

City of
Sycamore



Fire Department

FY 2015 Annual Report

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Department Overview

The first fire company of the Sycamore Fire Department was officially organized in 1860 just a year after the Town of Sycamore was incorporated in 1859. The Sycamore Town Board approved a \$250 expenditure in May, 1860, to buy ladders, hooks, chains, axes, ropes, and buckets necessary to complete the organization of a Hook and Ladder Company. In March, 1871, a Special Council Meeting was held to buy land 16' x 62' for \$200 to build a brick firehouse with a \$200 bond sold to fund the building. An appropriation was approved for \$1,500 to fund the firehouse, carriage, ladders, hoses, and rubber buckets for the hook and ladder company.

The City of Sycamore is located approximately 60 miles west of the City of Chicago in the center of DeKalb County. The Sycamore Fire Department provides Fire Suppression, Rescue, Emergency Medical Services, Hazardous Materials First Responder, Fire Prevention, and Public Education services to approximately 20,000 citizens. This service area includes the City of Sycamore (17,519) and the Sycamore Fire Protection District (approximately 2,500). Overall, we service an area of approximately 62 ½ square miles (City of Sycamore - 5.57 square miles).

The Sycamore Fire Department is a combination Fire Department providing 24 - hour emergency response, operating out of two fire stations with 40 sworn and 1 civilian employee. The Department is divided into two divisions; an administrative division and an operations division. The Insurance Services Organization (ISO) rating for the City of Sycamore is a Class 4 and the ISO rating for the Sycamore Fire Protection District (unincorporated area outside the city) is a Class 8B.

The Sycamore Fire Department Mission Statement:

The mission of the Sycamore Fire Department is to selflessly serve our community with the highest quality professional fire and emergency medical services.

Our value statements:

Preparedness

Our members strive to be best prepared through physical fitness, continued training, and equipment readiness in order to operate in the safest way possible

Dedication

Our members take great pride and honor proving a loyal service to the community, while respecting the traditions of our profession

Honesty/Integrity

Our members perform their duties honestly and ethically striving to maintain the trust given to us by the community

Teamwork

Our members work together to achieve a common goal through mutual trust, respect, and loyalty

Selflessness

Our members are bravely willing to sacrifice our needs to serve the needs of the community In the course of performing our duties

Fire Department budget and authorized personnel strength

The Fire Department budget for FY15 was \$2,864,853. Personnel account for 95% of the budget (\$2,724,113). Commodities, contractual services, other services, and equipment accounted for \$140,740 (5%). The Department's authorized personnel

strength is as follows: Fire Chief - 1, Assistant Fire Chief - 2, Fire Lieutenant - 7, Firefighter/Paramedic - 19, Paid - on -call Firefighter - 18, and Fire Secretary - 1.

Overview of emergency activity

After four years of steadily increasing emergency activity, requests for emergency service decreased slightly in FY15. In FY15, requests for emergency services decreased by 1.49% (-30 incidents) from the previous year. The majority of (72%) of the emergency responses originate in Fire Station #1 response district (1,441 responses) while the remainder (28%) originate in Fire Station #2 response district (550 responses).

In FY15, we experienced a slight increase in emergency medical service incidents (+12) and fire (+12) responses. Non-fire (-54) incidents decreased from the previous fiscal year. Emergency medical responses continue to dominate much of the Fire Department activity. Emergency medical responses account for 81% and fire/non-fire responses account for 19% of all Fire Department emergency activity.

The Fire Department responded to 1,610 ambulance requests, treated 1,760 patients, and transported 1,126 patients to the hospital. While the numbers of EMS incidents increased slightly (+12), the total number of patients seen by the Fire Department decreased slightly (-39 patients) and number of patients transported to the hospital also decreased by 2.9% (-33). For those patients (1,126) transported to the hospital, the Fire Department provided Advanced Life Support (ALS) care in 67% (756 patients) to 33% (370) Basic Life Support (BLS) care.

Advanced Life Support (ALS) care includes a number of advanced skill techniques such as cardiac monitoring, establishment of an IV line, medication administration, and advanced airway interventions. Basic Life Support (BLS) care routinely use basic skills such as patient assessment, bleeding control, CPR, mechanical ventilation (using a bag-valve mask), and splinting (including spinal immobilization).

The Fire Department responded to 76 fire suppression responses and 305 non-fire responses. In FY15, the fire suppression responses have shown a slight increase in structure fire responses (+12). The overall fire activity level has remained fairly constant for the past six fiscal years. In FY15, the annual fire loss was \$607,860 which was lower than the FY14 (\$704,950) and is slightly below the ten year average fire loss of just over a million dollars (\$1,006,785). However, when you delete the extremely high FY 2010 fire loss, the baseline average of fire loss for the past 10 years is \$662,983. Therefore, our FY15 fire dollar loss is slightly (9%) lower than the adjusted ten year average.

Year in review emergency response activity
Fiscal Year 2014 – 2015

Requests for Emergency Services		1,991	
Total Emergency Medical Service Responses		1,610	81%
Total Fire and Non-fire Responses		381	19%
EMS Responses		1,610	
Patients seen	1,760		
Patients Transported	1,126		
BLS Transports	370		33%
ALS Transports	756		67%
<u>Patients not transported</u>	632		
Care given	35		
Refused care	597		
Advanced life support provided to neighboring jurisdiction	2		
Fire Suppression Responses		76	
Structure Fire	28		
Vehicle / Motor home	6		
Cooking (confined to container)	6		
Outside (rubbish & equipment)	15		
Refuse (dumpster, trash contained)	5		
Brush Fire	15		
Chimney	1		
Non-fire Responses		305	
False / Malicious Alarms	143		
Good Intent	32		
Burning Complaints	8		
Hazardous Conditions	68		
Service Calls	54		
Additional response information			
Motor Vehicle Accidents	161		
Extrications	9		
Mutual Aid & Automatic Aid Given	103		
Mutual Aid & Automatic Aid Received	40		

Total Fire Dollar Loss = \$607,860

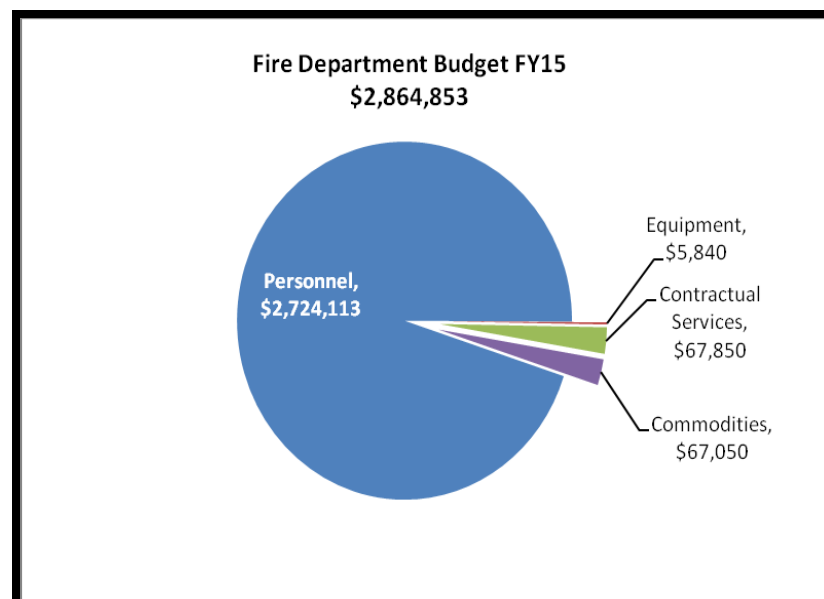
Administrative Division activities



Fire Station #1 - 535 DeKalb Avenue



Fire Station #2 - 2100 Frantum Road



Administrative Division activities

Administrative Division - overview

The Administration Division consists of the Fire Chief, two Assistant Fire Chiefs, and one Administrative Secretary. The Administration Division provides the support for the Operations Division activities which includes: fire station facility repairs and maintenance, emergency vehicle and equipment repair and maintenance, computer system and related software support, fire prevention program including public fire education, grant application and administration, special event planning, and fire and emergency medical service continuing training.

Personnel changes - new hires

In FY15, the Fire Department welcomed some new faces:

- Michael Tomsovic and Jake Turner started as POC Firefighter/Interns on May 1, 2014.
- Connor Hickey, Owen Wilkens, and Jonathon Carcamo started as a POC Firefighters on January 6, 2015.

Personnel changes - resignation

- POC Firefighter Michael Lorence resigned to take fulltime employment as a career Firefighter/Paramedic on August 5, 2014. Mike served from February 1, 2012 to August 5, 2014.
- POC Firefighter Sarie Turner resigned to take fulltime employment as a career Firefighter/Paramedic on November 5, 2014. Sarie served from February 1, 2012 to November 5, 2014.
- Fire Department Chaplain Ross Bulboz resigned to take a new position in Florida on June 21, 2014. Ross served from February 14, 2011 to June 21, 2014.

Career firefighter deployed to Afghanistan

Career Fire Lieutenant Shaun Penn was called to active duty with the US Army in early January 2013. He was deployed to Afghanistan for almost 11 months and returned to work on November 17, 2014. As a result of this deployment, Shaun was awarded a 3rd Bronze Star for Merit, a 3rd Afghanistan Campaign ribbon, and his 4th NATO Award. Upon his return from his deployment, Shaun was welcomed back by City employees and citizens along his travel route. Everyone was able to show their appreciation to his service to our country.

Years of service awards

Annual service awards were presented to City employees at the December 2, 2013 City Council Meeting. The following Fire Department personnel were recognized:

- | | |
|--|----------|
| • POC Firefighter/Intern Evan Rhule | 1 year |
| • POC Firefighter/Intern David Zern | 1 year |
| • Firefighter/Paramedic Scott Flatter | 10 years |
| • Firefighter/Paramedic Andy Powers | 10 years |
| • Firefighter/Paramedic Dustin Ruby | 10 years |
| • Firefighter/Paramedic Brian Thompson | 10 years |
| • Firefighter/Paramedic Jim Ward | 10 years |
| • POC Lieutenant Gene Listy | 50 years |

50 year service award

On December 9, 2014, POC Lieutenant Gene Listy was honored for his 50 year fire service anniversary at the Fire Department's annual holiday party. Chief Polarek presented Lt. Listy with a ceremonial speaking trumpet in recognition of his 50 years of service to the residents of the City of Sycamore.

Grant applications and awards

The Fire Department continues to look for grant opportunities to supplement our operating budget. In FY 15, the Fire Department applied for five grants. The following is a description of the grant application and the disposition of the grant application:

- A grant request (\$5,000) was submitted (May 2014) to the Illinois Department of Public Health (IDPH) for a Masimo RAD 57 blood gas carbon monoxide monitor which was awarded on September 16, 2014.
- A grant request (\$44,000) was submitted (December 2014) through the Assistance to Fire Fighter Grant (AFG) program for 20 sets of structural firefighting clothing. We received a grant award of \$35,620 for 16 set of clothing on May 27, 2015.
- A grant request (\$26,000) was submitted (September 2014) to the Office of the State Fire Marshal (OSFM) for the purchase of 13 sets of structural firefighting clothing. We received a grant award of \$26,000 for 11 sets of clothing on December 5, 2014.
- A grant request (\$20,000) was submitted (February 2015) to the Monsanto Corporation for technical rescue equipment. We received a grant award of \$10,000 for the purchase of technical rescue equipment on May 19, 2015.
- A grant request (\$5,000) was submitted (DeKalb Community Foundation and the Roberts Family Foundation) for a residential Knox Box program. We received a \$2,500 grant award from the DeKalb Community Foundation and a \$2,500 grant from the Roberts Family Foundation for 25 residential Knox Boxes on May 26 and June 12, 2015.
- A grant request (\$420,000) was submitted (December 2013) through the Assistance to Fire Fighter Grant (AFG) program for a replacement fire engine. We received a grant award of \$384,750 on July 23, 2014.

New firefighter labor agreement

In early January 2015, Sycamore city staff members and Local #3046 Executive Board members began to meet to discuss a successor labor agreement. The group met a number of times over the course of five months and were able to come to an agreement in early June, 2015. By June 15, 2015, the Sycamore City Council approved the agreement and the Firefighters Union had ratified the proposed contract.

