

# DEFOREST AREA FIRE & EMS ANNUAL REPORT - 2013



DeForest Area Fire and EMS District, 305 E. Holum St.,  
DeForest, WI 53532  
608-846-4364 [www.deforestfire.com](http://www.deforestfire.com)



## Message from Fire Chief Paul E. Nelson

To the DeForest Area Fire District Board of Directors, citizens of the Village of DeForest, Townships of Windsor, Vienna, Leeds and Hampden, and to the members of the DeForest Area Fire and EMS District, I am honored and proud to present to you our 2013 Annual Report.

This past year, we responded to slightly fewer calls than the year before. But, we experienced overwhelming responses and applications submitted during our full-scale membership recruitment drive.

In 2013, we worked on several programs, such as strategic planning, and a new building feasibility study. Both of these projects are on-going and essential to the growth and improvement of the district.

We were saddened by the passing of two long-time past members and chief officers of the department during the spring. Both gentlemen were given full honors, and taken to their final resting place on our 1932 Pirsch Engine.

I continue to be amazed at the commitment and dedication of the members here. We are truly blessed to have such a committed group of people in our district. I am blessed and truly honored to be here as your Chief, and I look forward to a safe and successful 2014.



A handwritten signature in black ink that reads "Paul E. Nelson". The signature is written in a cursive style.

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## 2013 At a Glance

- John “Jack” Reigstad passed away February 13th.
- Joel Rider passed away April 24th.
- Department held its first Activity Fair June 1.
- Strategic Planning process started in March.
- Annual open house was held October 12<sup>th</sup>, and provided the opportunity for the community to come and see what the fire department is doing, including a rappelling demonstration, and extrication demonstrations. Rides were also given to those who wanted to ride in a fire truck.
- Extrication Teams competed in several events, including the World Rescue Challenge in Clearwater, Florida, in October.
- Participated in the Wisconsin EMS Challenge and brought home two gold medals, a silver medal and the overall win.
- Participated in DeForest Yahara River Fest activities in September.
- Hosted an Advanced EMT and Entry Level Firefighter 1 and 2 courses, with many of our members attending.
- Participated in continuing tabletop/educational exercises with the Village of DeForest and its Emergency Operations Center.
- Held several additional fund raisers, such as annual drive-through brat bust and Fill the Boot for Muscular Dystrophy Association. The MDA donation collected was over \$3,400.00.
- Completed a feasibility study on a new fire station.



## Incident Information and Statistics

In 2013, the majority of our calls were Emergency Medical Service (EMS) calls. This is the most common request for services, not only in our district, but nationwide. Over the course of the year, we responded to a total of 1120 calls for service, of which, 910 were EMS.

Our members are comprised of mostly volunteers, and 5 full-time employees. In 2013, a full-scale membership drive was held, and 27 new individuals were brought on board. By the end of the year, 17 of the 27 still remained on the roster.

