

MAYFIELD HEIGHTS FIRE DEPARTMENT



2013 ANNUAL REPORT

SUBMITTED BY:

FIRE CHIEF BRUCE E. ELLIOTT

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MISSION STATEMENT

To provide the most efficient service for the community, we will act and perform in a safe, courteous, and professional manner. As members of the fire service, we have chosen to protect the lives and property of the citizens of our community. Our highly trained and motivated members have chosen to be part of a team that takes pride in representing the Mayfield Heights Fire Department. We will strive to create a strong bond with the community by involving them in fire education, prevention, and protection.

Bruce E. Elliott
Chief of Fire

A MESSAGE FROM THE FIRE CHIEF:



On behalf of the Mayfield Heights Fire Department, I am pleased to present the 2013 Annual Report. I commend all of our men and women, uniformed and civilian, who dedicate themselves daily to making Mayfield Heights a safer and better place to live and work.

They are committed to saving lives and protecting property through fire suppression, emergency medical services, special operations, building inspections, fire investigation, and public education. This report reflects their responsibility to, and caring for, our entire community.

The Mayfield Heights Fire Department continues to look for ways to reach out to our residential and business community.

PROGRAMS IMPLEMENTED IN 2013

- **RESIDENTIAL LOCK BOX PROGRAM:** This safe-like box assists firefighters/paramedics with quick and easy access into a structure, reducing entry time and the risk of potential damage.



- **SMOKE DETECTOR PROGRAM:** This program provides Mayfield Heights homeowners with photoelectric smoke detectors, including installation, free of charge. Funding for this program is made possible through federal grants and donations.

- **EXPLORER POST PROGRAM:** Mayfield Heights joined forces with Lyndhurst and South Euclid to establish an “Explorer Post”. This post is comprised of young men and women, ages 14-20, who have an interest in the fire service. After training requirements are met, they are able to do ride-along time with the departments, assist on fire scenes, etc.

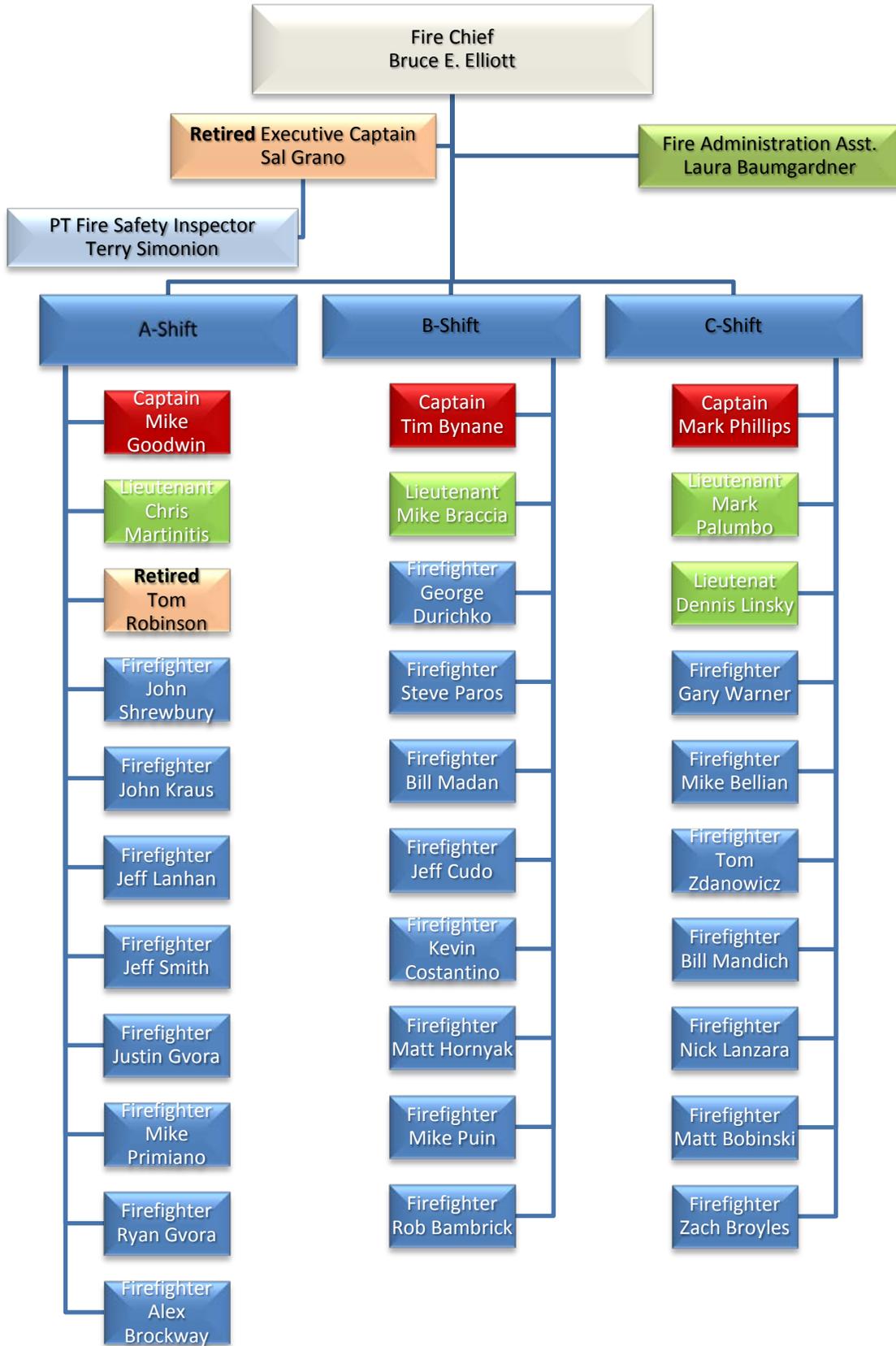


- **USE OF SOCIAL MEDIA:** The Fire Department regularly uses social media (Facebook and Twitter) to convey important information and “safety tips” to anyone following our pages.



The Mayfield Heights Fire Department will continue to meet the needs of our diverse community. To that end, we challenge our employees to deliver their best every day and to continually strive to better assist our customers. I personally look forward to serving the residents and visitors of Mayfield Heights as we seek solutions to meet the challenges of the future together.

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SHIFT INFORMATION

The Mayfield Heights Fire Department currently operates out of one Fire Station, located at 6154 Mayfield Road. Housed in our Fire Station are two fire engines, one 100' aerial ladder, two paramedic-equipped rescue squads, one command vehicle, and one paramedic supervisor vehicle. These vehicles are in service every day to serve the citizens and visitors of our community.

The Fire Department operates on a three shift rotation, referred to as A, B, and C Shifts. Each shift has one Captain, one Lieutenant (one shift has a floating Lieutenant) and eight Firefighters. The total number of line Firefighters is 30.

The Fire Department Administration staff consists of the Fire Chief, Assistant Chief, Fire Administration Assistant, and a Part-time Fire Safety Inspector.

RETIREMENTS, PROMOTIONS, AND APPOINTMENTS

RETIREMENTS: FIREFIGHTER/EMT TOM ROBINSON – APRIL 30, 2013

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RETIREMENTS: EXECUTIVE CAPTAIN/FIRE MARSHAL SAL GRANO –

DECEMBER 20, 2013



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PROMOTIONS:

NO PROMOTIONS IN 2013

APPOINTMENTS:

FIREFIGHTER/PARAMEDIC ALEXANDER BROCKWAY – SEPTEMBER 04, 2013



GENERAL STATISTICS

- In 2013 the Mayfield Heights Fire Department responded to 3,461 calls for service. This total is an all-time high for the Fire Department.
- Calls were up from 1.8 % in 2012 and up 19.22 % in 2009
- The busiest day of the week in 2013 was Monday
- The slowest day of the week in 2013 was Sunday
- The busiest hour of the day in 2013 was 10AM
- The slowest hour of the day in 2013 was 3AM
- Total property and content loss in 2013 was \$75,050.00. This figure is down 517% from 2012
- No civilian fire fatalities reported in 2013

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- No firefighter injuries from fires in 2013
- The average years of service (per firefighter) is 14.4 years
- Average response time from dispatch to arrival was 3:25 min
- Average time spent on scene was 15:06 min
- A-Shift responded to 1201 incidents
- B-Shift responded to 1094 incidents
- C-Shift responded to 1165 incidents
- Average cost per incident: \$1,307
- Yearly cost per resident (based on population of 18,974): \$238.40