Fire Department Strategic Planning

In early March, 2013, the Fire Department began the process of developing a 5-7 year Strategic Plan. The last Strategic Plan was completed in January, 2001. A Strategic Planning Committee was formed consisting of three chief officers, a company officer and a firefighter from each shift, and a member of the Firefighter's Union Executive Board. The Committee reviewed the emergency service delivery as it relates to existing apparatus, equipment and facilities as well as forecasting what the future service changes may hold based on potential changes to local demographics. The committee met many times over the last 26 months. The final document was presented to the City Council on May 18, 2015.

Fire Department Officer's Retreat

In early December, 2014, for one day all of the Fire Department leadership gathered together to discuss issues affecting the Fire Department. For the 2nd annual Fire Department Officer's retreat, Eddie Enright, retired Deputy Division Chief from the Chicago Fire Department gave a presentation on Duty - Pride - Tradition in the fire service. After the presentation, the officers discussed organizational challenges and potential solutions.

New Sycamore Fire Protection District contract

In August, 2014, city staff members and Sycamore Fire Protection District Trustees began a series of discussions on a successor agreement. The existing agreement between the City of Sycamore and the Sycamore Fire Protection District had not been formally updated since April 2007. As a result of the cooperative discussions, a new four year agreement was approved by the City Council on April 20, 2015.

Replacement emergency vehicle - new fire engine

The Fire Department maintains three fire engines and one engine/tender as part of the emergency response fleet. In early December, 2013, the Fire Department submitted a grant request (\$420,000) to the Assistance to Fire Fighter Grant (AFG) program for a replacement fire engine. On July 23, 2014, we received a grant award of \$384,750. The total cost of the vehicle grant is \$405,000 with the federal grant amount set at \$384,750 and the City's portion of the grant is \$20,250. The grant was written to replace current Engine #4, (1979 Mack), a 35 year old reserve fire engine. After the grant award, the first step in the purchase process was to develop fire engine bid specifications. An internal Fire Department committee was formed consisting of Assistant Chief Art Zern, a one representative from each shift (3) and the Department mechanic. Bid specifications were developed to mirror the Department's last fire engine purchased in 2005, Engine #1 (Central States). For over three months, this group met periodically to determine the minimum vehicle needs and they also looked at three newer fire engines of various manufacturers at neighboring fire departments. All of this research helped to develop the Sycamore fire engine specification. In late November, 2014, the Fire Department advertised for bids and in December, received eight bids. After careful review of the bids, the Fire Department recommended the city council approve the bid from Rosenbauer Apparatus, Inc. in the amount of \$401,522. On January 20, 2015, the City Council approved a contract to with Rosenbauer Apparatus to build a replacement fire engine. The completed vehicle is expected to be delivered in January, 2016.

Replacement emergency vehicle - new heavy rescue vehicle

The Fire Department maintains one light duty rescue squad as part of the emergency response fleet. In early December, 2014, Fire Department management learned that the Hanover Park (IL) Fire Department had a used surplus heavy rescue squad for sale. Sycamore Fire Department staff made contact with Hanover Park Fire Department officials, inspected the 1988 vehicle, and found that it was a significant value for the \$30,000 asking price. The City Manager brought forward the opportunity to the City Council who approved the purchase on December 15, 2014. The newly acquired vehicle was sent in February to be painted red over the existing lime green color. Upon return from the paint job, fire department mechanics began the process of updating the exterior emergency warning lights. Once all of the needed work is completed, equipment will be relocated from the existing squad and from storage at both fire stations to the new squad. It is anticipated that this new heavy rescue vehicle (Squad #2) will be placed into emergency service in September, 2015.

Replacement emergency vehicle - new brush/grass fire vehicle

The Fire Department maintains two brush/grass fire response vehicles as part of the emergency response fleet. In October, 2014, The Board of Trustees of the Sycamore Fire Protection District generously approved a \$45,000 grant toward the purchase of a new brush/grass fire response vehicle chassis including the installation of a pump skid unit (a previous Board purchase), and the installation of warning lights/siren, and radios. The chassis was purchased in February, 2015 and fire department mechanics installed all of the necessary equipment. This new brush/grass fire response unit (Brush #1) was placed into emergency service in May, 2015.

Replacement emergency equipment - cardiac monitor - defibrillator

The Fire Department maintains four Advance Life Support (ALS) ambulances. One of the key pieces of the Advanced Life Support (ALS) emergency equipment is the cardiac monitor/defibrillators. We continued to implement the multi-year cardiac monitor/defibrillator replacement plan. In early May, 2014, bids were solicited for a replacement Physio Control Lifepak 15 cardiac monitor/defibrillator and the low bid was Midwest Pre-Hospital Sales, Chicago, Illinois. The new cardiac monitor/defibrillator was placed into service in July, 2014.

Quartermaster program

Lt. Darrin Hepker serves as the Department's Quartermaster. He facilitates the procurement of Department issued uniforms and structural fire gear for new and existing employees. In FY15, we replaced three sets of structural turnout gear from the capital budget and with the December 5, 2014 grant award for \$26,000 from the Office of the State Fire Marshal (OSFM), we replaced 11 more sets of protective clothing.

Vehicle maintenance program

The Fire Department currently has a fleet of four fire engines, four ambulances, two brush fire vehicles, one rescue squad, three Chief (Command) vehicles, one semi-rigid inflatable boat, and one reserve COMMAND vehicle. In addition, the Fire Department also stores the MABAS Division #6 Decontamination unit. Assistant Fire Chief Art Zern oversees the Department's vehicle maintenance program. Lt. Dan Marcinkowski serves as the Department's Mechanic Coordinator and Firefighter/Paramedic Brad Belanger serves as the Mechanic Assistant. In FY15, we performed periodic preventive maintenance in-house on all Fire Department vehicles and performed or facilitated repairs as needed to various vehicles in the fleet. The most noteworthy activities were:

- Completed annual fire pump testing of all fire engines (4)
- Rebuilt or placed pump valves on Engine #1, # 2, and #3 after winter fires
- Repaired Car #4 electrical problem
- Repaired Medic #2 air conditioner
- Replaced Engine #2 engine head gasket
- Repaired Engine #2 electrical generator pump
- Replaced Car #4 alternator
- Repaired Engine #1 alternator

Tools and equipment maintenance program

Assistant Fire Chief Art Zern oversees the Department's tool and equipment maintenance program. In FY15, we performed periodic preventive maintenance and repair on most Fire Department tools and equipment. The most noteworthy activities were:

- Completed annual ground ladder testing of all ground ladders
- Completed semi-annual breathing air quality tests on breathing air compressor
- Complete annual service on breathing air compressor
- Completed annual service on the hydraulic rescue tools
- Completed annual service on the cardiac monitors
- Completed required scheduled high pressure air bag testing
- Completed annual ambulance patient stretcher maintenance
- Completed required scheduled self contained breathing apparatus (SCBA) cylinder hydro testing and recertification
- Completed annual flow test on all SCBA regulators

In an effort to effectively maintain the inventory of required tools and equipment on emergency vehicles, we replaced the following:

- Replaced the EMS first in bags on all Chief and Brush vehicles

Fire Station - facility maintenance

Assistant Fire Chief Art Zern oversees the Department's facility maintenance and repair program. Maintenance and repair of the fire station buildings are performed by the Mechanic Coordinator, the Mechanic Assistant, Public Works personnel, and outside contractors. The most noteworthy activities during FY15 were:

- Facilitated annual Office of the State Fire Marshal (OSFM) boiler inspection at Fire Station #1
- Facilitated annual OSFM wheel chair lift inspection at Fire Station #1
- Completed annual service on emergency generator at Fire Station #2
- Completed annual testing of sprinkler system at Fire Station #2
- Completed annual testing of fire alarm system at Fire Station #2
- Completed annual carbon monoxide detection system (Tox Alert) at Fire Station #2
- Replaced two boiler circulating pumps at Fire Station #1
- Repaired fire gear washer at Fire Station #1
- Repaired boiler system at Fire Station #1
- Repaired one overhead door motor and contactor at Fire Station #1
- Replaced four carbon monoxide detectors at Fire Station #2
- Replaced clothes dryer at Fire Station #2
- Replaced clothes washing machine at Fire Station #2
- Repaired the main natural gas line at Fire Station #2
- Repaired boiler system at Fire Station #2

Fire Station - facility improvements

- Installed water and electrical utility lines for clothes washer at Fire Station #1
- Purchased clothes washer for Fire Station #1
- Painted Fire Station #1 breakout/library
- Replace carpeting in classroom and break out room/library at Fire Station #1
- Installed floor tile in the common areas in the administrative area of Fire Station #1
- Completed the installation (Phase #1) of electronic eyes for three overhead garage doors
- Added a plymovent diesel exhaust drop for Medic #3 at Fire Station #1
- Installed Cat 5 wire for new VOIP phone system at Fire Station #1

Computer system improvement

Fire Chief Peter Polarek oversees the Department's computer system including software and hardware. In FY15, we continued to maintain the Fire Department computer system working with our IT contractor KMB Computing. As part of that maintenance program, we replaced two work station printers.

Fire Prevention Program

Assistant Fire Chief Art Zern oversees the Department's Fire Prevention program which includes public fire education. Throughout the year, various fire prevention needs are addressed which include: review of building plans for new construction for fire prevention code compliance; the management of the Knox Box (secure key box) program, dealing with code enforcement/fire safety issues as they arise, monitoring third party fire alarm, sprinkler system, and hood/duct inspections for compliance and follow up, if needed. We continue to utilize the service of the Compliance Engine. This allows us to be more efficient in the monitoring of required sprinkler, fire alarm, and hood/duct annual or semi-annual testing requirements. The Compliance Engine is a web-based service for Fire Prevention Bureau's to track and drive code compliance, reduce false alarm activity, and provide safer communities through third party inspection reporting and maintenance. The Compliance Engine collects, organizes and categorizes from third party contractors who inspect, test, and maintain fire protections systems at no cost to the City.

Knox Box program

A Knox Box is a small, wall-mounted safe that holds building keys for Fire Departments to retrieve in emergency situations. Since 1995, any building in Sycamore protected with an automatic fire alarm, automatic fire suppression system (sprinkler system) or is inaccessible as a result of security measures are required to have a Knox Box. In an emergency, Fire Department personnel using the Knox Box can quickly enter a building without having to force entry. With the maturity of the City of Sycamore Knox Box program, building keys potentially can be outdated with the change of owners/occupants or entry door lock changes. The Fire Department's challenge is to keep those building keys current in the Knox Box. In FY 15, the Fire Department initiated public service announcements encouraging the 310 participating Knox Box customers to check their currently locked up occupancy keys for their occupancies.

Fire Prevention - public education activities

Firefighter/Paramedic Jim Ward serves as the Department's Fire Prevention Education Coordinator. He coordinates all public fire education activities and oversees the four members performing various presentations. Throughout the year, the Public Education group of six firefighters provides presentations to various age groups at outside locations and at each of the fire stations. A significant portion of the public fire education effort is Fire Prevention Week. October 5-11, 2014 was designated as the national Fire Prevention Week. With the heavy demand for fire prevention presentations during this five day window, our local fire prevention week has expanded to almost the entire month of October. We use the national Fire Prevention Week theme as the foundation for the month long activities. This year's theme was "Smoke Alarms Save Lives: Test Yours Every Month". For a better part of three weeks, the Fire Prevention Team members made presentations to children from pre-K to 5th grade. They visited every grade school. During the month of October, we estimate that we make contact with over 3,000 school children. In addition to the presentations, a fire drill was conducted and successfully completed in every elementary school. The group continued to emphasize four key points during the presentations: 1) Test, and if

necessary, replace batteries in smoke detectors; 2) Test, and if necessary, replace batteries in carbon monoxide detectors; 3) Talk to parents about an escape plan in case of fire; and 4) What would you do if your friends wanted you to play with fire. In addition to presentations at schools for children, the public education group did over 30 fire station tours/safety presentations for pre-school and special needs children.

Members of the public education group participated in the following:

- Continued the monthly fire prevention press release to the local media with various fire safety and seasonal safety messages to the public.
- Provided a number of senior and adult fire safety presentations which included fire extinguisher training, senior fire safety, and senior health safety.
- Provide fire safety presentations for special needs individuals.
- Provided two fire safety presentations (Coffee with the Chiefs) for residents of the Sycamore Civic Apartments.
- Participated in the Target National Night Out.
- Participated in Tuesdays on the Town - Touch a Truck event.
- Participated in Sycamore Park District - Touch a Truck event.
- Facilitated a number of CPR and First Aid courses for members of the community.

