

## Chief's Message

It is with pleasure that I submit to you the Bolivar Fire Department's 2014 Annual Report. By any method of evaluation or review it has been a busy year for the department.

On September 17<sup>th</sup> the Bolivar Fire Department lost Andrew J. Mitchell to a long illness. Andy is survived by his wife Shannon and their two sons, Jonathon and Zachary. Andy was not only a member of the department, but was our friend. Andy will be missed.

The department has gone through significant changes and been involved in many hours of preparing and planning for the future.

While the contents of the Annual Report tend to focus on the Fire Department's statistical data, projects and programs, it is the people we serve, and those who serve them, that are at the heart of our mission. We continue to build on our prior achievements as we strive to maintain the highest standards of public service. To that end, continuing education and employee development serve as cornerstones for all of our planning and preparation. We are most grateful to you, our elected officials, and all of our citizens for the constant support and encouragement that we receive. In return, we pledge to never waiver in upholding our tradition of dedication and service.

Respectfully submitted,  
Shawn C. Lynch, Chief  
Bolivar Fire Department.

# Bolivar Fire Department



2014 Annual Report

# Mission Statement

The Mission of the Bolivar Fire Department is to provide a selfless organization of people who hold devotion to duty above personal risk, who count sincerity of service above personal comfort and convenience, and who strive unceasingly to find better ways of protecting the lives, homes and property of their fellow citizens.

## OUR VALUES

**Honesty** ...in both our leadership and our employees, leading to the highest level of trustworthiness.

**Integrity** ...in our dealings with each other and those we serve, always adhering to a sound code of moral and ethical conduct.

**Teamwork** ...as we believe that availing ourselves of each person's talent enhances the services we deliver and that cooperation improves our relationships.

**Commitment to Excellence** ...demonstrating itself through consistent professionalism, pride, and a positive attitude.

**Knowledge** ...as it forms the foundation for effective decisions, actions, and increased safety.

**Respect** ...for each person as an individual, an attitude that recognizes the worth of others and exhibits compassion for those in need.

## OUR VISION

The Employees of the Bolivar Fire Department...

- strive to be role models in the community and leaders in our profession.
- will be accountable to those we serve, each other and any fire service organizations we interact with.
- are committed to providing the best public service through innovative training, education and equipment.
- will take the fire department into the future through productive teamwork, open and honest communications and participative decision-making throughout the organization.
- are committed to our values, mission, and dedicated to our fire service profession.

*Our organization is driven to provide a cost effective and efficient fire department while honoring our values, accomplishing our mission and achieving our goals.*

# 2014 Personnel

## Fire Chief

Shawn Lynch

## Assistant Fire Chief

Brad Burwell

## Captain

Jason Bambeck                      Marty Huth                      Richard Wigfield  
Justin Beckley                      Patrick Eddy

## Lieutenant

Ben Matthews

## Firefighter/EMS

Jason Bryant	Nathan Crouse	Tana Cush	Jason Dimit
Robert Eddy	Chuck Ganoe	Adam Hafer	Joe Hafer
Jon Huff	Bre Kienzle	Spencer Lindsay	Zachary Lynch
Kim Miller	Nic McCoy	Shawn McDermott	Andy Mitchell
Ryan Murphy	Nolan Prochaska	Matt Seward	Katelyn Smith
Zach Shiring	Ray Stahl	Chris Summers	Chris Swain
	Kent Thompson		Mitch Warehime

The Bolivar Fire Department's strategic plan was recently updated after an in-depth Strengths, Weaknesses, Opportunities and Threats (SWOT) Analysis of the organization and its activities. Throughout this analysis the organization stays focused on its mission, vision and values statements. These statements provide the core values of the organization and act as a guide to evaluate our organization. The current strategic plan is a management plan for the organization to help address the needs identified during the SWOT analysis. This document serves as a planning tool to direct the current and future activities of the Fire Department in an effort to provide the best possible service to the community for the next five years.

The Strategic plan is currently comprised of nine sections. These nine sections highlight the following:

- **Training:** Proper training of personnel is necessary to provide the highest quality service.
  
- **Personnel:** Provides the people needed to meet the organizational objectives.
  
- **Capital Improvements:** Items necessary for long term needs.
  
- **Equipment and Vehicles:** The resources needed to deliver the services to the community.
  
- **Computer Equipment:** Information necessary to manage and evaluate the organization and its service delivery.
  
- **Diversity:** The organization feels that a diversified workforce is beneficial to the community.
  
- **Response Time Analysis:** Essential to effectively deliver Fire and EMS services to the community.
  
