



2018

ANNUAL SUMMARY

SUBMITTED BY:

FIRE CHIEF GEORGE RIMBO

JANUARY 17, 2019

SWOT ANALYSIS

Beginning in February of 2018 and lasting for several months after, our personnel participated in our first ever formal, documented evaluation of our department's Strengths, Weaknesses, Opportunities and Threats. Otherwise known as a SWOT analysis. Personnel including Trustees, Commissioners, Chiefs, Officers, Firefighters, and Support Personnel all took an active part in our identification process.

Our SWOT analysis can be described as a "To Do" list that forces us to think about the future. We know how our department is functioning now, but we don't know how it will be functioning in the future. The SWOT analysis allows us to identify our internal department strengths and weaknesses and our external opportunities and threats. From there, we can develop a plan to build on our identified strengths, improve on our identified weaknesses, and react to our external opportunities and threats. Below are the results of our analysis.

STRENGTHS

It was very crucial for our department personnel to identify our internal strengths to ensure that we are currently meeting the expectation of our residents and to assure that we are supporting the mission of our department. Our personnel identified the following strengths in the Lemont Fire Protection District (LFPD).

<i>Fire Apparatus/Equipment</i>	<i>Operating Guidelines</i>
<i>Personal Protective Equipment</i>	<i>Labor/Management Relations</i>
<i>Department Training Program</i>	<i>Public Perception/Reputation</i>
<i>Annual Physicals/Stress Tests</i>	<i>Fiscally Responsible</i>
<i>MABAS Division #19</i>	<i>Specialty Teams</i>
<i>Orland Central Dispatch</i>	<i>In-House Mapping</i>
<i>In-House Services</i>	<i>Purchases by Committee</i>
<i>Probationary Training Program</i>	<i>Administrative Staff/Personnel</i>
<i>Blue Card Incident Management System</i>	<i>Surrounding Fire Department Relationships</i>

<i>Accreditation Process</i>	<i>Rescue Task Force Capabilities</i>
<i>EMS Operations/Equipment</i>	<i>Public Relations/Education</i>
<i>Board of Trustee Support</i>	

WEAKNESSES

The performance and/or lack of performance within our department seriously depends on our ability to identify our weaknesses and how we confront them. In order for our department to either begin or continue to move forward, we must not only be able to identify our strengths, but also the areas of our department where we function poorly or not at all. It is important to mention that these areas are not identified as threats, but are issues and concerns that may occur daily that could slow or stop the forward progress of our department. Our personnel identified the following weaknesses in the LFPD.

<i>Fire Station Alerting</i>	<i>Lack of Accountability</i>
<i>Push Out Times</i>	<i>Lack of Firefighter Wellness/Fitness Program</i>
<i>Fire Station Locations/Response Times</i>	<i>On-Duty Injuries</i>
<i>CAD/GIS Mapping</i>	<i>Aging Apparatus Fleet</i>
<i>Lack of Storage Room</i>	<i>Young Department</i>
<i>Lack of Ownership/Pride/Morale</i>	<i>Mission/Value Statements</i>
<i>Shift Inconsistencies</i>	<i>Lack of Training Facility</i>
<i>Daily Staffing Levels</i>	<i>Aging Facilities</i>
<i>Department Marketing</i>	<i>Current ISO Rating</i>

OPPORTUNITIES

The opportunities for our department are dependent on the strengths and weaknesses we identified and how they can be improved. We focus on opportunities not only on providing our existing services, but also how we can expand and take advantage of new opportunities both

internally and externally of our department. Our personnel identified the following opportunities for the LFPD.

<i>Grant Funding Opportunities</i>	<i>Free Training Classes</i>
<i>Educational Scholarships</i>	<i>Inter-Governmental Agreements</i>
<i>User Fees</i>	<i>Mobile Integrated Healthcare</i>
<i>Voluntary Department Consolidation</i>	<i>Seminars/Conferences</i>
<i>Maintain/Create Outside Relationships</i>	<i>Resource Sharing</i>
<i>Utilize Department Marketing</i>	
<i>Advancements in Technology</i>	

THREATS

As part of this process our personnel also identified threats to our department. It is important to identify these threats as they pose various risks and challenges. By recognizing the threats, our department can adequately plan for and greatly reduce our risks for potential loss. It is important to remember that these threats are not controlled by our department. Our personnel identified the following threats to the LFPD.

<i>Rising Healthcare Costs</i>	<i>National Standards/Recommendations (Cost)</i>
<i>Rising Workman's Compensation Costs</i>	<i>Negative Media Attention</i>
<i>Pension Fund Legislation Changes</i>	<i>Changes in the Economy</i>
<i>Privatization of Services</i>	<i>Property Annexation/Loss of Response Area</i>
<i>Reduction in Funding</i>	<i>Forced Department Consolidations</i>
<i>Rising Demand for Service</i>	<i>Terrorism</i>
<i>Political Environment (Federal, State, Local)</i>	<i>Increasing/Decreasing Population</i>
<i>Unfunded Operations/Training Mandates</i>	<i>Lawsuits/Litigations</i>
<i>Tax Cap/Tax Freeze</i>	<i>High Hazard Response Areas</i>
<i>Natural Disasters</i>	<i>Rising Equipment Costs</i>

STRATEGIC INITIATIVES

In order for us to continue to meet the mission of the LFPD it was very critical that we establish goals and objectives that address some of our department's identified weaknesses. The committee members identified areas of weakness within the department that we felt can be improved over the next several years. Additional weaknesses were identified, but were not able to be immediately addressed due to the financial abilities of the LFPD. These specific areas will remain on the list of department weaknesses and will be addressed in the future as funding permits.

STRATEGIC INITIATIVE #1 – REPLACE OUTDATED STATION ALERTING EQUIPMENT
OBJECTIVES:
<i>1.1 – Continue to pursue outside grant funding opportunities annually to either offset or cover the cost of replacing our current station alerting systems.</i>
Completion Date: Ongoing
Responsibility: Deputy Chief Jay Nickleski, Support: Fernando Alfonso, Kevin Wiktor
<i>1.2 – Based on available annual funding, utilize budgeted building funds to replace current station alerting system with a US Digital Design System at Station #1.</i>
Completion Date: 2019
Responsibility: Deputy Chief Jay Nickleski, Support: Fernando Alfonso, Kevin Wiktor
<i>1.3 – Based on available annual funding, utilize budgeted building funds to replace current station alerting system with a US Digital Design System at Station #4.</i>
Completion Date: 2020
Responsibility: Deputy Chief Jay Nickleski, Support: Fernando Alfonso, Kevin Wiktor
<i>1.4 – Based on available annual funding, utilize budgeted building funds to replace current station alerting system with a US Digital Design System at Station #2.</i>
Completion Date: 2021
Responsibility: Deputy Chief Jay Nickleski, Support: Fernando Alfonso, Kevin Wiktor
<i>1.5 – Based on available annual funding, utilize budgeted building funds to replace current station alerting system with a US Digital Design System at Station #3.</i>

Completion Date: 2022

Responsibility: Deputy Chief Jay Nickleski, Support: Fernando Alfonso, Kevin Wiktor

STRATEGIC INITIATIVE #2 – UPDATE CURRENT CAD/GIS MAPPING

OBJECTIVES:

2.1 – Continue to update/create new in-district mapping in order to maintain hardcover map books for department vehicles.

Completion Date: Ongoing

Responsibility: Firefighter/Paramedic Andy Puckett, Support: Deputy Chief Jay Nickleski

2.2 – Continue to work with Orland Central Dispatch Center on the creation and implementation of new district Global Information System (GIS) mapping for our immediate response area.

Completion Date: Ongoing

Responsibility: Firefighter/Paramedic Andy Puckett, Support: Deputy Chief Jay Nickleski

STRATEGIC INITIATIVE #3 – INCREASE DEPARTMENT MARKETING

OBJECTIVES:

3.1 – Continue the use of social media platforms (Facebook, Twitter) to promote fire department activities and provide informational updates to the public.

Completion Date: Ongoing

Responsibility: Public Educator Sandy Dominik, Support: Lieutenant Todd Fischer, Firefighter/Paramedic Craig Newmes

3.2 – Research the development and cost of creating a fire department newsletter that would be sent to district residents annually. Report those findings to your immediate supervisor.

Completion Date: 2019

Responsibility: Public Educator Sandy Dominik

3.3 – Increase department marketing by creating informational flyers for the fire department and deliver them to local pizza establishments. With permission from business owners, flyers will be attached to pizza delivery boxes to help promote department activities/programs.