Fire Prevention - Juvenile Fire setter Program

Fire Prevention Education Coordinator Jim Ward continues to lead a coalition of eight agencies concerned with juvenile fire setters. Firefighter/Paramedic Ward chairs the quarterly meetings as the coalition works together to deal with this growing issue. The Juvenile Fire Setter Coalition is comprised of members of the Sycamore and DeKalb Fire and Police Departments, the DeKalb County Sheriff's Department, the DeKalb County State's Attorney's office, local mental health agencies, Sycamore School District staff, local chapter of the Red Cross, and the Youth Services Bureau. During FY15, four individuals were processed through the Juvenile Fire Setter program through various sources of referral.

Special event permit review

The City of Sycamore permits approximately 60 special events a year ranging from the temporary closure of a downtown city street to catered events on private property. Assistant Chief Zern provides the Fire Department safety review of all special event permit requests as part of a overall city review during the special event season (May-November).

Firefighter behavioral health presentations

Assistant Fire Chiefs Marc Doty and Art Zern continue to participate with the Illinois Fire Fighter Peer Support Team which is a group of Illinois firefighters and mental health professionals that serve in a peer driven support network for firefighters. This group's mission is to serve the fire service family by providing trained peer supporters who can give confidential, appropriate and supportive assistance.

Operations Division activities



DeKalb Daily Chronicle photo



Figur



Operation Division activities

Emergency operations overview

Requests for emergency services were down slightly (1.4%) after four years of increasing activity. Emergency medical responses continue to increase in activity, while fire and non-fire responses have remained relatively flat.

Significant emergency Incidents

The most noteworthy emergency responses in FY15 were

- Taxco Restaurant (223 W. State Street) struck by vehicle on May 25, 2014
- Residential Structure fire (11520 Plank Road) on January 5, 2015
- Wendy's Restaurant fire (439 E. State Street) on January 9, 2015.
- Fairdale tornado mutual aid response (Fairdale, IL) on April 9, 2015.

Emergency medical services

The Fire Department operates four Advanced Life Support (ALS) ambulances. The Sycamore Fire Department participates with the Kishwaukee Hospital Emergency Medical Services System and operates under the medical direction of the emergency room physicians at Kishwaukee Hospital. Assistant Fire Chief Marc Doty oversees the Emergency Medical Services program with the assistance of Firefighter/Paramedic Bill Reynolds who serves as the Department's Paramedic Coordinator.

Ballistic vests and helmets added to the ambulances

As a result of the increasing awareness regarding the potential for a Fire Department response to an active shooter incident, the Fire Department added ballistic vests and ballistic helmets to each of the four ambulances. About half of the cost was funded by the Waste Management settlement (\$3,333) for the 2014 Cortland Elementary School odor incident mutual aid response. In FY15, the Fire Department has initiated efforts to coordinate our response procedures to these incidents with the Sycamore Police Department.

Emergency Medical services continuing training

The Illinois Department of Public Health (IDPH) requires all certified paramedics to successfully complete 25 hours of continuing education each year and emergency medical technicians - basic to complete 15 continuing education hours per year. The required continuing medical education is provided to both Fire Department Paramedics and Emergency Medical Technician - Basics by the Kishwaukee Hospital EMS System staff. In December, 2014, all Fire Department certified paramedics successfully completed the Pediatric Advanced Life Support (PALS) recertification course.

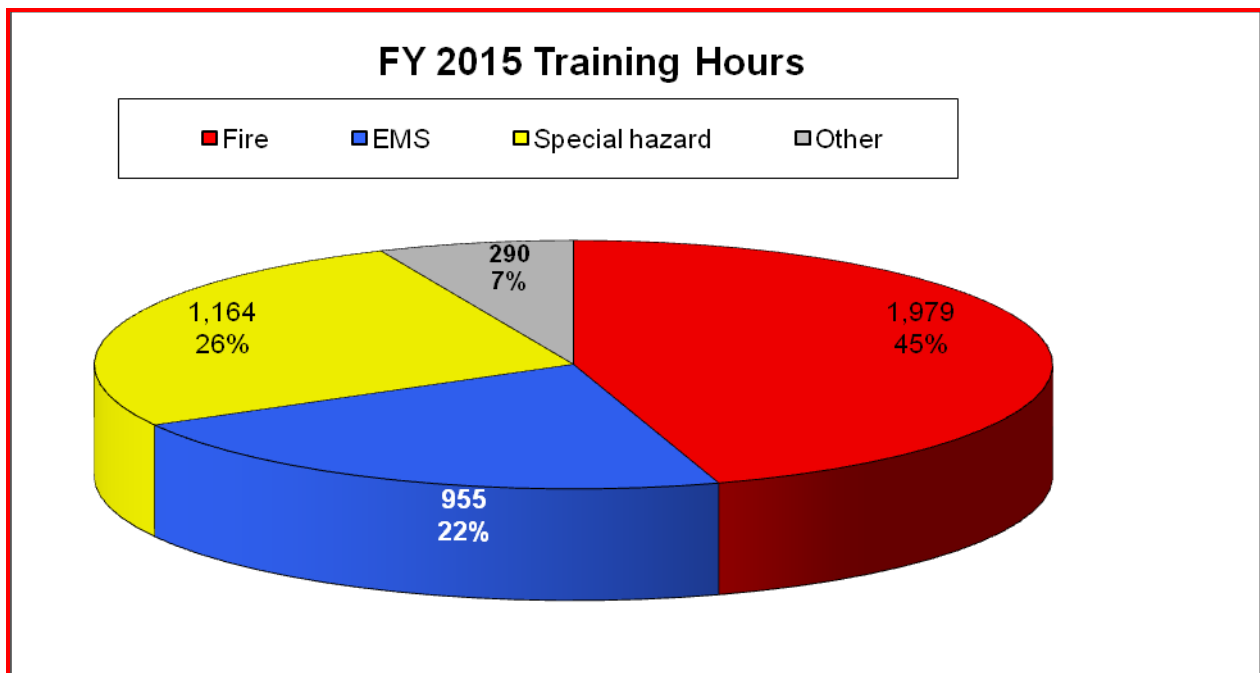
Fire basic and continuing training

Assistant Fire Chief Marc Doty oversees the Department's fire training program which includes both in-house and outside training schools. Overall, 4,388 training hours were performed by Fire Department personnel with 3,124 hours performed in-house. Much of this documented training provides reinforcement and refresher (continuing education) training of achieved fire service certifications. For in-house training, Assistant Chief Doty assigns various monthly continuing fire education training topics, provides supporting training information, and the required training is delivered through the company officers to shift personnel.

Training hours FY15

Overall, 4,388 training hours were performed by Fire Department personnel. Training hours are divided into four categories:

- Fire training - includes fire equipment, fire apparatus, building construction, electric vehicle response, driver's training, fire operations review, fire investigation, and various fire drills.
- Emergency Medical Service (EMS) training - includes required continuing monthly medical training in various areas which enable the paramedics to meet the hourly requirements by the Illinois Department of Public Health (IDPH).
- Special hazards training - included hazardous materials and technical rescue response training.
- Other training – this category includes the review of SOG's, Policy, and Procedures, review of streets, required NIMS training, firefighter and officer orientation, and safety training.



While most of the training is performed in-house, a small amount of the training is provided through recognized regional fire training academies.

In FY15, the following personnel attended outside training:

- Career Firefighter/Paramedics John Pink and Eric Saxton successfully completed the Vehicle and Machinery Operations course.
- Career Firefighter/Paramedic Bob Maciejewski successfully completed the Vehicle and Machinery Technician course.
- Career Lieutenants Shaun Penn Todd Turner completed the Strategy and Tactics II course as part of the completion of their Fire Officer 1 certification.
- Career Lieutenant Darrin Hepker completed the Leadership II course as part of the completion of his Fire Officer 1 certification.
- Career Lieutenants Tal Hickey and Dan Marcinkowski completed the Health and Safety Officer course.

As a result of the training activities, a number of fire department personnel attained fire certifications (36) through the Office of State Fire Marshal's (OSFM).

Training certifications

Our fire department members attained 36 fire certifications in this fiscal year. The newly achieved certifications were for Basic Operations Firefighter (2), Advanced Technician Firefighter (3), Chief Fire Officer (1), Confined Space Operations (4), Fire Investigator (3), Fire Officer I (1), Fire Service Vehicle Operator (1), Hazardous Materials Operations (2), Rope Operations (3), Structural Collapse Operations (3), Technical Rescue Awareness (2), Trench Operations (3), Trench Technician (1), Vehicle and Machinery Operations (2) and Vertical II (4).

Hands on training

As part of the review of new water rescue response procedures, the Fire Department facilitated surface water rescue response practice on the small lake at the Sycamore RV Park in mid - June 2014. In addition, we continued to validate the recently revised ice rescue response procedures through practical exercises at Sycamore Park in early March 2015. In May 2014, the Sycamore Fire Department also hosted a grain bin rescue course at the Old Elm Farms (John Ward). This course provided hands on training for emergency responders to effectively respond to grain bin rescue incidents. In November 2014, the Department hosted a Leadership, Accountability, Culture and Knowledge (LACK) course. This course is designed to reach current and future fire officers on how Leadership, Accountability, Culture and Knowledge (LACK) can improve both their own and their organization's skill set. This course integrates the Everyone Goes Home Campaign into their organization. In October 2014, the Sycamore Fire Department also hosted the Fire Service Institute Grain Bin Rescue course at Fire Station #1.

Training scholarship award winners

In May, 2014, the Illinois Fire Chiefs Association Educational and Research Foundation announced that three Sycamore firefighters were awarded scholarships. Career Firefighter/Paramedics Ryan Gustafson (\$1000), Eric Saxton (\$750), and Jim Ward (\$1,000) were awarded scholarships. Firefighter/Paramedic Gustafson is scheduled to attend the Fire Investigator series, and Firefighter/Paramedics Saxton and Ward are working toward Fire Officer I certification courses.

Personnel - POC Firefighter program

The Paid on call (POC) Firefighter program is designed to supplement the career staffing of the Fire Department. In FY 2015, we advertised and hired three new POC Firefighters in January, 2015. Paid on call firefighters are required to meet minimum training requirements, minimum activity requirements, and required ride time. Under the improved program, The Fire Department currently employs eleven POC Firefighters (including two Chaplains classified as POC Firefighters and three POC Firefighter/Interns). POC Firefighters Connor Hickey and Christian Condon started paramedic training in September 2014. The paramedic training program encompasses classroom instruction and clinical experience over an 11 month period. In addition, the paramedic students are required to complete 500 hours of ride time on the ambulance to gain field experience. They are both scheduled to take the State of Illinois Paramedic examination in September 2015.

Personnel - POC Firefighter/Intern program

The Intern program is a three year commitment where POC Firefighter/Interns agree to work four - 24 hour shifts per month (non-compensated) with an assigned firefighting shift in addition to attending a full college course load. The program requires the POC Firefighter/Interns to complete the following coursework over the course of three years: Basic Operations Firefighter certification, Emergency Medical Technician - Basic licensure, and Emergency Medical Technician - Paramedic licensure. In FY 2015, we advertised and hired two new POC Firefighter/Interns in May 2015. The Fire Department is authorized up to six college interns and we currently have four Interns working through the program.

In September, 2014, POC Firefighter/Intern David Zern successfully passed the State of Illinois Paramedic examination. In addition, he completed the required hours (500) of clinical time and is now a licensed paramedic.

Special Teams

Fire Department special team (Hazardous Material and Technical Rescue Team) training development continues through grant funding from the Illinois Terrorism Task Force (ITTF). ITTF funding is used to pay tuition and back fill to send members of the Hazardous Materials and Technical Rescue Team to required basic training.

Hazardous Material Response Team training

Career Firefighter/Paramedics Bob Maciejewski and Eric Carlson attended MABAS Division #6 continuing education in FY15.

Technical Rescue Team training

Career Firefighter/Paramedics Bill Reynolds, Adam Honiotes, Dustin Ruby, Andy Powers, Mike Hardesty, successfully completed various required technical rescue basic training courses (Rope Operations, Confined Space Operations, Structural Collapse Operations, Trench Operations, Confined Space Technician, Vertical II, Structural Collapse Technician, and Trench Technician) as part of their development for the technical rescue team.