- **Risk Analysis:** Evaluation of the hazards to the community for pre-emergency planning.
  
- **Codes and Ordinances:** Legal guidance to minimize risk of life and property loss.

Please note that this plan is a dynamic document that serves as a guide, which can and should change as the community, department and environment change. What does not change is our core mission, which is protecting lives and property of the community we serve.

## **2014 Budget**

Accounting/Legal Fees; \$3444.33  
Building Maintenance; \$8575.12  
Cleaning Supplies; \$3262.47  
Education/Training; \$13353.80  
Employee Physicals; \$2665.00  
EMS Billing Service; \$12715.57  
EMS Supplies; \$17387.52  
Fire Supplies; \$19183.22  
Fitness Supplies; \$2437.19  
Insurance Policies; \$56336.05  
Land Payment; \$4039.16  
Payroll; \$416458.78  
Uniforms; \$5151.37  
Utilities; \$16055.40  
Vehicle Fuel & Maintenance; \$55324.41

Total Expenses \$585,686.39  
All income; \$671,648.82

## **EMS and Fire Apparatus**

Engine 102	1998 Pierce 1250 GPM Pumper
Rescue/Engine 103	2008 Pierce 1250 GPM Heavy Rescue Pumper
Tanker 104	2003 Pierce 1250 GPM 3000 Gallon Tanker
Brush 107	2006 Ford 300 Gallon Brush Fire
Utility 108	2012 Ford F150
Ladder 109	1993 Pierce 1500 GPM 75 foot Aerial
Medic 110	2007 Lifeline ALS Ambulance
Medic 111	2009 Lifeline ALS Ambulance
ATV-1	2005 Kawasaki Mule Rural Rescue
Light tower-1	2006 High Intensity Portable Light Plant
Water-1	1985 30 HP Water Rescue Boat

# **2014 Run Volume**

AUTO ACCIDENT/TRAPPED 9  
ABDOMINAL PAIN 19  
ACCIDENT WITH INJURIES 56  
ANAPHYLAXIS 8  
ANIMAL COMPLAINT 1  
APPLIANCE FIRE 4  
ASSISTANCE RENDERED 2  
ASSIST ANOTHER OFFICER or DEPT 1  
SUICIDE ATTEMPT 2  
AUTO ACCIDENT 2  
AUTO FIRE 9  
BRUSH FIRE 12  
CHEST PAINS 50  
CHOKING PERSON 2  
CO INVESTIGATION 8  
CONFIRMED STRUCTURE FIRE 20  
COOKOUT 1  
CVA-STROKE 11  
DIABETIC 7  
DIFFICULTY BREATHING 52  
POSSIBLE DOA 8  
DOMESTIC DISPUTE 1  
ELECTRICAL FIRE 3  
FALL INJURY 61  
FIGHT INJURY 2  
FIRE ALARM 34  
FULL ARREST (PEDS INCLUDED) 8

HEART PROBLEMS 15  
ILL PERSON 161  
INJURED PERSON 33  
INVESTIGATE THE BURN 5  
POWER LINES DOWN 10  
MAN DOWN 4  
MENTALLY DISTURBED PERSON 12  
MEDICAL ALARM 22  
NATURAL GAS LEAK 5  
ODOR INVESTIGATION 3  
OVERDOSE 3  
PATIENT ASSIST 32  
REPORTED STRUCTURE FIRE 4  
RESPIRTORY DISTRESS 2  
ROADWAY OBSTRUCTION 1  
SEIZURES 20  
SERVICE CALL 15  
SMOKE INVESTIGATION 3  
SMOKE IN THE BUILDING 2  
SUICIDE 1  
TRAFFIC DETAIL 1  
TRANSFORMER FIRE 4  
UNCONSCIOUS PERSON 10  
UNKNOWN MEDICAL COMPLAINT 38  
UNRESPONSIVE PATIENT 17  
UNRULY JUVENILE 1  
WASH DOWN 2  
WATER RESCUE 2

**Total 823 Responses**



## **SAFER Act Grant**

The department has received a \$624,000 federal grant through Homeland Security/FEMA to staff six full-time firefighters/emergency medical service providers.

The Bolivar Fire Department received notification March 7 from the office of U.S. Sen. Sherrod Brown, D-Ohio.

The department was able to hire six full-time firefighters/emergency medical service providers and pay their wages and benefits. This is a two-year program and not renewable, so at about 18 months, it is our intent to evaluate where we are at and see if we need to approach the voters to keep the personnel intact.

The Bolivar Fire Department now employs two part-time and two full time firefighter/EMS providers, who man the station 24-hours a day.