Completion Date: 2018 – **Completed 8/13/18**

Responsibility: Public Educator Sandy Dominik, Support: Lieutenant Al Stasiak

3.4 – Continue to market fire department at annual open house. Highlight new internal programs and equipment. Continue to market abilities of personnel and equipment by conducting live simulations. Continue to market fire safety programs by disbursing free literature to visitors.

Completion Date: **Ongoing**

Responsibility: Public Educator Sandy Dominik, Support: Administrative Staff, Fire Prevention, Shift Personnel, Support Personnel

3.5 – Increase fire department marketing by performing informational presentations and displays to local charity organizations, homeowners associations and businesses.

Completion Date: 2019

Responsibility: Public Educator Sandy Dominik, Support: Deputy Chief Jay Nickleski, Firefighter/Paramedic Mike Brown

STRATEGIC INITIATIVE #4 – INCREASE FIREFIGHTER FITNESS AND WELLNESS

OBJECTIVES:

4.1 – Continue to maintain annual health physicals and stress tests for chief officers and shift personnel.

Completion Date: **Ongoing**

Responsibility: Fire Chief George Rimbo, Support: Administrative Staff

4.2 – Continue to research cost efficient and accurate pre-cancer screening programs for fire suppression personnel.

Completion Date: **Ongoing**

Responsibility: Administrative Staff

4.3 – Promote daily physical fitness by shift personnel. Daily physical fitness recommendation is already outlined within the daily work schedule for shift personnel.

Completion Date: **Ongoing**

Responsibility: **Shift Lieutenants, Support: Shift Battalion Chiefs**

4.4 – Introduce and provide monthly firefighter specific fitness workout videos to shift personnel. These videos will be hosted on the department web-based training site for daily viewing prior to workouts. Shift personnel will watch the videos and incorporate learned physical fitness components into their daily workout schedule.

Completion Date: **2019**

Responsibility: **Firefighter/Paramedics Steve Landgraf and James Hanson, Support: Shift Battalion Chiefs and Lieutenants**

STRATEGIC INITIATIVE #5 – FIREFIGHTER MENTAL HEALTH

OBJECTIVES:

5.1 – Continue to utilize current agencies and professionals that offer peer support services for firefighter mental health.

Completion Date: **Ongoing**

Responsibility: **Chief Officers, Lieutenants, Support: Firefighter/Paramedic Mike Holtz**

5.2 – Continue to encourage our personnel to utilize the services of firefighter mental health professionals and programs for emotional support when needed.

Completion Date: **Ongoing**

Responsibility: **Chief Officers, Lieutenants, Support: Firefighter/Paramedic Mike Holtz**

5.3 – Provide annual training to personnel highlighting the importance of maintaining firefighter mental health.

Completion Date: **Ongoing**

Responsibility: **Battalion Chiefs Frank Jareczek and Matt Peksa, Support: Firefighter/Paramedic Mike Holtz**

STRATEGIC INITIATIVE #6 – IMPROVE INSURANCE SERVICE OFFICE (ISO) RATING

OBJECTIVES:

6.1 – Utilizing our current ISO rating information, make operational improvements that will decrease our numerical rating following our next evaluation.

Completion Date: Ongoing

Responsibility: Deputy Chief Jay Nickleski, **Support:** Chief Officers, Lieutenants, Fire Prevention Bureau

6.2 – Improve department personnel deployment levels. Based on the department's Effective Response Force (ERF) calculations, make the necessary adjustments to the department response cards to meet the new ERF levels and national recommended standards.

Completion Date: 2018 – Completed 3/1/18

Responsibility: Deputy Chief Jay Nickleski, **Support:** Battalion Chief Frank Jareczek

6.3 – Continue to improve the department training program. Assure that the current and future training program/schedule meets or exceeds the recommended ISO/national recommended standards training requirements for all levels of personnel.

Completion Date: Ongoing

Responsibility: Battalion Chief Matt Peksa, **Support:** Battalion Chief Frank Jareczek

6.4 – Work with the Village of Lemont to establish a consistent fire hydrant inspection and flow testing program. Assure that water maps, water flows and fire hydrant maintenance/repairs are completed and documented as required.

Completion Date: Ongoing

Responsibility: Fire Marshal Den DeAnda, **Support:** Battalion Chief Dave Bettenhausen

6.5 – Continue to evaluate/update fire prevention codes/ordinances/regulations as needed in order to remain current with national recommended standards. Continue to work with the Village of Lemont on the adoption of updated fire codes/ordinances/regulations in order to meet the current national recommended standards.

Completion Date: Ongoing

Responsibility: Fire Marshal Ben DeAnda, **Support:** Fire Chief George Rimbo

6.6 – Continue to evaluate/revise the public safety education programs that are currently in use by the fire department. Work to expand the fire department public safety message through new and innovative ways to extend the reach of the message to the residents. Track the approximate number of contacts that are made by the public education department while delivering the safety messages.

Completion Date: Ongoing

Responsibility: Public Educator Sandy Dominik, Support: Fire Marshal Ben DeAnda, Chief Officers, Lieutenants, Firefighter/Paramedics

STRATEGIC INITIATIVE #7 – CREATE A NEW DEPARTMENT MISSION STATEMENT

OBJECTIVES:

7.1 – Utilizing the “What” functions the department performs, the “Whom” the functions are performed for, and “How” the department will perform these functions draft a new mission statement in 100 words or less.

New Mission Statement: The mission of the Lemont Fire Protection District is to continue the tradition of providing professional service to all with integrity, honor, and dedication.

Completion Date: 2018 – Completed 4/19/18

Responsibility: SWOT Committee, Support: Board of Trustees, Board of Fire Commissioners, Administrative Staff, Chief Officers, Lieutenants, Firefighter/Paramedics, Support Staff.

STRATEGIC INITIATIVE #8 – CREATE A LIST OF PERSONNEL SHARED VALUES

OBJECTIVES:

8.1 – Using the phrase “One’s judgements as to what is important in life”, create a list of values that department employees feel are the “Operating Instructions” of the fire department. The created values list should inspire the fire department personnel as they carry out the service needs to the residents they protect.

Adopted Department Values: Integrity, Honor, Dedication

Completion Date: 2018 – Completed 4/19/18

Responsibility: SWOT Committee, Support: Board of Trustees, Board of Fire Commissioners, Administrative Staff, Chief Officers, Lieutenants, Firefighter/Paramedics, Support Staff.

8.2 – Develop a new fire department insignia with department personnel that incorporates the adopted values of the department membership. The new insignia will be presented to the Board of Trustees and the Fire Chief for approval. If approved, the insignia can be possibly added to the department apparatus as a reminder of how we should be serving our residents.

Completion Date: 2019

Responsibility: Deputy Chief Jay Nickleski, Support: Board of Trustees, Board of Fire Commissioners, Administrative Staff, Chief Officers, Lieutenants, Firefighter/Paramedics, Support Staff.

STRATEGIC INITIATIVE #9 – RECEIVE ACCREDITATION STATUS BY THE CENTER FOR PUBLIC SAFETY EXCELLENCE

OBJECTIVES:

9.1 – Complete the accreditation process as outlined by the Center for Public Safety Excellence (CPSE).

Completion Date: 2021

Responsibility: Battalion Chief Frank Jareczek, Support: Board of Trustees, Board of Fire Commissioners, Administrative Staff, Chief Officers, Lieutenants, Firefighter/Paramedics, Support Staff.

As part of our SWOT analysis our department also revisited our mission and value statements to assure they truly represented what we do and how we should be doing it. We asked for volunteers from each division of our department (trustee, commissioner, chief officer, lieutenant, firefighter and support). We met as a group and analyzed our mission statement and values and found that our current statements were very long in length and difficult to remember and not truly representing our current mission. As a committee, we drafted and adopted the following new mission statement and a list of values that we feel meet our mission and guides us on how the mission should be accomplished.

LEMONT FIRE DEPARTMENT MISSION STATEMENT



INTEGRITY
HONOR
DEDICATION



The mission of the Lemont Fire Protection District is to continue the tradition of providing professional service to all with Integrity, Honor and Dedication.