Fire Investigation Team training

Firefighter/Paramedic Brad Belanger successfully completed the Fire Investigation certification basic course work. Lt. Dan Marcinkowski, and Firefighter/Paramedics Jim Ward, Pat Dulzo, and Brad Belanger attended a fire investigator conference as part of the fire investigator certification maintenance requirements.

Fire Station and emergency vehicle maps

Lt. Darrin Hepker maintains all of the Fire Department map books and response maps for both fire stations and fire department emergency vehicles.

SCBA maintenance and repair

Firefighter/Paramedic Scott Flatter oversees the maintenance and repair of all of the Department's self contained breathing apparatus (SCBA). This effort includes the required flow test of all SCBA air packs (24), RIT packs (3), the required annual SCBA face piece testing with each firefighter (37), and the required quarterly breathing air quality testing of the breathing air compressor.

Atmospheric monitoring instruments/thermal imaging camera maintenance and repair

Firefighter/Paramedic Eric Carlson oversees the maintenance and repair of all of the Department's atmospheric monitoring instruments and thermal imaging cameras. He calibrates the atmospheric monitoring instruments quarterly to ensure of dependable and accurate response.

Firefighters wear pink in October

For the entire month of October, all on-duty City of Sycamore Firefighters wore a special navy/pink Fire Department uniform t-shirt to show support for Breast Cancer Awareness. The t-shirts featured the traditional pink ribbon and pink lettering of the Breast Cancer Awareness Foundation entwined with the Sycamore firefighters' motto of Pride and Honor

Special events - Sycamore Car Show

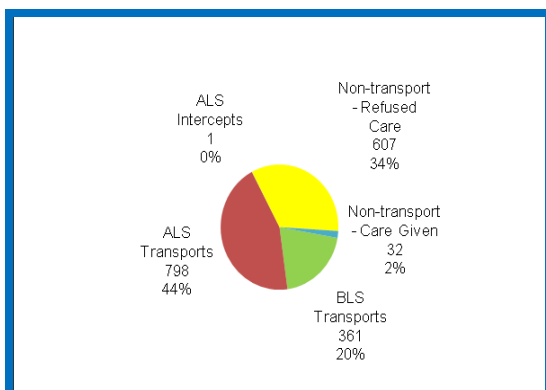
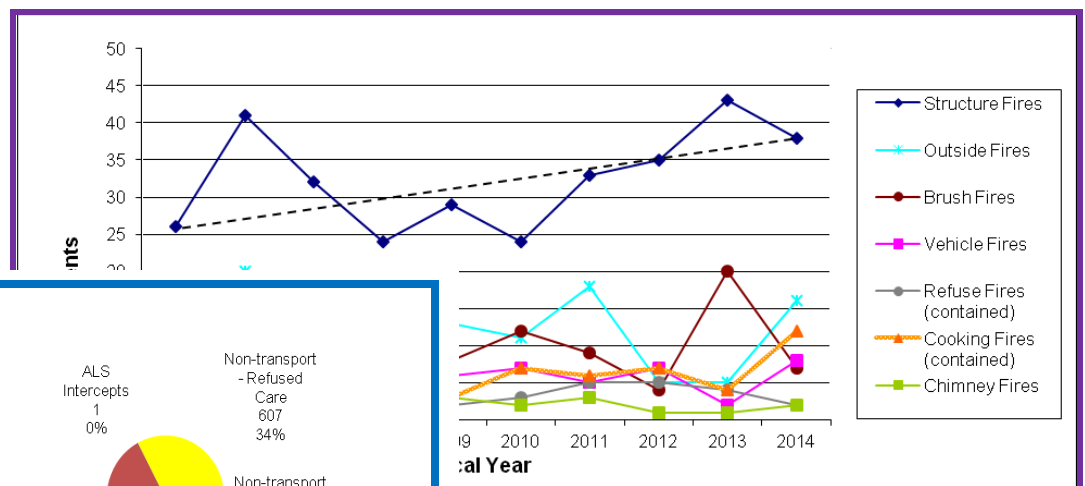
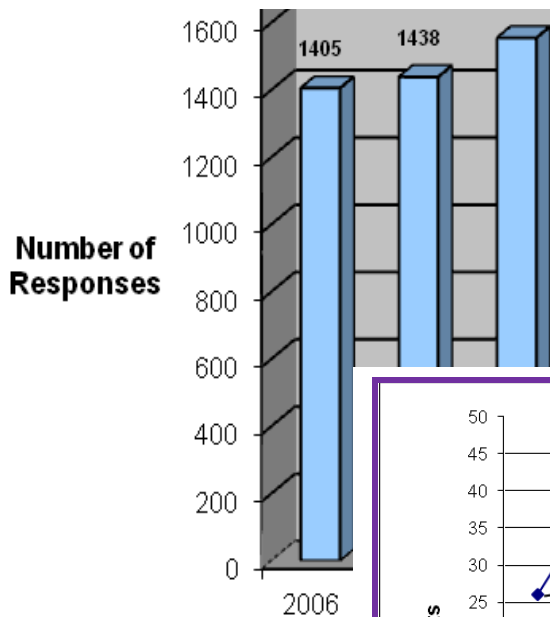
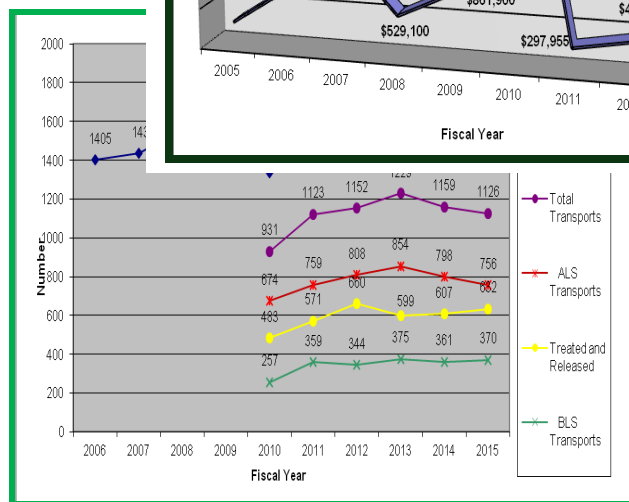
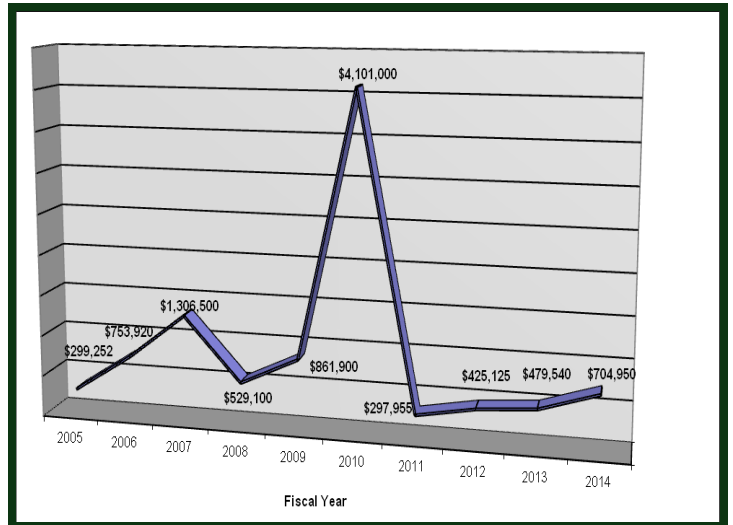
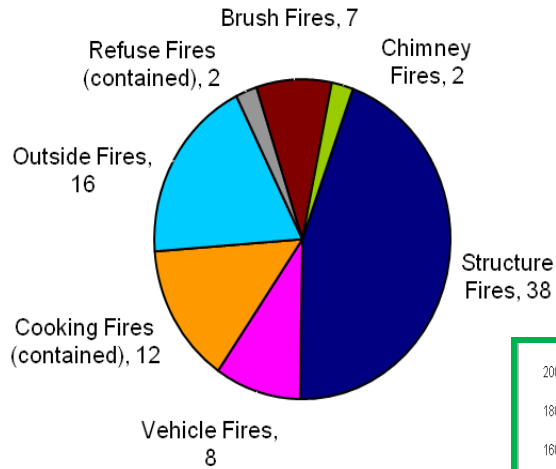
The Fire Department actively participated in the safety review of the Annual Car Show layout as well as the implementation of an event first responder emergency response. On July 27, 2014, the Fire Department provided two fire personnel strategically placed in the middle of the downtown area, which provided an event first aid station along with ability to provide first response within the car show area. It is estimated that the Car Show attracts approximately 10,000 visitors to this event.

Special events - Sycamore Pumpkin Fest

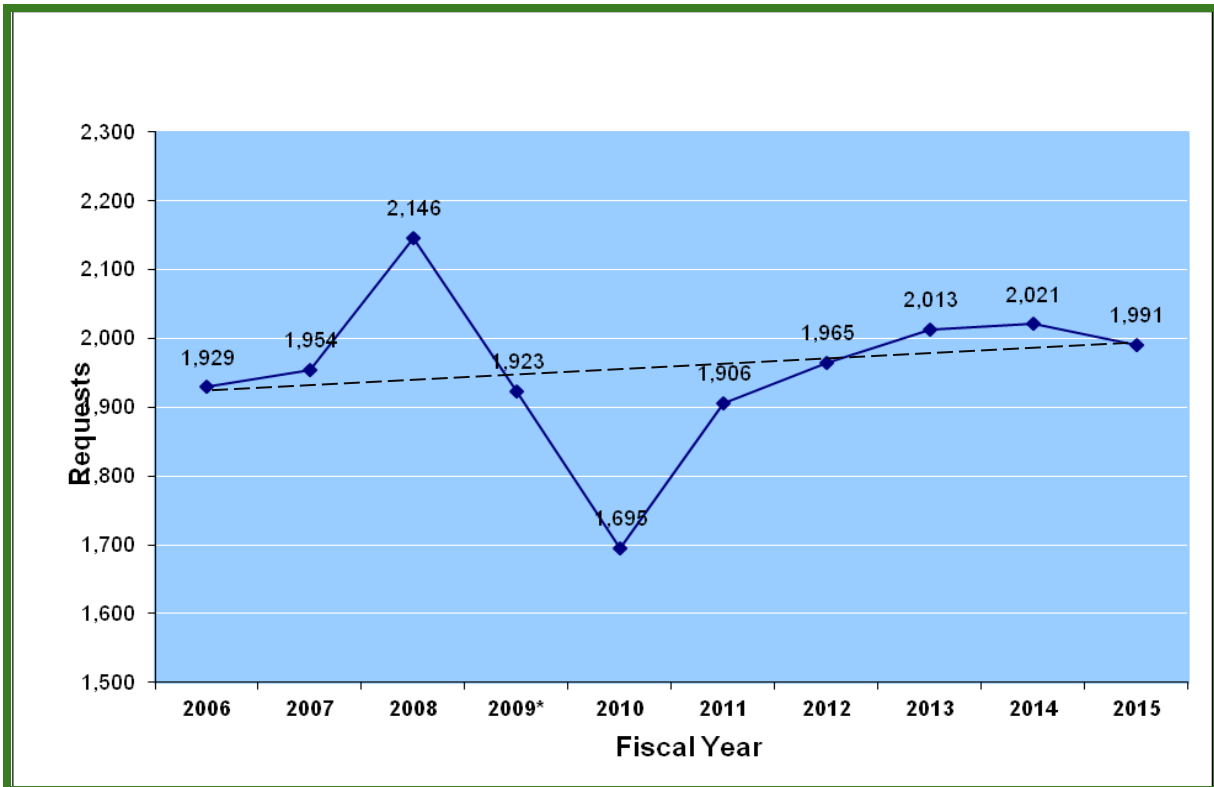
The Fire Department actively participated in the planning and implementation of the emergency response to the annual Sycamore Pumpkin Fest special event. On October 26, 2014, ten Fire Department emergency personnel, staffing two staff vehicles, and the all terrain vehicle (ATV) provided emergency response for the Pumpkin Run which drew almost over 1,800 participants. Fortunately, we did not encounter any issues during the event.