GENERAL STATISTICS

2013 Fire Department Budget vs. Actual		
Description	2013 Approved Budget	2013 Actual Expenditures
Salaries	2,885,100.00	2,859,898.73
Fringe Benefits	1,492,500.00	1,458,982.47
Materials/Supplies	86,200.00	57,217.66
Contractual Service	163,350.00	123,101.31
Equipment/Improvement	37,000.00	13,862.03
Other Expenses	28,100.00	21,532.17
2013 Totals	4,692,250.00	4,534,594.37
		-3.4 %

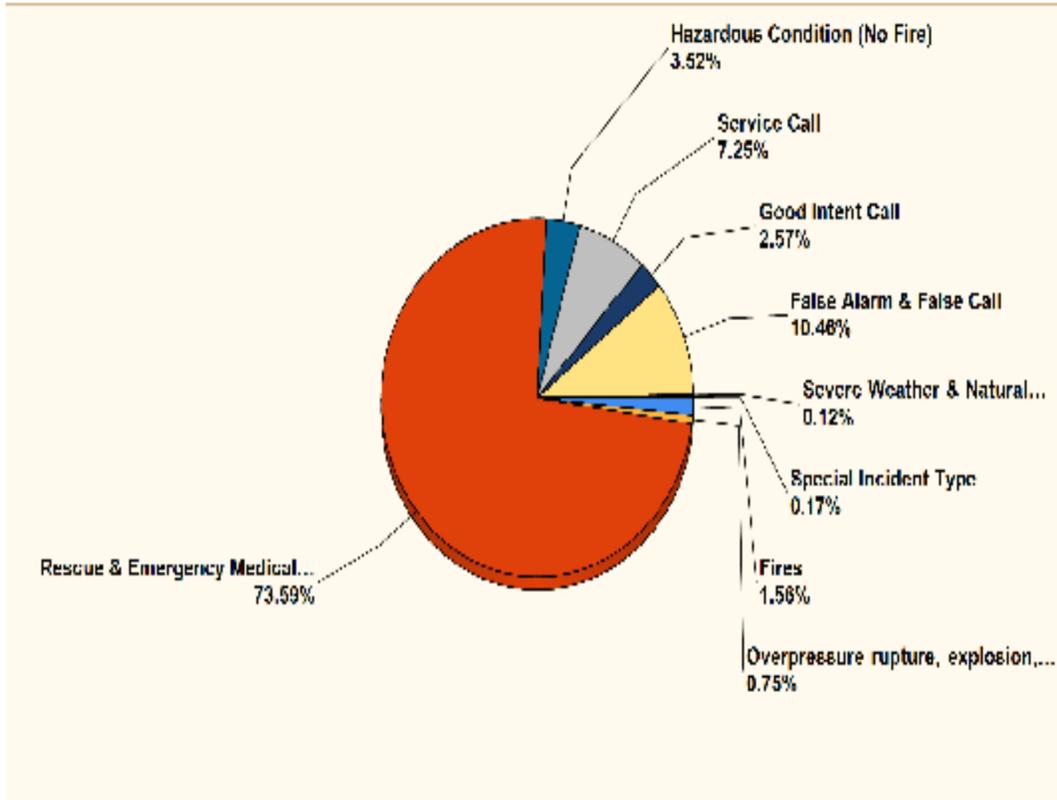
Past Actual Annual Expenditures	
2011	4,461,535.55
2012	4,384,469.88
2013	4,523,108.02

2013 Grant Funds Received/Donations	
Donations from organizations	6,900.00
State of Ohio – Training/Equipment	2,500.00
Cuyahoga County Grant Reimbursement	3,378.70
Department of Homeland Security/FEMA	14,026.00
Firehouse Subs	13,000.00
Total	39,804.70

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GENERAL STATISTICS

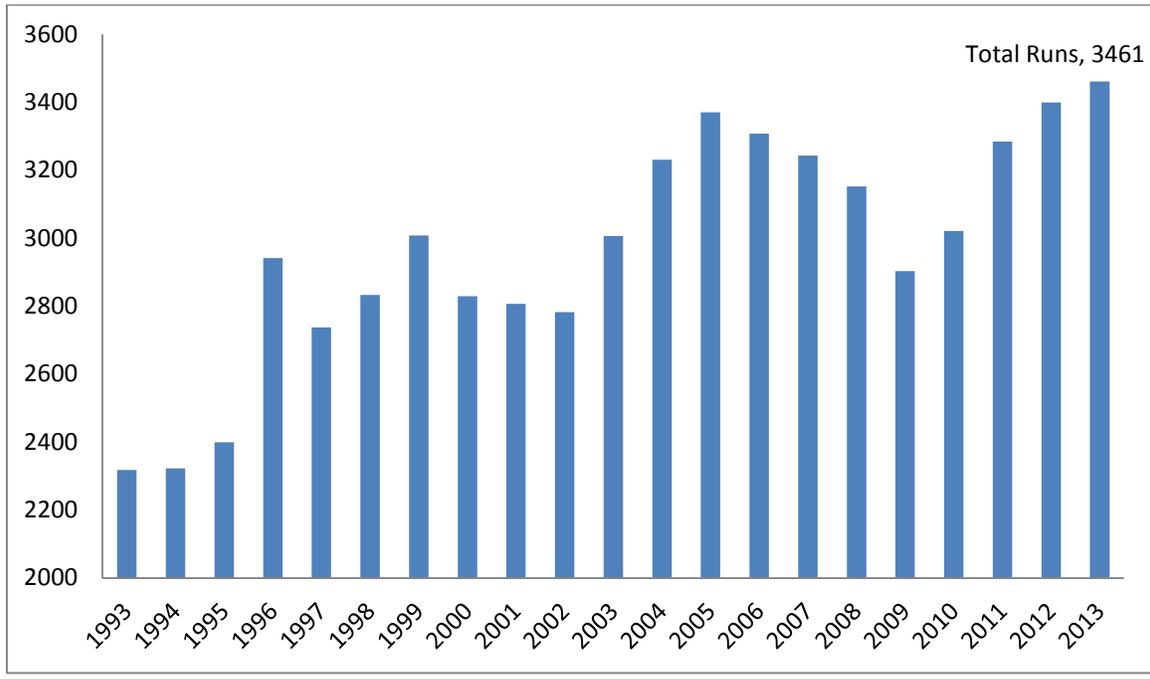
BREAKDOWN OF MAJOR INCIDENT TYPES IN 2013



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	54	1.58%
Overpressure rupture, explosion, overheating - no fire	28	0.75%
Rescue & Emergency Medical Service	2547	73.59%
Hazardous Condition (No Fire)	122	3.52%
Service Call	251	7.25%
Good Intent Call	89	2.57%
False Alarm & False Call	362	10.48%
Severe Weather & Natural Disaster	4	0.12%
Special Incident Type	6	0.17%
TOTAL	3461	100.00%