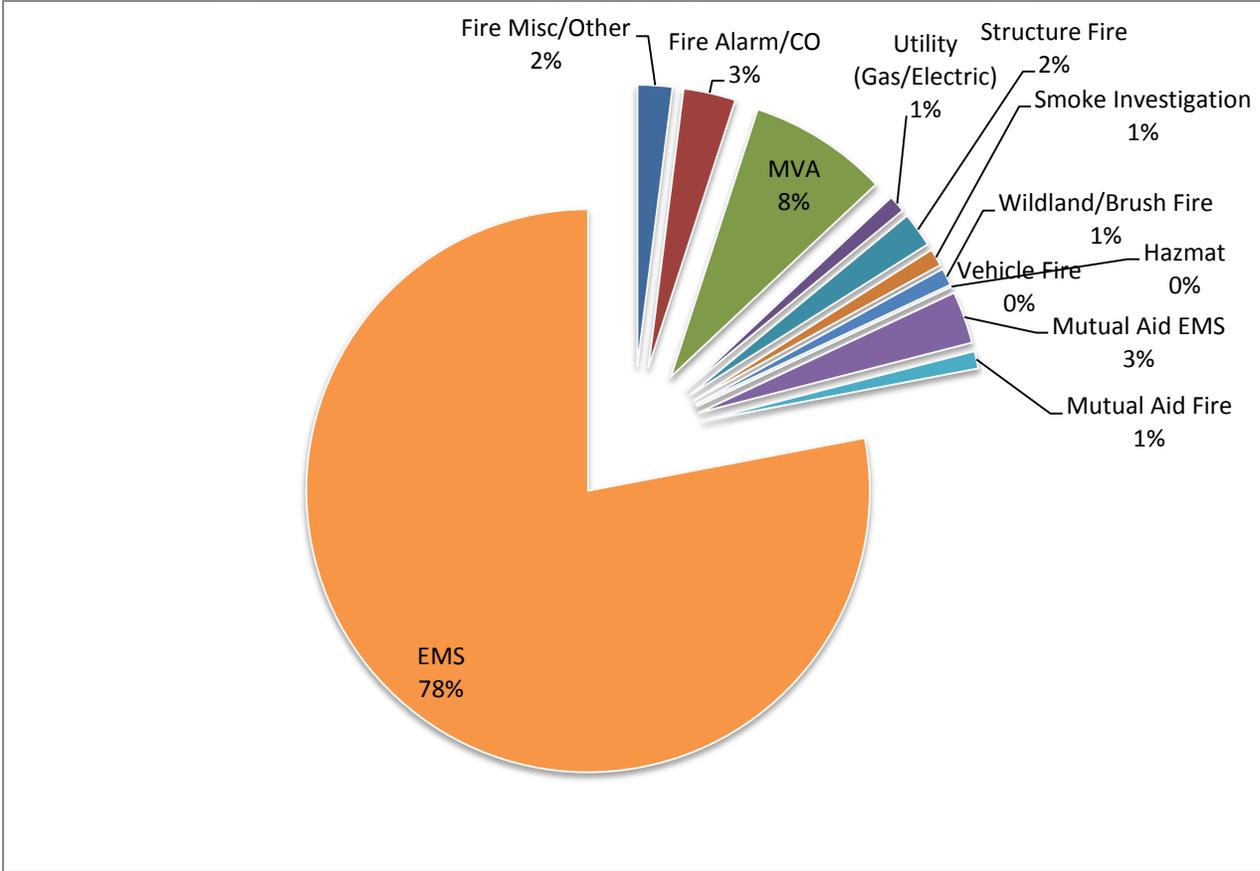
The full-time staff shift schedule also changed to an "A" shift and a "B" shift. Each shift provided service from 6 am to 10 pm, on alternating days. In a two-week period, each shift would still be working 80 hours. The additional hours (nights and weekends) are covered by the volunteer members. As a result of this staffing model, full-time covered 47% (4160 hours) and volunteers covered 53% (4600 hours).

The one area where we saw a decrease from 2012, was calls to working structure fires. In 2013, there were 9 structure fire calls in the district. As a result of these structure fires, an estimated \$36,000 fire loss was experienced in the district. There was an additional estimate of \$37,500 in loss due to vehicle accidents.



