to aging pieces of the fleet Medic 24 and Engine 24. Apparatus are checked daily for operation and serviceability; they are inspected more extensively on a weekly basis, department personnel make minor repairs and report other issues. On an annual basis a safety inspection is conducted by an outside vendor at a cost of \$200 - \$300 per vehicle. As a result of the annual safety inspection, preventative repairs are scheduled and completed as needed. Significant repairs in 2004 included: M-24 – tires, air conditioning, and electrical system; E 21 – cooling fan, brakes, and tires; R 21 – head gasket, charging system, and brakes; E 24 – transmission cooler, valve replacement, fuel tank, and primer; E 22 and E 23 had springs replaced under warranty. Additional warranty repairs have been identified and are being resolved.

All apparatus receive lube, oil and filter every 3,000 miles at which time belts hoses and other fluids are also checked; other repairs are made as needed. In February of each year, all tires are checked for wear and a replacement scheduled is developed. In the spring of each year all fire pumps are tested as required by professional standards. It was during this testing in 2004 that a problem was identified with Engine 23. Water was entering the fuel and the apparatus quit running. The problem was identified as a bad in-line fuel cooler and it was repaired under warranty. It is also during pump testing that apparatus can be inspected during a controlled heavy work load and problem can be identified and corrected. The cost of repairs to apparatus is broken down in the provided attachment.

*Emergency and Support Services, continued*

**Early Warning Devices**

The Fire District monitors the operation of the outdoor warning sirens within Clearcreek Township. The eleven (11) sirens are tested monthly through activation by the Warren County Communications Center (unless severe weather is possible); department personnel verify the operation of each siren. In the event a siren does not activate, Assistant Chief Royer activates a trouble shooting procedure. In the event repairs are needed an appropriate vendor is called and repairs are made. In 2004 there was only one siren that failed to sound during monthly testing; it was repaired within 72 hours at a cost of \$261.00. In addition, all sirens were serviced to include; receiver check, frequency calibration, battery replacement, service the charging system and general repair, the cost was \$2,700.00.

# Clearcreek Fire District Outdoor Warning Siren Test 2004

Location / Test Dates	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
	1/7/04	2/4/04	3/3/04	4/7/04	5/5/04	6/2/04	7/7/04	8/4/04	9/1/04	10/6/04	11/3/04	12/1/04
#1 SR 122 & SR 123	OK	NT	OK	OK	OK	OK						
Mom's 937 746-0150												
#2 WC Career Center	OK	NT	OK	OK	OK	OK						
WCCC 513 932-8145												
#3 SR 48 @ Ridgeville	OK	OK	OK	OK	OOS	OK	OK	NT	OK	OK	OK	OK
Ridgeville CS 513 932-6407												
#4 SR 48 & Lytle Five Pts	OK	NT	OK	OK	OK	OK						
PC Solutions 937 885-7272												
#5 Brookside and Lytle Five Pts	OK	NT	OK	OK	OK	OK						
#6 SR 741 & Lytle Five Pts	OK	NT	OK	OK	OK	OK						
DLM 937 748-6800												
#7 Sr 73 @ Hillsprings	OK	NT	OK	OK	OK	OK						
Hillsprings 937 748-1100												
#8 Pleasant Valley & Pioneer	OK	NT	OK	OK	OK	OK						
Midwest 937 746-8856 #6												
#9 Springboro High School	OK	NT	OK	OK	OK	OK						
SHS 937 748-3950												
#10 SR 48 @ Patricia Allen Park	OK	NT	OK	OK	OK	OK						
#11 Clearcreek Franklin	N/V	OK	OK	OK	OK	OK	OK	NT	OK	OK	OK	OK
NV = Not Verified												
NT = Not Tested												
oos = out of service												
All sirens serviced by Wallace Communications, May 2004												



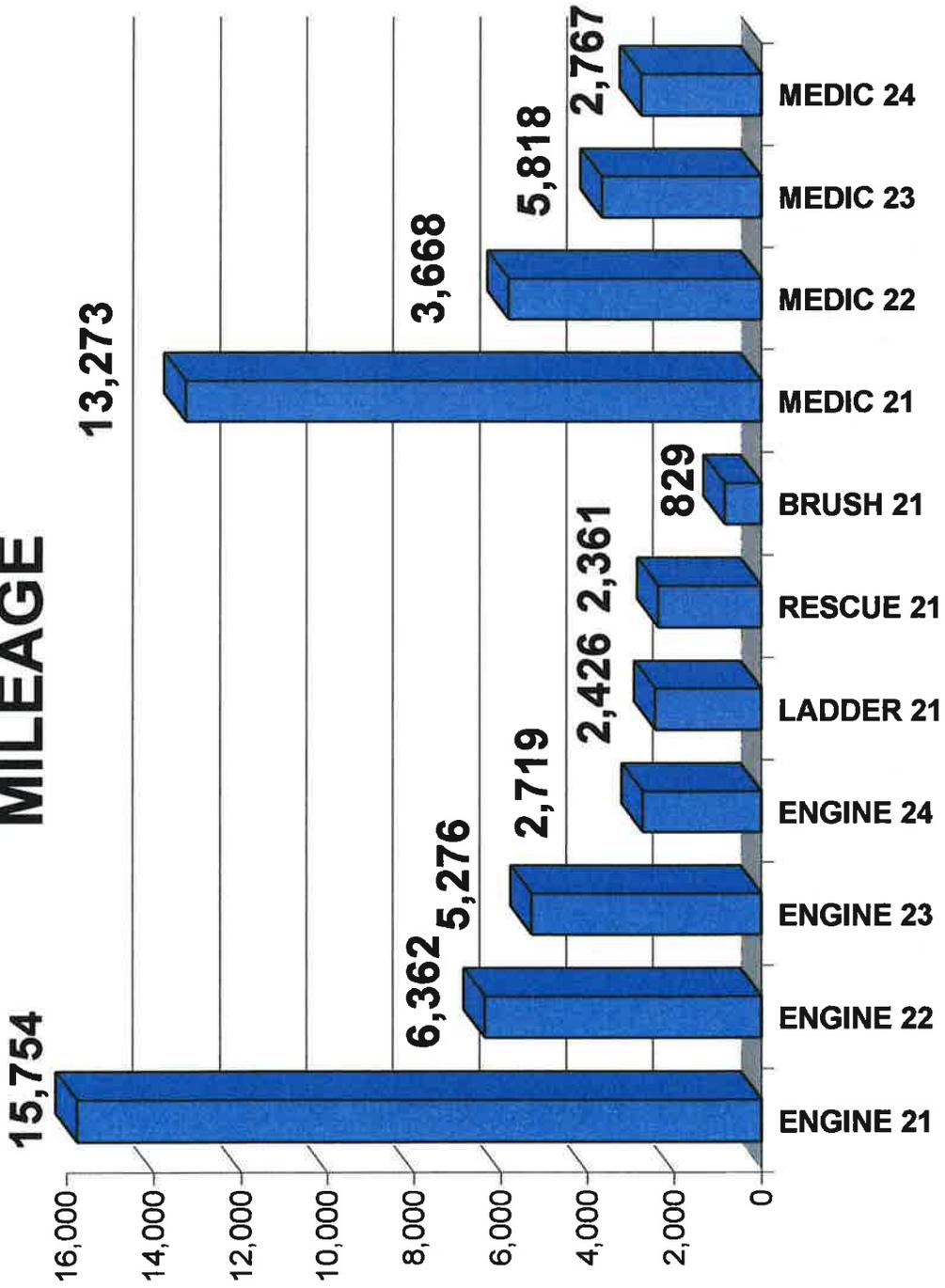
## Clearcreek Fire District Equipment Purchase 2004