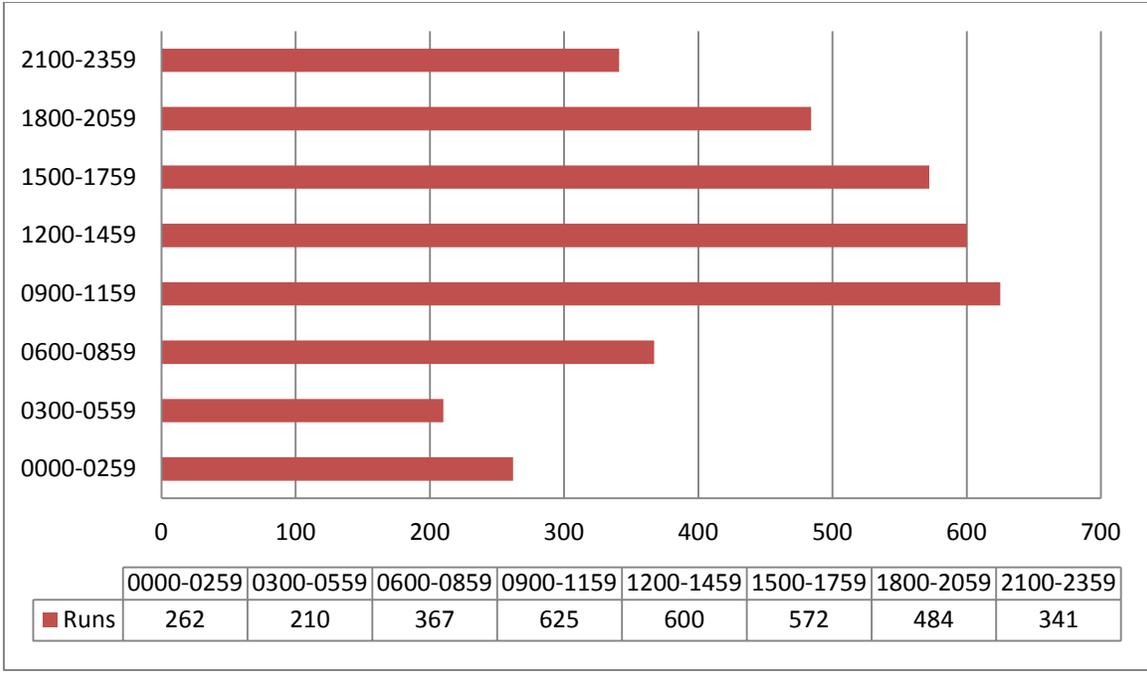
GENERAL STATISTICS

21 Year Run History



2013 Runs by Time of Day

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GENERAL STATISTICS

2013 Fire Loss Data

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TOTAL INCIDENTS	TOTAL PROPERTY LOSS	TOTAL CONTENT LOSS	TOTAL LOSSES	AVERAGE LOSS
16	\$54,050.00	\$21,000.00	\$75,050.00	\$4,690.00

INCIDENT NUMBER	DATE	Incident Type	PROPERTY LOSS	CONTENT LOSS	TOTAL	% of Total
2013-1038	04/23/2013	111 - Building fire	\$5,000.00	\$5,000.00	\$10,000.00	13.32%
2013-1099	04/30/2013	131 - Passenger vehicle fire	\$1,500.00	\$0.00	\$1,500.00	2.00%
2013-1272	05/20/2013	442 - Overheated motor	\$2,000.00	\$0.00	\$2,000.00	2.68%
2013-1425	08/03/2013	113 - Cooking fire, confined to container	\$500.00	\$0.00	\$500.00	0.67%
2013-1718	07/05/2013	112 - Fires in structure other than in a building	\$10,000.00	\$0.00	\$10,000.00	13.32%
2013-1851	07/29/2013	113 - Cooking fire, confined to container	\$0.00	\$500.00	\$500.00	0.67%
2013-2309	09/07/2013	111 - Building fire	\$0.00	\$10,000.00	\$10,000.00	13.32%
2013-2323	09/09/2013	251 - Excessive heat, scorch burns with no ignition	\$0.00	\$500.00	\$500.00	0.67%
2013-2330	09/10/2013	131 - Passenger vehicle fire	\$500.00	\$0.00	\$500.00	0.67%
2013-2624	10/12/2013	131 - Passenger vehicle fire	\$500.00	\$0.00	\$500.00	0.67%
2013-324	01/31/2013	251 - Excessive heat, scorch burns with no ignition	\$50.00	\$0.00	\$50.00	0.07%
2013-3338	12/19/2013	731 - Sprinkler activation due to malfunction	\$30,000.00	\$0.00	\$30,000.00	39.97%
2013-3391	12/23/2013	131 - Passenger vehicle fire	\$2,000.00	\$0.00	\$2,000.00	2.68%
2013-625	03/08/2013	251 - Excessive heat, scorch burns with no ignition	\$1,000.00	\$0.00	\$1,000.00	1.33%
2013-802	03/28/2013	113 - Cooking fire, confined to container	\$0.00	\$5,000.00	\$5,000.00	6.68%
2013-927	04/10/2013	111 - Building fire	\$1,000.00	\$0.00	\$1,000.00	1.33%

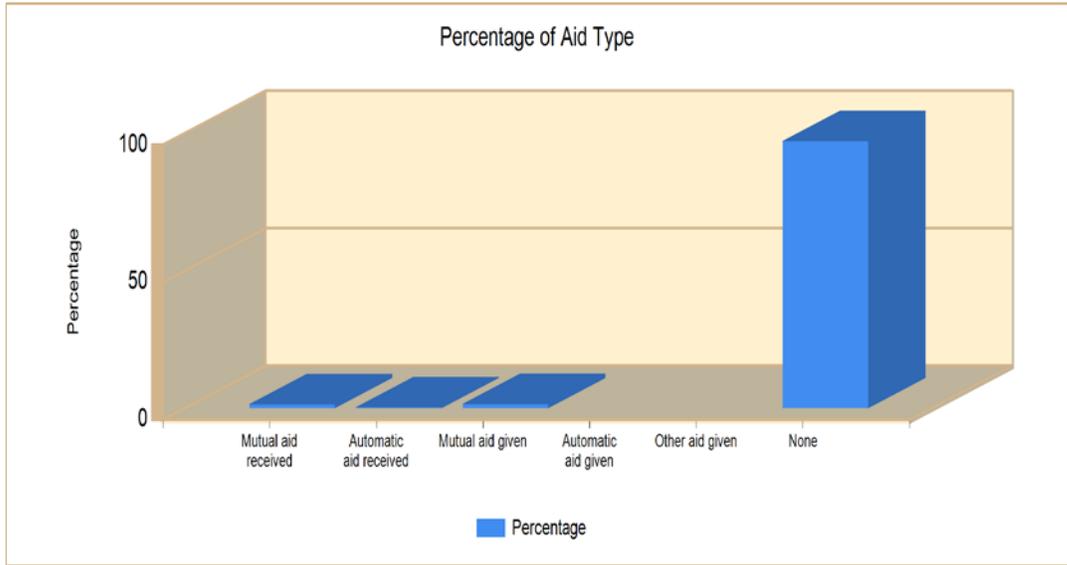
GENERAL STATISTICS

Mutual Aid Given and Received in 2013

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Count of Aid Given and Received for Incidents for Date Range

Start Date: 01/01/2013 | End Date: 12/31/2013



AID TYPE	TOTAL	% of TOTAL
Mutual aid received	45	1.3%
Automatic aid received	5	0.1%
Mutual aid given	49	1.4%
Automatic aid given	1	0.0%
Other aid given	1	0.0%
None	3360	97.1%

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EMERGENCY MEDICAL SERVICE BILLING RECEIPTS

The Mayfield Heights Fire Department bills patients for transportation to medical facilities. The funds received from EMS (Emergency Medical Service) billing are distributed into the City's General Fund. Listed below are the 2013 EMS billing totals.

January	\$58,481.03
February	\$62,288.99
March	\$51,608.38
April	\$38,145.91
May	\$53,506.87
June	\$45,767.88
July	\$49,732.15
August	\$57,643.68
September	\$44,471.68
October	\$49,243.69
November	\$47,459.41
December	\$51,504.37
Total	\$609,854.04

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**MAYFIELD HEIGHTS FIRE PREVENTION BUREAU
2013 YEARLY REPORT – INSPECTOR SIMONIAN – ASSISTANT CHIEF
BRACCIA –EXECUTIVE CAPTAIN GRANO**

2013 FIRE PREVENTION BUREAU ACTIVITY

Alarm System Acceptance	28
Certificate of Occupancy - Final	24
Hood Suppression System Test	113
HVAC Duct Smoke Detectors	9
INSPECTION - Fire Alarm Test	130
INSPECTION - Fire Safety	189
INSPECTION - Sprinkler System Test	88
INSPECTION- Clean Agent Suppression System Test	12
INSPECTION- Stand Pipe - Valve	2
Sprinkler System Final Acceptance Test	12
Sprinkler System Overhead Hydrostatic Test	6
Standpipe hydrotest (Dry Pipe)	3
Underground Fireline Hydrostatic Test	3
Total for 2013	619



Photoelectric Smoke Detector Installs 2013:

134 Detectors installed in 55 homes



Residential Lockbox Installs 2013:

67 Residential Lockboxes Installed



The Fire Prevention Bureau in 2013 also conducted classes at the annual Safety Town program presented by the City of Mayfield Heights safety forces.



