



LAKE FOREST
FIRE DEPARTMENT

Annual Report

FY 2018

May 1, 2017 to April 30, 2018

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Letter from Fire Chief Pete Siebert

Residents of Lake Forest-

I am honored to have the privilege to submit the Lake Forest Fire Department's FY 2018 Annual Report. The following report is a summary of the activities and achievements of your firefighter/paramedics, and the organization as a whole. The content of this report is designed to provide insight into how our efforts are focused on providing the highest level of customer-centered emergency services, while also maintaining accountability and fiscal responsibility.

As the fire service, our community, and the world around us continue to change, we are constantly presented with unique challenges which require collaboration, critical thinking, and innovation from our staff that delivers your emergency services. I am also proud to share new department Mission and Vision Statements, both have been revised in a collaborative effort including members of every rank level within the department. The City of Lake Forest is very fortunate to have an excellent group of highly trained and highly motivated people that respond 24-7 to a wide array of emergency calls.

On behalf of the entire Lake Forest Fire Department, thank you for taking time to review our organizational highlights from FY 2018. We are honored to serve you, and remain dedicated to providing the highest level of emergency service.

Respectfully,

Fire Chief Pete Siebert

Department Profile

The City of Lake Forest's Fire Department was established in 1893 as a volunteer department. The City began hiring full-time employees in 1913, who would get the needed equipment to the scene and were then assisted by volunteers. Today, the Lake Forest Fire Department occupies two stations. Station 1 is located in the north central area of the City, just west of the main business district. Station 2 is on the southwest side of the City, just outside the west business district. Both stations were originally placed in these locations because of available property and proximity to the business districts. The department is led by a Fire Chief, with support from a Deputy Chief and an Administrative Division Chief, and one (1) Administrative Assistant working a 40-hour week, along with five (5) part-time Fire Prevention Inspectors. Shift personnel consists of three (3) Battalion Chiefs, six (6) Lieutenants and 21 Firefighter/Paramedics who work the traditional 24/48 shift (10 assigned per shift) supplemented occasionally with three (3) POP (Paid on Premise) Firefighters. The department is a full service ISO Class 3 fire and emergency medical service agency delivering suppression services, EMS as an advanced life support transport agency, emergency management, fire prevention inspections, post fire investigations, pre-plans review, public fire and life safety education, and specialized response team members consisting of hazardous materials, dive, technical rescue, side scan sonar and mechanics.

Lake Forest Fire Department

Mission Statement

The Lake Forest Fire Department trains, prepares, and responds: to preserve life, protect property, and promote safety.