Later that same day, twenty-seven personnel staffing 3 Chief vehicles, 3 fire engines, 3 ambulances, a rescue squad, brush truck, ATV, and the DeKalb County Sheriff's Office Mobile Command Post provided emergency response capability from three strategically placed staging sites just off of the Pumpkin Parade route. The Fire Department was prepared to respond to any issues during the weeklong Festival including the Pumpkin Parade. In spite of the large crowd, we only had one medical response that required transport to the hospital. In addition, personnel saw and treated a handful of foot blisters and bee stings. It is estimated that the five day Pumpkin Festival event attracts approximately 150,000 visitors to Sycamore.

Operations - emergency response statistics



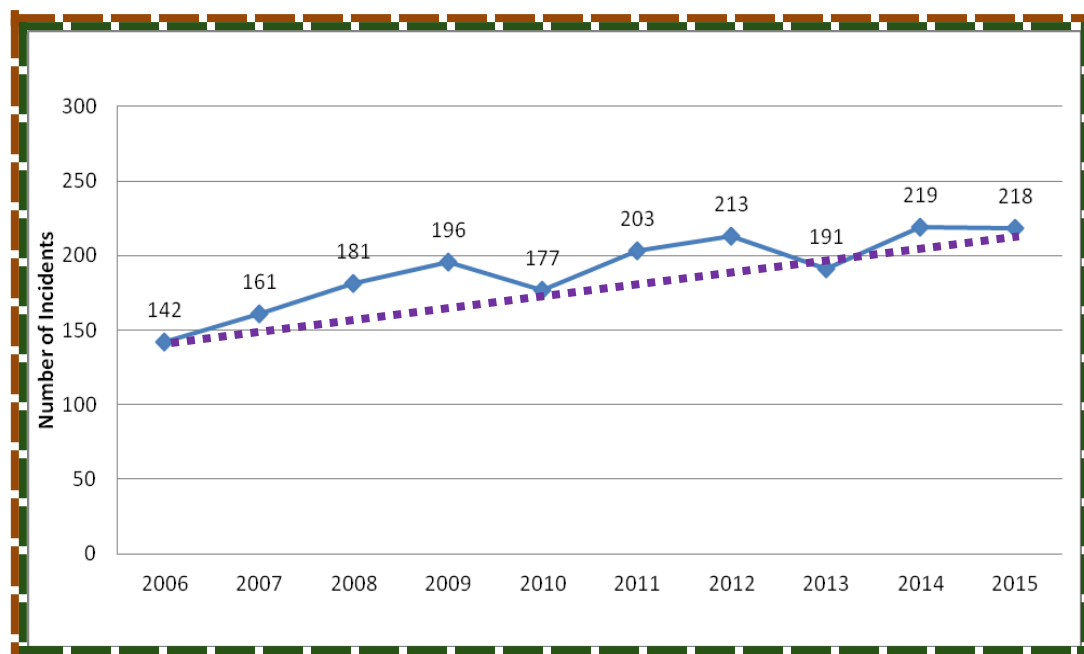
Requests for Emergency Service FY06 – FY15



In FY15, we received 1,991 requests for emergency service. This was a 1.49% (-30 incidents) decrease from the previous fiscal year.

2009 * On January 1, 2009, the Fire Department changed its Dispatch Guidelines. This change was made to conform to the National Fire Incident Reporting System (NFIRS). Prior to 2009, we would give separate incident numbers for a fire and EMS unit dispatched to an emergency. In FY09, this change reduced our incident numbering by 153. This means that we responded to 70 fewer emergency calls in FY 2009 than in FY 2008.

Multiple call incidents FY06 - FY15



In FY15, we had 218 occasions where we experienced simultaneous calls for emergency service (both fire stations out on one or separate emergency responses).

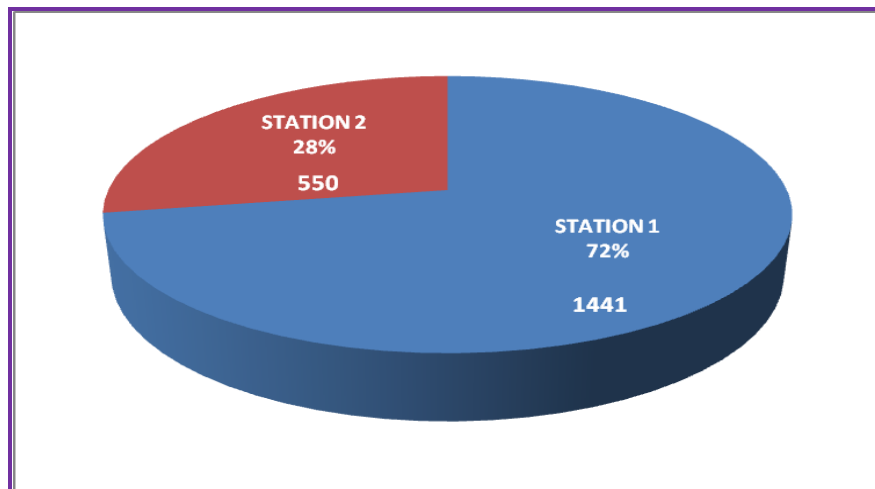
Emergency response by Fire Station location

Seventy-two percent of our initial responses were from Station 1, with a call volume of 1,441. This station response area is the most populated, and this station is dispatched for Automatic Aid and Mutual Aid fire calls.

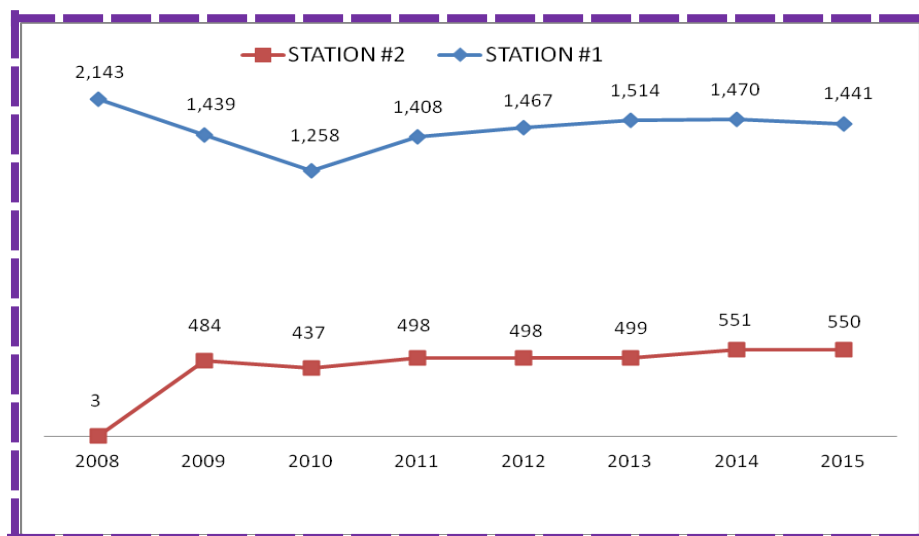
The dividing line between Station #1 and #2 runs east and west. From the west heading east - all land north of and including Route 64, including the intersection of Route 64 and Peace Road, Peace Road north of Rt. 64 to the South Branch of the Kishwaukee River. The Kishwaukee River east to a point north of the Stone Prairie subdivision and then the line moving east to County Line Road south of Mt. Hunger Road.

Station 2 responded to 550 calls as the initial response station. This number does not reflect all incident responses from this station, only the calls originally dispatched to this station.

Emergency responses by Fire Station district FY15

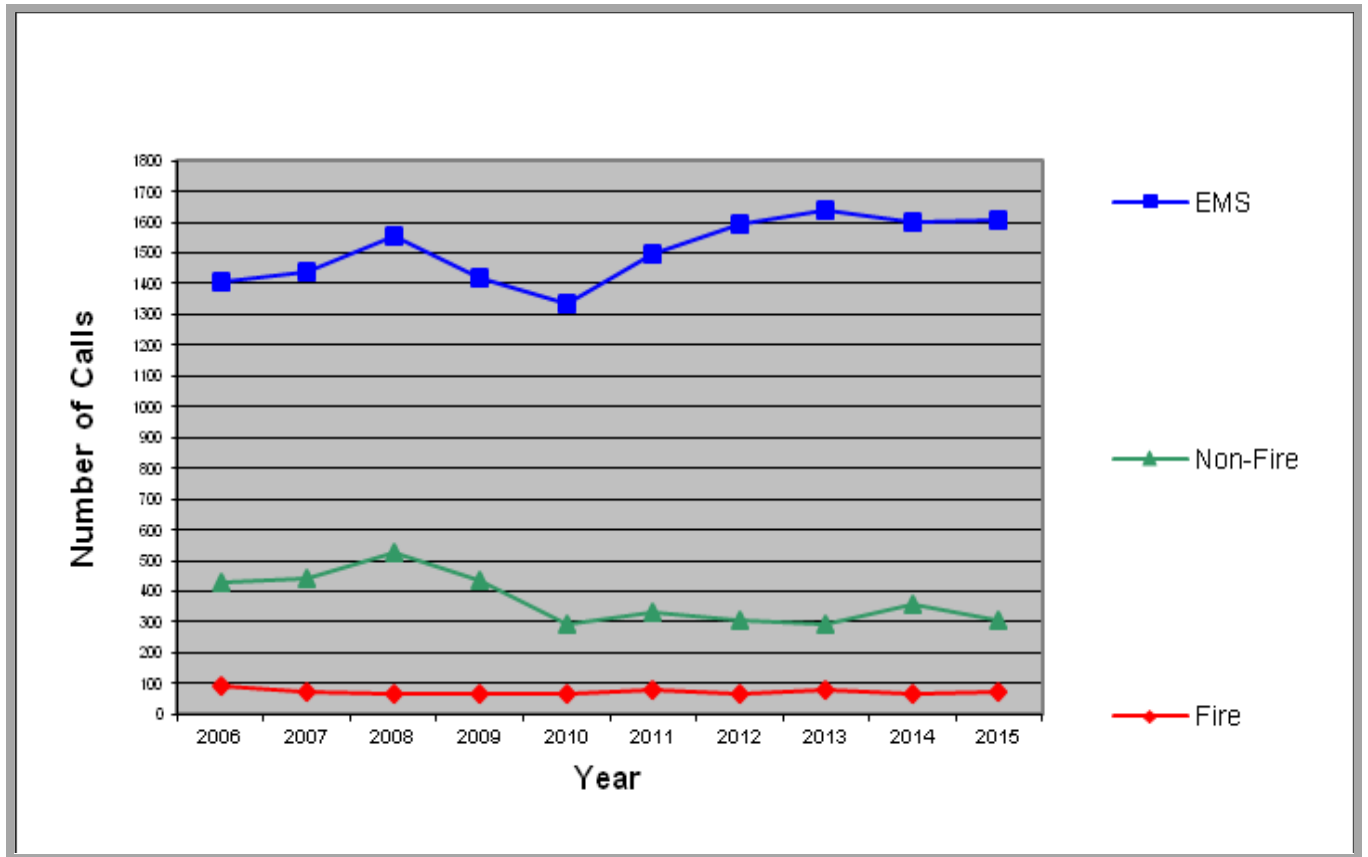


Emergency responses by Fire Station history FY 08-15



*Fire Station #2 opened on June 2, 2008

Emergency Medical/ Fire/ non-fire response history FY 06-15

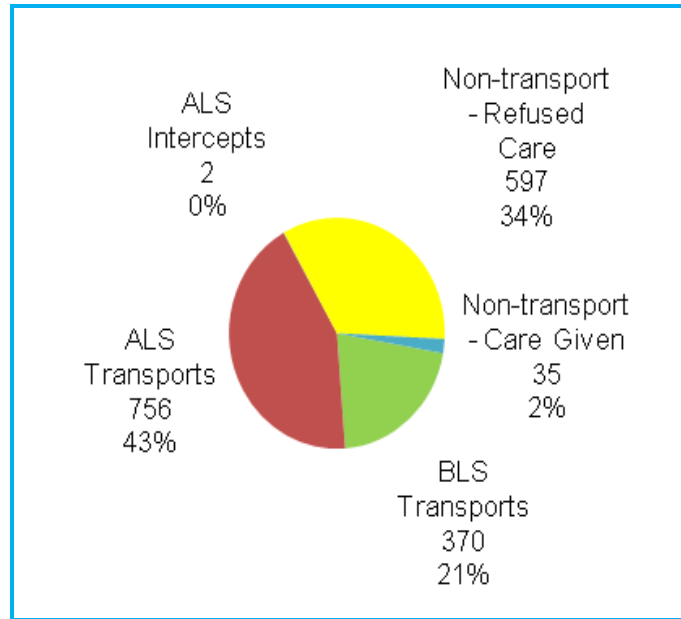


YEAR	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
EMS	1405	1438	1554	1421	1338	1494	1595	1638	1598	1610
Non-Fire	429	442	524	438	291	333	306	296	359	305
Fire	95	74	68	64	66	79	64	79	64	76
TOTALS	1929	1954	2146	1923	1695	1906	1965	2013	2021	1991