During Fire Prevention Week in October, the Fire Prevention Bureau set up the Fire Safety Trailer from the Mayfield Village Fire Department for the third grade classes at Lander Elementary school and gave a series of fire safety talks to the classes.

A fire safety class was given to the pre-school classes at KinderCare.

The Fire Prevention Bureau also conducted Fire safety talks with the senior citizens at Villa Serena and Gates Mills Villa.

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Hands-on fire extinguisher training was conducted at various corporate offices in the Parkland and Landerbrook corporate parks.

The Bureau also witnessed a number of fire drills in the Parkland and Landerbrook corporate office park.

The Future

In 2014 and beyond, the Fire Prevention Bureau plans to further commit to public education and building stronger bonds within our community. Programs such as the Residential Lockbox and Photoelectric Smoke Detector programs will continue to reinforce the Mayfield Heights Fire Department's commitment to keeping our residents protected and involved.

Develop programs that assist businesses within our community, both large and small, and to aid in providing safe, healthy working environments for their employees and customers by continuing to provide yearly fire safety inspections, suppression and fire alarm system testing, and local and state fire code enforcement for all of our business and educational facilities.

Assist in developing pre-fire plans that will aid our firefighters in knowing what to expect when responding to each business and educational occupancy within our City during an emergency.

The members of the Fire Prevention Bureau will also work to see that our local business community is educated in all aspects of fire safety, emergency planning and management, and code enforcement and violation mitigation.

Respectfully submitted,

Michael Braccia, Lieutenant

**MAYFIELD HEIGHTS BUILDING AND GROUNDS/HAZMAT/WMD
2013 YEARLY REPORT – CAPTAIN BYNANE**

Accountability and Station Identification Tags

All of our tags are purchased from Fast Signs in Lyndhurst. Fast Signs has all of our sizes, colors, fonts, etc. stored on their computer which makes ordering easier and more accurate. A few new station signs were ordered this past year along with accountability tags for the new Firefighters. Replacements are ordered as needed.

Apparatus Specifications



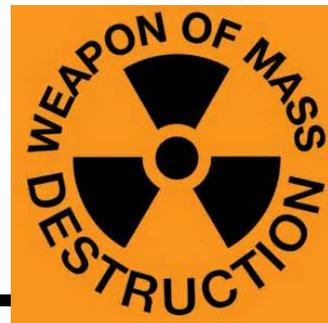
A new 2014 Ford Utility Interceptor was ordered through Statewide Ford in Van Wert, Ohio. It was purchased through the state purchasing program which saves the city a considerable amount of money. The new vehicle should arrive in the Spring of 2014. It will replace car 550 which will then be used for Fire Prevention.

Apparatus Inventories

Apparatus inventories are updated in January of each year with any additions or subtractions of equipment. The inventories help us keep track of equipment and are also a valuable training aid especially for new fire fighters.

Weapons of Mass Destruction (WMD) and Hazmat Coordination

There is not much to report in the WMD / Hazmat area. We subscribe to various WMD / Hazmat websites which keep us up-to-date in those areas. This year was sparse in federal funding for Hazmat training and we



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didn't qualify as in years past. Hopefully, we will be more successful in this area in 2014. This type of training, even when federally funded, can be quite expensive due to class requirements.

Station Maintenance

The present Fire Department opened for business in 2003. The building requires a good deal of continuous maintenance, especially after 10 years of around-the-clock use. Luckily, we have a talented staff of firefighters who are able to perform many of the needed tasks in-house while on duty. This not only gets items repaired quicker, but it also helps to keep costs down. Some of the items that were repaired in-house are: repainting of the brown part of the bay walls; drywall repairs; gear washer repairs; minor Neiderman diesel exhaust system repairs; electric lock repairs to the entrance doors; greasing of the rooftop bay ventilators; furniture repairs; steam cleaning; flag pole repairs; minor plumbing repairs; bay ceiling fan replacement; light ballasts replacement; and other minor repairs that are too numerous to list.



Every spring, we clean the station from top to bottom as part of our "Spring Cleaning" program. Each of the three shifts are assigned a third of the building to clean. This is the time of year that we clean behind and under the things we don't normally get to. It is also the time that we try to dispose of items that we no longer need.

The following is a list of station items that were professionally repaired or replaced during the year:

The previous troublesome heating and air conditioning system had numerous major improvements performed during 2013. In order to optimize its performance

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and energy usage, a new chiller was installed and the system was professionally balanced by Fulton & Associates Balance Company.

A new phone system was installed. This project spanned a couple of months as new cables needed to be run through all the ceilings and walls.



The bay garage doors were repaired as needed by J&L Door. They also provided maintenance on these doors as per the current contract. The doors require quite a bit of maintenance, but they are used numerous times a day.

Plumbing issues not handled within the Fire Department were repaired by Sbrocco Plumbing.

Neiderman diesel exhaust system repairs were performed by F&M Mechanical as needed. The system connects to the vehicles' exhaust and removes the fumes and soot through a powerful exhaust fan. This system requires frequent repair, but the results cannot be argued with. The bay ceiling is still clean after 10 years because the system quickly and efficiently removes the diesel exhaust. This prevents our firefighters from having to breathe the harmful fumes on a daily basis.

The "B" shift refrigerator (one of three) was replaced as it was deemed too costly to repair. The new one was purchased from Snow Brothers in Lyndhurst.

A new recliner was received at no cost under warranty from Fire Station Outfitters.

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**MAYFIELD HEIGHTS VEHICLE MAINTENANCE
2013 YEARLY REPORT – CAPTAIN GOODWIN**

Mayfield Heights Fire Department Primary Vehicle Fleet

Engine 512
2004 E-One



Engine 511
1989 Pierce Arrow



Ladder 521
2000 E-One



Squad 541
2009 Lifeline



Squad 542
2005 Lifeline



Squad 543
2000 Horton



Command 550
2008 Explorer



Medic 553
2010 Explorer



Utility Truck 555
2012 Dodge Ram 2500



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The Mayfield Heights Fire Department has a fleet of 12 vehicles which require routine preventative maintenance to ensure their dependability. A great number of hours are spent each week cleaning, waxing, and making repairs to each vehicle. The vehicles are on a schedule to ensure the preventative maintenance is completed on a consistent and regular basis.

Repairs are completed both in-house and, at times, by outside vendors. The outside vendors are used to ensure we remain compliant with NFPA 1911, the standard for the maintenance, and service fire effort is put forth vehicles are most efficient and manner possible.

Three of the vehicles have pumps to supply

pressures for firefighting, these vehicles are Engine 511, Engine 512, and Ladder 521. The water pumps were tested this year, as they are each year. All three performed to their expected standard. In addition to pump testing, the Department's ground ladders and aerial ladder require annual testing. Ladder Testing is performed by an outside vendor, as special equipment is needed for the testing.

City Council has approved the replacement of car 554, a 2005 Ford Crown Victoria in 2014. 554 will be replaced with the current 550, a 2008 Ford Explorer. The newly purchased 2014 Ford Explorer Interceptor will serve as the new 550 command vehicle.

Major Repairs completed in 2013

Replacement of Engine 511's fuel tank
Replacement of Ladder 521's rear leaf springs
Extensive front chassis repair of Squad 542



inspection, testing of in-apparatus. Great to ensure the maintained in the cost effective

Department's onboard water sufficient water

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Extensive engine work to squad 541, covered **under manufacturer's warranty**

MAYFIELD HEIGHTS FIRE HOSE AND FIRE HYDRANTS 2013 YEARLY REPORT –CAPTAIN MARK PHILLIPS

FIRE HYDRANTS:

The Fire Department maintained a total of 988 fire hydrants in 2013. All fire hydrants are inspected, operated, and maintained annually. This is accomplished by flushing, lubricating, and checking each hydrant for proper operation. All fire hydrants are also visibly inspected for damage and proper drainage. Hydrants that do not drain properly are pumped dry to prevent freezing.

Fire hydrants that are found to be damaged and non-operational are placed out-of-service. Out-of-service hydrants are marked so that in case of a fire, crews will know they are not operational. Fire hydrants found out-of-service are reported to the Cleveland Water Department for repair or replacement.

In 2013, the Fire Department worked with Cleveland Water to have any new or repaired hydrants installed with a Storz connection. This connection will decrease the time it takes to hook up a fire hose in case of emergency.