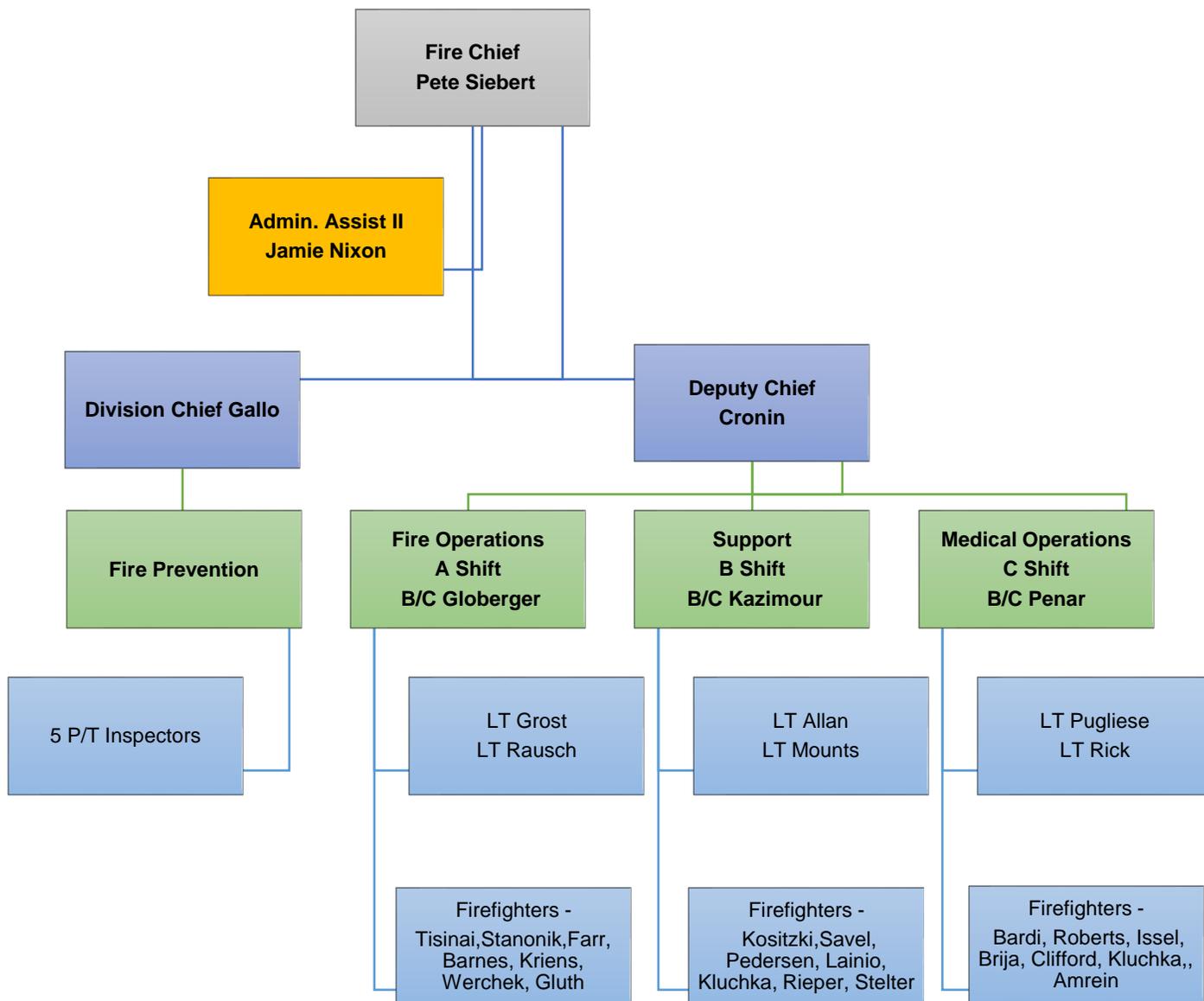
Vision Statement

The Lake Forest Fire Department strives to be innovative, adaptive, and resilient in the face of all internal and external challenges.

Core Values

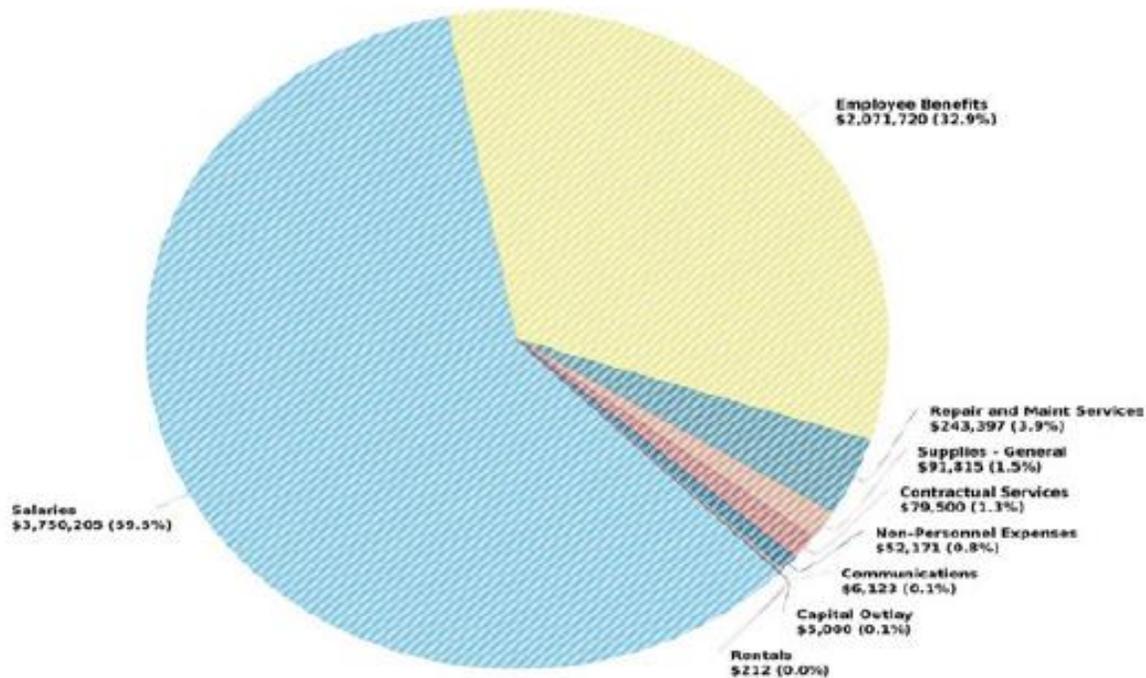
Trust-Integrity-Respect-Excellence

Organizational Chart



Budget FY18

FY18 EXPENSES



Budget Data

FY2017 Amended	\$6,304,504
FY2018 Budget	\$6,300,143
Change from Prior Year:	-\$4,361

<u>FIRE</u>	<u>FY2017 Amended</u>	<u>FY2018 Budget</u>	<u>Change</u>
Personnel & Administration	\$6,184,989	\$6,156,593	-0.46%
Suppression	\$92,015	\$108,000	17.37%
EMS	\$27,500	\$35,550	29.27%
	<u>\$6,304,504</u>	<u>\$6,300,143</u>	-0.07%

Contracting out Fire Marshal position in FY2018 at a savings. Training and clothing expenses transferred from administration to Suppression and EMS to more accurately reflect costs.