prior to Incident numbering change////after Incident numbering change

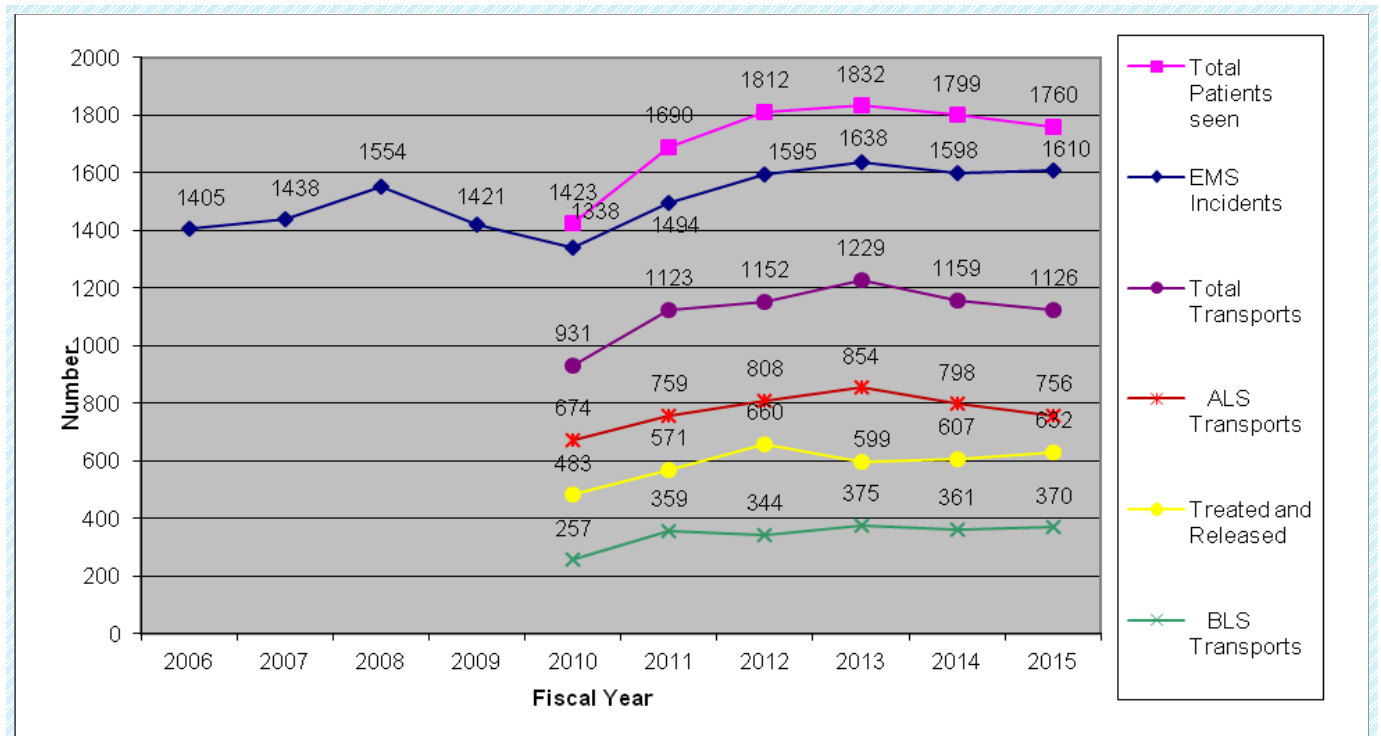
Since FY10, we have seen a 54 incident per year increase in EMS incidents, while fire and non-fire calls this past fiscal year remained relatively flat for the past 5 fiscal years.

Emergency Medical Services activity FY15



In FY15, emergency medical requests increased slightly (+12) from the previous fiscal year. We responded to 1,610 emergency medical service requests, encountered 1,760 patients, and transported 1,126 patients to the hospital.

Emergency Medical Services activity FY 06-15



Generally, emergency medical activity has been trending upward. In FY15 we saw a slight increase in emergency medical responses, but we saw 39 fewer patients and transported 33 less patients to the hospital than last year. We began tracking the level of service given for ambulance transports, treat and no transports, and patient counts in fiscal year 2010.

Fire and Non-Fire Incidents FY15

Fire Suppression Responses

76

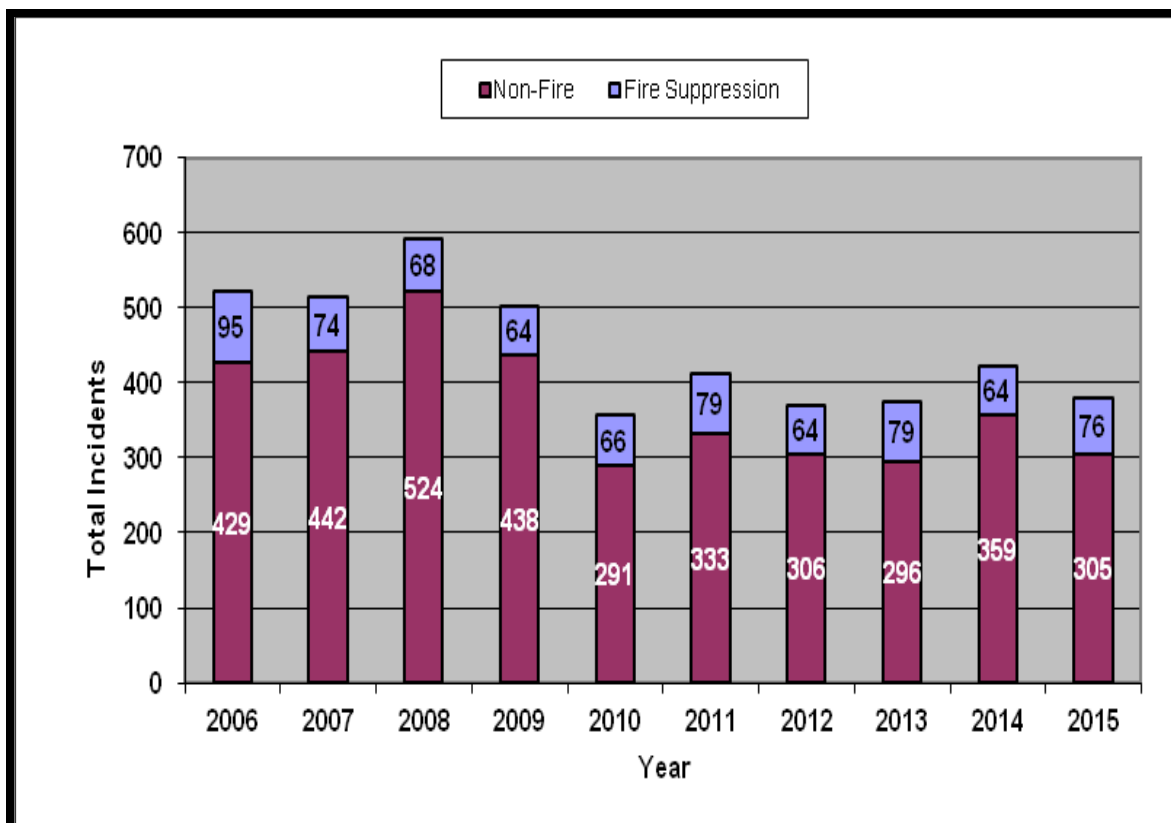
Structure Fire	28
Vehicle / Motor home	6
Cooking (confined to container)	6
Outside (rubbish & equipment)	15
Refuse (dumpster, trash contained)	5
Brush Fire	15
Chimney	1

Non-fire Responses

305

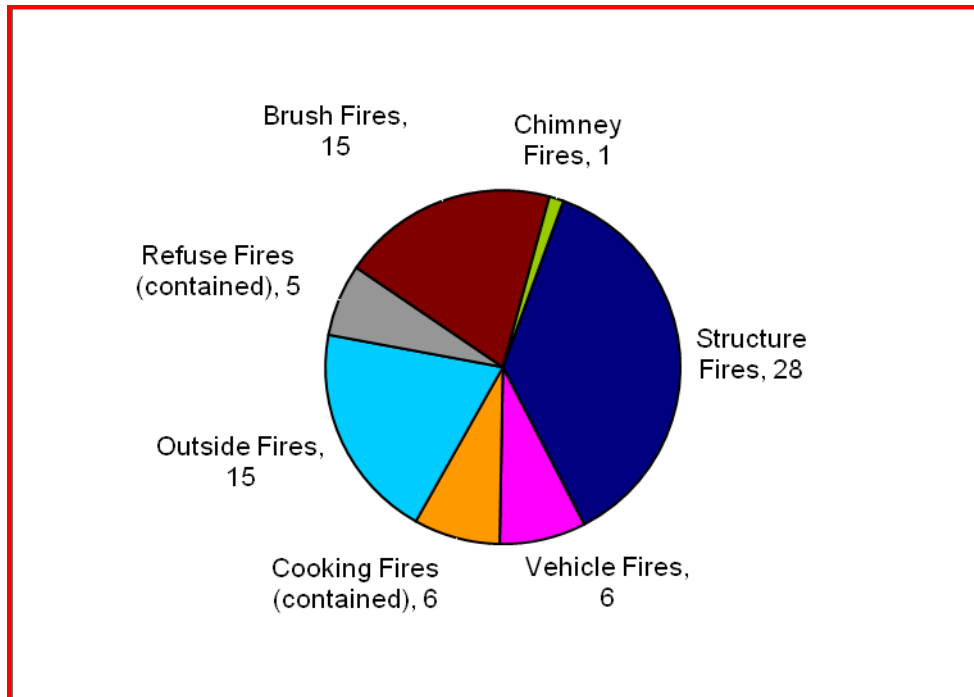
False / Malicious Alarms	143
Good Intent	32
Burning Complaints	8
Hazardous Conditions	68
Service Calls	54

Fire and Non-Fire Incidents FY06-15



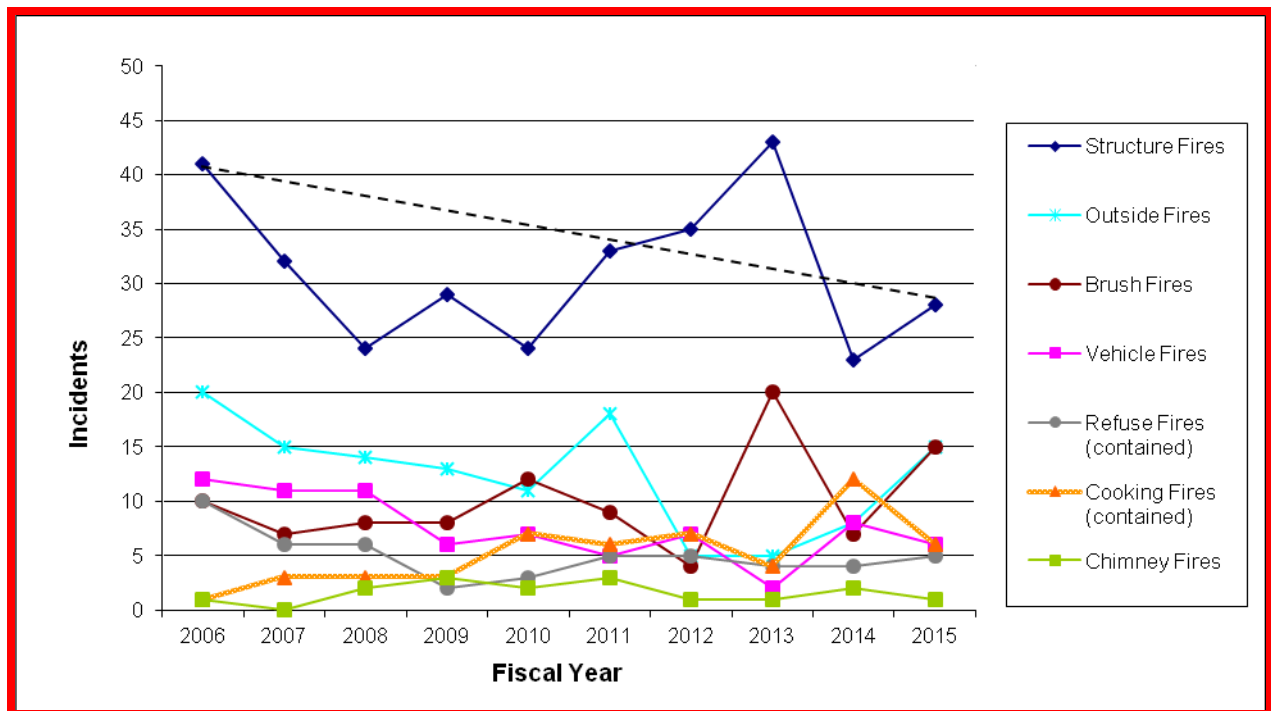
Fire and non-fire activity has remained pretty consistent for the past six fiscal years. In FY15, fire responses increased slightly (+12) while non-fire responses decreased (-54).