FIRE HOSE:



This year we tested 2400 feet of 5', 800 feet of 3', 2250 feet of 2-1/2" and 2000 feet of 1-3/4" fire hose. With the new NFPA Standards, fire

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hose must be tested at higher pressure. The Akron Brass model GHT-15 gasoline-powered hose tester was purchased with a grant and placed into service this year. The new tester was used to test the hose purchased last year and it tested to the manufacturer/NFPA Standard which is up to 400 psi. All hose, with the exception of one section, passed testing. The section that failed was replaced under warranty by the manufacturer.

Also placed in service this year was the ROLLNRACK hose roller. The ROLLNRACK enables Firefighters to drain hose and move back onto the equipment. This equipment will help reduce Firefighters' back strain as 5" hose can weigh up to 110 pounds.



**MAYFIELD HEIGHTS COMPUTER SYSTEM
2013 YEARLY REPORT – LIEUTENANT BRACCIA**

The Fire Department moved forward this year with plans to consolidate the City's paging/texting system and put both the Police and Fire Departments on the same program so that the dispatch center, as well as everyone in the police and fire departments, can now send text messages under the umbrella of a single program. This issue had been more difficult to tackle than expected due to the separate nature of the police and fire computer and server infrastructure. Firefighter Gary Warner was instrumental in developing a system that was able to work within the confines of the security on both systems and produce a program that has so far proven to be reliable, fast and cost effective.

Along with the development of the texting system firefighter Warner was also given the task of computerizing the Fire Department's vacation calendar and scheduling system. With input from both fire department officers and firefighters, he developed a program that can be used both in-house and remotely from any computer with an Internet connection. This system did speed the scheduling process in its initial year, and with further development and troubleshooting even greater improvements in the scheduling process are anticipated.

The Fire Department server infrastructure and desktop computers were maintained both in-house and by Skoda Minotti business and IT services. In house the desktops were routinely cleaned physically both internally and externally, with various scans run to maintain the integrity of the operating system. Skoda Minotti was only used when repair or major configuration issues were necessary, and this year no major problems or issues developed.

The laptop computers, known as Mobile Data Terminals (MDT's) and used for logging calls, times, locations, and pertinent information when responding to calls, which are located in some Fire Department vehicles, were maintained in house with no major breakdowns or issues noted this year.

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The Fire Department continued to expand its use of the Emergency Reporting software that has been in use as our main fire and EMS reporting software for the past seven years. The training module was put into service this year to aid us in maintaining complete and searchable records for all departmental and inter-departmental training. This will help to improve the overall ease and efficiency of our record keeping capabilities and allow for the production of both on-going and year-end reporting.

Monthly EMS and NIFIRS report information was sent to the State of Ohio Fire Incident Reporting System which tracks and confirms that



EMERGENCY REPORTING™

the fire department is compliant with all the information required by the State of Ohio when filling out our Fire and EMS reports. The Mayfield Heights Fire Department has an acceptance rate of well over 99% on each of the initial monthly filings.

Goals and Needs for 2014:

This year the Fire Department will continue to expand its use of the Emergency Reporting system software program, with the intent to eventually track and maintain all of the departmental information in one place. Some tweaking of the software will be necessary to accomplish this goal, but the department will continue to work closely with the developers of the software to configure and customize the program for our particular needs. To that extent, the Fire Department would also like to see the reporting software integrate with the city's computer aided dispatch system located in the Police Department. This would allow for a more efficient use of the computerized systems in both departments.

The Fire Department will be looking into updating the aging MDT's located in our vehicles. Microsoft Windows XP, which is the operating system currently on these computers, will no longer be supported by Microsoft as of April 8, 2014. This means that any software or hardware related issues that can be attributed to the operating system will not be updated or repaired by Microsoft. This could affect virus and spyware scanning as well as component and third party software compatibility.

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Continued development of the online calendar scheduling software will also be maintained this year to make for a smooth transition to a complete online scheduling system.

Respectfully submitted,

Michael Braccia, Lieutenant

MAYFIELD HEIGHTS TRAINING PROGRAM 2013 YEARLY REPORT – LIEUTENANT PALUMBO

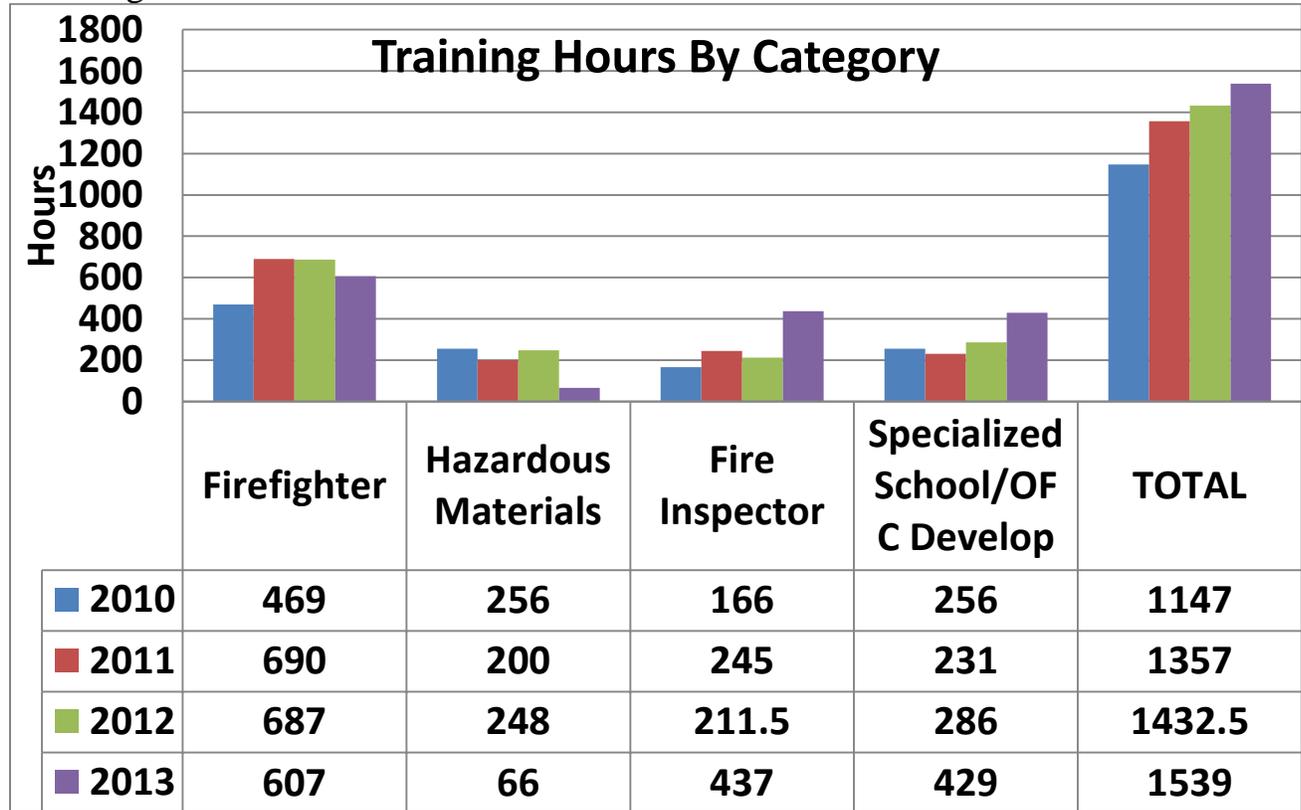
The Training Division is responsible for coordinating and scheduling the majority of department training. All suppression personnel must receive initial training, and skills must be continually maintained. The maintenance of firefighter skills is done through in-service training. In-service training is accomplished in a variety of ways, including: outside instructors, company level training, online web-based computer training and multi-departmental drills. Personnel are also sent to conferences and classes outside of the department for specialized training. Training operates in compliance with requirements established by the Ohio Fire Academy and the standards of the National Fire Protection Association (NFPA). As standards change, training programs, records, and policy must be continually evaluated and updated to remain in compliance.

When Mayfield Heights firefighters are not responding to calls for service, much of their time is spent training. The Department strives to make training an essential component of our firefighters' daily routine so they are prepared to manage and respond to all types of emergencies.