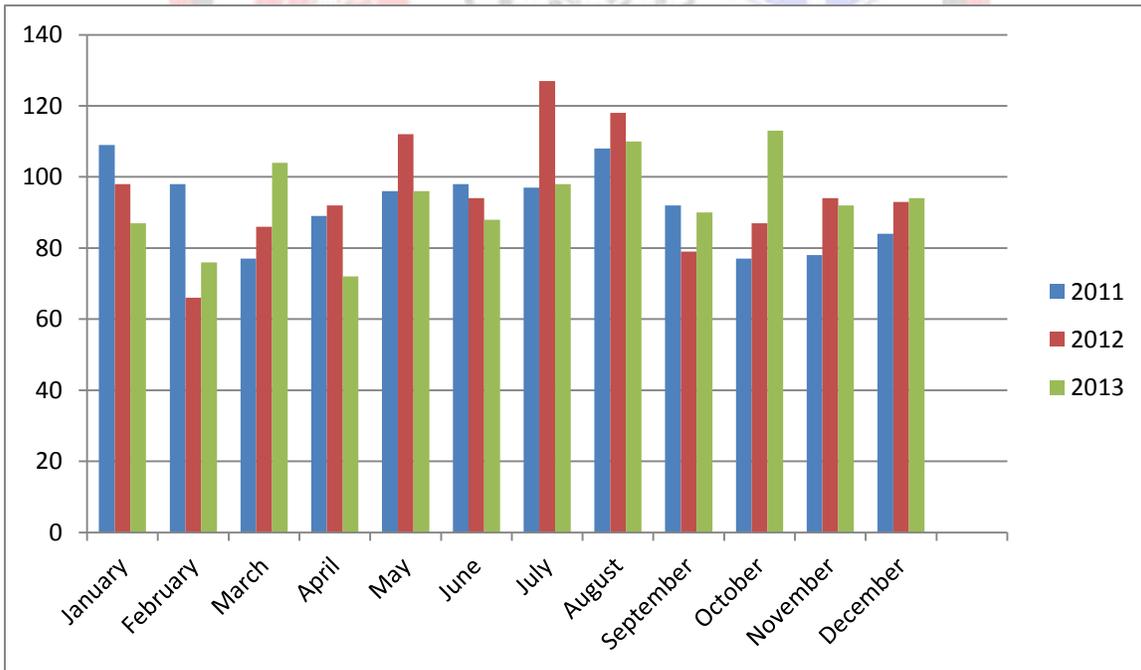


## 2013 Calls for Service By Type

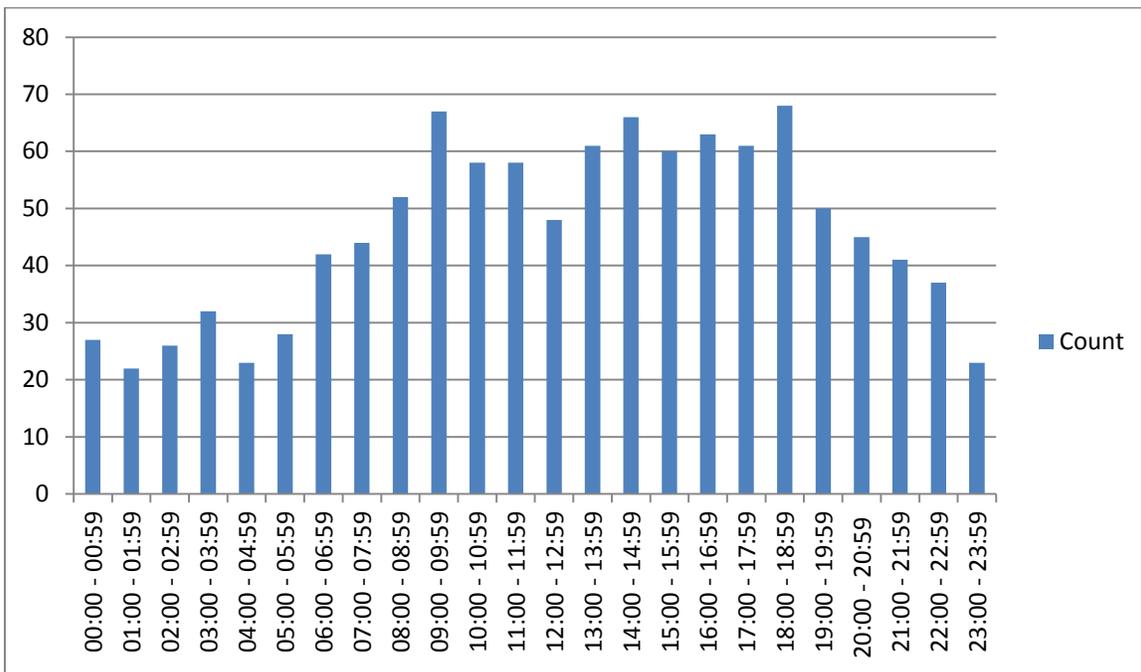




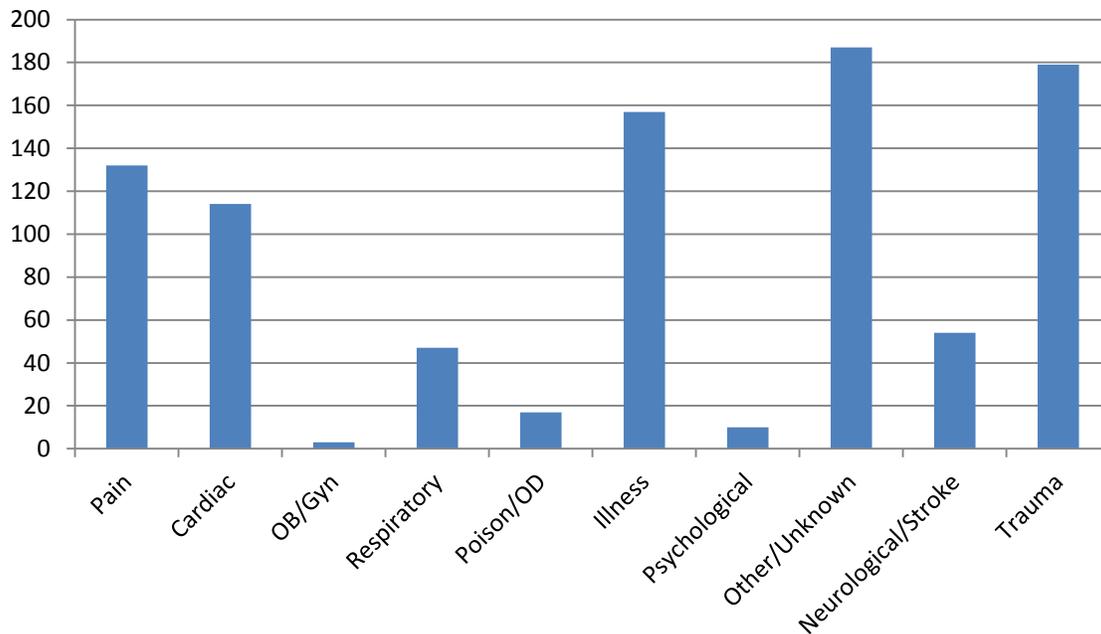
2013 Total Calls By Month



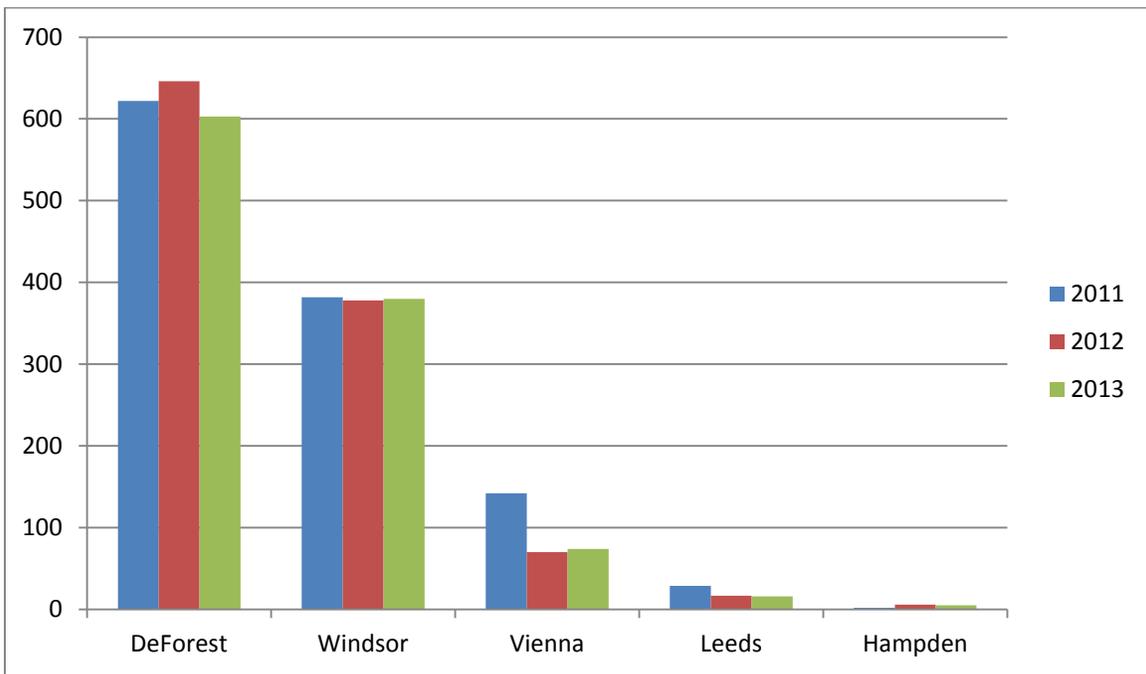
### Incidents by Hour 1/1/13 – 12/31/13



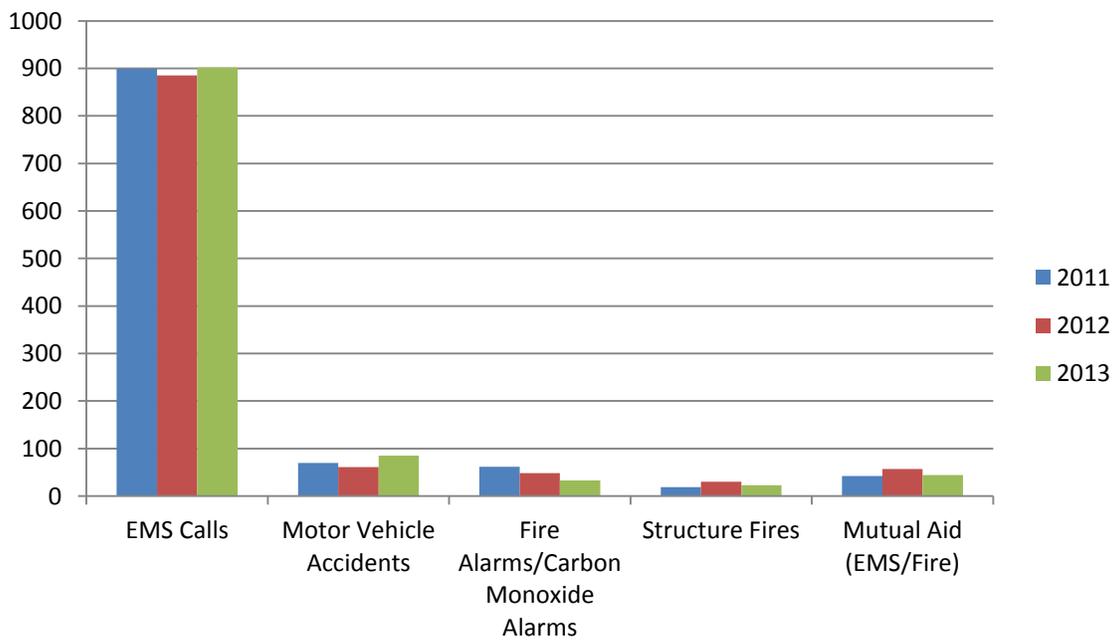
### 2013 EMS Calls by Category



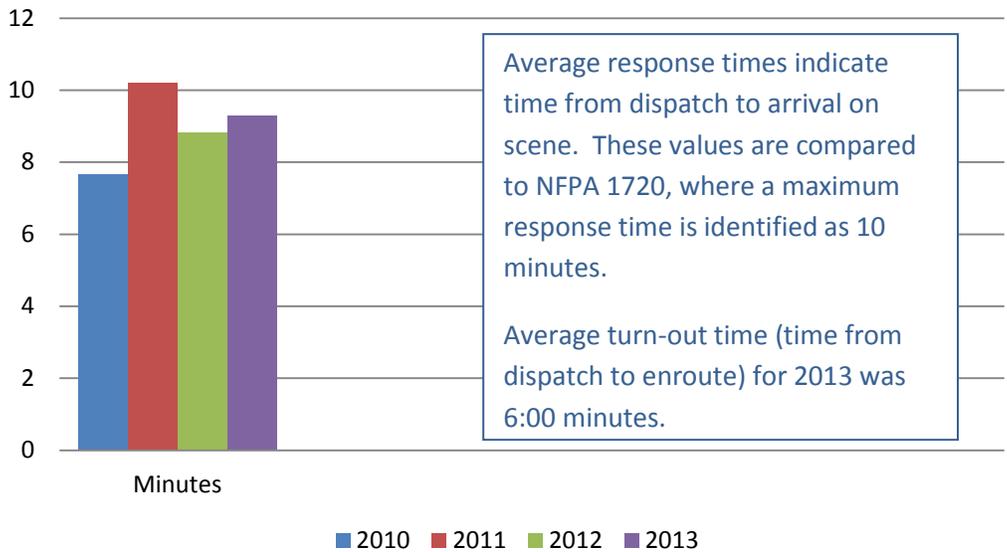
### Calls by Municipality



### Top 5 Types of Calls



### Average Response Times



### Finances

Profit & Loss Budget vs. Actual				
	Jan - Dec 13	Budget	\$ Over Budget	% of Budget
<b>Revenue</b>	\$1,182,345.02	\$1,175,391.00	\$6,954.02	100.59%
<b>Operating Expenses</b>	Jan - Dec 13	Budget	\$ Over Budget	% of Budget
Wages and Employee Benefits	\$568,778.87	\$591,749.00	-\$22,970.13	96.12%
Operating Expenses	\$465,861.81	\$431,990.00	\$33,435.35	107.84%
Capital Equipment	\$27,675.42	\$27,900.00	-\$224.58	99.20%
<b>Total Expense</b>	\$1,062,316.10	\$1,051,639.00	\$10,677.10	101.02%
<b>Debt Service Expenses</b>	\$233,312.76	\$71,652.00	\$161,660.76	325.62%
<b>Fund Balance (as of 12-31-2013)</b>	\$421,999.50			

The overall budget in 2013 followed pretty well with the proposed budget. Some areas to note are increased operational budget due to equipment needs from the large number of new members that came on the department in August. Additionally, funds were used from the fund balance to pay off one of the tender loans, since a balloon payment was going to be required in 2014.