Budget FY18

THE CITY OF LAKE FOREST

Fiscal Year: 2018

Fund- General

Department - Fire Administration

Account Number	Description	FY 2016 Actuals	FY 2017 Budget	FY 2017 Est. Actual	FY 2018 Budget
101-7552-422-10-10	Salaries	\$ 3,424,385	\$ 3,507,384	\$ 3,284,964	\$ 3,402,068
101-7552-422-10-20	Temporary	\$ 107,458	\$ 86,294	\$ 75,193	\$ 86,294
101-7552-422-10-30	Overtime	\$ 198,820	\$ 238,698	\$ 280,506	\$ 238,698
101-7552-422-10-40	Longevity	\$ 24,035	\$ 29,634	\$ 23,899	\$ 23,145
101-7552-422-20-10	Insurance Medical	\$ 625,648	\$ 714,045	\$ 627,873	\$ 655,672
101-7552-422-20-11	Insurance Dental	\$ 19,827	\$ 21,424	\$ 20,697	\$ 21,266
101-7552-422-20-12	Insurance Life	\$ 5,498	\$ 5,788	\$ 5,451	\$ 5,658
101-7552-422-20-20	Social Security	\$ 67,227	\$ 67,331	\$ 61,583	\$ 60,402
101-7552-422-20-30	IMRF	\$ 21,150	\$ 22,026	\$ 19,256	\$ 10,898
101-7552-422-20-40	Flexi	\$ 5,793	\$ 6,260	\$ 6,260	\$ 6,062
101-7552-422-21-10	Contra Accounts	\$ (18,187)	\$ -		
101-7552-422-29-01	Training and Development	\$ 6,350	\$ 4,000	\$ 5,000	\$ 7,500
101-7552-422-29-02	Employee Tuition	\$ 1,185	\$ 4,013	\$ 4,013	\$ 6,671
101-7552-422-29-03	Membership Dues	\$ 5,055	\$ 3,000	\$ 3,000	\$ 3,000
101-7552-422-29-10	Meetings and Exp Reimbursement	\$ 19,185	\$ 11,000	\$ 11,000	\$ 9,000
101-7552-422-35-10	Contractual Services	\$ -		\$ 15,000	\$ 73,000
101-7552-422-35-11	SRT Assessment	\$ 6,450	\$ 6,000	\$ 6,450	\$ 6,500
101-7552-422-35-14	Emergency Siren Maint.	\$ -	\$ 5,000	\$ 5,000	\$ 5,000
101-7552-422-43-01	Fleet Rental	\$ 151,567	\$ 162,895	\$ 162,895	\$ 150,062
101-7552-422-43-10	Maintenance of Equipment	\$ 6,305	\$ 8,000	\$ 8,000	\$ 7,000
101-7552-422-43-16	IT Maintenance	\$ 49,692	\$ 47,013	\$ 47,013	\$ 47,335
101-7552-422-44-25	Equipment Rental	\$ -	\$ 212	\$ 212	\$ 212
101-7552-422-53-11	Cell Phones	\$ 9,183	\$ 7,750	\$ 7,750	\$ 6,123
101-7552-422-60-10	Office Supplies	\$ 7,984	\$ 5,000	\$ 5,000	\$ 5,000

Account Number	Description	FY 2016 Actuals	FY 2017 Budget	FY 2017 Est. Actual	FY 2018 Budget
101-7552-422-60-13	Printing	\$ 915	\$ 1,000	\$ 1,000	\$ 1,000
101-7552-422-60-20	Minor Equipment	\$ 14,033	\$ 7,500	\$ 7,500	\$ 7,265
101-7552-422-95-04	Fire Pension Levy	\$ 1,216,585	\$ 1,213,722	\$ 1,213,722	\$ 1,311,762
TOTAL		\$ 5,976,143	\$ 6,184,989	\$ 5,908,237	\$ 6,156,593

Budget FY18

THE CITY OF LAKE FOREST

Fiscal Year: 2018

Fund- General

Department - Fire Suppression

		FY 2016	FY 2017	FY 2017	FY 2018
Account Number	Description	Actuals	Budget	Est. Actual	Budget
101-7553-422-29-01	Training and Development	\$ 7,296	\$ 8,000	\$ 9,000	\$ 14,000
101-7553-422-29-04	Publications	\$ 844	\$ 500	\$ 1,000	\$ 500
101-7553-422-43-10	Maintenance of Equipment	\$ 33,268	\$ 29,500	\$ 29,500	\$ 28,500
101-7553-422-60-19	Clothing	\$ 24,143	\$ 25,000	\$ 25,000	\$ 36,500
101-7553-422-60-20	Minor Equipment	\$ 26,022	\$ 28,015	\$ 28,015	\$ 27,500
101-7553-422-65-11	Chemicals	\$ -	\$ 1,000	\$ 1,000	\$ 1,000
	TOTAL	\$ 91,573	\$ 92,015	\$ 93,515	\$ 108,000

THE CITY OF LAKE FOREST

Fiscal Year: 2018

Fund- General

Department - Fire EMS

		FY 2016	FY 2017	FY 2017	FY 2018
Account Number	Description	Actuals	Budget	Est. Actual	Budget
101-7555-422-29-01	Training and Development	\$ 8,112	\$ 5,000	\$ 7,000	\$ 11,500
101-7555-422-43-10	Maintenance of Equipment	\$ 9,048	\$ 10,500	\$ 10,500	\$ 10,500
101-7555-422-60-13	Printing	\$ -	\$ 500	\$ 500	\$ 550
101-7555-422-60-20	Minor Equipment	\$ 20,092	\$ 11,000	\$ 11,000	\$ 11,000
101-7555-422-65-11	Chemicals	\$ 2,159	\$ 500	\$ 1,800	\$ 2,000
	TOTAL	\$ 39,411	\$ 27,500	\$ 30,800	\$ 35,550