2013 has exceeded the number of training hours for any previous years for the Mayfield Heights Fire Department. Fire training was obtained daily on shift level, which included business inspections and building familiarization, along with scenario-based discussion regarding firefighting strategy and tactics. Larger scale drills were held on a monthly basis incorporating classroom education, demonstration, hands-on manipulation and scenario-based situations. Firefighting training is also obtained outside the department by area experts and colleges that members of the department attend. The total training hours attended by fire department personnel amounted to 1,539. This amounts to approximately 51.3 fire

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training hours annually per member of the department. This figure far exceeds the 54 hours required by The State of Ohio in a three year period to recertify as a Level II Firefighter.



Training priorities for the department meet and exceed those set by the State of Ohio. Areas of training include forcible entry into structures, ventilation of both commercial and residential buildings, auto extrication and rescue, incident command and accountability, search and rescue, hazardous materials identification and control, as well as many other areas throughout the year. Additionally, much emphasis is placed on self-contained breathing apparatus (SCBA) familiarization, and firefighter self-rescue.

2013 HIGHLIGHTED TOPICS INCLUDED:

Elevator Rescue Level I: Firefighters learned about the normal operations of hydraulic and traction elevators, the safety hazards in and around the elevator car and the motor room, operations overrides, the tools of the trade needed,



emergency procedures and lock-out/tag-out



procedures. In addition to the lecture part of the class, firefighters were able to train and practice rescue techniques on several elevators at various occupancies within the city

The department hosted an Emergency Vehicle Driver Trainer (EVDT)-Instructor Course. This class had departments represented from around the state during its two-day, 16 hours of instruction. EVDT program was developed to allow the emergency vehicle operator (EVO) who wishes to become an instructor in this intense program, the opportunity to teach other operators that there are other options available to them. The program also prepares operators to become better professional emergency vehicle operators when it involves their own personal safety of their crew, their patient, and the community they are serving.



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In 2013, a total of four members were sent to Bowling Green State University State Fire School. Bowling Green hosts two Fire School sessions - one in



May and another in October. State Fire School helps firefighters and emergency personnel expand their knowledge and expertise. Mayfield Heights sent two members to each of the sessions for Fire Officer I Development. This class stressed decision-making skills, professionalism, critical thinking, communication, team building, human resources issues, and transitioning from peer to officer. The class also taught valuable skills about communicating and teaching in a modern, electronic world.

Thanks in part to the internet, members of the Department were able to participate in outreach programs in a wide array of specialized course offerings, from several acclaimed institutions, that would otherwise be difficult to obtain. Members received credit from the University of Michigan, Cleveland State University, New Mexico Tech, the Ohio Department of Justice, and the Ohio Fire Academy.

In 2013 we saw the addition of a new Probationary Firefighter to the department. Each new Firefighter completes a Recruit Training program over the first two years of his or her employment with the Fire Department. Recruit Training focuses on the policy and procedures of the Department, city familiarization, vehicle operations, tools and equipment, fire ground strategy and tactics, EMS protocols, and many of areas throughout the year. When not responding on calls, much of the Recruit's time is spent training to the high standards of the Department.

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Every year the Department responds to numerous vehicle accidents on roadways and the highway. To that end, the Department spends much training time on vehicle driving competencies, operator awareness, scene safety, extrication of patients from damaged vehicles, and



incident management of multiple vehicles and patients. 2013 training hours had an emphasis in these areas and in 2014, we look to expand our training and education by having outside experts conduct drills involving highway incidents.

Monthly, the Hillcrest-area training officers meet to discuss training ideas and trade resources and training opportunities while developing area-wide standard operating procedures.

In 2013 we continued to train to the highest standard and meet all requirements. Our goal for 2014 is to focus on expanding the training program and encompassing more outside resources to host advanced training courses for our members and area departments.

Respectfully submitted,

Mark Palumbo, Lieutenant

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MAYFIELD HEIGHTS EMERGENCY MEDICAL SERVICES (EMS) 2013 YEARLY REPORT – LIEUTENANT LINSKY

Emergency Medical Services (EMS) had a very productive year in Mayfield Heights. Our Firefighter/Paramedics (FF/PM) and Emergency Medical Technician's (EMT) responded to 3,461 emergency calls. The department consists of 30 Firefighter/Paramedics and two Firefighter/Emergency Medical Technician's.

Our secure, on-line reporting system provides access to all of our reports and has proved to be a very user friendly reporting system. We can generate many reports with the data, including but not limited to: Call volumes, type of emergencies, type of fires, carbon monoxide incidents, training hours, time sheets, fire inspections, Emergency Medical Service (EMS) instant review and feedback with medical control, hydrants, and preplans.



The Mayfield Heights Fire Department continues its long lasting partnership with the Cleveland Clinic / Hillcrest Hospital and is under the direct medical command from Dr. Don Spaner. Hillcrest continues to provide two hour EMS continuing education classes for each of our three shifts on a monthly basis. The following educational topics were covered in 2013.

- START Triage & SMART triage scenarios
- Hypothermia
- Rapid Sequence Intubation
- Meth Lab Safety and Awareness
- Altered Mental Status
- Heroin Abuse
- Pediatric Protocol Update
- Geriatric Mental Health
- Orthopedic Trauma and Traumatic Brain Injury
- Stroke Care Update
- Violence Related Scenarios: Collaboration of EMS and Forensic Nursing



In addition to classroom training, the department uses online education and training that certifies our paramedics and EMT's with up-to-date continuing education hours. A total of 1064 hours of continuing education for EMS was

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completed, broken down as: 107 hours for trauma, 56 hours for pediatrics, and 23 hours for geriatrics and 878 hours for “other”. A total of 32 firefighters were re-certified in Cardiopulmonary Resuscitation (CPR).

We sent four FF/PM to the Northern Ohio Trauma Symposium (NOTS) for a two day trauma training seminar. Four FF/PM attended the Metro Life Flight Symposium for continuing education. Two members attended the Burke Lakefront Airport Mass Casualty Triage Incident Command Drill. We had nine FF/PM recertify their state FF/PM cards this year and all were approved. All FF/PM passed Dr. Spaner’s yearly competency exam on EMS protocols.



EMS Advisory meetings are held every other month at Hillcrest. The meetings are run by Dr. Spaner and the Hillcrest EMS staff with representatives from Pediatrics, Adult ED, Trauma, Neurology, and upper level administration.



The department received \$2,500 in grant money from the State of Ohio, Division of EMS. The grant money was used to purchase another video laryngoscope (called the King Vision) to aid in intubations on difficult patients.

New American Heart Association (AHA) Cardiopulmonary Resuscitation (CPR) training videos and material for training the public on Family & Friends CPR were purchased in 2013. The department now has four members who are CPR Instructors. Twelve classes were taught throughout the year with a total of 87 people being certified in CPR. The department offered CPR classes to the public every 3 months.



The Department has one certified Advanced Cardiac Life Support (ACLS) Instructor, one certified Pediatric Advanced Life Support (PALS) Instructor and one EMS Instructor. In 2013 Mayfield Heights Fire Department became a State Certified Continuing Education Site allowing our instructors teach Con-Ed for EMS within our own department.



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The Fire Department continues its involvement with our Social Services Department to create a better way to handle hoarding issues.

GOALS FOR 2014

- Apply for and receive our yearly EMS grant from the Ohio Department of EMS.
- Continue and expand our community CPR course offerings including offering AED training to our local businesses.
- Certify two more members of the Department to be ACLS and PALS Instructors.
- Offer Con-Ed to our Department and outside agencies on a monthly basis.
- Bureau of Workers Compensation grant for patient loading system.

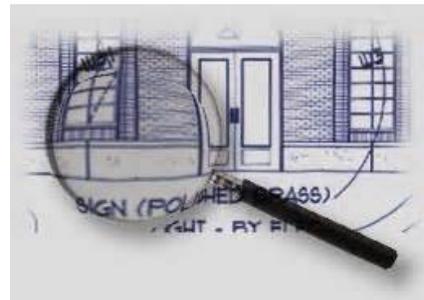
Lieutenant Dennis Linsky, EMS Officer



**MAYFIELD HEIGHTS PRE-PLANS/CAR SEATS/
SMALL EQUIPMENT/ UNIFORMS
2012 YEARLY REPORT – LIEUTENANT MARTINITIS**

PREPLANS:

This year, the Fire Department purchased new software to complete preplans. The software is called Firezone 9 and is very user friendly. Our old software was not Fire Department specific and slowed down the process of completing preplans. During the year, preplans were completed by each shift. The Fire Department has a priority list that ranks buildings in several categories and these buildings were at the top of the list for needing preplans.