## Training

Each year, members are required to maintain their level of training to ensure we provide a professional, effective, and safe response to all incidents. This training is split into two categories, depending on what part of the department members are operating in. These categories are fire and EMS training. The majority of these hours are done truly on a volunteer basis, where there is no pay associated with the hours spent.

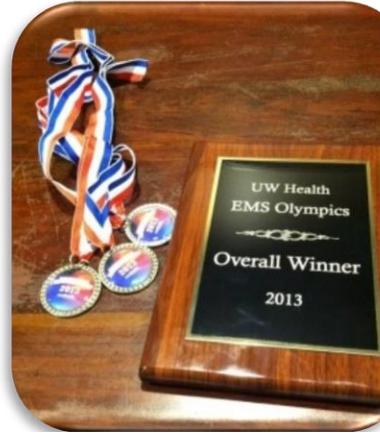


Our training in 2013 saw the following courses and drill hours from the department members:

Course/Activity	Hours
EMS Training	1599
Fire Training	3662
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Est. 1911 Total	5261

The hours averaged close to 70 hours of training for each member.

In addition to these hours, we held one house burn. This event served as a live fire training for our newest probationary members. In addition to the probationary members, we also had John Stofflet of NBC Channel 15 participate and produce a very well-received news article on our training.



## Fire Prevention and Inspection Report

Approximately 1260 routine life safety fire inspections were conducted from January 1, 2013, thru December 31, 2013, in the Village of DeForest, Town of Windsor, Town of Vienna, Town of Hampden, and Town of Leeds. Out of the approximately 1260 fire inspections, 178 facilities needed a re-inspection due to fire code violations found on the initial fire inspection. Of the 178 facilities that needed a re-inspection, six required a 2<sup>nd</sup> re-inspection. All businesses were in compliance with state and local codes for 2013 and no citations were issued.

Aside from routine fire inspections, a few new businesses moved into the DeForest Area. Many existing companies also remodeled or added an addition to their existing facility. One of the larger plan approval projects was for the Savannah Brooks Development, to include 3-CBRF Facilities and a Pre School, set to break ground in April 2014. We also had development of a new 4-Unit Apartment Building on Travelers Trail, BB Jacks Pub and Grill, and Taco Bell. An Aerosol storage area was also constructed at Walgreen's Distribution Center.

A few new businesses moved into the district this year. Of particular note was a business that had several vacant spaces on previous inspections. When a routine inspection was conducted this fall, these spaces were occupied and no notice was ever provided to the fire department as to a change in occupancy. One business in particular is a truck repair shop that had occupied the entire building and now has five separate tenant spaces. The local building inspector was contacted and informed of the construction.

The revision of the Village of DeForest fire prevention ordinance was also accomplished in 2013. It was worked on with Village legal and fire department personnel. With this revision, the Village ordinance would follow NFPA 1 more closely (this is the approved State code). In addition, it allowed for the department to move forward with a paperless inspection system. The approval of the updated ordinance is slated for early 2014.

## Public Education

The DeForest Area Fire & EMS Department provides fire and life safety education and training to members of the public throughout the year. The education and training we complete is a proactive method of reducing emergencies in our community and the damage caused by them.

### Numbers

In 2013, we were able to provide education and training to over 1,600 individuals in our fire district. As with previous years, a large portion of these individuals were children (about 1,400). Reaching out to all of these people requires a lot of dedication on the part of our membership. Members do not receive compensation for their time at public education events; they simply do it for the benefit of our community.



### CPR Training

Cardiopulmonary Resuscitation (CPR) is a crucial component of saving someone whose heart has ceased to function. Brain injury is likely to occur within five minutes of cardiac arrest if circulation is not returned. The circulation of blood to the vital organs can be maintained by performing chest compressions, and the best part is that anyone who has been trained can perform CPR!

This is not something that needs to wait for an ambulance crew. In fact, because the time from arrest to EMS arrival can vary greatly, a citizen beginning CPR prior to EMS arrival can mean the difference between life and death. In 2013, 90 citizens were trained to perform CPR on adults and children. They were also instructed on how to properly perform abdominal thrusts if someone is choking. By learning these techniques, these citizens made our community a safer place to live and work in.



## Activity Fair



June 1, 2013 marked the first Activity Fair held by DeForest Area Fire & EMS in conjunction with the Dragon Arts Fair. This event was a success with young and old alike. Participants were given the chance to practice fire and EMS skills such as using a fire hose, splinting a broken arm, performing search and rescue, using our cot, etc. All of the activities were designed to be fun and provide information about how we do our jobs and the physical stresses firefighters and EMTs face every day. The department also received a handful of applications for membership during and after this event!