EMS	January	February	March	April	May	June	July	August	September	October	November	December	Sub Totals	Total
Supplies	\$ 1,214.38	\$ 721.44	\$ 502.74	\$ 818.88		\$ 314.36	\$ 879.03		\$ 796.44		\$ 740.70	\$ 740.70		\$ 7,469.37
Equipment						\$ 3,957.53		\$ 1,762.53	\$ 891.64	\$ 135,591.25				\$ 142,202.95
<b>Fire</b>														
<b>Uniforms</b>														
(Lion)	\$ 841.96	\$ 1,609.86	\$ 1,972.60	\$ 1,530.85	\$ 3,292.89	\$ 49.28	\$ 1,241.02	\$ 1,195.35	\$ 78.51	\$ 1,090.20	\$ 1,301.82	\$ 2,043.17		\$ 16,247.51
(Roy Taylor)	\$ 742.00	\$ 1,343.49	\$ 1,336.71	\$ 678.95	\$ 2,734.39	\$ 49.28	\$ 358.31	\$ 194.85	\$ 78.51	\$ 248.45	\$ 512.64	\$ 326.43	\$ 8,409.16	
(Alley Cat)	\$ 54.96	\$ 266.37	\$ 596.39	\$ 684.90			\$ 232.71	\$ 975.00		\$ 306.95	\$ 613.18	\$ 746.24	\$ 3,696.55	
(Webco)					\$ 480.00					\$ 76.80		\$ 585.00	\$ 2,116.80	
Repairs	\$ 45.00				\$ 78.50		\$ 650.00	\$ 25.50		\$ 375.50		\$ 357.50	\$ 1,383.00	
										\$ 82.50	\$ 176.00	\$ 28.00	\$ 642.00	
<b>PPE</b>	\$ 1,198.89	\$ 1,120.99	\$ 1,397.70	\$ 1,371.62	\$ 3,256.01	\$ 730.71	\$ 1,072.67	\$ 4,949.50	\$ 1,908.80	\$ 1,413.55	\$ 24,648.77	\$ 2,466.20		\$ 45,535.41
Coats & pants					\$ 2,240.00			\$ 4,492.25			\$ 22,500.00		\$ 29,232.25	
Accessories					\$ 240.25				\$ 235.00				\$ 475.25	
Helmets, gloves, & hoods				\$ 480.00		\$ 595.70		\$ 451.00	\$ 451.00	\$ 1,196.80	\$ 1,112.25	\$ 126.00	\$ 4,412.75	
SCBA masks & boots	\$ 1,198.89	\$ 1,120.99	\$ 1,287.70	\$ 891.62	\$ 775.76	\$ 135.01	\$ 125.01		\$ 995.66		\$ 931.67	\$ 2,100.60	\$ 9,562.91	
Gear repairs			\$ 110.00				\$ 315.00		\$ 65.00				\$ 490.00	
SCBA repairs							\$ 632.66	\$ 6.25	\$ 162.14	\$ 216.75	\$ 104.85	\$ 239.60	\$ 1,362.25	
<b>Equipment</b>	\$ 1,244.11	\$ 606.60	\$ 2,106.52	\$ 1,087.33	\$ 674.09	\$ 992.18	\$ 2,443.59	\$ 653.16	\$ 1,973.50	\$ 1,247.08	\$ 1,117.17	\$ 1,380.75		\$ 15,526.08
(Webco)	\$ 760.50			\$ 480.00	\$ 381.00		\$ 344.61	\$ 49.80	\$ 541.80			\$ 265.44	\$ 2,823.15	
(All American)		\$ 561.32	\$ 934.47			\$ 61.14	\$ 239.40	\$ 95.94	\$ 207.00			\$ 242.70	\$ 2,341.97	
(Wallace)							\$ 167.95					\$ 22.00	\$ 189.95	
(Warr. Co. Contrn.)							\$ 476.00		\$ 660.00		\$ 220.00	\$ 200.00	\$ 1,556.00	
(Camp Safety)	\$ 218.00		\$ 804.64				\$ 191.99	\$ 164.98	\$ 177.97			\$ 596.00	\$ 2,153.58	
(Grainger)				\$ 211.74			\$ 232.52		\$ 392.98	\$ 392.98			\$ 1,230.22	
(Tractor Supply)	\$ 18.90			\$ 176.13		\$ 226.69	\$ 37.41	\$ 37.41	\$ 97.10				\$ 556.23	
Repairs		\$ 15.28	\$ 135.65	\$ 207.58	\$ 71.68	\$ 407.08	\$ 643.28	\$ 149.83	\$ 60.00	\$ 8.75	\$ 367.36	\$ 33.84	\$ 2,100.33	
Supplies	\$ 122.71	\$ 30.00	\$ 23.76	\$ 11.88	\$ 21.46	\$ 63.27	\$ 29.95	\$ 155.20	\$ 21.63	\$ 110.95	\$ 22.52	\$ 20.77	\$ 604.10	
(Misc.)	\$ 124.00		\$ 208.00		\$ 199.95	\$ 234.00	\$ 117.89		\$ 208.00	\$ 734.40	\$ 114.31		\$ 1,970.55	
Fire Extinguisher			\$ 35.00	\$ 295.75		\$ 397.50					\$ 265.00		\$ 993.25	\$ 993.25
Ladder Testing									\$ 788.24				\$ 788.24	\$ 788.24
Warning Sirens					\$ 261.00	\$ 2,700.00							\$ 2,961.00	\$ 2,961.00

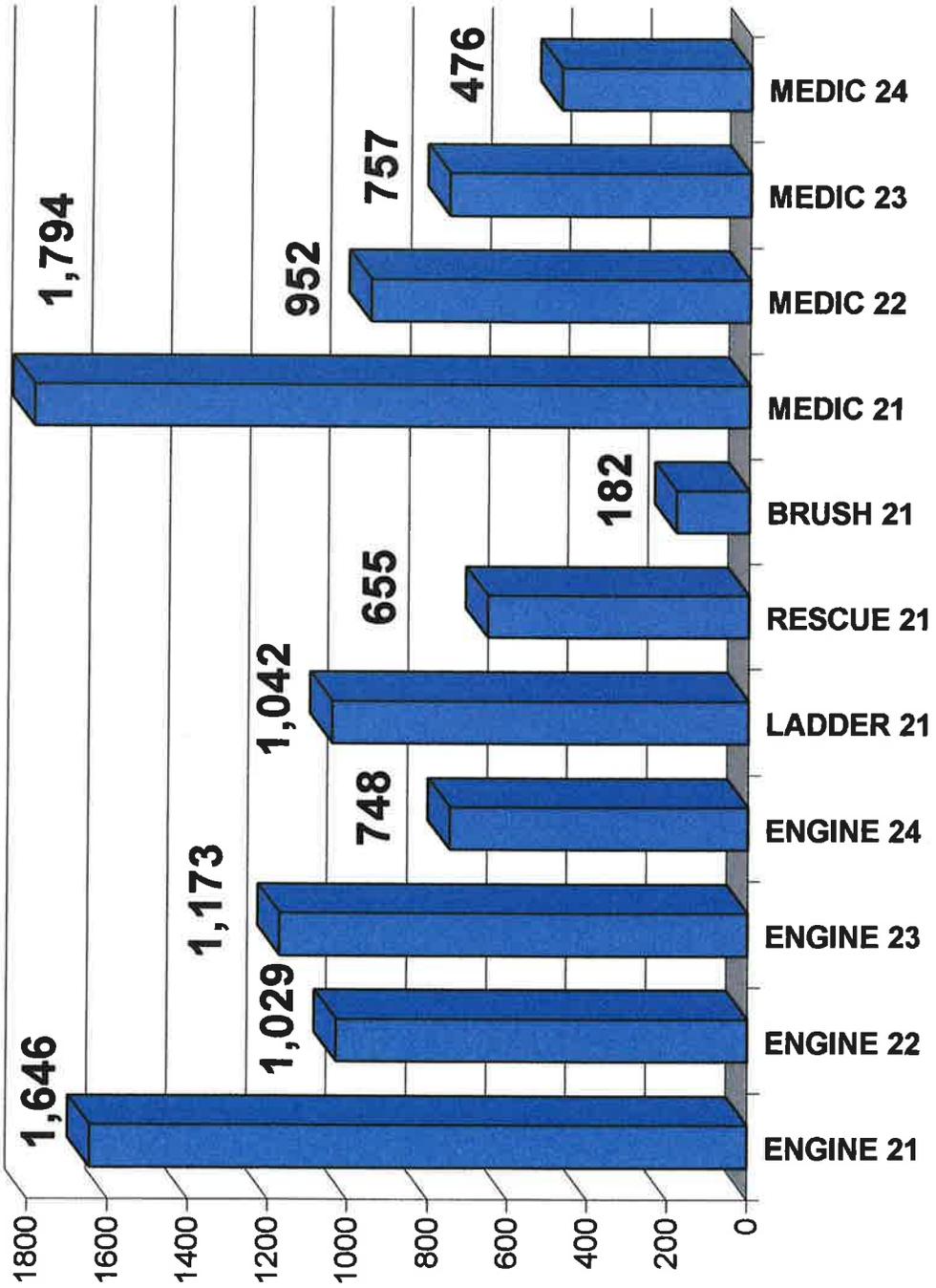
## Clearcreek Fire District Vehicle / Apparatus Expense 2004

Vehicle ID	Start Mileage	End Mileage	Miles Travel	Fuel Usage	MPG	Purchase	10 Year Life	Fuel Cost	Repairs	Annual	Cost / Mile
Capt. 22 - 104	39515	49984	10469.00	637	16.43	\$21,115.00	\$2,111.50	\$1,051.05	\$678.02	\$3,840.57	\$0.37
Capt. 21 - 105	14695	24641	9946.00	752.9	13.21	\$20,804.00	\$2,080.40	\$1,242.29	\$679.72	\$4,002.41	\$0.40
Chief 23 - 106	7573	13267	5694.00	372.1	15.30	\$20,804.00	\$2,080.40	\$613.97	\$263.07	\$2,957.44	\$0.52
Chief 21 - 107	8033	18808	10775.00	883.8	12.19	\$28,786.00	\$2,878.60	\$1,458.27	\$543.63	\$4,880.50	\$0.45
Chief 22 - 108	7266	19707	12441.00	896.5	13.88	\$28,786.00	\$2,878.60	\$1,479.23	\$401.76	\$4,759.59	\$0.38
Utility 21 - 201	45721	49287	3566.00	281.3	12.68	\$27,000.00	\$2,700.00	\$464.15	\$1,339.20	\$4,503.35	\$1.26
Brush 21 - 202	5052	6375	1323.00	182.2	7.26	\$24,141.00	\$2,414.10	\$300.63	\$845.40	\$3,560.13	\$2.69
							<b>20 Year Life</b>				
Medic 21 - 304	12965	27927	14962.00	1808.6	8.27	\$144,879.00	\$7,243.95	\$2,984.19	\$2,859.20	\$13,087.34	\$0.87
Medic 22 - 302	91772	99826	8054.00	998.1	8.07	\$101,605.00	\$5,080.25	\$1,646.87	\$2,182.25	\$8,909.37	\$1.11
Medic 23 - 303	57447	62928	5481.00	800.9	6.84	\$126,000.00	\$6,300.00	\$1,321.49	\$2,727.57	\$10,349.06	\$1.89
Medic 24 - 301	114063	118064	4001.00	476	8.41	\$81,922.00	\$4,096.10	\$785.40	\$3,960.20	\$8,841.70	\$2.21
Engine 21 - 402	67265	75502	8237.00	1667.5	4.94	\$183,865.00	\$9,193.25	\$2,751.38	\$6,750.55	\$18,695.18	\$2.27
Engine 22 - 403	5103	11319	6216.00	1040.89	5.97	\$148,273.00	\$7,413.65	\$1,717.47	\$2,705.38	\$11,836.50	\$1.90
Engine 23 - 404	5173	11812	6639.00	1186.65	5.59	\$148,273.00	\$7,413.65	\$1,957.97	\$2,242.90	\$11,614.52	\$1.75
Engine 24 - 401	76744	80752	4008.00	789	5.08	\$182,930.00	\$9,146.50	\$1,301.85	\$10,501.95	\$20,950.30	\$5.23
Rescue 21 - 501	17921	21033	3112.00	668	4.66	\$175,488.00	\$8,774.40	\$1,102.20	\$5,339.90	\$15,216.50	\$4.89
Ladder 21 - 601	10691	13842	3151.00	1042	3.02	\$531,500.00	\$26,575.00	\$1,719.30	\$2,662.49	\$30,956.79	\$9.82

# 2004 FIRE / EMS TOTAL APPARATUS MILEAGE



# 2004 FIRE / EMS APPARATUS FUEL USAGE IN GALLONS





# Clearcreek Fire District

Serving Springboro & Clearcreek Township

*Bernie Becker, Chief of Department*

To: Bernie Becker, Chief of Department  
From: Tim Simpson, Bureau Chief, Administration and Information Services  
Subject: 2004 Annual Report  
Date: February 15, 2005

## **Street Guides / Zone Books**

In 1988, the Clearcreek Fire District produced the first version Box Alarm Mapping system utilizing a computer drawing program; these maps were drawn free hand and were not to scale. During the past 13 years many revisions and enhancements were made to the 67 different maps. Due to rapid community growth and changes in technology, the old former Box Alarm mapping system reached a point where it had to change. During the past year, a complete GIS, zone mapping system was developed and implemented. Bureau Chief Simpson and FF/PM Mark Gerspacher received special computer training and spent countless hours developing the first generation of the Zone Mapping System; revisions will be made every six months as GIS mapping updates are available from the Warren County GIS Department.