Fire Department Responses
May 1, 2017 through April 30, 2018

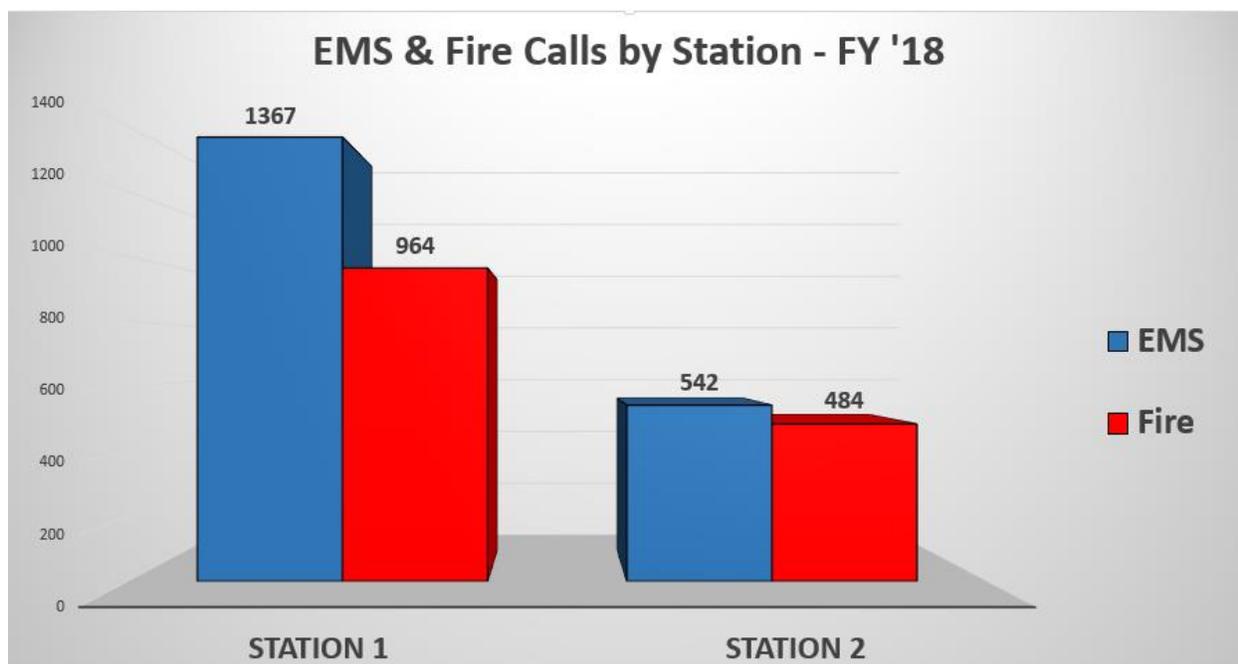


Total Responses FY 18	3357
Total EMS Responses FY18	1909
Total Fire Responses FY18	1448