CAR SEATS:

During 2013, the Fire Department completed car seat safety checks on 75 vehicles. That is a 25% increase from 2012. The car seat safety check makes sure that the seat is secured properly in the vehicle and the child is secure in the seat. We also make sure the seat is not one of many seats listed on the Highway Safety Research Center recall list. In 2013 we added 2 CPS technicians and now have a technician on every shift.



TURN OUT GEAR:

In 2013 the Fire Department purchased one complete set of new gear. This gear was for a new hire. When gear is ordered, the firefighter is measured and the gear is then made to those specifications. The gear takes several weeks to be made and then is delivered. There are many different types, in several different



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colors. We have purchased Cairns Reaction gear in the past few years and have been very pleased with the fit and durability.

SMALL TOOLS/EQUIPMENT:

In an effort to maintain the small tools that we have such as axes, halligans, pike poles, etc., each shift is assigned a vehicle. The tools on that vehicle are reconditioned by that shift.

This reconditioning includes painting, sanding, and oiling. The gas powered equipment we have is maintained and ran on a weekly basis. Our Holmatro rescue tool was inspected this year and the needed maintenance was completed. This rescue tool is commonly referred to as the “Jaws of Life”. It is very important to make sure this tool is well maintained because, when it is needed, time is critical and lives depend on it.



Submitted by: Lt. Martinitis

**MAYFIELD HEIGHTS SELF CONTAINED BREATHING APPARATUS
(SCBA) AND BREATHING AIR SYSTEM - 2013 YEARLY REPORT –
FIREFIGHTER JOHN KRAUS**

SCBA

The Department's 24 SCBA units have been in service approximately five years and are in good working order. Required annual flow-tests on these units were completed on July 11, 2013. This equipment should meet the needs of the Department for several years to come. Our Department has 52 4500 psi air cylinders for use with the SCBA units - these cylinders were hydrostatic tested on March 14, 2013 by ABCO Fire Protection, Inc. The next scheduled test will be in 2018.



Every member of the Fire Department who is assigned to fire suppression duties is issued their own SCBA face piece; additionally, five face pieces are located on responding apparatus. All SCBA face pieces successfully completed the required annual testing conducted by Fire Force Inc. on July 11, 2013.

Breathing Air Systems

The “in-house” breathing air compressor, air storage system, and fill station are a regional resource with all costs shared equally between nine communities in the Hillcrest area. The system is currently serviced by Breathing Air Systems and the required air quality testing is also conducted by Breathing Air Systems. The most recent analysis was completed on June 21, 2012 and meets guidelines for CGA D (G-7.1, 2004).

Submitted by:



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F.F. John Kraus

TRI-COMMUNITY EMERGENCY RESPONSE TEAM (CERT).



COMPLETED BY: PAUL BERNE, EXECUTIVE DIRECTOR

2013 ACTIVITY SUMMARY

The Tri Community CERT continued to add new members, enjoy limited attrition, conduct training, and participate in community events during 2013. Among our highlights was our graduation of 11 new team members on August 13, 2013. The event included an excellent presentation to the group by Chief Elliott and Chief Bittner. Sgt. Richard Whitehead of the Mayfield Village Police Department provided training at the session.

We added supplies including mesh stretchers, flashlights, and whistles. We have sufficient supplies to expand the team (currently 54 members) to close to 100 members in large part due to the grants we received that allowed us to add additional CERT backpacks. We also received several additional packs from the County through a FEMA program to encourage recruiting Veterans for CERTs

I conducted the following additional activities:

- Met with Lorna Zeller, Compliance Standards Officer, City of Mayfield Heights Police Department to discuss CERT activities and opportunities to engage in activities with, or provide support to, Mayfield Heights.
- Participated in several meetings with Cuyahoga CERT Association.
- Joined the Cuyahoga CERT Association Risk Management Committee and participated in several sessions with this group.
- Procured insurance for the group. This is an excess auto, general liability, and first-party medical insurance policy that were very reasonably priced.

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Additional activities by Sgt. Richard Whitehead included:

- Attendance at Cuyahoga CERT Association meetings.
- Completion of the 3 day CERT Management program.

Below are the quarterly reports submitted to Sharon Nicastro, County Administrator that describes team activity for the year.

Respectfully submitted,

Paul Berne, Executive
Director, on behalf of the
Board of Directors

Jody Widmann, Liaison
Office

Cheryl Garinger, Finance
Officer

Sarah Fanger, Logistics
Officer

Andy Attina, Public
Information Officer

Tom Ference, Safety Officer

Sgt. Richard Whitehead, Safety Forces Liaison



**MAYFIELD HEIGHTS HILLCREST TECH AND RESCUE TEAM
2013 YEARLY REPORT – DIRECTOR DON BALOG**

Members of the Mayfield Heights Fire Department take part in a multi-jurisdictional technical rescue team called the Hillcrest Technical Rescue Team (HTRT). This unique group of 32 highly trained rescue technicians are utilized to mitigate situations requiring skills and equipment outside the scope of the local fire departments.



Founded in 1995, this group is responsible for rope rescue, trench rescue, confined space rescue, structural collapse rescue and water rescue including ice, swift-water, and dive. The team is responsible for working with nine (9) communities within the Hillcrest region and an additional seventeen (17) communities in the Chagrin Southeast Region totaling over 236 square miles.

Directed by City of Beachwood Firefighter (and Mayfield Heights resident) Don Balog, the team conducted over 1200 man hours of training in 2013 in a variety of rescue disciplines. Included in this training were over 160 man hours for Firefighter John Kraus and Lieutenant Mark Palumbo of the Mayfield Heights Fire Department. Both John and Mark are also involved in the team in supervisory roles. John is in charge of the Rope Rescue Division, and Mark is the Assistant Division Head for the Structural Collapse Division.

During 2013, HTRT responded to seven technical rescue incidents. Five of these incidents involved either assessing a structure for stability or stabilizing a structure following damage. Additionally, the team responded to one rope rescue call and one dive related search and recovery call.



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MAYFIELD HEIGHTS HILLCREST FIRE INVESTIGATION UNIT 2013 YEARLY REPORT – DIRECTOR SHAUN LUTZ

The Hillcrest Regional Fire Investigation Strike Force is made up of nine communities that annually fund a team of highly trained fire investigators for the purpose of determining the origin and cause of fires. The Fire Investigation Unit has been in existence since 1997 and currently has a 15 person roster.

In 2013, the unit responded to 10 requests for the Hillcrest Regional FIU investigations:

1-20-2013	5207 Case	Lyndhurst
1-23-2013	5120 Spencer	Lyndhurst
2-20-2013	26710 Whiteway	Richmond Hts.
4-27-2013	5404 Bluebell	Lyndhurst
6-23-2013	1018 Millridge	Highland Hts.
7-5-2013	26159 Chardon Rd.	Richmond Hts.
7-13-2013	1941 Chartley	Gates Mills
9-21-2013	581 Wilkes	Richmond Hts.
11-4-2013	6805 Mayfield	Mayfield Hts.
11-25-2013	6605 Mayfield	Mayfield Hts.

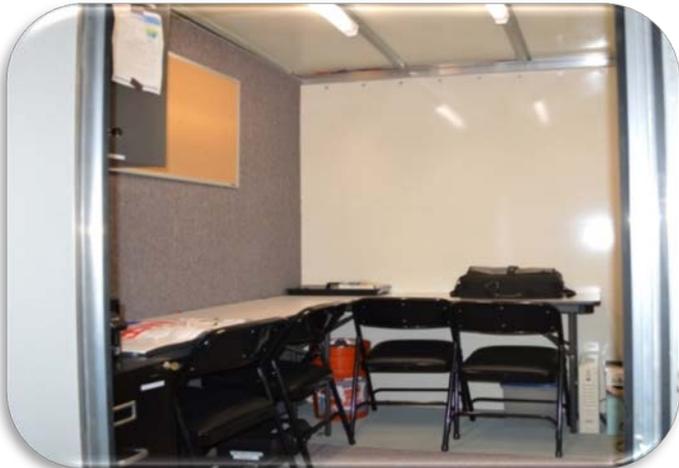
After 16 years as the Hillcrest Regional FIU's Director, John Fraizer was promoted to Fire Chief of the Pepper Pike Fire Department. With Chief Frazier's promotion, he could no longer be the Unit's director. Chief Frazier plans on staying with the FIU and will be the Unit's liaison to the governing community's Fire Chiefs.