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 CAD system recommends resources based upon their capabilities and on coverage zone coordinates, or closest resource; this ensures the correct agency and the closest available resource so that the public receives the shortest possible emergency response time. The new Zone Mapping System integrates with this system and will allow for enhanced future versions of the Zone Mapping System.

During 2004, the Clearcreek Fire District began the work to switch to the new GIS Zone Mapping System utilizing new GIS application software. The Fire District is now divided into 74 Response Zones based on fire station locations utilizing information acquired from the Warren County GIS Department. Fire hydrant location data was also obtained from the Warren County Water Department and added as a layer of the system.

Clearcreek Fire Administration 925 South Main Street Springboro, Ohio 45066  
Telephone: 937-748-2766 FAX: 937-748-2566 **EMERGENCY: 911**  
[www.clearcreektownship.com](http://www.clearcreektownship.com)

### *Administration and Information Services, continued*

The Purpose of the new Zone Map Project was to simplify the mapping process, provide more accurate mapping, more efficient process, change formatting to GIS based mapping format, and alignment with possible future dynamic Advanced Tactical Mapping in vehicle Mobile Data Computers (MDCs).

#### **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 1500 of these signs. During 2004, the Fire District installed a total of 18 new signs. The Fire District produced a display mailbox with sample RAL mail box to be used at community displays at a cost of approximately \$25.00. The last major purchases for RAL sign materials occurred during 2003 and totaled \$ 679.78.

#### **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 2,100 different items entered into the Clearcreek Fire Districts' Inventory.

Prior to being placed in service newly purchased non-disposable physical assets are given to the Career Firefighter / Paramedic assigned to Inventory Control for proper cataloging. All pertinent information about the product is obtained and the item is then tagged with a Clearcreek Fire District Inventory number; All of the information along with its assigned location is then entered into the Clearcreek Fire District Inventory database.

### *Administration and Information Services, continued*

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. After being sold they are formally removed from the inventory. Occasionally obsolete items are transferred to other political subdivisions.

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 completed in November and submitted in December of each year to the Fire Chief.

### **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 wear-housing allows for the purchase of goods in economic quantities.

During 2004, the Clearcreek Fire District spent a total of \$3,981.98 on consumable or disposable supplies. Of this total \$2,630.85 was spent on various general cleaning supplies from Zep Manufacturing. Another \$1351.13 was spent on other miscellaneous supplies from various other vendors for various purposes. Attached is a spread sheet which more specifically identifies the supplies, quantities, and costs during 2004.

### **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. Facilities maintenance ensures that assets are maintained on an economical basis. 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.

*Administration and Information Services, continued*

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 2004, the Clearcreek Fire District embarked on becoming more proactive in the area of facility maintenance. The Fire District developed and implemented a monthly Building Maintenance Check sheet. Additionally, the Fire District developed a comprehensive inventory listing of all 495 in service light bulbs located throughout the 3 stations with the goal of simplifying light bulb ordering and maintaining adequate inventory.

Attached is a chart identifying major maintenance categories and cost expenditures for each station that were identified for 2004. This data will serve as a base line for evaluating the effectiveness of the program.

Facility Maintenance 2004 Major Categorical Cost Expenditures:

Station 21	Station 22	Station 23	Total Expenditures
\$15,193.95	\$2,818.75	\$2,689.55	\$20,702.25

**HIPPA Privacy Officer**

The Health Insurance Portability and Accountability Act (HIPAA) of 1996 (*Code of Federal Regulations*, 2002, also referred to as Public Law 104-191 or the Kennedy-Kassebaum Act) which contains many provisions in which most ambulance services in the United States must comply. The most challenging aspects of HIPAA include the Privacy Rule, with its compliance deadline of 4/14/03 and the Security Rule, with a compliance deadline of 4/20/05.

The Privacy Rule addresses the uses of protected health information (PHI) by covered entities and the circumstances and manner in which PHI may be disclosed. The Security Rule, by contrast, deals with the administrative, physical, and technical safeguards necessary to ensure the availability, integrity, and confidentiality of electronic protected health records (e-PHI).

Because the various HIPPA regulations have been published and implemented at different times over the past several years, HIPPA has been a dynamic issue, requiring ambulance services to monitor the newest standards, regulations, and interpretations, to assure and maintain compliance. The Bureau Chief of Administration and Information Services 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 HIPPA regulations, compliance with federal and state laws, and the healthcare organization's information privacy practices.

*Administration and Information Services, continued*

The Clearcreek Fire District is required by law to maintain the privacy of certain confidential health care information, known as Protected Health Information or PHI, and to provide information concerning our 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 2004, Clearcreek Fire District mailed 1,392 notices of Clearcreek Fire District Privacy Practices. The approximate costs of this include:

Postage	\$ 0.37 each	Total Postage Cost	\$515.04
Envelope	\$ 0.06 each	Total Envelope Cost	\$83.52
Total Cost:		Total:	\$598.56

**2004 Payroll Hours & Sick Leave Hours Usage**

During 2004, Clearcreek Fire District part-time employees worked a combined total of 50,197.5 hours, career Firefighter / Paramedics worked a combined total 38,461 regular work hours, and career Firefighter /Paramedics worked a combined total of 6,743 overtime work hours.

During 2004, Clearcreek Fire District career employees utilized a combined total of 991.1 sick leave hours. This usage is somewhat higher than normal and can be attributed to a serious illness and an off duty injury. Career Officers utilized a total of 64 hours of sick leave. Career Firefighter / Paramedics utilized a total of 927.9 sick leave hours.

**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."

*Administration and Information Services, continued*

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 HealthServe 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).

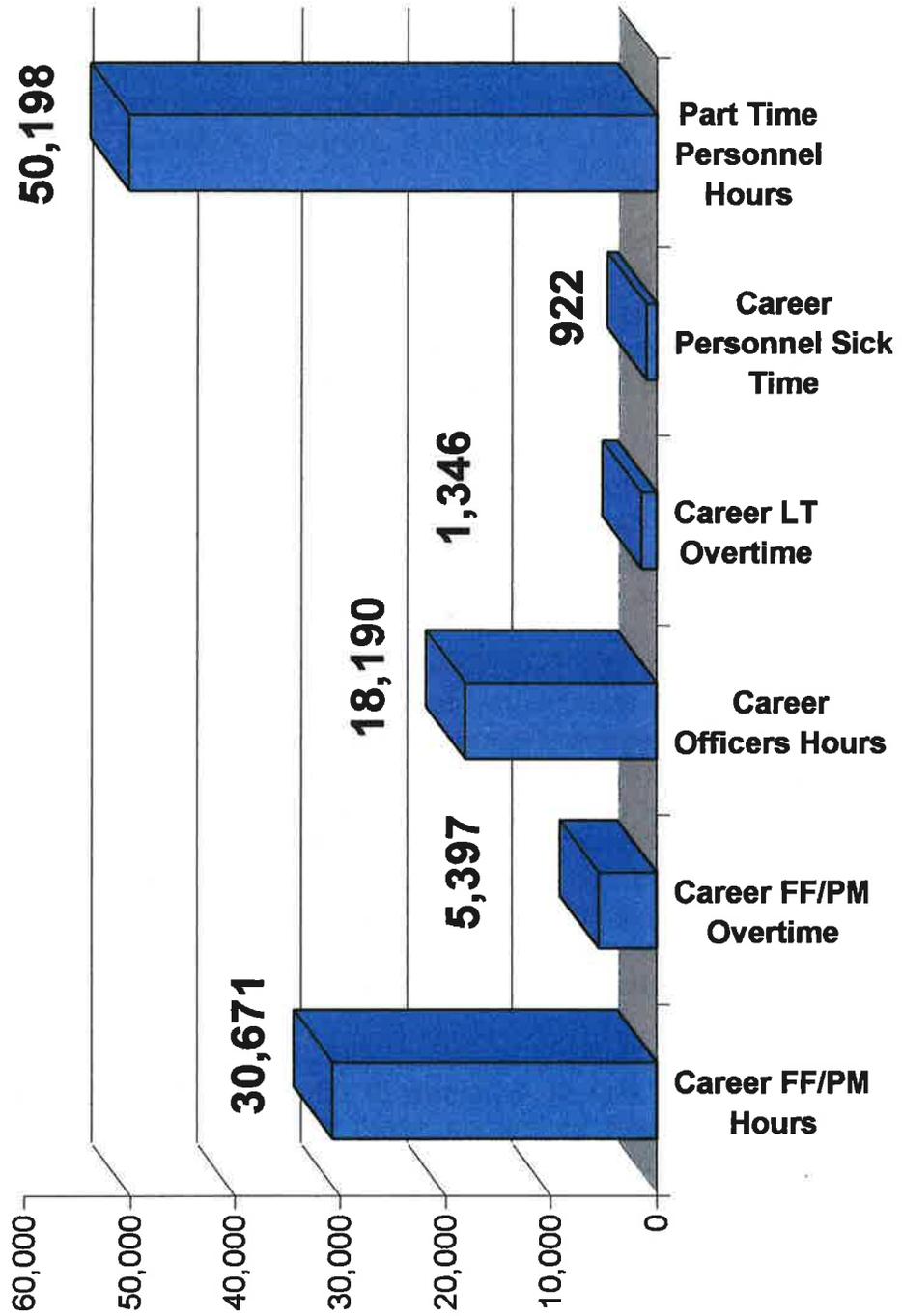
The compliance program is a series of policies that are designed to detect and prevent fraudulent and abusive billing practices as well as other illegal practices not related to billing. It is also designed to detect on-going errors made by the company. The government has made it clear that entities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

The compliance program identifies Compliance / Privacy Officer who will define, implement, monitor and enforce our Compliance Program. The Clearcreek Fire District Compliance / Privacy Officer is the Bureau Chief of Administration and Information Services.