Fire suppression responses FY15



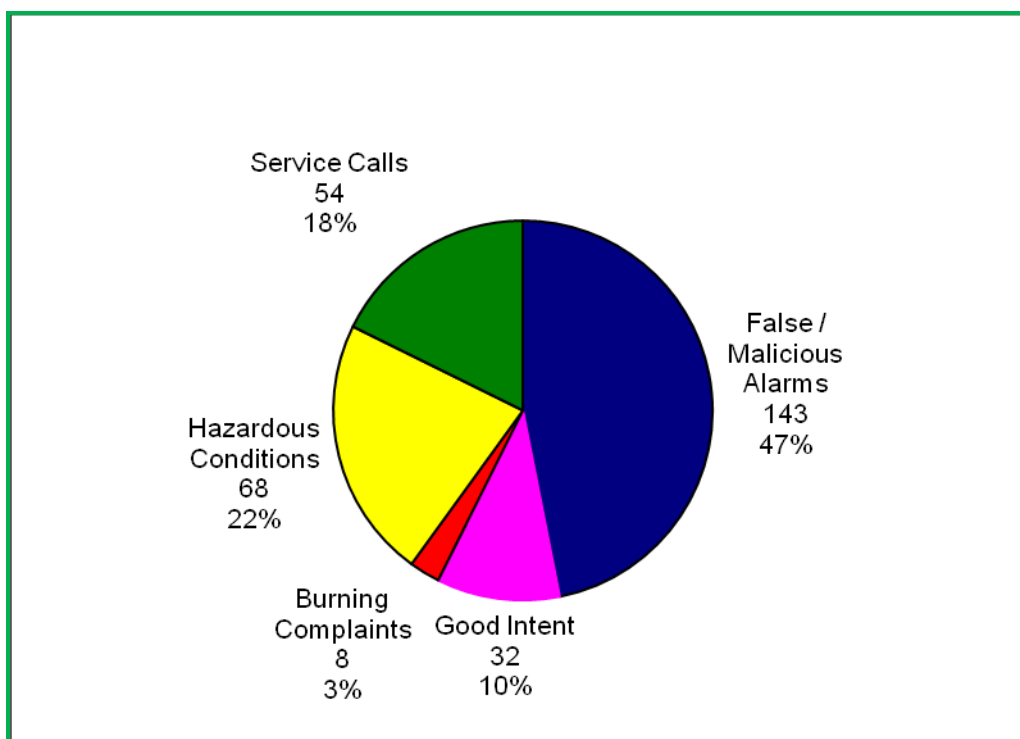
In FY15, structure, outside, refuse, and brush fire responses increased (+21) while vehicle, cooking, and chimney fires decreased (-9).

Fire suppression responses FY 06-15



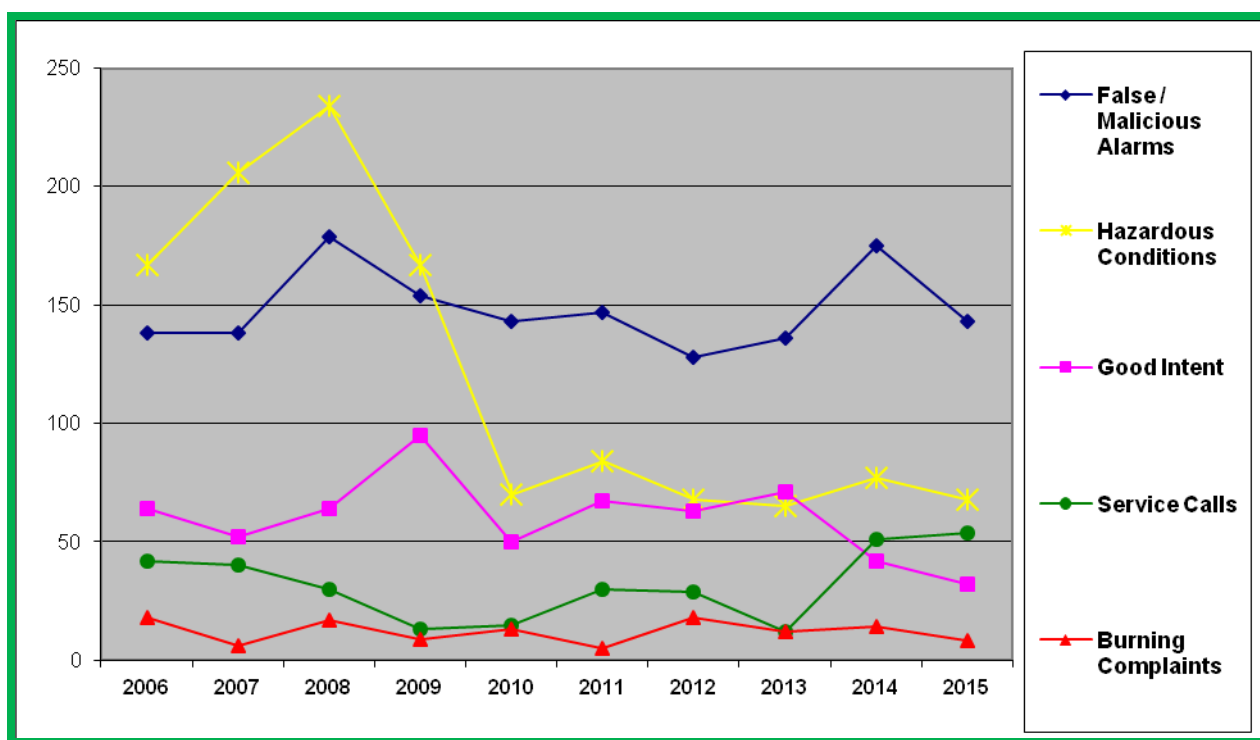
In FY15, overall fire suppression responses experienced a slight increase (+12).

Non - fire responses FY15



In FY15, false/malicious alarms, good intent, burning complaints, and hazardous conditions decreased (-57) while service calls increased (+3).

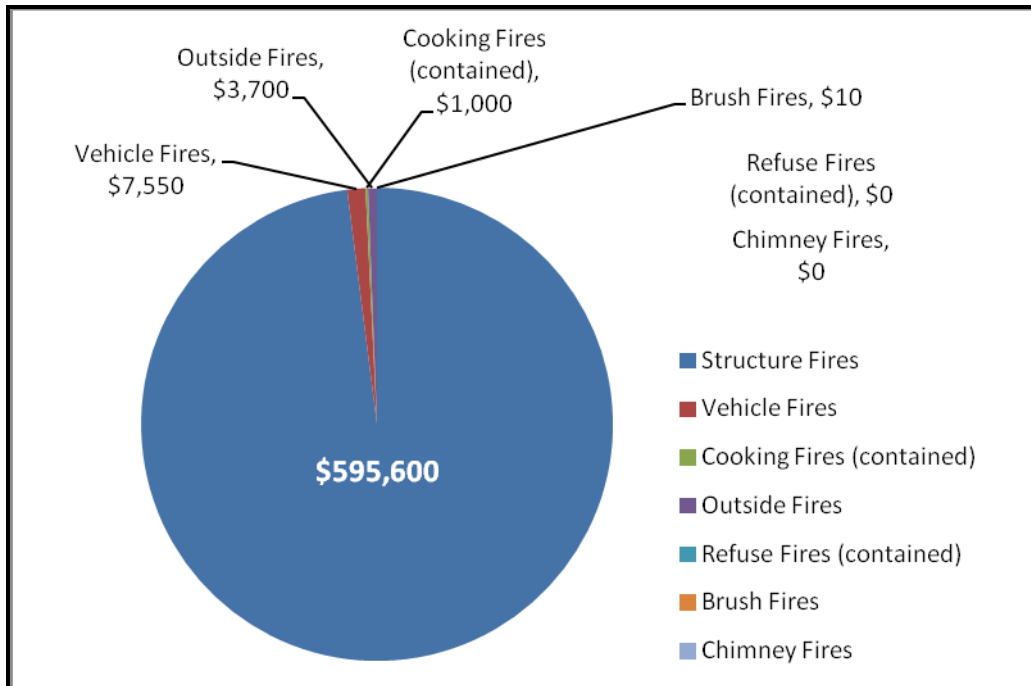
Non - fire responses FY 06-15



In FY15, overall non-fire activity decreased (-54). Overall non-fire response activity level has remained fairly constant for the past six fiscal years.

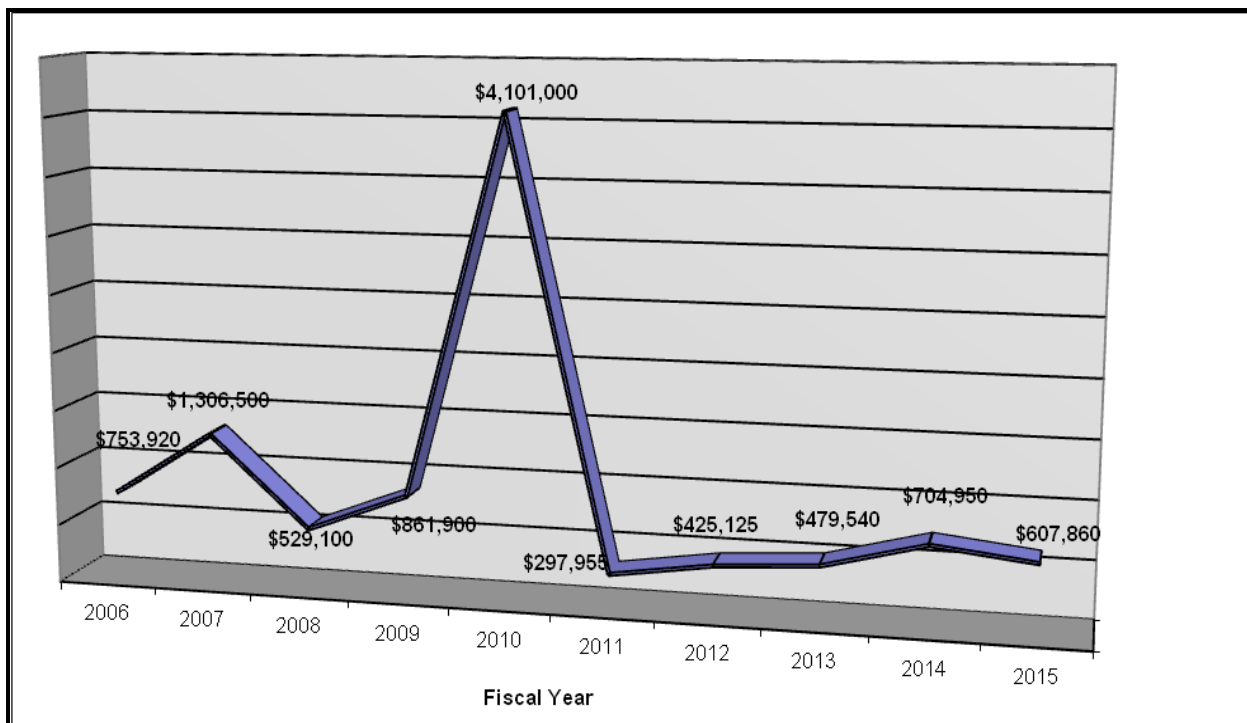
Hazardous condition related responses were better defined in 2010, which resulted in an appearance of a significant drop in these type of responses. Since then, the responses have leveled off.