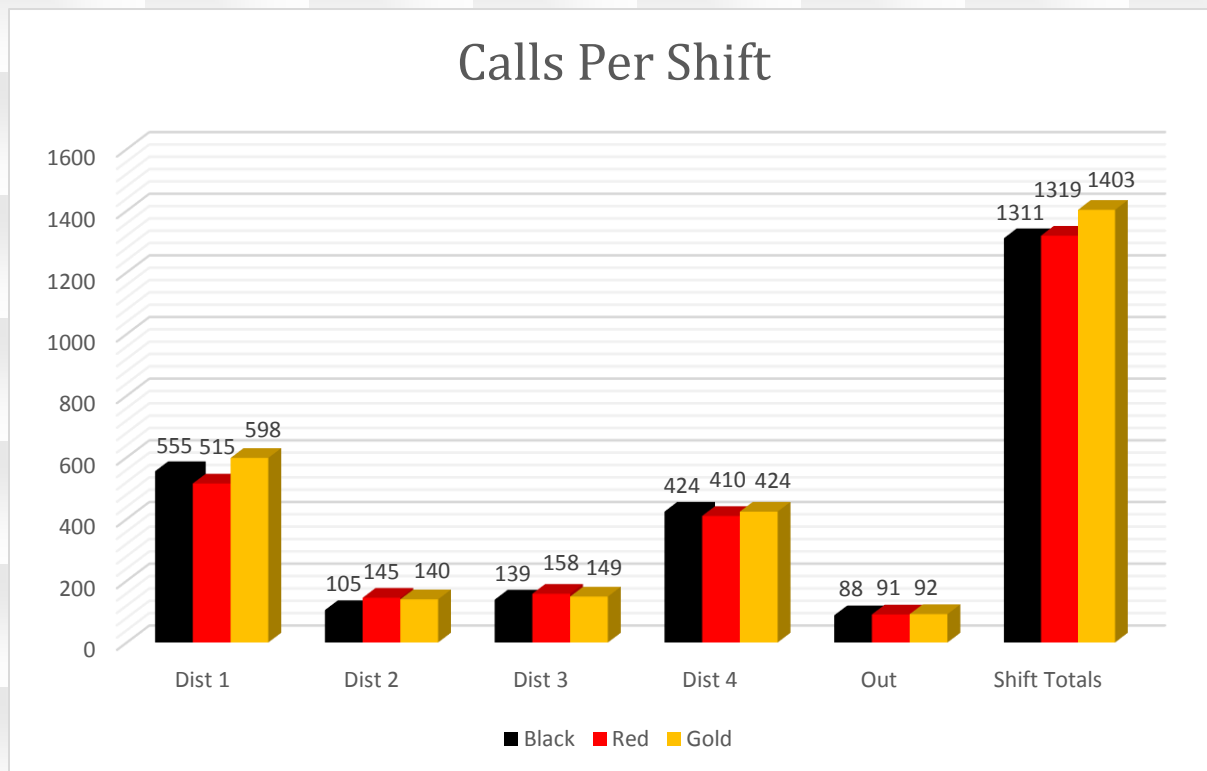
OPERATIONS SUMMARY

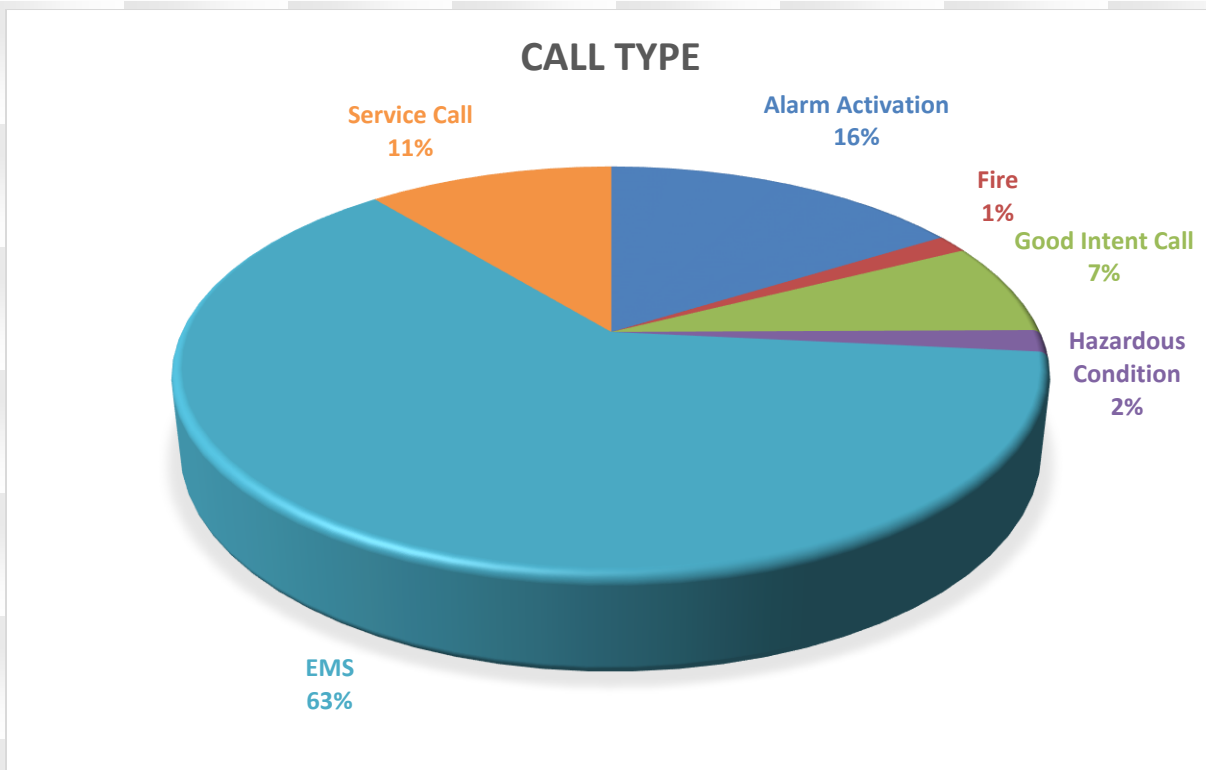
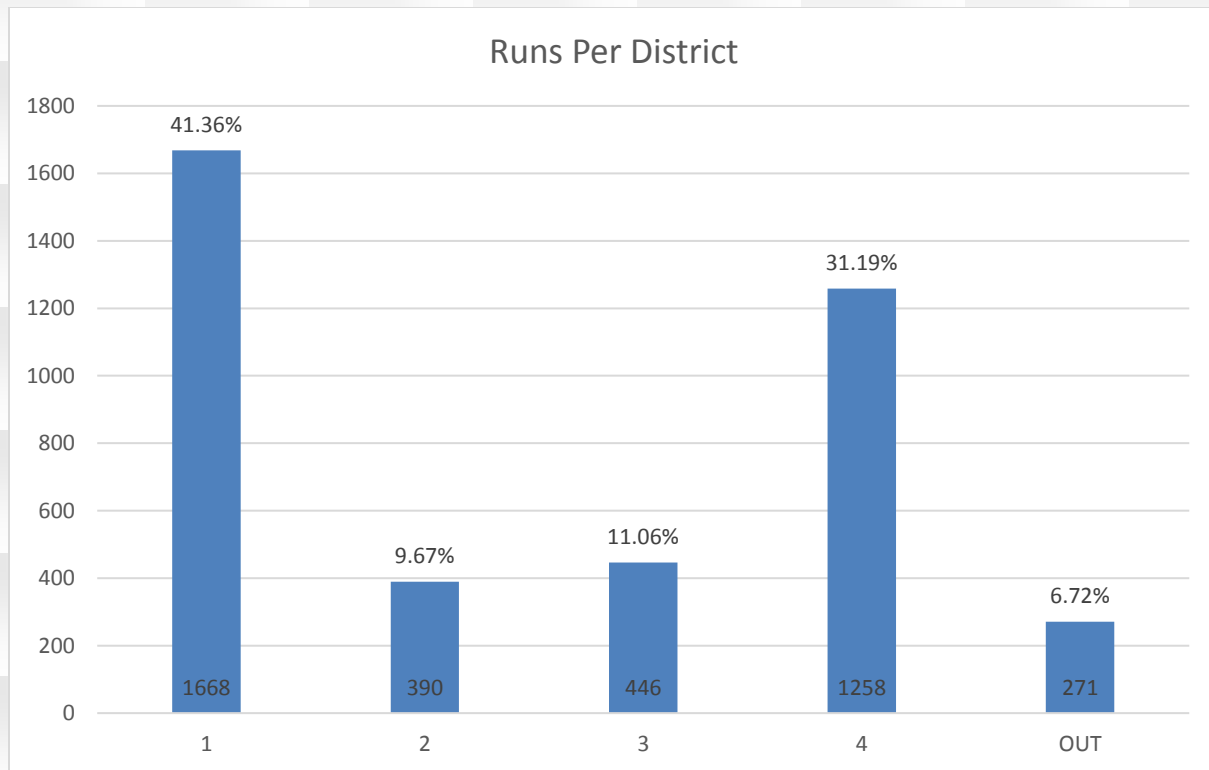
DAILY STAFFING LEVELS