Each quarter, the Compliance / Privacy Officer randomly selects 10 patient transports from the prior quarter to be audited. These transports are forwarded to Health Serve, (the recovery/billing agent) with a request for an itemized statement on each of the transports selected. The itemized statements are then verified against the EMS records for accuracy. Any payments listed on the itemized record are then checked against the monthly payment log that is sent each month with the management reports. Any errors discovered are documented and the results sent to the recovery/billing agent for recommendations of corrective action. The results remain on file and the Compliance / Privacy Officer determines what, if any, corrective action is needed to prevent future errors of a similar nature.

Due to the soft billing approach, this entire process takes approximately 90 to 180 days after the end of a quarter to complete. 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 2003 random quarterly selections. No errors were found in the first two quarters of 2004. The third and fourth quarters of 2004 are not yet complete as these accounts are still active with pending payments and / or balances.

# Clearcreek Fire District Personnel Staffing, 2004





# Clearcreek Fire District Maintenance Cost Summary, 2004

	STATION 21	STATION 22	STATION 23	TOTAL ALL STATIONS
<b>HVAC</b>				
REPAIRS	\$4,182.02	\$0.00	\$0.00	\$4,182.02
MAINTENANCE	\$566.43	\$113.29	\$113.29	\$793.01
FILTERS	\$232.47	\$46.50	\$46.50	\$325.47
<b>TOTAL</b>	<b>\$4,980.92</b>	<b>\$159.79</b>	<b>\$159.79</b>	<b>\$5,300.50</b>
<b>ELECTRIC IMPROVEMENT</b>	\$747.76	\$177.51	\$178.31	\$1,103.58
<b>LIGHT BULB INVENTORY</b>	\$2,234.63	\$478.55	\$478.55	\$3,191.73
<b>SEWER MAINTENANCE</b>	\$150.00	\$250.00	\$250.00	\$650.00
<b>BAY DOOR REPAIR</b>	\$2,107.49	\$412.50	\$270.00	\$2,789.99
<b>LOCKSMITH REPAIRS</b>	\$305.75	\$575.00	\$587.50	\$1,468.25
<b>FLAGS</b>	\$71.90	\$71.90	\$71.90	\$215.70
<b>EXTERMINATOR</b>	\$0.00	\$200.00	\$200.00	\$400.00
<b>REPLACE CARPET</b>	\$3,937.00			
<b>CARPET CLEANING</b>	\$364.00	\$273.00	\$273.00	\$910.00
<b>TILE FLOOR MAINTENANCE</b>	\$294.50	\$220.50	\$220.50	\$735.50
<b>TOTALS</b>	<b>\$15,193.95</b>	<b>\$2,818.75</b>	<b>\$2,689.55</b>	<b>\$20,702.25</b>



# Clearcreek Fire District

Serving Springboro & Clearcreek Township

*Bernie Becker, Chief of Department*

To: Bernie Becker, Chief of Department  
From: Jeffrey Prass, Captain of Fire and Life Safety Services  
Subject: 2004 Annual Report  
Date: February 15, 2005

## **Public Education**

The Annual Springboro Business Expo was attended by the Clearcreek Fire District on March 20, 2004. A space was rented by the Clearcreek Fire District. The event is an opportunity for the fire district to display its purpose and mission. This is achieved by distributing fire and life safety brochures and through direct interaction with firefighters and Sparky the Fire Dog. Audio-Visual equipment is used to further educate the public on the topics of smoke detectors, home escape plans and fire behavior. Programs are featured including the Vial of life and the Rural Address Location signs. The Clearcreek Fire District's display board is used to show the improvements and services provided to the public.

12 Neighborhood block parties were attended by Clearcreek Fire District Fire and EMS crews in 2004. Block parties give neighborhoods an opportunity to view the Fire and EMS equipment up-close and to interact with our fire fighters in a relaxed atmosphere. Their children enjoy meeting the fire fighters and seeing the fire engine and medic vehicles. The fire fighters also answer questions posed by the attendees concerning the operations of the department. Block parties are an excellent source of gaining support for the department and our attendance reflects positively on Clearcreek Township.

17 Special events were attended by Clearcreek Fire District crews in 2004. Special events attended include Career Day at Ridgeville Christian School on April 27, Vehicle Day at the Jonathan Wright Elementary School on April 21, Prom Promise Mock Car Crash at the Springboro High School on April 20, Fun Fair at Ridgeville Christian School on May 8, Flag Day Ceremony at The Hillspring Health Care Facility on June 14, Grand Opening at the Springboro Hardware on June 5, FOP Children's Safety Day on June 26, Heatherwood Bike Parade.

Clearcreek Fire Administration 925 South Main Street Springboro, Ohio 45066  
Telephone: 937-748-2766 FAX: 937-748-2566 **EMERGENCY: 911**  
[www.clearcreektownship.com](http://www.clearcreektownship.com)

### *Fire and Life Safety Services, continued*

On July 4, Warren County Fair Parade on July 19, The Clearcreek Christian Assembly Night Of Safety Community Event on August 18, City of Springboro and Clearcreek Township Police Departments National Night Out on August 3, Lebanon Assembly of God Community Day event on August 28, Hand 2 Hand Open House on August 22, Ice Cream Social for the residents on Glen Eagle Ct. in Woodland Greens on August 24, Pig Roast for the residents on Beckley Farm Way in Field Stone on October 9 and Springboro High School's Annual Bonfire on October 7.

4 Birthday Parties were attended by Clearcreek Fire District crews in 2004. Birthday Party's are an opportunity to reach out to the citizens with a personal touch. The children enjoy spending some time with the fire fighters looking at the fire engine and discussing fire safety. These events leave a lasting impression on the adults and they appreciate the fact that we would take the time to personally visit with their child on their special day.

7 Scout events were attended by Clearcreek Fire District crews in 2004. Scouts in the area receive training from the fire fighters and paramedics to attain badge requirements. Scouts also learn about the fire department and fire safety at station tours.

During Fire Prevention Month in October, all preschool through first graders in the response district receive special instruction on fire safety. 2004's theme was "Test Your Smoke Alarm". Springboro Community Schools, Ridgeville Christian Schools, and preschools in the area learned about fire safety and what to do when they hear their smoke alarm. They either received a visit at their school or visited Station 21 for a safety talk and tour.

### **Fire and Life Safety Inspections**

It is my pleasure to inform you that Fire District Fire Inspectors completed over 117 fire and life safety inspections in commercial buildings in 2004. In addition, Springboro Community Schools, Ridgeville Christian Schools, Warren County Career Center and 11 Daycare Facilities were inspected in 2004. Additionally, 17 foster, adoption and home day care inspections were completed in 2004.

This much needed safety program, targeted toward community businesses utilizes trained fire and life safety inspectors of the Fire District. For the most part, area businesses have never undergone a close and careful examination of fire and life safety concerns. In light of anticipated and unanticipated issues, the fire inspection program has been successful.

*Fire and Life Safety Services, continued*

The procedures updated in 2004 will further promote cooperation and harmonious relationships between the business owners/occupants and the fire district. Additionally, this plan will point out ways business owners may limit themselves from the devastating affects a fire may bring to their investment. As we continue with our fire and life safety inspection program, the once negative observations of fire and life safety inspections will be replaced with a more positive "good will" practice for our customers. Updates to the procedures initiated in 2004 include:

- Updated inspection report forms with carbon copies for immediate distribution to the building occupant/owner.
- Computerization of the fire inspection program including assignments and data collection. (Fire Record Management System: FRMS)
- Utilizing the medic crews only and/or limiting the number of personnel performing the inspection when utilizing the engine crew.
- Strongly reemphasize the inspection purpose, process, approach, and "demeanor" desired from all fire inspectors through training and mentoring opportunities. Fire inspectors who exhibit positive interpersonal dynamic skills will be utilized to further train other fire inspectors.
- Strongly reemphasize the purpose and procedure of staying together and remaining respectful of the business's privacy and the business property.
- Provide a supply of my business cards to the fire inspectors so they may give them to the owner/occupant at the completion of all fire inspections.
- Schedule fire inspection activities (to a day and period of time in the day), at least one shift prior to the inspection, when possible.
- The inspector shall request that the owner/occupant or a maintenance person accompany the inspector during the inspection.
- Distribute a flyer to inform the owner/occupants of upcoming inspections.
- Provide periodic "quality checks" of inspections by creating a quality assurance response card and given to the owner/occupant at the completion of the inspection. The Captain of Fire and Life Safety, to ensure business owner/occupant satisfaction, will perform periodic personal follow-ups and telephone calls to the business owner/occupant.

*Fire and Life Safety Services, continued*

The Captain of Fire and Life Safety Services has been placed on the training schedule on a more regular basis. Trainings will be used for inspection and investigation updates. Training topics will include first impression training, review of the individual code chapters, role playing, interpersonal dynamics, inspection, and investigation procedures and processes, computer entry, priorities of violations, guest trainers, and conflict resolution.

**Fire Investigations**

The Clearcreek Fire District Fire Investigation team continues to develop. We currently have 8 investigators. Captain Prass and Lt. Agenbroad are trained to the advanced level of fire investigation from the Ohio Fire Academy. Firefighter / Paramedic(s) Lt. Urban, M. Gerspacher, Marinelli, Stevens, Taulbee, and Haggard are trained to the basic level of fire investigation from the Ohio Fire Academy. Procedures are in place and additional training will occur in 2005 to further develop the Clearcreek Fire District's abilities to handle fire investigations. Lt. Agenbroad and Captain Prass are also members of the Warren County Fire Investigation Team. Fire investigations conducted in 2004 include:

**Incident #:** 04-00174  
**Date of Incident:** 1-29-04  
**Address:** 5516 Red Lion 5 Points Road  
**Structure Type:** Single Family Residential  
**Incident Type:** Structure Fire  
**Narrative Report By:** Captain Jeff Prass  
**Determination:** Accidental

**Incident #:** 04-00426  
**Date of Incident:** 3-7-04  
**Address:** 805 South Main St.  
**Structure Type:** Single Family Residential  
**Incident Type:** Structure Fire  
**Narrative Report By:** Captain Jeff Prass  
**Determination:** Accidental

**Incident #:** 04-00589  
**Date of Incident:** 4-4-04  
**Address:** 1103 West St. Rt. 73  
**Structure Type:** Pole Barn  
**Incident Type:** Structure Fire  
**Narrative Report By:** Lt. Steve Agenbroad  
**Determination:** Accidental

*Fire and Life Safety Services, continued*

**Incident #:** 04-00784  
**Date of Incident:** 5-8-04  
**Address:** 5962 Weidner Road, Springboro, Ohio  
**Structure Type:** Single Family Residential  
**Incident Type:** Structure Fire  
**Narrative Report By:** Captain Jeff Prass  
**Determination:** Arson

Fire scene investigation was conducted by the Warren County Fire Investigation Team. Initial interviews were conducted by Captain Wheymeyer from Deerfield Township. Evidenced was processed by the Ohio State Fire Marshall's Forensic Laboratory. Follow up interviews were conducted by Captain Prass and Officer Cornett from Clearcreek Township Police Department. The suspect in this case has obtained the services of an attorney and has refused a polygraph examination.