Fire Department Responses
May 1, 2017 through April 30, 2018

Station 1 - 69% of Total Responses

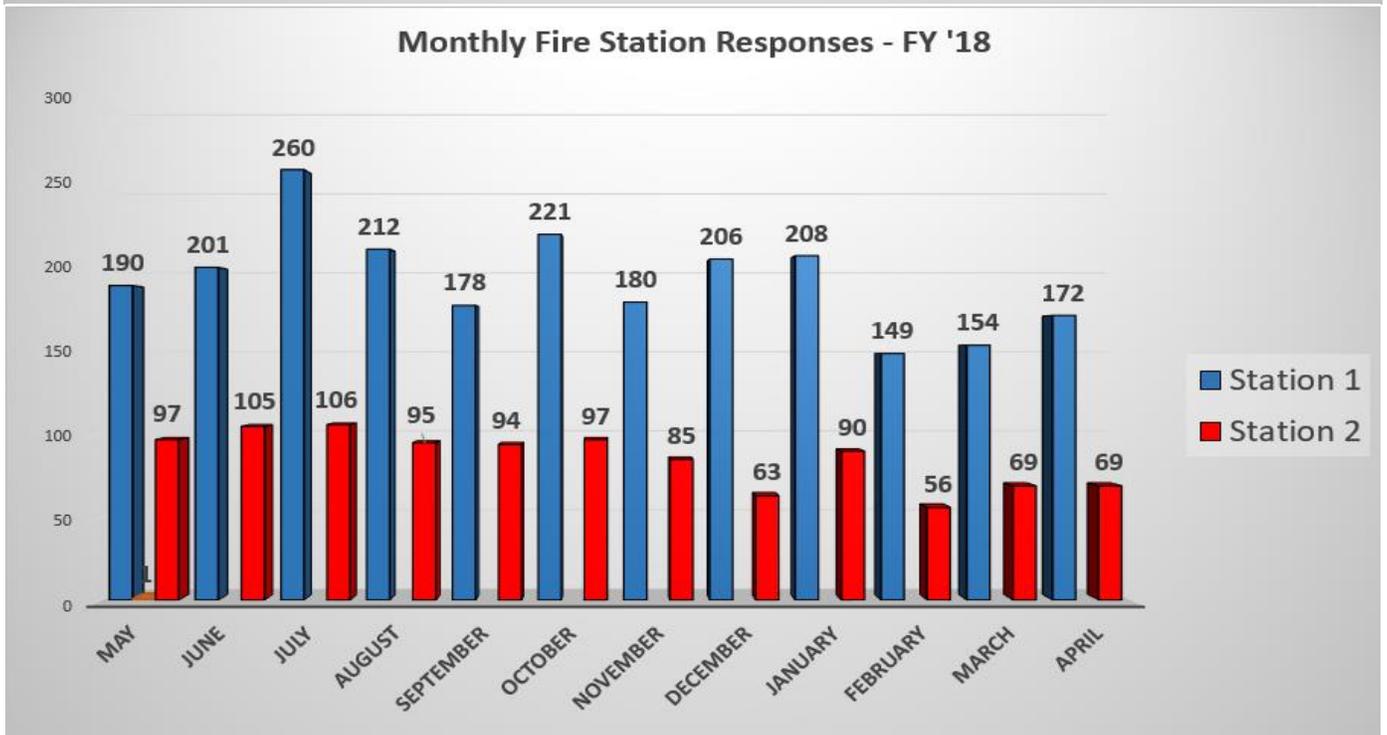
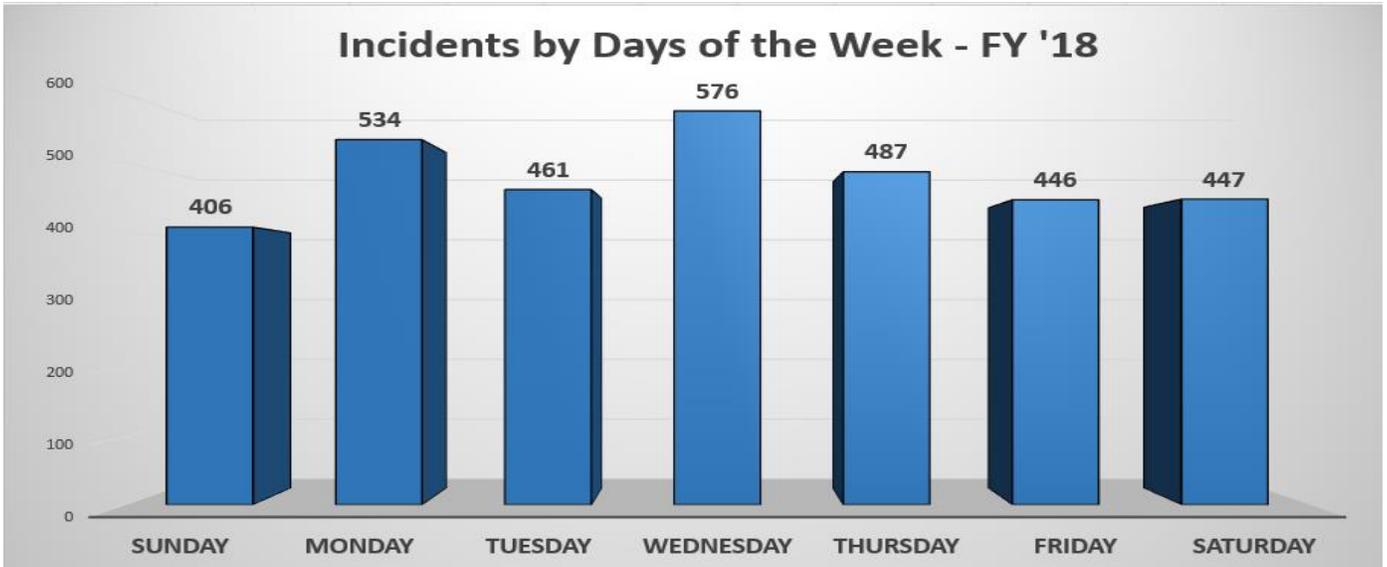
Station 2 - 31% of Total Responses