The vacant Directors position was filled by Fire Prevention Officer Shaun Lutz from Beachwood Fire Department. FPO Lutz was chosen through an application process of team members and started in the position of Director in December of 2013. Shaun brings with him a vast knowledge of fire prevention and 12 years of fire investigation skills. Shaun strives to keep the knowledge and integrity of the Hillcrest FIU to the high level that it has maintained for the past 16 years, while at the same time bringing new ideas to the group to further its investigation skills.

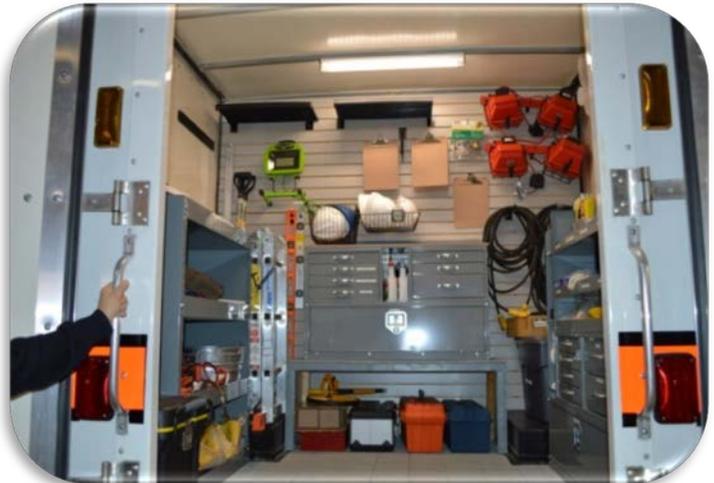
Also new for 2013 was the replacement of the Hillcrest Area Fire Investigation Unit which is the team's scene support vehicle. This vehicle was placed in service

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in August of 2013 and was designed and outfitted by FIU members specifically for the team's needs. The vehicle is a 2012 Chevy Savannah 3500 16' cutaway van. The interior of the vehicle has been divided to allow on scene interviewing and the capabilities of prolonged scene support.



Interview and work room



Tools and equipment

**MAYFIELD HEIGHTS CHAGRIN/SOUTHEAST HAZMAT TEAM
2013 YEARLY REPORT – DIRECTOR MARK VEDDER**

[Hazmat Team Organization and History](#)

The Chagrin / Southeast Haz-Mat Response Team was formed in 1990 by the Chagrin/Southeast Council of Governments to assist local fire departments in responding to incidents involving industrial chemicals.

The team has since evolved into a regional asset which responds 24/7 to incidents involving hazardous materials in transportation and storage and industrial facilities. Additionally,



the team is responsible for responding with law enforcement and bomb teams to incidents involving drug synthesis labs, explosives labs and potential terrorist incidents.

The team consists of 30 specially trained firefighters certified as Hazmat/WMD Technicians. In addition, five of our members are trained as Hazmat Specialists with intensive training in Rail Tank Cars, and /or Highway Cargo Tanks.

Every Hazmat team member has completed hundreds of hours of training in chemical identification, instrumentation, packaging, chemical and physical properties of materials, chemical protective clothing, spill control and fire control.

In 1995, the team also began responding to Confined Space Rescues. The team purchased extensive technical rescue equipment and conducted training of all its members to the Confined Space Rescue Technician level to meet the challenge.

In 1999 (prior to the events of Sept 11, 2001) the Chagrin/Southeast Haz-Mat Team began special Domestic Preparedness training for response to terrorist

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incidents. All of our team members are currently trained a WMD Technicians, and all of our team members have attended specialized federal training centers to learn about response to terrorist bombings, chemical weapon attacks, biological weapons and radiological attacks.

Since the terrorist attack of 2001, the focus of the team has changed. More than half of our training and much of our equipment is specific to terrorism response. Our team members have adapted well to this challenge and we, along with the other Hazmat teams in our county, are prepared to defend our communities against the unthinkable.

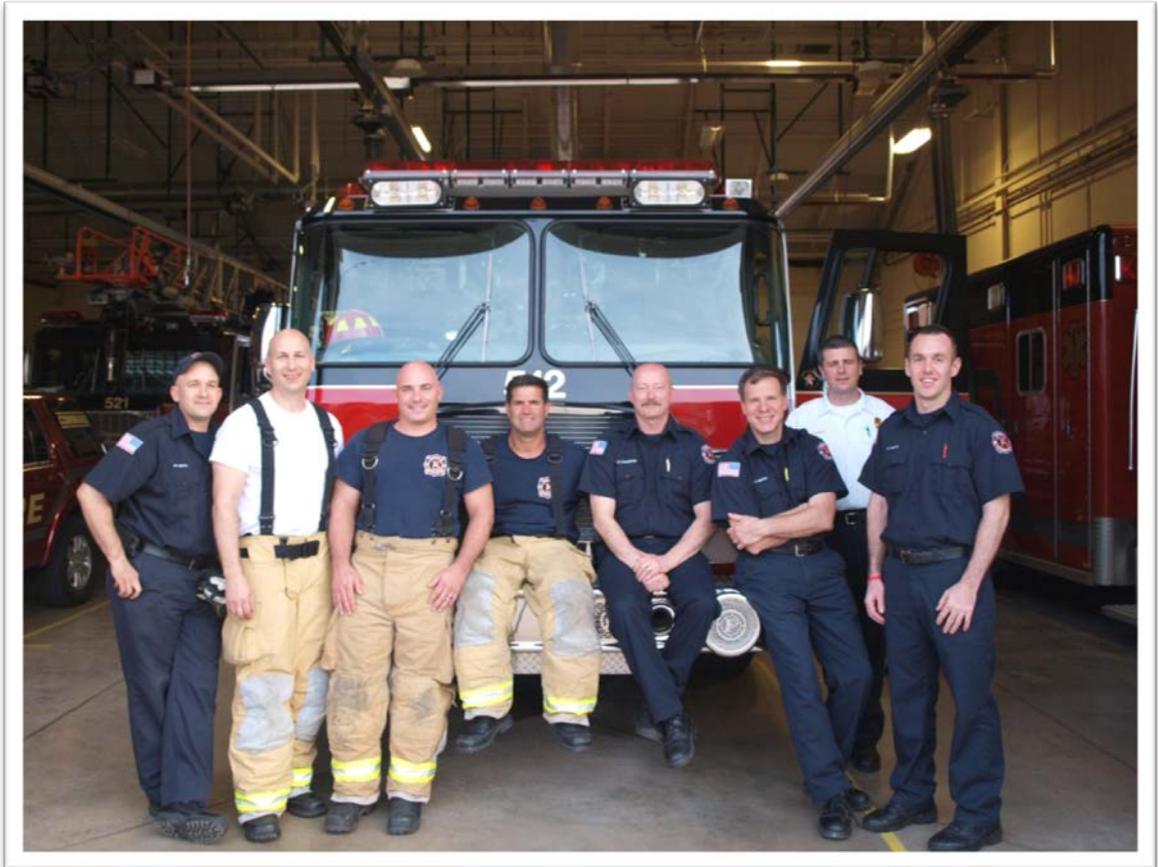


Our team maintains close relationships with the other Hazmat teams of Northeast Ohio. We have mutual aid agreements with Lake County, Portage County, Summit County, Westshore Hazmat, and Southwest Emergency Response Team and have close working relationships with the City of Cleveland and the Geauga County Hazmat Team.

We continue to exchange services with the Hillcrest Technical Rescue Team and the Heights Area Special Rescue Team. We provide their communities with Hazmat emergency response and they provide our communities with technical rescue response.

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This regional approach to hazmat and WMD response, as well as technical rescue, is cost effective, maintains a high skill level and insures our communities are ready to respond.



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