**Incident #:** 04-00969  
**Date of Incident:** 6-4-04  
**Address:** 40 McClean Drive  
**Structure Type:** Single Family Residence  
**Incident Type:** Structure Fire  
**Narrative Report By:** Lt. Steve Agenbroad  
**Determination:** Accidental

**Incident #:** 04-00968  
**Date of Incident:** 6-4-04  
**Address:** 40 McClean Drive  
**Structure Type:** Single Family Residence  
**Incident Type:** Structure Fire  
**Narrative Report By:** Lt. Steve Agenbroad  
**Determination:** Accidental

**Incident #:** 04-00992  
**Date of Incident:** 7-2-04  
**Address:** 3168 Penny Royal Drive  
**Structure Type:** Single Family Residence  
**Incident Type:** Structure Fire  
**Narrative Report By:** Chief Bernie Becker  
**Determination:** Accidental

*Fire and Life Safety Services, continued*

**Incident #:** 04-1255  
**Date of Incident:** 7-2-04  
**Address:** 4480 Springboro Road  
**Structure Type:** Single Family Residence  
**Incident Type:** Structure Fire  
**Narrative Report By:** Lt. Steve Agenbroad  
**Determination:** Accidental

**Incident #:** 04-01401  
**Date of Incident:** 8-12-04  
**Address:** 1617 Woodland Greens Blvd.  
**Structure Type:** Single Family Residence  
**Incident Type:** Structure Fire  
**Narrative Report By:** Lt. Steve Agenbroad  
**Determination:** Accidental

**Incident #:** 04-01444  
**Date of Incident:** 8-18-04  
**Address:** 5851 St. Rt. 741  
**Structure Type:** Single Family Residential  
**Incident Type:** Structure Fire  
**Narrative Report By:** Captain Jeff Prass  
**Determination:** Accidental

**Incident #:** 04-01612  
**Date of Incident:** 9-15-04  
**Address:** 2274 East Lytle 5 Points Road  
**Structure Type:** Grain Dryer  
**Incident Type:** Grain Dryer Fire  
**Narrative Report By:** Captain Jeff Prass  
**Determination:** Accidental

### **Pre-Incident Plans**

Pre-Incident plans (Pre-Plans) are plans that include information designed to be at the fingertips of company and command officers prior to an incident. Pre-Plans contain the information that will allow the fire officer to make safe and effective tactical decisions on arrival at an emergency. The information sheet will contain information concerning Knox Box location, business name, zone, occupancy use, times occupied, hazards, fire behavior prediction, problems and concerns, building description, roof construction, floor construction, locations of fire protection systems, primary water supply information and required fire flow at 25, 50, 75 and 100% involvement.

### *Fire and Life Safety Services, continued*

The pre-incident planning process is in its development stage. During inspections over the past 2 years, inspectors have collected much of the information needed to create the plan. Several career firefighter paramedics are currently assigned with the task of creating pre-incident plans. They are currently receiving training on Visio drawing program to enable them to create a usable pre-plan. Assignments will begin in the first quarter of 2005.

### **The Juvenile Firesetter Program**

In 2002 in the state of Ohio, juvenile fire setting activity resulted in 1028 fires. Fire setting also resulted in 14 deaths and 127 injuries including 34 injuries to fire fighters. Recognizing this problem, the Ohio Fire Marshal's Office offers a course on how to treat juvenile fire setters. The Miami Valley Juvenile Fire Setter Task Force has been established to identify the problem of juvenile fire setters. Their purpose statement is "to address and process the juvenile through safety education, burn awareness, mental health, and judicial means." Captain Prass has attained the training offered by the Ohio Fire Academy and belongs to the Miami Valley Juvenile Fire Setter task Force.

The Clearcreek Fire District utilizes the techniques and assessment tools recommended by the Miami Valley Juvenile Fire Setter Task Force and the Ohio Fire Marshal's Office. The program outlines a chronology for the treatment of juvenile fire setters. The program provides a simple, step by step process on how to handle juvenile fire setters that have been discovered by or referred to the fire department.

The Clearcreek Fire District program typically follows this accepted process:

1. Referrals are be made to The Captain of Fire and Life Safety Services.
2. When a referral is received, all available information is attained concerning the incident, name, address and phone numbers.
3. An attempt to set up the initial interview and initiate the evaluation process is made within 48 hours of notification or referral.
4. Phone contact is made with the parents or legal guardian of the involved youth. The phone conversation includes an explanation of the evaluation, referral, and education process of the program.

### *Fire and Life Safety Services, continued*

5. The initial evaluation is scheduled at a time convenient to the parents/guardians. All evaluations and treatments take place in a Clearcreek Fire District fire station. The initial evaluation may require 2-3 hours and arrangements are made to limit interruptions. The initial evaluation consists of the parent interview, the child interview, the parent questionnaire and basic knowledge test for the child.
6. The results of all tests are calculated. Based on the scores and the score guideline the child is classified as either a "curious" or "troubled" fire setter. The Clearcreek Fire District can only treat the "curious" fire setter. If the child is classified as "troubled", a mental health referral is made.
7. "Curious" fire setters are treated with a series of pre-designed and proven lesson plans based on the age of the child.

In 2004, 2 children were referred to and evaluated using this process. One child was classified as troubled and was already involved in mental health counseling. Coordination between the mental health professional and Captain Prass revealed the need for further mental health treatment and possible future treatment of the fire setting behavior. Another child was caught igniting leaves with a lighter and spray paint. This child was assessed to be a "curious" fire setter. He has successfully entered and improved from the lessons taught in the program.

### **Plans Review**

Through the planning process, the Clearcreek Fire District can anticipate and resolve issues in the pre-construction phase of development. The improvements made through the planning process positively effect' the department's ability to manage an emergency at a commercial building and in residential developments. Captain Prass has developed relationships with the City of Springboro Planning Commission, City of Springboro Building Department, Warren County Planning Commission and Warren County Building Department to review plans for possible improvements in fire department features covered in the Ohio Fire Code and other accepted resources. Captain Prass also ensures that new construction conforms to Fire Code requirements by witnessing acceptance testing on fire protection systems and fire alarm systems.

Captain Prass responded to 32 requests from the Warren County Planning Commission and 120 requests from the City of Springboro Planning Commission in 2004. Captain Prass has witnessed 39 acceptance tests with the City of Springboro and The Warren County Building Department in 2004. In addition, Captain Prass also reviews proposed names of streets and subdivisions to avoid duplicate names which could cause a delay in emergency response.



# Clearcreek Fire District

Serving Springboro & Clearcreek Township

*Bernie Becker, Chief of Department*

To: Bernie Becker, Chief of Department  
From: Patrick Lemming, Captain of Training and Safety Services  
Subject: 2004 Annual Report  
Date: February 15, 2005

## **Fire and EMS Training:**

The Fire District understands the value of training and education toward optimum performance and service delivery. The Training Division has identified 4 goals that give it direction toward a successful training program:

- To teach new fire recruits what they need to know in order to function well on the job;
- To keep skills current for all fire personnel;
- To introduce new ideas, techniques, skills and equipment to all personnel; and
- To maintain and improve the function of individual crews, or groups of crews work together, and of department personnel working with personnel from other agencies.

Good fire training creates a positive environment for new employees, improves the skills of current firefighters, and leads a fire district safely and progressively into the future. Poor fire training (or none at all) threatens the safety of all firefighters, reduces morale, and violates the department's prime directive to provide the best possible protection for the community it serves.

Each of Shift Training Program was approximately an hour in length and established a level of expectation among all Fire Fighters and Emergency Medical Technicians. A total of 1963 man hours were accrued during shift training

The Training Division conducted fourteen (14) Fire Fighter Shift Training Programs. Topics included: Salvage; Initial Attack; Incident Management System; Investigations; Fire Attack; Drivers Safety; Fire Apparatus Operator Recertification; Basement Fires; Ventilation; Fire Prevention; and Annual Fire Skills Training.

Clearcreek Fire Administration 925 South Main Street Springboro, Ohio 45066  
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*Training and Safety Services, continued*

Additional Training Programs include Managing Tactical Operations, Fire Fighter 1 Transition, Pump Operations, Live Fire Training, Arson Investigation, Fire Safety Inspector, Drivers Safety, and Making a Difference. These programs were presented to target audiences to increase their knowledge base. Duration of the program varied with the topic.

The Training Division conducted twelve (12) Rescue Shift Training Programs. Topics included: Ice Rescue; Rope Rescue; Rapid Intervention Team; Hazardous Material Incident Management System; Hazardous Material Decontamination; Stokes Basket; Search and Rescue; Ladder Rescue Operations; Water Rescue; Auto Extrication; Annual Rescue Skills Evaluation; and Vehicle Stabilization.

The Training Division conducted (14) Emergency Medical Services Shift Training Programs. Topic included: Protocol Training and Testing; Drug Bag Review; Annual Skills Testing; Weapons of Mass Destruction; Hazardous Materials for the EMS; Spinal Immobilization; SKED; Sports Injuries; Autistic Patients; CPR Recertification; Infectious Control; Medical Documentation and Life Pack 12 Training. Additional EMS Training Programs included a Paramedic Refresher Course. This course assists the Paramedic maintain their certifications including: Paramedics; Advanced Life Support; Basic Trauma Life Support; Pediatric Life Support; and Pediatric Education for Prehospital Providers.