Fire Department Responses

May 1, 2017 through April 30, 2018

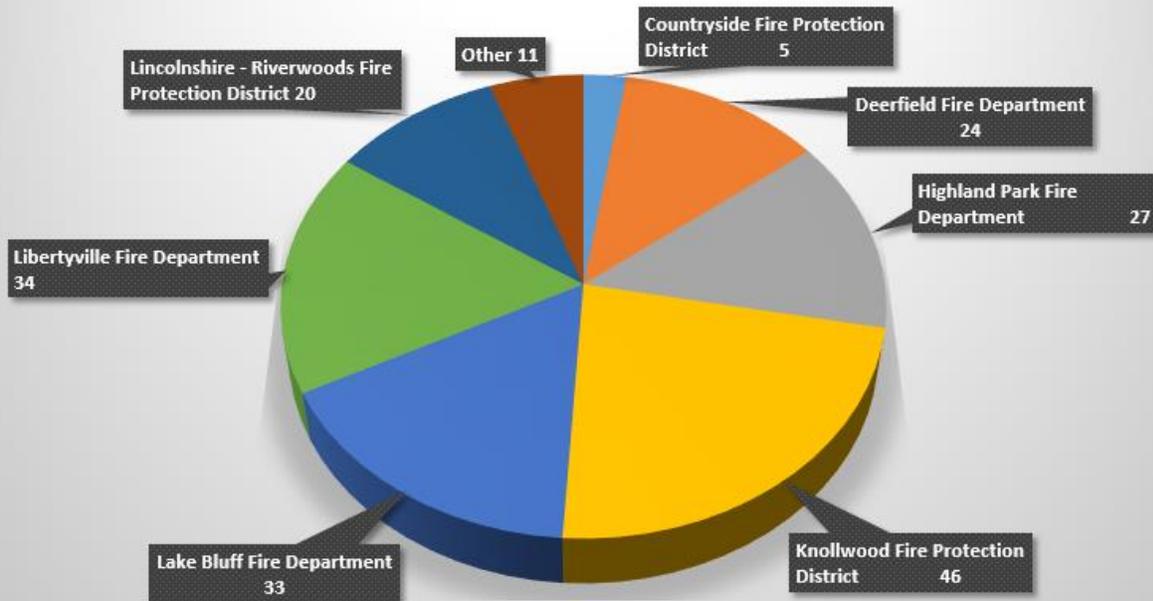
Station 1 HIGH 260 (July) LOW 149 (Feb.)
 Station 2 HIGH 106 (July) LOW 56 (Feb.)