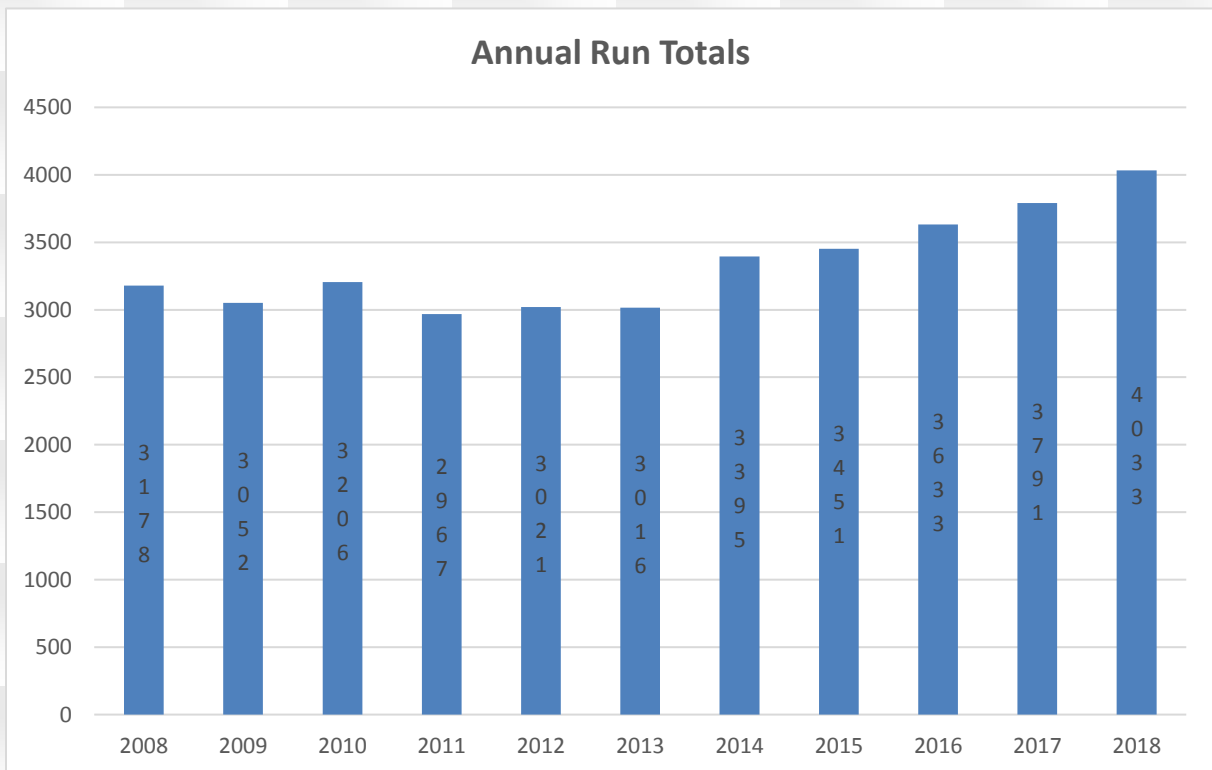
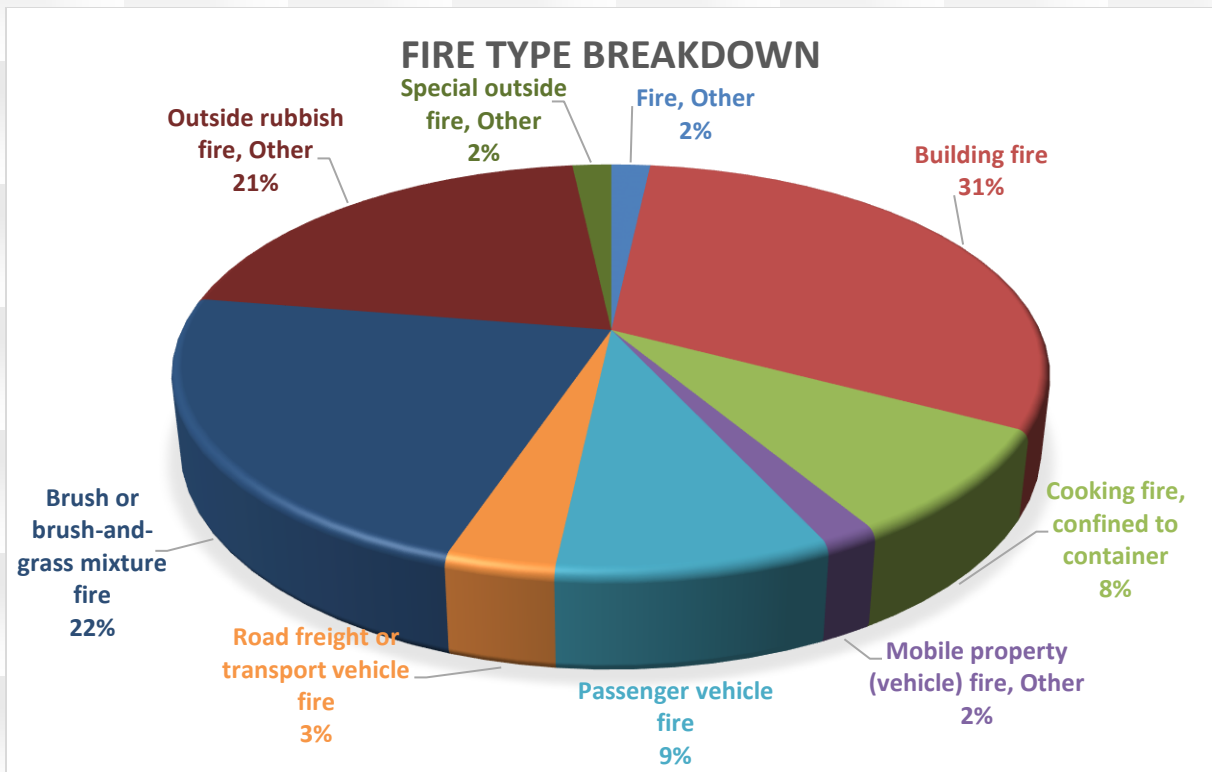
We maintained our current staffing levels of fire suppression and emergency medical personnel at forty-eight (48.) During times when full manning is achieved, we operated with a total of seventeen (17) personnel per shift including the duty Battalion Chief. Minimum staffing level remained at thirteen (13) per shift including the duty Battalion Chief.

Station staffing (based on daily manning) consisted of up to six (6) personnel assigned to Station #1, three (3) personnel assigned to Station #2, three personnel assigned to Station #3, and up to five (5) personnel assigned to Station #4. Per the current collective bargaining agreement our full time shift personnel are allowed to bid their shifts and station assignments annually.