## Fire Prevention Week

Fire Prevention Week is always one of our biggest pushes for fire safety education.

The month was filled with visits to local elementary schools, preschools, and station tours. Over 400 children in the district benefitted from DFFD staff's fire prevention presentations.

This year we focused on practicing kitchen fire safety and discussed tips like never leaving cooking food unattended and keeping children at least three feet away from cooking surfaces.



## Future Plans

In 2014, the fire department would like to extend its outreach to include more teens, adults, and older adults. Traditionally, our programs focus mainly on children, but we feel that it is extremely important for everyone in the communities we serve to understand what we do and be able to get their questions answered. Requests for presentations and station tours can be made any time on our website at [www.deforestfire.com](http://www.deforestfire.com).

## DeForest Area Fire and EMS Extrication Team



The 2013 Extrication Team consisted of Incident Commander - Assistant Chief Scott Samuel, Medic - Lieutenant Stephanie Klock, Tool Operators - Trevor Klock, Zach Polachek, Brent Fryk and Brian Payne.

The Extrication Team competed in the Midwest Regional Extrication Competition held in Cherry Valley, IL at the Cherry Valley Fire Protection District, May 18th & 19th, 2013. Teams that competed included eight teams from Illinois (Cherry Valley, Aurora 1 & 2, Kirkland, Byron, North Park, Southern Kane, and South Beloit), one from Minnesota (Minneapolis St. Paul), and 2 from Wisconsin (Hartland and DeForest).

The team also worked all year long to get ready for the World Rescue Challenge that was held in Clearwater FL. October 27<sup>th</sup> 2013 to November 2<sup>nd</sup> 2013. DeForest competed against 28 other teams from all over the world including Brazil, Ghana, London and Royal Berkshire. This was the first time that DeForest has ever competed in a World Challenge, and it was a learning experience for everyone involved. The team brought what they learned back to the department to train others.

DeForest sent one team to a Competition that was held in Sussex WI, and put on by the Sussex Lions and Safe And Fast Extrication on August 17, 2013. The teams competing included teams from Wisconsin and Illinois. Members included in this team were Incident Commander – Brian Fryk, Medic – Kelli Fall, and Tool Operators - Stephanie Klock, Trevor Klock, Jon Henney and Angie Danielski.

DeForest sent two teams to a learning symposium/competition held in Harlem-Roscoe IL, called Crunch Time. Every team that competes in Crunch can only have new teams that have been together for less than two years. Saturday is a training day for all of the teams to use different tools and learn different ways to do extrication. Sunday is the competition to show what each team learned from the day before. Members included Incident Commanders - Trevor Klock and Angie Danielski, Medics – Stephanie Klock and Kelli Fall, Tool Operators – John

O'Donnell, Jon Henney, Jalen Houghton, Bill Schrack, Ryan Dostalek, Erik Finkelson, Ryan Endres and Tony Leikip.



Credit and congratulations go to Assistant Chief Samuel for his years of dedication and management of the extrication team program. He was honored by being asked to be part of the TERC-US (Transportation Emergency Response Committee) management team as a Region 5 representative.

## New Fire Station Feasibility Study

In August, Five Bugles Design was hired to start the process of evaluating the district's needs for a new station. This process began with a feasibility study that looked at current operations, current location, and future growth, to evaluate the need for a new station as well as a possible location. Additionally, the requirements of the station were also determined.

The study showed that a new station in the area of Gray Road and Lake Road would be optimal for future growth and meeting the needs of the district, both now and in the future. The building's preliminary size was determined to be 36,450 square feet and it would be able to better accommodate the growing needs of the volunteer staffing, many of whom stay at the station at night.

This study is the first phase of an on-going process to build a new facility. Remaining phases include purchase of property, architectural work, construction, and move-in.

## Plans and Initiatives for 2014

As we move into 2014, there are several projects and initiatives that the DeForest Area Fire and EMS District will be looking at. The majority of these will be focusing on long-term issues aimed at improving the level of service for the district.

The first of these initiatives is the continuing work on a self-assessment of the department. This self-assessment is a significant part of the accreditation process that the department has started.

Additionally, strategic planning will continue to be reviewed and updated to evaluate how we provide service (standard of cover), and in order to strengthen and improve the department for the benefit of the citizens that we serve.

The current intergovernmental agreement review started in 2013 and will continue into 2014. The final agreements haven't been decided yet, but it looks as though there will be an agreement between the Village of DeForest and the Town of Windsor and contracts will be made with the Towns of Hampden, Leeds and Vienna.