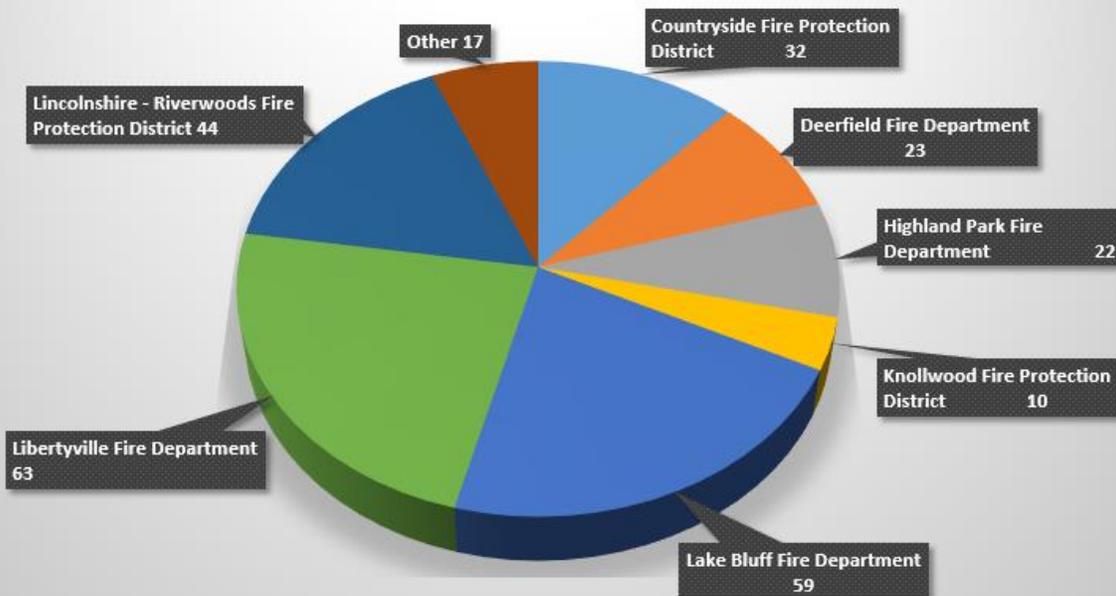
Fire Department Responses

May 1, 2017 through April 30, 2018

Mutual & Automatic Aid RECEIVED - FY '18



Mutual & Automatic Aid GIVEN - FY '18

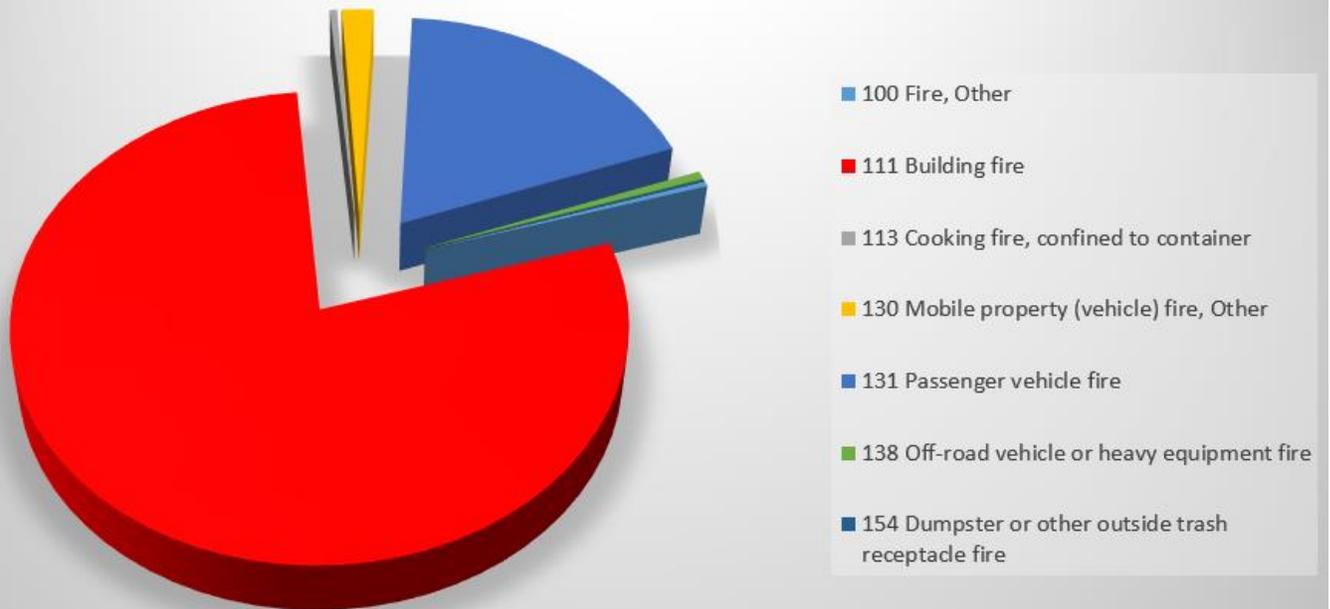


Fire Department Responses

May 1, 2017 through April 30, 2018

Incident Type	Incident Type Description	Number	Property Value	Property Loss	Property Saved	Content Value	Content Loss	Content Saved	Total Loss
100	Fire, Other	2	\$2,300,000.00	\$0.00	\$2,300,000.00	\$100,040.00	\$1,240.00	\$98,800.00	\$1,240.00
111	Building fire	13	\$7,991,302.00	\$206,802.00	\$7,784,500.00	\$723,001.00	\$68,001.00	\$655,000.00	\$274,803.00
113	Cooking fire, confined to container	3	\$600,100.00	\$100.00	\$600,000.00	\$50,800.00	\$1,400.00	\$49,400.00	\$1,500.00
130	Mobile property (vehicle) fire, Other	1	\$6,000.00	\$6,000.00	\$0.00	\$500.00	\$500.00	\$0.00	\$6,500.00
131	Passenger vehicle fire	5	\$178,800.00	\$64,800.00	\$114,000.00	\$200.00	\$200.00	\$0.00	\$65,000.00
138	Off-road vehicle or heavy equipment fire	1	\$20,000.00	\$2,000.00	\$18,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00
154	Dumpster or other outside trash receptacle fire	1	\$4,500.00	\$300.00	\$4,200.00	\$0.00	\$0.00	\$0.00	\$300.00

TOTAL Fire Loss - FY '18



Fire Training



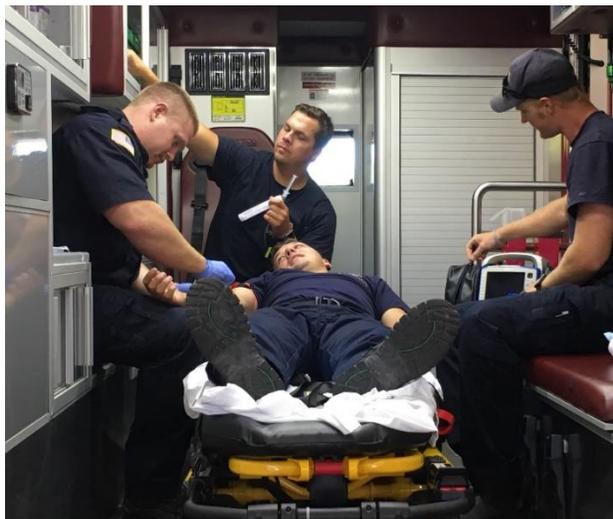
Fire Training



The Lake Forest Fire Department is dedicated to having highly skilled firefighters to respond to the needs of the community. We do this by providing and participating in various trainings throughout the year. The members of the Lake Forest Fire Department participate in extensive trainings throughout the year on a weekly basis. Some of the topics covered during training are self-contained breathing apparatus, fire apparatus engineer, deploying hose lines, ventilation and auto extrication. In addition our members attend various trainings and certification programs offered through different organizations. The Lake Forest Fire Department officers participated in a 74 hour Blue Card Incident Management certification program. Members also attended FDIC (Fire Department Instructors Conference) in Indianapolis. Members also participate in team trainings for our MABAS division teams which include dive rescue, side scan sonar, technical rescue, mechanics and hazardous materials.

The Lake Forest Fire Department participated in over 19,900 hours of Fire training in FY18.

EMS Training



The Lake Forest Fire Department operates with thirty-three (33) full time firefighter/ paramedics and three (3) paid on premise firefighter. All paramedics are required to receive thirty (30) hours of continuing education provided to the department by the Condell EMS system. The department requires their paramedics to train on a weekly basis adding in approximately one hundred fifty (150) additional training hours a year. Some examples of topics that are covered in the trainings are cardiac emergencies, trauma, pediatrics, medication administration and respiratory emergencies.