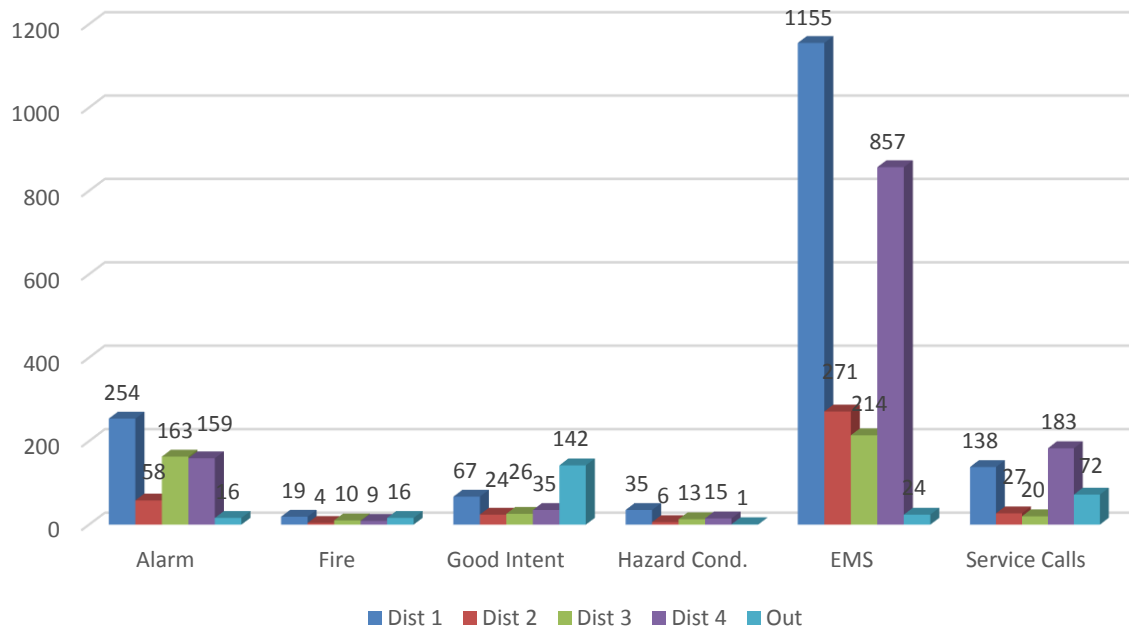
EMERGENCY RESPONSE SUMMARIES



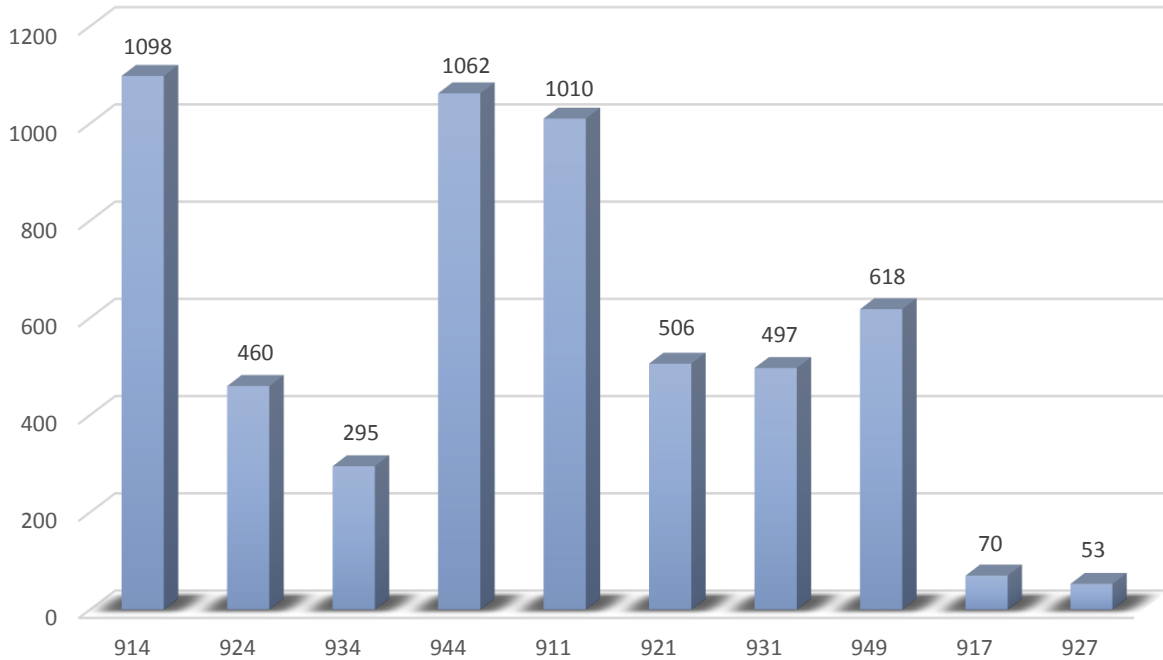


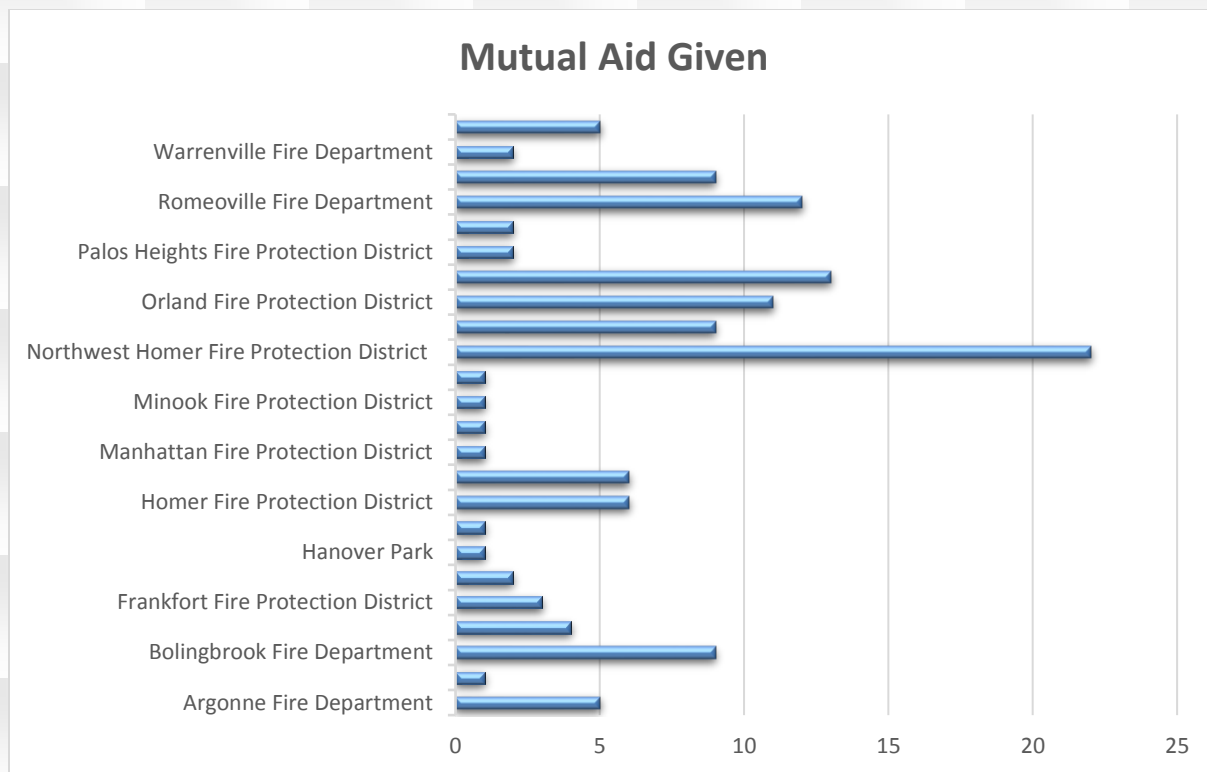


Call Type Per District



Runs Per Unit





FIRE TRAINING PROGRAM

Duties for training stayed the same in 2018. Battalion Chief Jareczek handled all of the administrative responsibilities while Battalion Chief Peksa facilitated the daily fire training program, scheduling and record keeping.

In 2018, training hours decreased by 4%. This may have been from members on workers compensation and short staffing levels. We continued to participate in the MABAS Division #19 training program which provides our personnel with many opportunities for classroom and practical training evolutions. In addition, we trained with various neighboring departments several times during the year which greatly improved our ability to work together in the event of an emergency. Our personnel also utilized district training funds and opportunities to advance their training and education in a variety of different subject areas.

This past year we strived to have a balance in the subjects that are required and majority of the training practical in nature.

With clarifications from our neighboring districts, we improved our ISO compliance from 78% in 2017, to 82% in 2018.

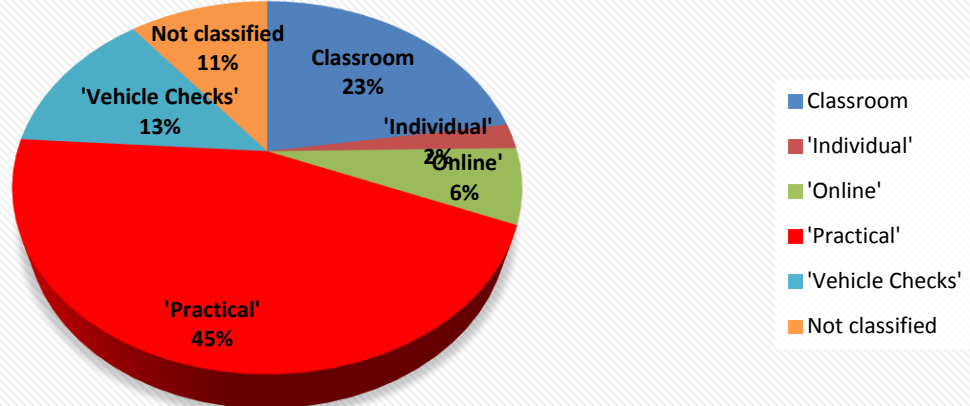
Below are some graphs to illustrate our progress.