With the pending approval of the updated fire prevention ordinance in the Village, the final version will then be taken to the Town of Windsor for their review, modifications and hopeful implementation. With the number of inspectable properties in Windsor, this update will help to ensure better protection for the citizens and for our department members.

Our membership continues to be strong, but we continue to have some attrition. This is not uncommon with combination departments. We will be conducting another yearly hiring process in late spring. The goal of this hiring is to maintain a baseline number of members.

The Dane County Radio system and Computer-Aided Dispatch system both went live in 2013. There have been some bugs and glitches in the system county-wide. We will be participating in an active role to ensure proper feedback and workable solutions are provided to make the system function in the way it was intended.

Starting on March 1, 2014, we will also commence operating at the Intermediate EMT level (IV Technician). By providing this upgraded level of care to our patients, we will be able to enhance



and improve the care we provide, which will in turn provide them with greater chances of survival.

The final larger project that will be continuing this year is the proposed new station. With the feasibility study completed, the next step will be to make a decision on whether to build or not, and then picking a location and purchasing land. Building a new station is a several year project and we are in the beginning phases.

## Support Committee

The Support Committee is made up of volunteers that support district operations, such as providing meals for the members after monthly business meetings, meals for long term incidents, and help with all of the various fund raising functions that are held throughout the year. They have been instrumental in the activity fair food stand this year.

Current members include: Nancy Brokmeier, Carl Goepfert, Barb and Larry Atkinson, Beth and Randy Krey, Kristin Bitgood and Kris Smith.

The district members want to thank the support committee for all of the dedicated and tireless support they provide throughout the year.



**In Memoriam**

**John “Jack” Reigstad**

April 7, 1933 – February 13, 2013

Jack served on the department for 47 ½ years and was Assistant Chief for 17 of those.

**Joel Rider**

October 25, 1942 – April 24, 2013

Joel served on the department for over 30 years and was Chief for 12 years.



**Judith “Judy” Ewald**

October 18, 1941 – July 15, 2013

Judy was a supporter of the department and interested in maintaining its history.



**Current Membership Roster**

**DeForest Area Fire Board Members:**

Paul Blount, President (Village of DeForest)  
Robert Wipperfurth (Town of Windsor)  
Ron Rupp (Town of Vienna)  
Jim Foley (Town of Leeds)  
Dave Tuschen (Town of Hampden)

**Department Members:**

Chief Paul Nelson  
Deputy Chief of Fire – Brent Foss  
Assistant Chief of EMS– Scott Samuel  
Assistant Chief of Fire Training – Steve LaFeber  
Captain Eric Fairfield  
Lieutenant Rydell McGoveran  
Lieutenant Roger Atkinson  
Lieutenant Andy Schmitz  
Lieutenant Stephanie Klock  
Medical Director-Dr. David Ringdahl



Devin Abshere	Jonathon Henney
Terry Anderson	Hunter Hill
Roger Bjorge	Karen Hinickle
Adam Burke	Jalen Houghton
Troy Coogan	Chris Jauch
Angie Danielski	Patrick Killian
Eric Doleman	Stephanie Klock
Ryan Dostalek	Trevor Klock
Ryan Endres	Anthony Leikip
Taylor Engelhart	Jason Loucks
Philip Espenes	Scott Maier
Kelli Fall	Dean Mancheski
Tammy Fairfield	Julie McHugh
Roland Fayen	Alyssa Motiff
Erik Finkelson	Renee Noltemeyer
Robert Flores	Brian Payne
Cody Flury	Zach Polachek
Tabitha Fried	David Powell
Brent Fryk	Travis Reigstad
Steven Gamez	Brandon Reisinger

Justin Garcia  
Denise Gratz  
Janet Haag  
Cody Hamilton  
Stacey Hanson

Andrew Servais  
Larry Smith  
Brian Vaughn  
John Wagner  
Ben Waldera  
Kevin West  
Candace Wetter

**Probationary Members**

Mike Botham  
Caleb Carr  
Chris Cotter  
Alex Elvord  
Brandi Filsinger  
Matt Garcia  
Richard Hartley  
Lauren Hoeft  
Andrew Horne  
Mark Kelly  
Rodger Lauritzen-Derr  
Roger Niesen  
John O'Donnell  
Hunter Rauwolf  
Michael Reisman  
William Schrack  
Katie Sergenian  
Jaclyn Sommers



**Cadets**

Jake Smith  
Cassie Smith  
Zach Welch