

FireStats Meeting Summary

December 10, 2009

Chief Myers welcomed several members of Engage Gwinnett to this month's FireStats meeting.

Balanced Scorecard

A member of each division reviewed their area of the department Balanced Scorecard.

Fire Chief's Office

■ Human Resources – *Melissa Clay* (for November)

- 751 Current Employees
- 0 New Hires/0 Retirements
- 1 Resignation
- 1 Promotion
- 61 Appraisals scanned
- 19 Employee database updates
- 16 Org chart revisions
- 282 FD-59 corrections

Office of the Fire Marshal – *Jeff Yoder*

- School inspections are continuing
- Accela Automation software being updated

■ Investigations – *Marc Thomason*

- Currently investigating 34 cases

Business Services

■ Finance – *Teresa Bell*

- Currently working on year-end close-outs and reconciliations
- Procurement Card 4th Quarter audit is early January

■ Logistics

- Apparatus – *Rob Edler*
 - Apparatus swaps year-to-date are 500
 - Zero breakdowns
- Warehouse Management – *Lisa Ballouk*
 - Year-to-date cost of expired drugs reduced by 47% over 2008
 - 239 instances of field personnel assisted at walk-up counter
 - 149 field deliveries made; all deliveries were made within three hours of notification

■ Facilities – *Paul Jernigan*

- Certificates of Occupancy have been issued for Stations 18 and 29
- To fix the roof leak at Station 22 an acrylic coating may be applied; mold and air quality tested good

Employee Support and Initiatives (ESI)

■ Education – *Sue Meeks*

- 18 CPR classes conducted reaching 810 citizens
- 79 Station Tours and Visits were scheduled
- November Special Events:
 - 32 Fire Safety classes were conducted
 - 4567 Citizens instructed in Fire Safety YTD

- Hosted Family Day; assisted with Badges for Life blood drive
- Upcoming Special Events:
 - Recruit Class Graduation Friday, 12/11/09, 5:00 pm at GJAC
 - Blood Drive, Tuesday, 12/29/09, 8:00 am – 1:00 pm at Fire HQ
 - Promotional Ceremony Friday, 1/18/10, 5:00 pm at GJAC
 - Starting in 2010 we will handle CPR and First Aid training for County employees
- **Employment – Pam Lott**
 - 48 interviews conducted
 - 11 applicants tested
 - 65 background booklets reviewed
 - 20 criminal histories checked
 - 253 FF applicants currently on the register
- **Risk Management – Sarah Treleven**
 - Health & Safety Committee has been given a new project that will be due in April

Operations

- **Fire Academy – Rod Dawson**
 - Recruit class average 88.45
 - 2009-1 Medic class average 85
 - 2009-2 Medic class average 90
 - 50 currently in Paramedic school
- **Public Information Office – Tommy Rutledge**
 - 33 breaking incident news releases and media updates; 21 Command Staff notification messages; 10 Inter-departmental communications (FireFaxes)
 - PSA's issued concerning holiday safety and safe cooking tips for turkey fryers
 - News articles generated: Community Connection featuring Fire Marshal Greg Schaffer; status on new stations 18, 29, and 30; story on our current Recruit School class
 - Currently 19 active cadets in the Explorer program
 - A new Citizen Fire Academy class is tentatively scheduled for March 2010; have received approximately 25 applications so far.
- **Operations Field Command – District Commander, Battalion Chiefs, Medical Supervisors**
 - The department responded to 4,842 emergency incidents during the month of November. Several significant building fires, motor vehicle accidents with injuries, a chemical spill, gas leak, and a bomb threat were all quickly reviewed.
- **Operations Overview**
 - Derek Cobb reported that 1,350 vaccinations, both H1N1 and seasonal flu, have been administered; preparing to receive additional units of both vaccines and will be vaccinating all County employees which will result in a significant savings to the County.
 - Chief Wells spoke about the many recent staff changes due mainly to the multiple simultaneous retirements in September and how our department was able to professionally and flawlessly deal with several major incidents.

Next FireStats Meeting is Thursday, January 28, at 9:00 a.m. at Fire Headquarters.

Any questions regarding FireStats, contact ESI Division at 678.518.4804.

2010 FireStats Schedule

January 28	April 22	July 22	October 28
February 25	May 27	August 26	November 18
March 25	June 24	September 23	December 16