Annual Training Comparison (1/1/17-12/27/18)

2017	19746
Company Training	8939
EMS Training	3446
Daily Checks	2495
Outside Training/Courses	1123
Driving/Operator Training	1122
Officer Development	1016
Physical Fitness	439
Monthly Specialty Team Training	439
OSFM State Certifications	384
Target Solutions Course	344

2018	19026
Company Training	8197
EMS Training	4368
Daily Checks	2003
Officer Development	1116
Driving/Operator Training	871
Outside Training/Courses	828
OSFM State Certifications	760
Monthly Specialty Team Training	405
Target Solutions Course	286
Physical Fitness	192

Method of Instruction



Subjects



- 'Firefighter Rehab'
- 'Salvage & Overhaul'
- 'Emergency Scene Operations-Other'
- 'Ventilation'
- 'Communications'
- 'Fire Extinguishers'
- 'Fire Detection, Protection, Suppression Systems'
- 'Water Supply'
- 'Wildland & Ground Fires'
- 'Forcible Entry'
- 'Fire Behavior'
- 'Driver/Operator-Aerial Operations'
- 'District Familiarization'
- 'Building Construction'
- 'Fire Cause Determination'
- 'Firefighter Orientation'
- 'Driver/Operator-Pump Operations'
- 'Search & Rescue'
- 'Technical Rescue'
- 'Ladders'
- 'Officer Development-Personnel Management'
- 'Water Rescue'
- 'Preplanning'
- 'Driver/Operator-Driving'
- 'Firefighter Health and Safety'
- 'Fire Prevention & Public Education'
- 'Firefighter Survival'
- 'Tools & Equipment'
- 'Vehicle Rescue & Extrication'
- 'Administration'
- 'PPE & SCBA'
- 'Ropes & Knots'
- 'Tactics & Strategy'
- 'Fire Attack'
- 'Hazardous Materials'
- 'Incident Command'

EMERGENCY MEDICAL SERVICES

We continued to make advancements within our Emergency Medical Service Division. This past year again brought many changes and additions. This year's training highlights included certifying our personnel in Pediatric Advanced Life Support, introducing the SALAD method for intubation, and transitioning to ESO for patient care reporting. We conducted six (6) training session with Lemont Police and Homeland Security in the Rescue Task Force concepts and treatment protocols. We also added additional equipment to be properly equipped to provide treatment at an active shooter/all hazard/mass casualty incidents.

The ambulance committee did an exceptional job evaluating the needs of the department and investigating the options available for the upcoming 2019 ambulance replacement. Our personnel evaluated the LUCAS CPR Device which received positive feedback from all of the crews. We are currently planning on adding this invaluable piece of equipment in 2019. In 2018, we had a 50% save rate, in comparison to an 18% save rate in 2017. This can be credited to the

initiation of High Performance CPR, Video Laryngoscope, and the usage of LUCAS. In conjunction with Zoll which in October 2018 initiated a Clinical Save Award we will recognize crews that respond to a cardiac arrest and achieve a heart rate prior to hospital arrival.

Within the community we instructed seventeen (17) CPR courses which resulted in one hundred ten (110) citizens becoming CPR certified. This included private citizens, public works, and District 113A teachers. We also certified all of the District 113A bus drivers in CPR and First Aid.

ACCREDITATION

We began the year by applying for registered status with Center for Public Safety Excellence (CPSE). Battalion Chief (BC) Jareczek attended the annual Excellence Conference in Orlando attending workshops, networking, and observing various agencies go before the Commission to obtain their Accredited status. Deputy Chief (DC) Nickleski and BC Jareczek continued to attend the bi-monthly meetings with the Great Lakes Fire Accreditation Managers group, providing us with excellent networking opportunities and assistance in our on-going process.

DC Nickleski and BC Jareczek continued to meet with our GIS analyst, Mr. Steve Rivero, to formulate and complete our Standard of Cover document. DC Nickleski and BC Jareczek also attended an informational seminar, held at Orland Fire and presented by ArcGis, showing how data is available and can be used by Fire agencies specifically for risk analysis and tracking trends in response procedures to be used in the Accreditation process.

DC Nickleski conducted numerous meetings with all district personnel and completed a SWOT analysis. This analysis resulted in the creation of new Mission & Values statement for the district. These new statements will be used in the updating of our strategic plan, and for the formulation of new goals and objectives.

DC Nickleski and BC Jareczek met with representatives from Lexipol, to access their policy and procedure formulation and training services. Policies and procedures are two areas that we need to improve upon while we are going through the accreditation process. Lexipol is a company that uses teams of lawyers to create policies and procedures specifically in the public service areas and specifically as they relate to laws and regulations in the state of Illinois.

DC Nickleski and BC Peksa were fortunate enough to be included in the interview process that was being done by the Peer Assessor team while Orland Fire was going through their accreditation process. They were able to observe firsthand what the Peer Assessor team was looking for in their evaluation of Orland. This helped immensely in determining how prepared we are so far in our process, and how much other work we still need to do in some areas that will be evaluated when we are ready for our Peer Assessor team visit.

COMMUNICATIONS

Orland Central Dispatch continued to provide the residents of our fire district with professional dispatching services. In 2018, they dispatched a total of 4,033 requests for service. This number reflects the most emergency responses in the history of our department. In total, Orland Central Dispatch Center dispatched a total of 33,880 incidents in 2018.

Orland Central also provides dispatching services for Orland Fire, Oak Forest Fire, Calumet City Fire, Blue Island Fire, Country Club Hills Fire, Merrionette Park Fire, Garden Homes Fire and MABAS Division #19. They also serve as the back-up dispatch center for the City of Chicago – South region.

In July, we placed into service twenty (20) new Motorola APX8000XE multi-band portable radios. These portable radios will significantly enhance not only our daily communication abilities, but also our inter-operability communications with surrounding departments. In addition to the radios, new remote microphones, extra batteries and station bank chargers/battery conditioners were also purchased.

INFORMATION TECHNOLOGY (IT)

The partial network and server redundancy project was completed. Additional hardware is needed, but the project was reconfigured to work within our budget and needs. Station #4, the off-site location, is now complete and prepped for this project.

We switched our patient reporting software from Firehouse Medic to ESO suite software. With that move new hardware was needed to meet system specifications. Four (4) new Microsoft Surface Pro Tablets were purchased for the ambulances and configured and installed. We updated the ambulance internet service and hardware for the wireless internet service. We also purchased and installed four (4) new 4G-5G antennas with GPS to meet the modems manufacturer specifications. All of the emergency vehicles received new electronic Knox Boxes. This allows for individual PIN ID numbers to open the Knox Box creating full personnel accountability for the master key.

Computer upgrades and software firmware updates are a constant. The IT division purchased remote software that allows access to all systems in the district from anywhere. Finally, at Station #2 the Mondo Pad used for conference calling was moved from the office area to the dayroom location. In addition, the Computer Aided Dispatch (CAD) monitor was also relocated.

FIRE PREVENTION BUREAU

The Fire Prevention Bureau again has gone through a multitude of changes in the past year. Three (3) new inspectors were hired. Mark Blackaller is currently our full-time inspector. Brian Madden and Bill Granat serve as our part-time inspectors. With the new additions we were able to achieve a 100% on annual inspections. This means that every business in our district was at least inspected once with follow-up to re-inspections. This is the first time in recent history that this has been accomplished. Plan reviews are continuing to be turned around in a timely manner. Turnaround has been averaging approximately three (3) days maximum. The fire prevention division has received many compliments on the turnaround time from both business owners and our villages. Along with the quick turnaround, our full staff is also making it easier to schedule final inspections for occupancies and fire systems.

Since the update of our ordinances in 2018, we have had six (6) single family homes sprinklered in our unincorporated areas of the district. All the churches in our district have had a fire alarm installed or are under solid agreements for the upcoming years to install them. We have been working with a company called Brycer to keep track of our third party testing. Since the inception of this, we are holding an 87.5% current inspections and violations corrected. What this means is that out of 696 systems we have in town 87.5% of them are current. This puts us in the top 5% nationally. Also, we are holding a 77.3% complaint compared to deficient which again is above average.

Inter-governmental agreements were drafted last year with the Village of Woodridge. We are still waiting on obtaining final agreements from the Village of Lemont and the Village of Palos Park.

Our inspectors have been regularly attending continuing education seminars in order to maintain their current certifications. Brian Madden has completed his Advanced Fire Prevention training program. He needs to complete one more class to become state certified. Fire Marshal DeAnda has renewed his Fire Marshal Accreditation through The Commission of Professional Credentialing.

PUBLIC EDUCATION

Our goal remains to educate and inform the public in a way that will be remembered. Every class, station tour and community event we participate in displays the level of dedication and integrity the district has. The public education effort continues to grow and evolve into a year-long education program that isn't just contained to October "Fire Safety Month". Public education is more than teaching about fire safety, but an opportunity to interact with the public in a fun and welcoming forum. These events included station tours, education and safety

classes, community events, parades, ambulance standbys and even trick or treating. Almost every weekend in the warmer months included our attendance and involvement at a community event of some kind. Personnel and duty crew that attend these events make a connection, teach and display the community mindfulness the district has and is what has made public education successful and ever-growing, we look forward to more of the same next year.