All employees attended the mandatory training programs required by the GOGL section 5.6.13. Some of these topics could be covered during Shift Training such as Haz-Mat Refresher, Drivers Training, Fire Apparatus Operator, Aerial Tower Operator; and Infectious Control. Additional Mandatory Trainings were complete as the trainings became available, such as: EMS Standing Orders Annual Testing; Live Fire Training and Drug Awareness.

Individual training programs are designed to further educate the employee at their pace and give new opportunities to advance in the organization. Upon completion of each training program, the employee is given a qualification certificate to identify their new areas of responsibility. Examples of these trainings include: objectives check-off; driver's safety class; medic driving; Fire Apparatus Operator; and Aerial Tower Operator programs.

Over 5000 personnel hours have been used to educate and prepare our employees to serve the community during the year 2004. Through these training programs we feel that we are accomplishing our four goals, by creating a positive environment for new employees, improving the skills of current firefighters, and leading a fire district safely and progressively into the future.

*Training and Safety Services, continued*

**EMS Quality Assurance / Improvement Program:**

The Quality Assurance / Improvement Program accomplished many tasks that ensure the community is receiving the best services available. It is used as a check and balance for proficiency of Emergency Medical Care provided by the Clearcreek Fire District.

The program enables the Clearcreek Fire District to identify areas of desired improvement which can be addressed during fire district training sessions. The program uses a system which will allow for random checks to be made upon the Run Sheets to assure quality Emergency Medical care and documentation. This is accomplished by peer; supervisor and Medical Director run report review. These reviews provide insight into report documentation by Emergency Medical Care providers within the Clearcreek Fire District and any improvements that may be needed.

The program was re-established during the 2004 year do to a change in personnel. Additional difficulties occurred when the Medical Director was unable to read the carbon copies of the reports. Both of these situations were addressed and rectified as quickly as possible. The program has reviewed a total of 206 Advanced Life Support (ALS) reports, which accounts for 33% of the ALS runs during the last half of the year. These runs included: any arrest scenario (cardiac or respiratory); anytime field termination protocol is utilized; altered level of consciousness; active seizures; obstetrical emergencies; multiple system trauma; anytime Morphine, Valium, or Versed is used (due to specialized documentation requirements).

Additionally evaluations were completed on 32 Basic Life Support (BLS) reports. BLS reports are evaluated by peers only. These runs include: broken short bones; general illness; minor lacerations; and any situation that will not need evasive actions. The reports are returned to the BLS crew members for review then returned to the Captain of Training and Safety. Final review of all reports is completed by the Captain of Training and Safety Services, which will assist in determining training needs.

**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.

### *Training and Safety Services, continued*

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 need have such an experience again. During 2004, the Captain of Training and Safety Services conducted 12 investigations. These investigations included eight (8) property damage and four (4) documentation only reports. There were no personal injury accidents investigated during the 2004 year.

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 it is the primary goal is to use the information to prevent any similar accidents / incidents.

### **Physical Agility Testing**

This test is designed to measure the essential, job-related physical abilities required of a Fire Fighter / Emergency Medical Service Provider. The test is limited to those aspects of the job that do not require specific training or techniques which may require additional training.

The purpose of the physical agility test is to evaluate perspective employees' ability to perform the essential functions of the job of a Fire Fighter / Emergency Medical Services personnel with the Clearcreek Fire District. Test components have been determined by an independent consultant company to demonstrate the necessary physical attributed needed to accomplish tasks similar to those found on the fire ground and can not be modified.

The Clearcreek Fire District conducted three physical agility tests during 2004. On February 14<sup>th</sup>, there were 14 participants that attended and 9 of them passed the test and continued into the next phase of the hiring process. On June 5<sup>th</sup> there were 18 participant and 14 of them passed and continued on. Lastly on October 23<sup>rd</sup>, there were 23 participant and 13 of them continued on in the process.

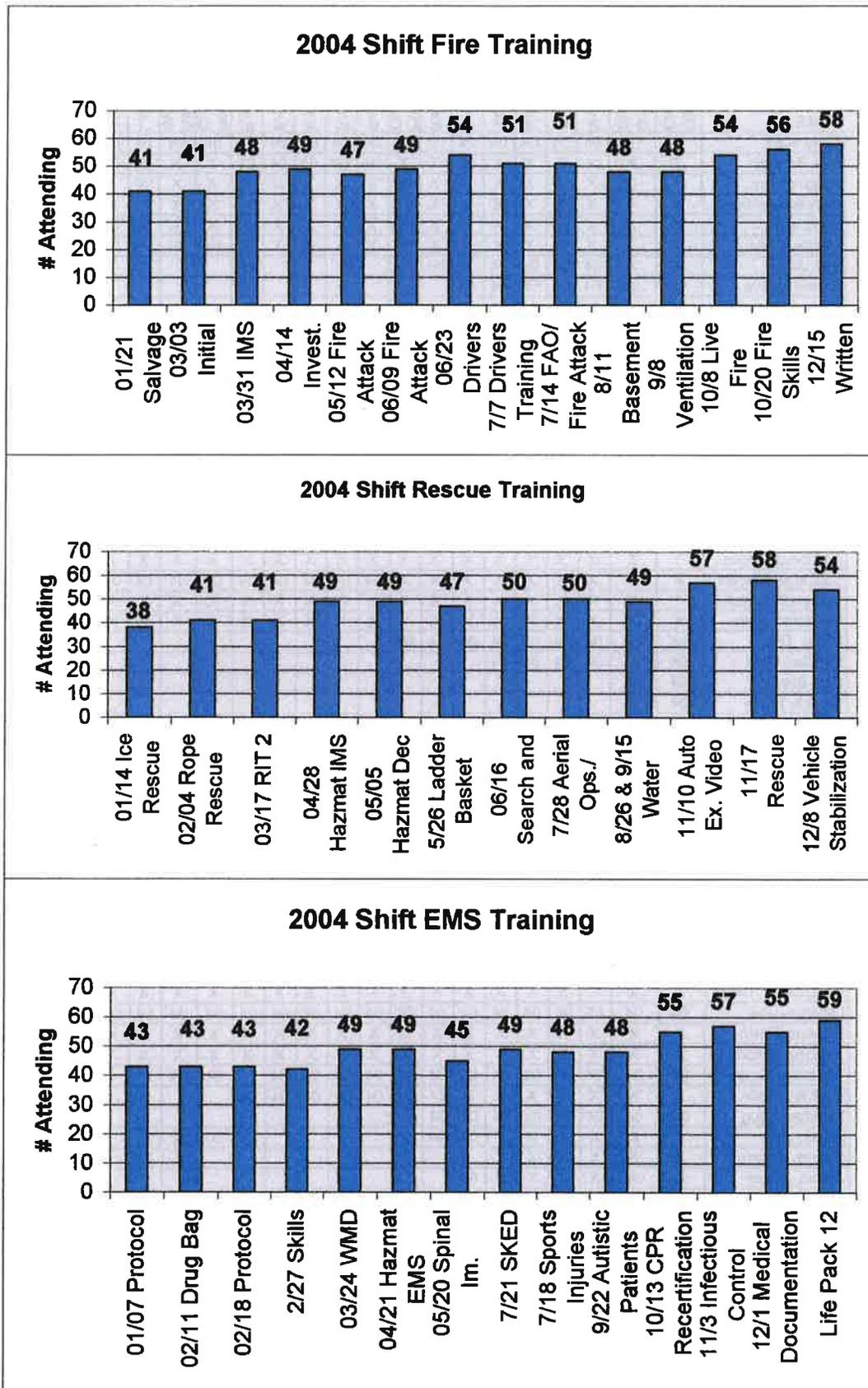
The participants, that have passed, have demonstrated that they are physically capable of accomplishing the basic tasks on the fire ground. This gives the Clearcreek Fire District a base line to determine the applicants' physical ability to do the job. Physically fit employees are less likely to be injured and can work better as a part of a team. These attributes benefit the Clearcreek Fire District by ensuring that perspective employees are physically prepared to do the job.

# Clearcreek Fire District Personnel Certification and Qualifications

NAME:	Objectives Check-Off	Drivers Class	Medic #21	Medic #22	Medic #23	Medic #24	Brush #21	Rescue #21	Pump Class	Engine #21	Engine #22	Engine #23	Engine #24	FAO	Aerial Class	Aerial Skills	Ladder #21	ATO
Clary, Kent	X	04	04	04	04	04	04	04	X	04	04	04	04	04	04	04	04	04
Bell, Ronney	X	X	X	X	X	X	X	X	X	04	04	04	04	04	X	X	04	04
Haggard, Tim	*	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Marinelli, Anthony	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Scott, Josh	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	04	04
Vecchi, Chris	X	X	X	X	X	X	X	X	X	X	X	X	X	X	04	04	04	04
Biel, Justin	X	X	04	04	04	04	X	04										
Brewer, Steve	04	04	04	04	04	04	04											
Buck, Edmond	04	04	04	04	04	04	04	04										
Edgren, Ryan	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	04	04
Florio, Chris	*	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Gerspacher, Joe	04	04																
Gerspacher, Matt	X	X	04	04	04	04	X											
Hoffman, Jeff	04	04	04	04	04	04	04											
Marchal, Josh	04	04	04	04	04	04												
Mousa, Steve	*	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Rodriguez, Jason	04	04	04	04	04	04	04											
Schubert, Joe	X	X	X	X	X	X	X	04		04	04	04	04					
Stafford, Adam	X	X	X	X	X	X	X											
Watson, Scott	X	X	X	X	X	X	X	04	X	04	04	04	04	04	04	04	04	04
Agenbroad, Steve	*	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Baldrige, Nathan	X	X	X	X	X	X	X	X	X	04	04	04	04	04	04	04	04	04
Gerspacher, Mark	*	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
LeMaster, John	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Smith, Tom	04	04	04	04	04	04	04	04	04									
Beddies, Glen	04	04	04	04	04	04												
Cox, Steve	04	04																
Creech, Brady	04	04																
Fannin, Kyle	04	04	04	04	04	04												
Fraley, Brandon	04	04	04	04	04	04												
Gmerek, Brian	X	X	X	X	X	X												
Hohman, Roger	X	X	X	X	X	X	X	04	X	04	04	04	04	04	04	04	04	04
Hurley, Roger	*	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Rolph, Doug	X	X	X	X	X	X	X	04	X									
Sanders, Nick	X	X	X	X	X	X	04	04	04									
Schluter, Sean																		
Shroyer, Trent	X	X	X	X	X	X	X	X	X	04	04	04	04	04				
Stacy, Adam	X	X	X	X	X	X	X	X	X						X	X		
Stolarski, Ray	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Taylor, Brad	X	X	04	04	04	04	X	04	04	04	04	04	04	04	04	04	04	04
Urban, Nathan	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Gerspacher, David	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Logsdon, Joel	04	04	04	04	04	04	04	04	04	04	04	04	04	04	04	04	04	04
Stevens, Kevin	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Taulbee, Jason	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Wortman, Kevin	04	04	04	04	04	04	04	04	04	04	04	04	04	04	04	04		
Buehler, Justin	X	X	X	X	X	X	04	04	04	04	04	04	04	04				
Eldridge, Doug	04	04	04	04	04	04	04	04										
Garey, Jeff	*	X	X	X	X	X	04	04	X						X	X		
Guerra, Jeromy	X	X	X	X	X	X												
Jewett, James	X	X	X	X	X	X	04											
Kennedy, Nathan	04	04	04	04	04	04	04	04										
Landis, Chad	X	X	X	X	X	X	X	04										
Moore, Matt	04	04	04	04	04	04												
Parente, Greg	*	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Salas, Tim	04	04	04	04	04	04	04											
Simonton, Robert	04																	
Tucker, Sean	*	X	X	X	X	X	X	X	X	X	X	X	X	X	04	04	04	04
Williamson, Mark																		
Wilson, Todd	X	X	X	X	X	X	04	04										