Fire loss FY15



In FY15, we had \$607,860 dollar loss attributed to 27 of the 74 reported fires

Fire loss history FY06 – FY15



In FY15, the fire loss was \$607,860 which was substantively lower than the FY14 (\$704,950) fire loss. While the FY15 fire loss is significantly below the ten year average fire loss of just over a million dollars (\$1,006,785). However, when you delete the extremely high FY 2010 fire loss, the baseline average of fire loss for the past 10 years is \$662,983. Therefore, our FY15 fire dollar loss is slightly (9%) lower than the adjusted ten year average.

Special activities/events



Special activities/events

Community activities - Hot dog lunch for elementary school children

On one of the last school days of the year, Sycamore Firefighter's Local 3046 members traditionally sponsor and deliver a hot dog lunch for one or more Sycamore elementary schools. On June 3 and 4, 2014, firefighters served over 600 children and teachers at St. Mary's and South Prairie Elementary Schools.

Community activities - Breast cancer awareness fundraising

On June 21, 2014, Sycamore Firefighter's Local 3046 members participated with the DeKalb County Relay for Life event by staffing an Ambulance and 1st Aid booth.

Community activities - Muscular Dystrophy Association (MDA)

Each year, Sycamore Firefighter's Local 3046 members participate in a number of fund raising activities that benefit the Muscular Dystrophy Association (MDA). In August, 2014, Local 3046 members performed the following:

- Collected money at Hy-Vee and Jewel Grocery stores.
- For two days, Firefighters stood on street corners in Sycamore collecting money for "fill the boot" campaign.
- Collected money with "fill the boot" at Culvers Restaurant and Culvers donated 15% of the days proceeds to MDA.

As a result of all of the effort, Sycamore Firefighter's Local 3046 members collected over \$5,400 for MDA.

Community activities - Sycamore High School Home Coming Powder Puff Football game

On October 1, 2014, as part of the Sycamore High School Homecoming celebration, Sycamore Firefighter's Local 3046 members Lt. Tal Hickey, Firefighter/Paramedics Brian Thompson and Eric Saxton, and POC Firefighter Connor Hickey coached the senior girls for a football game versus the Police Department coached senior girls. The Police Department junior girls won the challenge by beating the Fire Department senior girls 42-6.

Community activities - Meals on Wheels

During the entire month of November, 2014, a number of Sycamore Fire personnel volunteered to deliver the Voluntary Action Center Meals on Wheels to Sycamore residents.

Community activities - Family Service Agency support

In November, three teams of Sycamore Firefighter's Local 3046 members participated in Bowl for Kids Sake fund raiser. At Christmas time, Local 3046 members donated complete turkey dinners to 30 local families.

Community activities - Welcome home escorts to returning military veterans

Periodically throughout the year, the Fire Department participated in the escort of returning military veterans to their home in Sycamore. The Patriot Guard Riders and Warrior Watch Riders organized a number of Welcome Home Veteran events with the returning veteran escorted in a Sycamore fire engine along with a Fire Department staff vehicle. Off duty Sycamore firefighters continue to volunteer to provide this important service to honor our returning military veterans.

Community activities - support of youth baseball

Sycamore Firefighters Local #3046 continues to sponsor both a youth baseball and youth softball teams.

Firefighter's Honor Guard

The Sycamore Firefighter's Local 3046 Honor Guard is a dedicated group of firefighters that volunteer to help to provide dignified and honorable funeral and memorial services to active and retired firefighters and their families. During FY 15, Sycamore Firefighter's Honor Guard members participated in a number of area fire service funerals.

Foreign Fire Insurance Fund

The Foreign Fire Insurance Fund is set by state law for the benefit and maintenance of all members of the Fire Department. The Sycamore Foreign Fire Insurance Board (commonly known as the 2% Fund) administers tax proceeds collected from insurance companies doing business within the State of Illinois, but physically located outside the State of Illinois. The Sycamore Foreign Fire Board is comprised of 7 (six are elected) members who represent the Fire Department career membership. The board administers approximately \$29,000 per year. Listed below is a highlight of some of the larger purchases made in FY15:

- Fire Prevention education materials.
- Replace day room couch at Fire Station #1.
- Replaced 6 kitchen chairs at Fire Station #1.
- Replace mattresses at Fire Station #1.
- Replace day room couch at Fire Station #2.
- Replaced vacuums at Fire Station #1 and #2.
- Provided \$500 donation to the restoration of the 1923 Stutz fire engine.

Kishwaukee Education Consortium (KEC) Fire Science program

The Sycamore Fire Department actively participates with the Kishwaukee Education Consortium (KEC) Fire Science program. The KEC Fire Science program is a vocational training program for High School students interested in the fire service as a possible career. The Sycamore Fire Department provides classroom use during the school year, provides garage storage space for the KEC Fire Science trailer and training equipment, and allows the student use of the facility and access to the fire apparatus. FF/P Scott Flatter serves as the Sycamore Program Coordinator and the following Sycamore Fire personnel serve as instructors:

- Lt. Tal Hickey
- Firefighter/Paramedic Jim Ward
- Firefighter/Paramedic Bill Reynolds
- Firefighter/Paramedic Ryan Gustafson
- Firefighter/Paramedic Nick Young

Sycamore Firefighter's Pension Fund

The Sycamore Firefighter's Pension Fund Board oversees and manages all of the assets contributed by the firefighter employee and the City of Sycamore. This Fund covers the sworn active and retired career personnel of the Fire Department. The Firefighter's Pension Fund Board consists of six members: President Eric Walker, Secretary Marc Doty, Trustee Cary Niewold, Trustee Jeff Rolczynski, and Trustee Peter Polarek.

Sycamore Fire Preservation Company

The Sycamore Fire Preservation Company was established in 2001 for the purpose of preserving the history of the Sycamore Fire Department. The Preservation Company is made up of active and retired Sycamore firefighters along with private donors. The Preservation Company's primary mission was to procure and preserve a retired Sycamore Fire Department 1923 Stutz fire engine. Retired Fire Chief Gene Ege continues the lead a group of active and retired Sycamore firefighters in the effort to raise funds to preserve the fire engine. In FY15, the committee held a number of fund raisers to support the restoration of the Stutz fire engine. Fundraisers included:

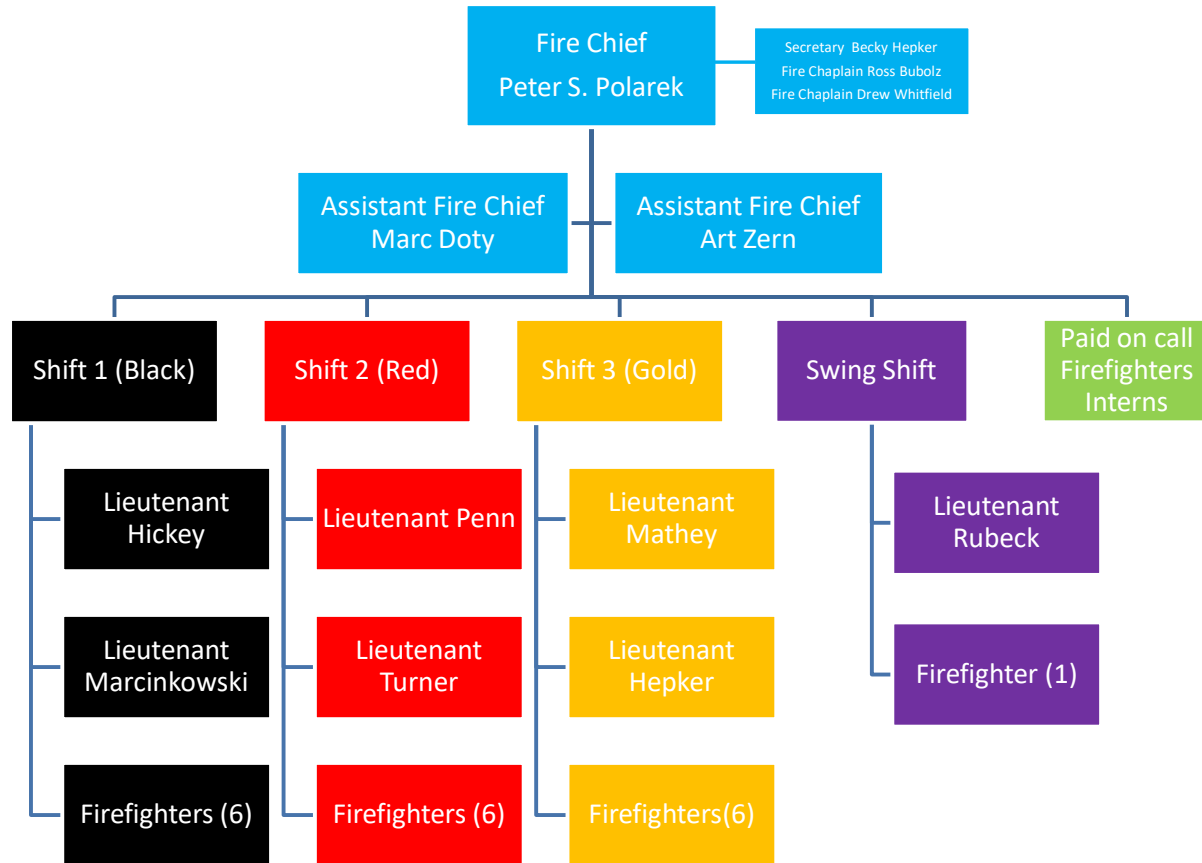
- Pancake breakfast for the public at Fire Station #1.
- "Fill the boot" with the Stutz as a static display at the 2014 Car Show.
- Sell "Restore the Stutz" t-shirts.
- Bunco Fundraiser held at the Sycamore Veteran's Home.

By early December 2014, the Committee has raised over \$20,000. Once this dollar threshold was reached, the Stutz fire engine was delivered to Marty and Sons Body Shop in Sycamore to begin the restoration process. The Committee continues to fund raise while the restoration work in underway.

September 11 memorial service

This past year marked the thirteenth anniversary of the terrorist attacks on September 11, 2001. On September 11, 2014, Assistant Fire Chief Marc Doty coordinated a short program at the Red Johnson Junction. The small gathering included many active and retired members of the Sycamore Fire Department, members of the Sycamore Police Department, members of the Cortland Fire Department, and citizens from the community.

Sycamore Fire Department



Sycamore Fire Department personnel roster

Administration

Fire Chief	P	Peter S. Polarek
Asst Fire Chief	P	Marc Doty
Asst Fire Chief	B	Art Zern
Secretary		Becky Hepker
POC Lieutenant		Gene Listy
Chaplain		J. Drew Whitfield

Shift 1 (Black)

Lieutenant	B	Tal Hickey
Lieutenant	P	Dan Marcinckowski
Firefighter	P	Brad Belanger
Firefighter	P	Scott Flatter
Firefighter	P	Erik Carlson
Firefighter	P	Nick Young
Firefighter	P	Matt Anderson
Firefighter	P	Eric Saxton
POC Firefighter	P	Vincent Laudicina
POC Firefighter	P	Zachary Wright
POC Firefighter	B	Scott Miller
Firefighter/Intern	B	David Zern

Shift 2 (Red)

Lieutenant	P	D. Shaun Penn
Lieutenant	P	Todd Turner
Firefighter	P	Bill Reynolds
Firefighter	P	Pat Dulzo
Firefighter	P	Jim Ward
Firefighter	P	Adam Honiotes
Firefighter	P	Dustin Ruby
Firefighter	P	Mike Hardesty
POC Firefighter		Steve Carlson
POC Firefighter	B	Jonathon Carcamo
POC Firefighter	B	Christian Conlon
Firefighter/Intern		Micheal Tomsovic

Shift 3 (Gold)

Lieutenant	P	Kurt Mathey
Lieutenant	P	Darrin Hepker
Firefighter	P	Bob Maciejewski
Firefighter	P	Brian Thompson
Firefighter	P	John Pink
Firefighter	P	Eric Walker
Firefighter	P	Ryan Gustafson
Firefighter	P	Andy Powers
POC Firefighter	B	Connor Hickey
POC Firefighter	B	Owen Wilkins
Firefighter/Intern	B	Evan Rhule
Firefighter/Intern		Jacob Turner

Swing shift

Lieutenant	P	Paul Rubeck
Firefighter	P	Ian Wheeler