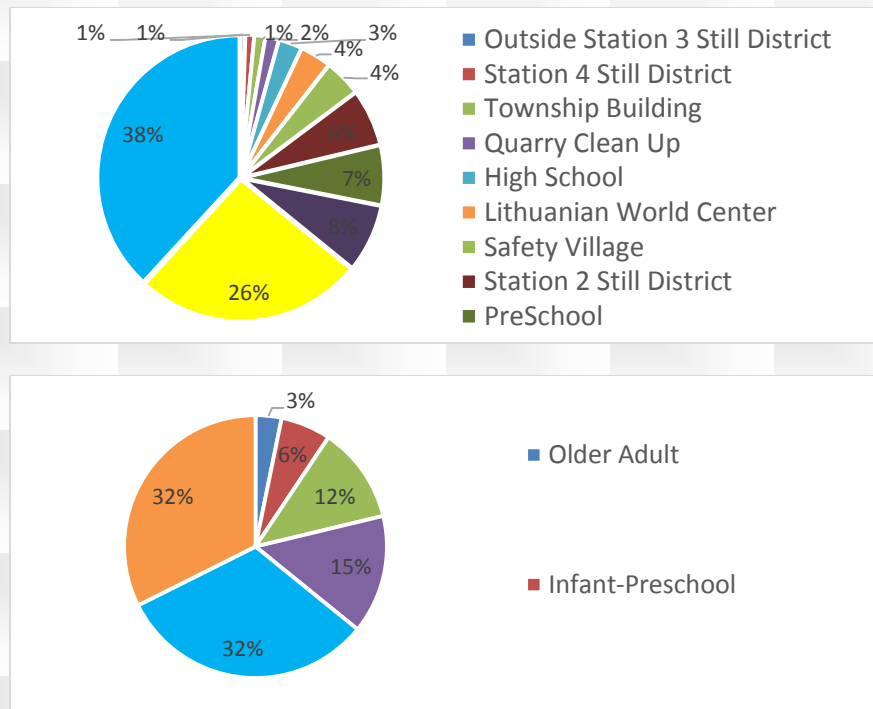
The Lemont Fire Protection District (LFPD) conducts various public education presentations throughout the year. The “Adopt a Firefighter” program brings in one of our firefighters to a first grade classroom, once a month to talk to children about fire and life safety. In 2017 and 2018, we started the program with four (4) firefighters. In 2018 and 2019, we now have nine (9) firefighters visiting all 1st grade classrooms in Lemont.

The fire district welcomes station tours on a regular basis to different organizations in the community such as Boy and Girl Scouts, SEASPAR and daycares. The fire district participates at many block parties and community events to offer fire safety information and engine displays. The home smoke alarm installation program funded by the Office of the State Fire Marshal and Illinois Fire Safety Alliance was implemented in Lemont. To date, we have completed nine (9) separate home installations of life saving detectors. The program is free to Lemont homeowners and with awareness, we hope more residents will take advantage of this opportunity to protect their families.

Beginning in August of 2018, we collaborated with local pizza restaurants and McDonalds to distribute fire and life safety messages on their delivery, dine in and drive thru customers’ orders. The safety message was season or safety month specific; i.e. grilling, pool, bus or holiday safety tips. With this endeavor, we have reached over 1,500 people in the general population. The restaurants are agreeable to continue our endeavors, each putting out about 300 messages per month.

Our annual open house continues to be a huge success bringing out hundreds of visitors to the firehouse. This allows us to share with them educational information and awareness of the types of training our firefighters do. In addition, they witness the importance of home fire sprinklers with a side by side live burn. Smoke detectors, safety information, educational handouts and take home information are all available for the residents.

In 2018, we performed fifty-four (54) safety presentations, attended forty-six (46) public and community events, hosted thirteen (13) station tours, attended five (5) block parties, and conducted seventeen (17) fire drills. In addition, we taught twenty-one (21) Fire Extinguisher classes, eleven (11) CPR/AED, and nine (9) Safe Sitter Classes. **Through our public education efforts we reached 19,588 citizens.**



FLEET SERVICES

We continued to operate our in-house Fleet Maintenance Division with one (1) full-time Emergency Vehicle Technician (EVT). We maintained and serviced a fleet of twenty-four (24) vehicles. Our current fleet consists of fire suppression apparatus, emergency medical vehicles, staff/utility vehicles, a breathing air trailer and a utility terrain vehicle with trailer. The Maintenance Division falls under the direct supervision of the Fire Chief.

Our mechanic advanced his Emergency Vehicle Technician (EVT) certification level to Master Fire Apparatus Technician. He is nearing completion of his certification level to EVT Master Ambulance Technician. He remains a member in good standing of the Illinois Fire Apparatus Mechanics Association (IFAMA). He continues to attend a variety of educational programs throughout the year in order to maintain his certifications and keep current on new technology.

BUILDINGS AND GROUNDS

Over the course of the year many projects were completed at all fire stations. Below is a list of some of the major projects completed:

Station One

- Replaced floor in Lieutenant's office
- Replaced floor in public front entrance foyer
- Upgraded station lighting inside & outside to LED

- Replaced “Infra-Red” heater on apparatus floor (one of four units)
- Converted front marquee sign to LED
- Established and installed new domestic water supply
- Removed obsolete domestic water lines and service
- Completed station ceiling upgrade in rear areas of station
- Replaced day room rooftop heating and cooling unit

Station Two

- Upgraded station lighting inside to LED
- Replaced station air compressor
- Upgraded men’s toilet and toilet fixtures
- Reconfigured “Mondo” and CAD monitor to day room
- Converted front marquee sign to LED

Station Three

- Upgraded station lighting inside & outside to LED
- Remodeled and created female locker room

Station Four

- North driveway stabilized from washout
- South concrete apron raised +2” drop
- IT room floor replaced due to degradation
- Added back-up AC for IT room
- Converted front marquee sign to LED

OPERATIONAL DIRECTION FOR 2019

ACCREDITATION

Work will continue on updating, completing, and referencing the remainder of the performance indicators that are required as part of the Fire and Emergency Service Self-Assessment Manual. While a majority of the performance indicators are complete, there are still some that policies and procedures need to be created for, and some that cannot be completed with the finalization of our Community Risk Assessment.

The Community Risk Assessment/Standards of Cover document should be complete within the first half of 2019. We will continue to work with Mr. Steve Rivero, our GIS analyst, to complete these items as required for the Accreditation process.

We are planning on purchasing Policy and Procedure development services from Lexipol early in the year so that our current policies and procedures can be review and updated, and create

new policies and procedures as needed to meet the needs of the district for accreditation and to make sure they are currently following all legal aspects in the State of Illinois.

We will also revisit our current strategic plan, updating it with some of the items discovered when DC Nickleski completed the SWOT analysis earlier this year. Using these findings will allow us to have a more current strategic plan, with new and updated goals and objectives, and with our mission and value statements updated to reflect what they currently are.

We will also be looking at organizing our mechanical support division, coming up with methods of scheduling and record keeping to be more in line with what is expected for the performance indicators in the section pertaining to these items. We will be working directly with our mechanic to make sure the necessary preventive maintenance is completed as scheduled, and is presented in a regular orderly manner that is documented well.

EMERGENCY MEDICAL SERVICES

Moving forward into 2019 we will continue to bring new and upcoming training to the department, continue to strengthen the skill set of our personnel, and provide the most current treatments utilizing the most appropriate tools. One aspect of our job that is a high stress situation is treating the pediatric population. In the coming year we will focus on pediatric treatment and transport. We are looking at improving how we handle this type of incident and to improve the pediatric equipment we utilize.

With the addition of the new ambulance we will be introducing new equipment geared towards the welfare and safety of our personnel. Changes that will be made with this ambulance will be reflected in the next three replacements. We will also gain a reserve ambulance that can be used for both special events and as a replacement to maintain our districts level of care if a front line ambulance should need to be taken out of service.

Our training relationship with the Lemont Police Department and Homeland Security will continue with more advanced scenarios than in the previous year. This training will benefit us when we participate in a full scale drill with the Lemont High School. The medical knowledge and capabilities of the private sector within our community will also continue. This will be accomplished by providing CPR, First Aid, and Stop the Bleed training.

BUILDINGS AND GROUNDS

As part of our ongoing building improvement plans, the following have been identified as projects to be completed in 2019.

Station One

- Create a secure storage in the rear garage
- Consider asphalt driveway improvements
- Replace “Infra Red” heater on apparatus floor

Station Two

- Upgrade outside parking lot lighting to LED
- Repair electrical service to septic lift station
- Remodel and create female locker room
- Install new ceiling tiles
- Replace dishwasher

Station Three

- Convert marquee sign to LED

Station Four

- Bunk room remodel to create individual bunk areas

INFORMATION TECHNOLOGY (IT)

The year 2019 promises to be a very busy year for our IT division. The redundant backup project at Station #4 will be in progress. Server upgrades will be implemented as we replace end of service life equipment in our data room. The files server and print services will be updated and our mobile CAD computers for some of the emergency vehicles will be replaced as they are approaching their end of life.