There is now full staffing, as recommended by the National Fire Protection Agency. On October 24<sup>th</sup> the department underwent a re-evaluation by the Insurance Service Office (ISO) and expects a new ISO rating in the first quarter of 2015.

Now that the department is fully staffed they will be able to run fire trucks and two ambulances simultaneously if calls come in succession.

Currently, the total staff at the Bolivar Fire Department is 29, which also includes the off-duty firefighters and EMS providers. All personnel within a 10-mile radius carry a pager/radio.

Bolivar responded to 823 fire and emergency calls in 2014, with the bulk being emergency calls. Comparing 2004 to 2014; Bolivar responding to 352 calls for service in 2004, which has increased by 233% in just ten years.

During the past 12 years, the department has received \$1.3 million in grants.

## **EMERGENCY MEDICAL SERVICES (EMS)**

The program is designed to provide trained and properly equipped paramedics in the event of a medical emergency.

The goal of the EMS Program is to increase the level of Advanced Life Support (ALS) and basic life support (BLS) emergency medical care to our residents, in accordance with the policies and procedures set forth by the Ohio Department of Public Safety and the Union Hospital EMS System. The Ohio Department of Public Safety mandates that each paramedic complete 30 hours of continuing education each year. The Bolivar Fire Department charges a fee for ambulance transports; in 2014, \$199,601.58 was collected. This money is used in several areas including equipment and training of our EMS providers.

### **2014 ACCOMPLISHMENTS;**

- Paramedic clinical requirements for 2014 were met by all Paramedics
- All inventory logs and narcotic logs for ambulances were completed and reviewed.
- Continuing education classes included: Documentation, Ethics, SIDS, CISM, Airway management, CPAP, Respiratory Disease, Medical Emergencies, Pharmacology, Airway equipment, Trauma, Elderly Trauma, CPR recertification, Pediatrics, Hands on skills with scenarios. Employees of the fire department instructed classes on AED use, basic first aid, and CPR refresher to outside organizations at no expense to those organizations.
- All employees are required to complete an annual CPR recertification training.
- FF Hafer and FF Lynch have completed paramedic school and are both paramedics.
- In 2014 the department responded to 8 full arrests. This is where a resident has no respirations or heart activity. 3 of the 8 residents had a full recovery and are at home with their loved ones. This number is well above the national average of 6% recovery.

## **FIRE INVESTIGATION**

### **GOALS AND OBJECTIVES;**

The goal of the Fire Investigation Program is to provide an adequate, effective and efficient program directed toward identification of the cause and origin of fires and explosions, and to continue to train a sufficient number of employees to serve the needs of the Bolivar Fire Department and the community effectively. Also, to be proactive in preventing fires from occurring again by the same cause through public education and cooperation with other agencies such as; The Ohio Fire Marshal's Office, Underwriters Lab (UL) and the Consumer Product Safety Commission.

### **2014 ACCOMPLISHMENTS;**

- Team members attended several seminars on fire investigation techniques.
- Team members completed many hours of specialized training taught through the Fire investigators Strike Force which is now required to maintain certification by the Office of the State Fire Marshal.
- Assistant Chief Brad Burwell completed the requirements and is certified as Fire Cause and Origin Investigators.

## **TRAINING**

### **GOALS AND OBJECTIVES;**

The goal of the training program is to provide quality realistic training for the members of the Fire Department that meets both the requirements of the National Fire Protection Association and the State Fire Marshal's Office while filling the needs of the community. Each year the Department annually assesses the duties that are performed in the community, the needs of department personnel and provides training that meets those requirements.

### **2014 ACCOMPLISHMENTS**

- Personnel participated in a joint training initiatives providing comprehensive training for area fire departments.
- Personnel received certificate of completion in the Courage to be Safe Training sponsored by the National Fallen Firefighters Foundation. Implementing the recommended 16 Training Initiatives.
- Personnel participated in area wide live fire training.
- Occupational Safety and Health Administration (OSHA) training was held for personnel.
- The fire department received \$3,332.00 from the State Fire Marshal's Office in training reimbursement dollars.
- All Officers have completed their Ohio Fire Officer training.
- Captain's Eddy and Beckley along with Lt. Matthews have completed their certification as Ohio Fire Inspectors.

The Chiefs and Company Officers must coordinate the following activities into their training: Company preplan inspections, hydrant testing, hose testing, driver / operator, Firefighter Safety and Survival program taught in-house, paramedic continuing education, and department program management. We also conduct a number of public education including an open house and station tours. The Chief is also responsible for overall quality control of all written reports including training audits to ensure all members are receiving the adequate training to maintain and improve the skills.