Lake Forest Fire Department also had additional trainings in active shooter scenarios and “Stop the Bleed” program. The “Stop the Bleed” campaign teaches life-saving bleeding control measures to the public. A coalition has been formed and due to generous donations from the American Legion and the Lake Forest Police Foundation, we have begun training our personnel to teach “Stop the Bleed”. This program was brought to our attention by Dr. Chris Davis and his wife Gee, who are Lake Forest residents, they wanted this initiative brought to Lake Forest. In partnership with Northwestern Lake Forest hospital and the Lake Forest Police Department we have begun the initiative. We have had the opportunity along with Northwestern Lake Forest Hospital to teach the curriculum to some of the staff at Lake Forest High School. For more information about the “Stop the Bleed” program visit, www.bleedingcontrol.org.

The Lake Forest Fire department had a total of 2,260 hours of EMS training in FY18.

Public Education



The Lake Forest Fire Department participates public education sessions throughout the year. In FY 18 the Lake Forest Fire Department participated in Safety Town at Gorton Community Center, a Chili lunch and Breakfast at the Beach with the Senior Center. We also participated in the Lake Forest Police Bike Rodeo along with some in-service training with the Lake Forest lifeguards. We teach the Risk Watch program at the elementary schools to help educate the students on fire and life safety. We also give station tours on a regular basis to different organizations in the community like the Boy Scouts and CROYA. We also encourage residents to stop by and meet the firefighters and see some of the unique equipment that the department has. The Fire Department also participates at many block parties and other functions in the community to offer fire safety tips and engine demonstrations.

The Lake Forest Fire Department reached out to more than 7,900 citizens through our public education programs in FY18.

Fire Prevention



The Lake Forest Fire Prevention Bureau managed by Division Chief Mike Gallo and is staffed with five part-time inspectors. The Bureau conducts annual fire code inspections at every commercial building in Lake Forest, looking for any hazards or code violations that could endanger the occupants of the building. The Bureau also does tent and fireworks inspections for special events throughout the community.

The Fire Prevention Bureau completed over 1,400 inspections in FY18.

Fire Prevention/Public Education

LFFD FY '18 Public Education Summary

Pub-Ed Type	# of Pub Ed Activities	Hours	Adults	Children
Pub Ed - Other	7	10.00	11	20
Pub Ed - Classes Other	4	6.50	12	150
Pub Ed - Fire Drills	21	10.25	1894	3511
Pub Ed - Field Events	36	109.08	1250	1786
Pub Ed - Install Smoke Detector Ba	2	1.30	4	0
Pub Ed - Risk Watch	8	33.75	39	1335
Pub Ed - Station Events	38	28.91	117	1114
Grand Totals	116	199.79	3327	7916

LFFD FY '18 Fire Inspection Stats

Total # of Scheduled Inspections	1082		
Total # of COMPLIANT Inspections		1082	
Inspections Completed			1407
Percentage of Compliant Occupancies		100.00%	
Number of 1st Inspections Compliant	767	76.89%	76.89%
Number of 2nd Inspections Compliant	163	16.44%	93.33%
Number of 3rd Inspections Compliant	57	5.67%	99.00%
Number of 4+ Inspections Compliant	12	1.00%	100.00%
Total of Compliant Inspections	1082	100.00%	

* **Important Highlights: 93% of inspected occupancies are compliant by the 2nd Inspection!**

* **1082 TOTAL Occupancies inspected**

* **1407 TOTAL inspections performed by LFFD Inspectors**

Specialized Response Teams



Technical Rescue Team



Dive Team

The Lake Forest Fire Department is a member of MABAS Division 4 & 5 Specilized Response Team. The team is requested during emergiencies in Lake Forest and throughout Lake and surrounding counties. The Lake Forest Fire Department has members on the Hazardous Materials Team, Side Scan Sonar Team, Technical Rescue Team, Dive Team and Mechanics Team. We also support the Swift Water Rescue and Wildland Teams. Members of the specilaized response team are required to have additional training and certification for their speciality.

Special Events



Stop the Bleed Training at Lake Forest HS



Seniors Breakfast at the Beach



Chili with the Seniors



FD vs PD Charity Basketball Game



Lake Forest Employee Dodgeball Tournament

Phone Numbers

Addresses

Lake Forest Fire Station One

255 W. Deerpath

Lake Forest, Illinois 60045

Lake Forest Fire Station Two

1111 S. Telegraph Rd.

Lake Forest, Illinois 60045

Phone Numbers

Fire/EMS Emergency: 911

Fire Department: (847) 234-2600

Fire Chief Siebert: (847) 810-3864

Poison Control: (800) 222-1222

Life Safety Tips:

- Do not hesitate to call “911”. If something feels like an emergency, treat it like an emergency!
- Have a working smoke alarm outside every sleeping area, in every bedroom, and on every level of your home.
- Always check electrical cords for cracking and fraying.
- Create a home escape plan for family members to use in the event of an emergency
- Every home should have a working carbon monoxide detector