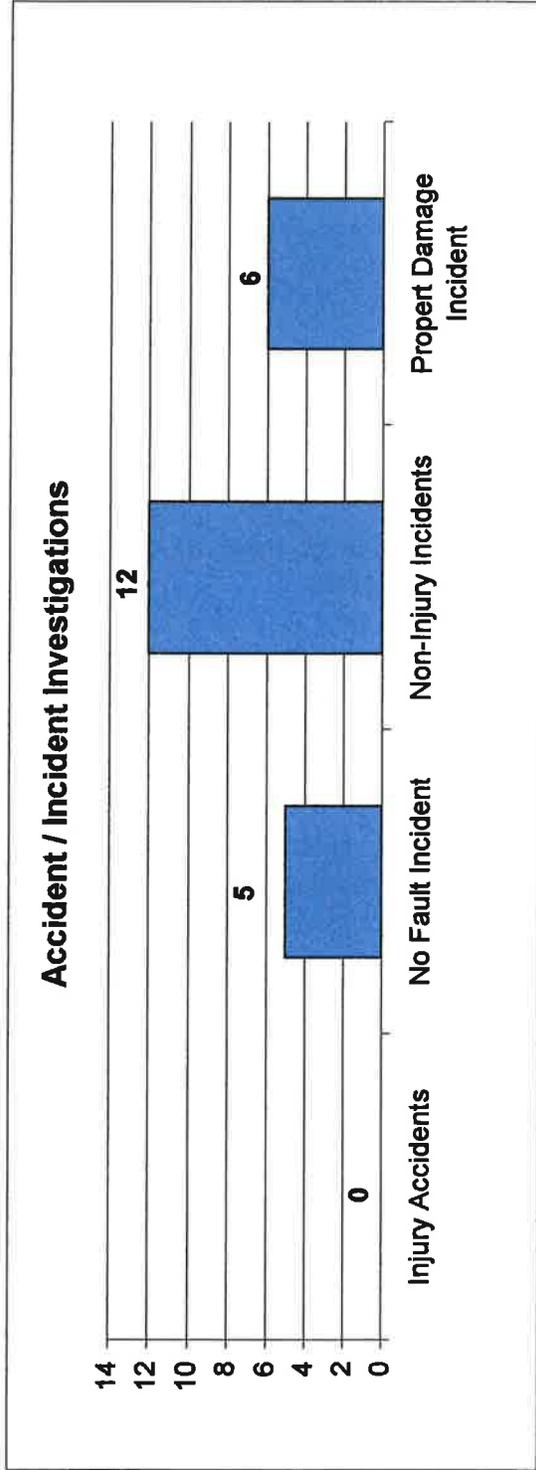
Only Personnel marked with an X in the appropriate column are cleared to drive that apparatus.  
 \* = Pre-existing Certification

# Clearcreek Fire District FIRE / RESCUE / EMS Shift Training



# Clearcreek Fire District Accident / Incident Investigation

Date of Incident	Description	Disposition
2/10/2004	Car 21 hit while at stop light	Failure to Control Vehicle
3/13/2004	Bloodborne Pathogen Exposure	No Confirmed Contact
3/13/2004	No Turnout gear worn to outdoor fire	Improper use of safety equipment
4/22/2004	Medic 21 hit trailer on highway	Improper Lane Change
5/31/2004	Wheel Chock Ran Over	Improperly secured equipment
6/17/2004	Rescue 21 into building	Assured Clear Distance
7/22/2004	Engine 23 Mirror	No Fault Accident
8/3/2004	Running on Property	Inappropriate actions on property
10/4/2004	Medic 23 into Power Lines	Improper Safety Measures Taken
10/24/2004	Medic 21 Rear Light and Back board Damage	Inappropriate use of equipment
10/25/2004	Maintaining Certification	Forwarded to Administration
12/16/2004	Car 22 Rear Door Damage backing Washington Medic	Inappropriate Back by Driver





## **NON-EMERGENCY ACTIVITIES – 2004**

### **January**

The Fire District received delivery of the new Hydraulic Rescue Tool System and CCFD personnel completed training on the new system. The new system is now in service and performing well.

Applications for the Career firefighter / Paramedic positions were due 1/5/04. A written test for qualified applicants was held on 1/20/04. The physical agility test for qualified applicants was held on 1/28/04. An Assessment Center test was held on 2/12/04 for the qualified applicants with a panel interview scheduled for 2/18/04.

Clearcreek Fire District and Clearcreek Township completed a significant computer network and operating system upgrade from 1/23/04 to 1/30/04. Many hours were spent on completing this project. Work continues as the Fire District completes configuration and adjustments necessary for full deployment.

### **February**

The Rural Address Locator Sign Program continued with 1 sign being installed during February, 2004.

On 2/4/04 Bureau Chief Simpson attended an Ohio Department of Public Safety Division of EMS 2004 EMS Grant Training program.

On 2/5/04 the Fire District hosted the monthly meeting of the Warren County Fire Chief's Association.

The Career Firefighter / Paramedic selection process continued with an Assessment Center test on 2/12/04 for the qualified applicants and with a panel interview on 2/18/04.

## **March**

The Rural Address Locator Sign Program continued with 2 signs being installed during March, 2004.

The Fire District completed the application process for the annual State of Ohio Department of Public Safety Division of EMS Grant. This annual grant assists the Fire District in the funding the purchase of patient care equipment items as well as continuing education training and training equipment for our EMS Personnel.

The Fire District completed the Federal Department of Home Land Security Assistance Firefighters Grant Application. The Fire District requested funding for the purchase and installation of fixed emergency generators at Fire Stations 22 and 23.

On March 29, Assistant Chief Jack Royer attended his first of four classes at the National Fire Academy in the Executive Fire Officer Program.

The Fire District completed assembly of records identified for disposal and destruction under the provisions of the Clearcreek Township Record Retention Guideline.

## **April**

The Fire District completed annual pump testing on Engine 21, Engine 22, Engine 23, Engine 24, and Ladder 21. All of the apparatus passed the annual pump test.

The Fire District began the "Making a Difference" Fire Officer Development, series of classes on 4/16/04 with participants from various Clearcreek Township Departments and officers from the Miami Township Fire Department. This series of classes will continue at scheduled intervals through December. The next class is scheduled on 5/14/04.

Members of the Clearcreek Fire District Leadership Team attended various portions of the annual Fire Department Instructors Conference (FDIC) and Exhibits in Indianapolis on 4/26/04 through 5/1/04.

## **May**

The Rural Address Locator Sign Program continued with 1 sign being installed during May 2004.

The Fire District completed the annual fire hose testing process.

The Fire District continued the "Making a Difference" Fire Officer Development, series of classes on 5/14/04 with participants from various Clearcreek Township Departments and officers from the Miami Township Fire Department. This series of classes will continue at scheduled intervals through December. The next class is scheduled on 6/11/04.

Captain Lemming attended a two week long class at the National Fire Academy in Emmitsburg, Maryland entitled Interpersonal Dynamics from 5/17/04 through 5/28/04.

The Fire District participated in the annual City of Springboro Memorial Day parade and activities on 5/31/04.

## **June**

The Rural Address Locator Sign Program continued with 3 signs being installed during June, 2004.

The Fire District continued the "Making a Difference" Fire Officer Development, series of classes on 6/11/04 with participants from various Clearcreek Township Departments and officers from the Miami Township Fire Department. This series of classes will continue at scheduled intervals through December. The next class is scheduled on 7/16/04.

An agility test for part-time applicants was held on 6/5. Initial Interviews for qualified candidates were conducted on 6/16, 6/17, & 6/18. We have over 15 applications on file for this selection process.

## **July**

The Rural Address Locator Sign Program continued with 2 signs being installed during July, 2004.

The Fire District continued the "Making a Difference" Fire Officer Development, series of classes on 7/16/04 with participants from various Clearcreek Township Departments and officers from the Miami Township Fire Department. This series of classes will continue at scheduled intervals through December. The next class is scheduled on 8/13/04.

Chief of Department Becker attended the annual Ohio Fire Chief's Conference in Sandusky Ohio on 7/17/03 and 7/19/03.

## **August**

Multiple proposed street names were reviewed to avoid confusion due to duplication.

The Emergency Evacuation Plan was reviewed for Sunnex Inc. on South Pioneer Blvd.

The Rural Address Locator Sign Program continued with 1 sign being installed during August, 2004.

The Fire District continued the "Making a Difference" Fire Officer Development, series of classes on 8/13/04 with participants from various Clearcreek Township Departments and officers from the Miami Township Fire Department. This series of classes will continue at scheduled intervals through December. The next class is scheduled on 9/10/04.

The Fire District completed annual nondestructive testing on all ground ladders and the aerial ladder truck.