On the two-way radio communication side we are looking at using internet for a connection from the back-up radio transmitter located at the 127th Street tollway tower to Station #1. We are also looking the establishing an internet connection from our main two-way radio transmitter located at the Houston Street water tower back to Station #1. This upgrade will hopefully eliminate the telephone lines currently running from those locations to Station #1.

Our day to day operations and system maintenance will continue as part of keeping our department systems operating at peak performance. The IT division is constantly looking for ways to improve and use new technology to make day to day business simpler and more efficient.

FIRE PREVENTION

Part-time inspector Hawthorne is in the process of writing a grant for a new Education Trailer, if successful we will be focusing a lot of our time getting it in service and utilizing it for public education among other operations.

We again will obtain another 100% on our annual inspections along with quick turn arounds on our plan reviews.

Continuing education will be on going with Inspector Blackaller attending the Fire Prevention Conference in Peoria and the other inspectors shall attend classes regularly. I will begin getting all of our inspectors International Code Council (ICC) certified in Fire Inspector I and II.

Negotiations will begin to get our district's ordinance on fire alarms to be adopted by the Village of Lemont. The intergovernmental agreements for Lemont and Palos are still ongoing and will hopefully be completed sometime in 2019.

Brycer averages will be improved this year with more aggressive follow-ups to deficiencies and late inspections.

PUBLIC EDUCATION

We will continue to honor our commitment to the residents of Lemont, educating the community about Fire and Life Safety in an approachable and professional manner. Using innovative and old standby ways to make a lasting impact, we will focus on educating the community about the benefits of proper safety practices and identifying and eliminating all types of hazardous conditions, which pose a threat to life, the environment and property.

The Fire Prevention Bureau has submitted a grant in hopes of attaining a safety trailer to share with the community, to be used in a variety of platforms.

We would like to revise a monthly internal newsletter to better communicate to shift and administrative personnel the happenings in the district.

We are hoping to host a survivor's dinner. This dinner would consist of bringing all the former patients who had been successfully resuscitated together with their paramedics for a reunion to celebrate life itself.



FLEET SERVICES

In 2019, the department Emergency Vehicle Technician (EVT) will work to achieve his Master Ambulance Technician certification. Once completed, he will hold Master Level certifications in both Fire and Ambulance categories. The EVT will work to remain updated with all required certifications and will attend continuing education as needed.

Also in 2019, the Fleet Maintenance Division will work to develop operations that follow the guidelines and expectations of the Center for Public Safety Excellence (CPSE). Some of these items will be to develop a master schedule for preventive maintenance and annual testing, maintain the cleanliness and organization of assigned work areas, improve apparatus downtime for routine preventive maintenance and improve the timeliness for the completion of reported vehicle repairs.

CAPITAL/OPERATIONAL EXPENDITURES

Through the course of each year we update the District's "Capital/Operational Expenditure Plan" in an effort to make sure that we were operating within our budgetary parameters. The proposed expenditure schedules for 2019 – 2028 are attached on the following pages for your review. These schedules contain the vehicle purchasing plan, operational equipment purchases and building projects that are planned for the next ten (10) years based on information provided by department personnel who oversee the various areas.

It is very important to note that these schedules are dynamic and will likely be modified based on the district's financial forecast for each fiscal year and the operational status of our apparatus fleet, equipment needs and necessary station maintenance.

2019	2020	2021	2022	2023
2011 FORD AMBULANCE REPLACEMENT (8 YEARS)	2012 FORD AMBULANCE REPLACEMENT (8 YEARS)	1992 RESERVE ENGINE REPLACEMENT (30 YEARS)	2013 FORD AMBULANCE REPLACEMENT (8 YEARS)	2014 FORD AMBULANCE REPLACEMENT (9 YEARS)
2004 CHEVY VAN EVALUATION (15 YEARS)	2010 FORD EXPEDITION REPLACEMENT (10 YEARS)	1986 FORD MCCOY MILLER REPLACEMENT (35 YEARS)	2003 CHEVY PICK-UP REPLACEMENT (19 YEARS)	1998 INTERNATIONAL TENDER EVALUATION (25 YEARS)
PERSONNEL PPE REPLACEMENTS 12 SETS (6 YEARS)	2010 FORD FOCUS EVALUATION (10 YEARS)	2008 FORD EXPLORER EVALUATION (13 YEARS)	PERSONNEL PPE REPLACEMENTS 12 SETS (6 YEARS)	2008 FORD EXPLORER REPLACEMENT (15 YEARS)
MOBILE CAD COMPUTER REPLACEMENTS 6 UNITS (5 YEARS)	1992 INTERNATIONAL EVALUATION (28 YEARS)	2011 FORD FOCUS EVALUATION (10 YEARS)	SCBA REPLACEMENTS 37 UNITS (10 YEARS)	2004 CHEVY PICK-UP REPLACEMENT (19 YEARS)
THERMAL IMAGING CAMERA (6 YEARS)	PERSONNEL PPE REPLACEMENTS 12 SETS (6 YEARS)	PERSONNEL PPE REPLACEMENTS 12 SETS (6 YEARS)	RTF HELMET REPLACEMENTS 8 HELMETS (5 YEARS)	2013 FORD FOCUS EVALUATION (10 YEARS)
	MOBILE CAD COMPUTER REPLACEMENTS 6 UNITS (5 YEARS)	THERMAL IMAGING CAMERA (6 YEARS)		PERSONNEL PPE REPLACEMENTS 12 SETS (6 YEARS)
		RTF VEST PLATE REPLACEMENTS 16 PLATES (5 YEARS)		THERMAL IMAGING CAMERA (7 YEARS)

2024	2025	2026	2027	2028
2004 CRIMSON ENGINE REPLACEMENT (20 YEARS)	2010 FORD FOCUS EVALUATION (15 YEARS)	2011 FORD FOCUS EVALUATION (15 YEARS)	2019 DODGE AMBULANCE REPLACEMENT (8 YEARS)	2011 FERRARA ENGINE EVALUATION (17 YEARS)
2014 FORD INTERCEPTOR EVALUATION (10 YEARS)	MOBILE CAD COMPUTER REPLACEMENTS 6 UNITS (5 YEARS)	2016 FORD INTERCEPTOR EVALUATION (10 YEARS)	PERSONNEL PPE REPLACEMENTS 12 SETS (6 YEARS)	2020 DODGE AMBULANCE REPLACEMENT (8 YEARS)
2004 CHEVY VAN REPLACEMENT (20 YEARS)	2 - CARDIAC MONITOR REPLACEMENTS (8 YEARS)	2 - CARDIAC MONITOR REPLACEMENTS (8 YEARS)	FIRE STATION UPDATES AND REPAIRS (TBD)	2008 FORD EXPLORER REPLACEMENT (20 YEARS)
MOBILE CAD COMPUTER REPLACEMENTS 6 UNITS (5 YEARS)	PERSONNEL PPE REPLACEMENTS 12 SETS (6 YEARS)	PERSONNEL PPE REPLACEMENTS 12 SETS (6 YEARS)	THERMAL IMAGING CAMERA (8 YEARS)	1998 INTERNATIONAL TENDER REPLACEMENT (30 YEARS)
PERSONNEL PPE REPLACEMENTS 12 SETS (6 YEARS)	THERMAL IMAGING CAMERA (7 YEARS)	RTF VEST PLATE REPLACEMENTS 16 PLATES (5 YEARS)	RTF HELMET REPLACEMENTS 8 HELMETS (5 YEARS)	PERSONNEL PPE REPLACEMENTS 12 SETS (6 YEARS)

*AMBULANCE ESTIMATED SERVICE LIFE 8-10 YEARS FRONT LINE SERVICE

*ENGINES ESTIMATED SERVICE LIFE 18-20 YEARS FRONT LINE SERVICE

*TRUCK ESTIMATED SERVICE LIFE 18-20 YEARS FRONT LINE SERVICE (NO RESERVE STATUS)

*TENDERS ESTIMATED SERVICE LIFE 25-30 YEARS FRONT LINE SERVICE (NO RESERVE STATUS)

*STAFF/UTILITY VEHICLE SERVICE LIFE ESTIMATED AT 10-20 YEARS FRONT LINE SERVICE. REPLACEMENT WILL BE BASED ON DAILY USE, VEHICLE CONDITION AND NECESSITY. SOME STAFF VEHICLES MAY BE RE-ASSIGNED TO OTHER DIVISIONS OR DESIGNATED AS RESERVE VEHICLES.