

# PROVIDENCE TOWNSHIP FIRE – RESCUE

## MEMORANDUM

**To: Board of Trustees**  
**Cc: Fiscal Officer**

**From: Chief Bretzloff**

**Date: March 5, 2007**

**Subject: Fire Chief's Report**

I have the following to report for the month of February:

**Emergency Calls:**

- EMS: 29
- FIRE: 6
- MVC: 2
- Mutual Aide: 2 – 1 Received and 1 Given
- Public Service: 1

**Total: 38 Calls**

**Emergency Call Response:**

**Part Time:** 23 Emergency calls were handled by our part-time personnel.

**Volunteer:** 15 Emergency calls were handled by our volunteer personnel.

On February 13, 2007 during our heavy snow fall, I had our volunteer personnel staff the station. This was done to reduce our response time to any emergency calls due to the road conditions. This procedure will be instituted any time there may be a potential for an extraordinary delay due to snow or ice. Fortunately there were no emergencies calls received during this time frame.

**Training:**

We are currently working on our Annual Hazardous Materials training. Our goal is to have all of our Firefighters trained to Operations Level. Our EMS personnel will be trained to Awareness Level. Those that choose to attend the extra training will be taken to Technician Level. The Awareness Level training is mandatory for all Fire and EMS personnel and is being completed in house.

Our NIMS training has increased to a department total of 73% compliant. This number includes our new personnel and me. I am awaiting the NIMS 300 and 400 training that will be offered sometime this spring.

Whitehouse Fire Department will be hosting a Basic Firefighter, 36 hour class starting in April. We currently have 3 personnel that will be attending this class.

**Grants:**

I am working on completing all three grants at this time.

**Personnel:**

We have received an application for the position of Volunteer Dispatcher from Pamela Schaffer. Ms. Schaffer is a resident of the Township and was interviewed by the Board of Officers on February 27, 2007.

With the recommendations by the Officers, I would also recommend the appointment of Pamela Schaffer to the position of Volunteer Dispatcher. Her appointment is subject to serving a one year probationary period and completing the necessary in-house training.

Given our current staffing level, we will be holding off on appointing any further personnel until deemed necessary. Any applications that are received will be kept on file until we are ready to add additional staff.

**Misc:**

I have met with the Administrator from The Village of Holland in an effort to obtain some serviceable turn-out gear. Since their Fire Department was disbanded, they have an excess of gear that is available for purchase. This gear, should we agree on a price, is not meant to take the place of our grant nor is it the gear we have specified as our department standard. This gear is to provide gear for those currently without and those who are currently wearing gear that has been deemed unrepairable or "out-of-service". I will keep you posted on the progress.

Respectfully Submitted,

Jeff Bretzloff  
Fire Chief