## **September**

The Fire District completed CPR / AED training for City of Springboro Administrative and Service Personnel in preparation for deployment of their newly acquired AEDs for the City Building and the City Service Garage.

The Fire District completed fire hydrant maintenance and flow testing with the City of Springboro Service Department on all fire hydrants located South of State Route 73 within the City of Springboro.

The Fire District completed total carpet replacement in the Station 21 Training Room, Fitness Area, and Dormitory. Additionally educational media / computer cabinetry was replaced in the Station 21 Training Room.

The Fire District in cooperation with Warren County Telecommunications completed the Canopy Microwave Network link to Station 23. Work is progressing on the link for Station 21 and should be completed soon.

The Fire District continued the "Making a Difference" Fire Officer Development, series of classes on 9/10/04 with participants from various Clearcreek Township Departments and officers from the Miami Township Fire Department. This series of classes will continue at scheduled intervals through December. The next class is scheduled on 10/15/04.

The Fire District was challenged with the planning and deployment of Fire and EMS apparatus throughout the Fire District, as a portion of the required security for the President of the United States, George W. Bush's, bus tour motorcade drive through Clearcreek Township and Springboro on Monday 9/27/04.

## **October**

The Rural Address Locator Sign Program continued with 1 sign being installed during October, 2004.

The Fire District completed fire hydrant maintenance and flow testing with the Warren County Department on various fire hydrants located throughout Clearcreek Township.

The Fire District continued the "Making a Difference" Fire Officer Development, series of classes on 10/15/04 with participants from various Clearcreek Township Departments and officers from the Miami Township Fire Department. This series of classes will continue at scheduled intervals through December. The next class is scheduled on 11/12/04.

The Fire District received delivery of the seven new Life Pack 12 Cardiac Monitor / Defibrillators. Presently the devices are being configured for our operating protocols. District personnel will begin training on the new units the week of November 8. The District hopes to place the new units in service during December prior to the end of the year.

## **November**

The Rural Address Locator Sign Program continued with 2 signs being installed during November, 2004.

The Fire District continued fire hydrant maintenance and flow testing with the Warren County Department on various fire hydrants located throughout Clearcreek Township.

The Fire District continued the "Making a Difference" Fire Officer Development, series of classes on 11/12/04 with participants from various Clearcreek Township Departments and officers from the Miami Township Fire Department. This series of classes will continue at scheduled intervals through December. The next class is scheduled on 12/10/04.

A number of our Paramedics began a Paramedic refresher training class hosted by the Clearcreek Fire District. This 64 hour training course began on 11/9/04 and is meeting for 8 hours per day on Wednesdays and Fridays through 12/7/04.

The Fire District received delivery of the seven new Life Pak 12 Cardiac Monitor / Defibrillators. District personnel are presently familiarizing themselves with the new units. District Paramedics will be completing a formalized 12 Lead ECG Classes and Skills check offs on 12/14 and 12/17. The District hopes to place the new units in service on 12/20/04.

## **December**

The Rural Address Locator Sign Program continued with 2 signs being installed during December, 2004.

The Fire District continued fire hydrant maintenance and flow testing with the Warren County Department on various fire hydrants located throughout Clearcreek Township.

Work was completed on developing and reconfiguring the Fire District's manually drawn Box Alarm Maps into the first version of GIS Based Response Zone Maps. The new maps are correlated with the 3 Station response model utilized in the Warren County Communications Center CAD System. Bureau Chief Simpson and Firefighter / Paramedic Mark Gerspacher have been working on this complex project for over a year. A special 'thank you' to Clearcreek Township Director of Planning Zoning Jeff Palmer for his technical assistance during various phases of the project.

The Fire District completed the 2004 Annual Inventory.

The Fire District concluded the "Making a Difference" Fire Officer Development series of classes on 12/10/04 with participants from various Clearcreek Township Departments and officers from the Miami Township Fire Department.

A number of our Paramedics completed a Paramedic refresher training class hosted by the Clearcreek Fire District. This 64 hour training course began on 11/9/04 and is meeting for 8 hours per day on Wednesdays and Fridays through 12/7/04. The Paramedics completing this class achieved Advanced Cardiac Life Support (ACLS), Certification, Pediatric Advanced Life Support (PALS), Certification, Pediatric Education for Pre Hospital Providers (PEEP), and Basic Trauma Life Support (BTLS), Certification.

District Paramedics completed a formalized 12 Lead ECG Class Entitled 12 Lead ECG in the Acute Coronary Syndromes and Skills check offs on 12/14/04 and 12/17/04. This class sponsored by Miami Valley Hospital was taught by Paramedics from the EMS Educational Partnership (EEP) along with Doctor Steven Chapman, the Fire District Medical Director. The District placed the new LifePak 12 Cardiac Monitor Defibrillators in service on 12/20/04.

# Clearcreek Fire District



Firefighter / Paramedic Anthony Marinelli earned the "*Chief Dick Chanault Fire Service Excellence Award*" for 2004. *Congratulations!*

Firefighter / Paramedic John LeMaster earned the "*Doctor Scott Swope Emergency Medical Service Excellence Award*" for 2004. *Congratulations!*

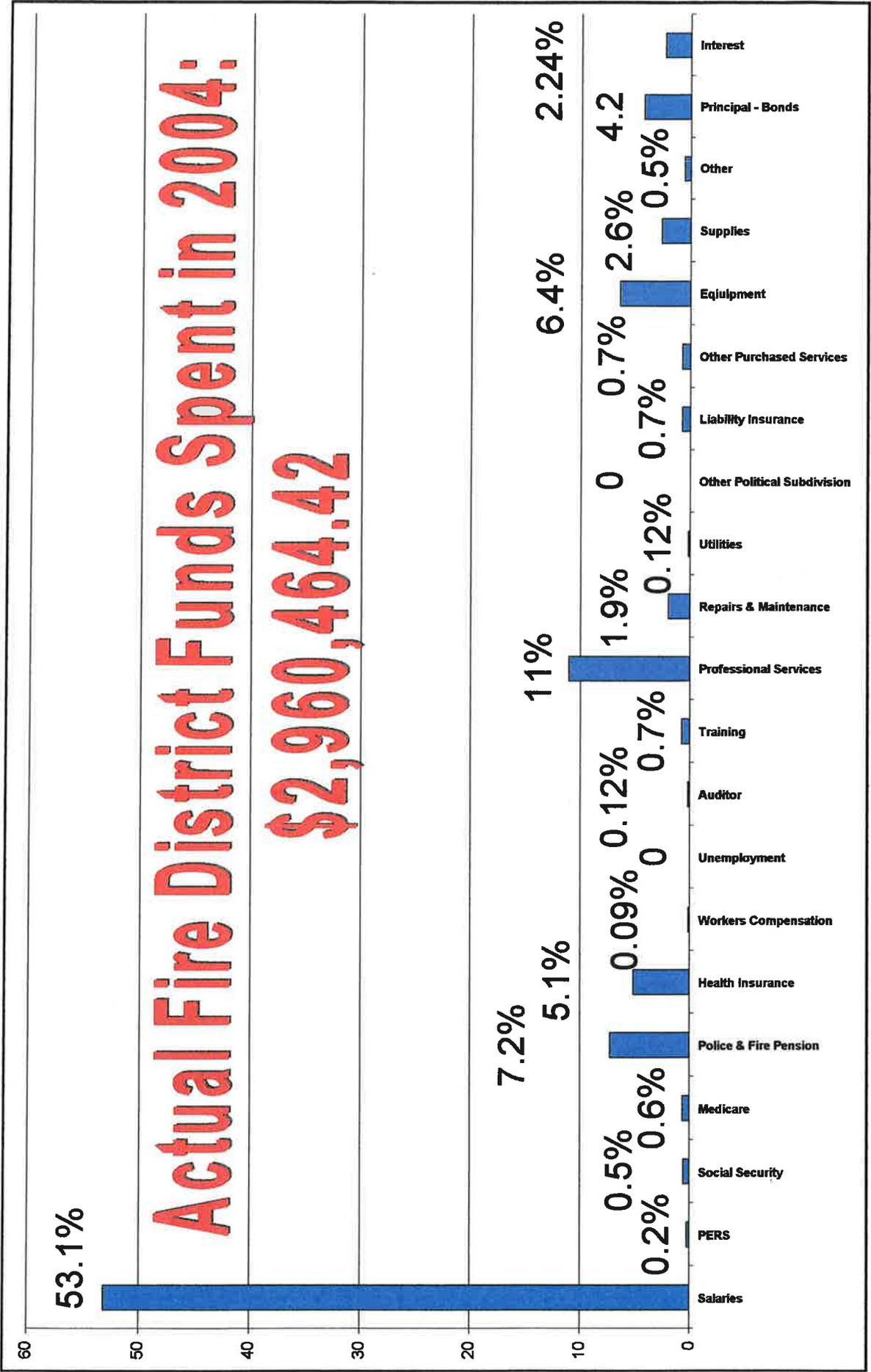


Both Anthony and John have exemplary work records, respectful of supervisors, performs duties and assignments without close supervision and promotes a positive attitude in self and co-workers.

# Clearcreek Fire District FY 2004 Operational Budget

**Actual Fire District Funds Spent in 2004:**

**\$2,960,464.42**





# Clearcreek Fire District

Serving Springboro & Clearcreek Township

*Bernie Becker, Chief of Department*

## 2005 GOALS

The Clearcreek Fire District will be very busy in 2005. The following are goals to be accomplished:

- Develop our plan for employing additional on-duty personnel;
- Update our Personnel Protective Equipment (fire gear);
- Update computer technology;
- Hire two additional career Firefighter / Paramedics;
- Develop and implement a NFPA 1500 Safety and Compliance Program;
- Install emergency generators at station(s) 22 and 23;
- Develop an equipment / apparatus replacement program;
- Request an Insurance Service Organization re-evaluation on Fire District operations.

### In Closing...

I would like to take this opportunity to thank every employee of the Clearcreek Fire District. You are the reason why we are so good -- and continue to do so well. In addition, I would like to thank the elected and appointed leadership of Clearcreek Township as well as the citizens and visitors of Springboro and Clearcreek Township.

Through your continued support, we will continue to provide the highest quality Fire and EMS services for you and your family.

Clearcreek Fire Administration 925 South Main Street Springboro, Ohio 45066  
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