LAKE FOREST

FIRE DEPARTMENT

Annual Report

FY 2019

May 1, 2018 to April 30, 2019

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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 2019 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.

FY 2019 has been a busy year for the Fire Department. We entered into an intergovernmental agreement (IGA) with Libertyville and the Rockland Fire Protection District, to provide all Fire/EMS services to Knollwood. The IGA divides Knollwood at the EJ&E railroad tracks, Lake Forest covering the south half, and Libertyville the north. This IGA has functioned smoothly, and we continue to work collaboratively with Libertyville to provide the best service for everyone.

Another big undertaking for FY2019 is the replacement of our aging fire suppression fleet. We have devised a plan that includes purchasing one new fire engine, one used fire engine and assuming a grant funded ladder truck that belongs to the Rockland Fire Protection District (page 4). We are replacing three vehicles that are 29 years old and one that is 26 years old. The end result is a reduction in the average age of our fire suppression fleet from 23 years old to nine years old. We also received an Assistance to Firefighters Grant through FEMA for to help purchase new self-contained breathing apparatus (SCBA) to be used during emergency incidents (page 5). These are great examples of our commitment to fiscal responsibility and limiting our financial impact on the City budget.

On behalf of the entire Lake Forest Fire Department, thank you for taking time to review our organizational highlights from FY 2019. We are honored to serve you, and remain dedicated to providing the highest level of emergency service.

Respectfully,

Fire Chief Pete Siebert

Updates to Fire Department Fleet

ENGINE 211

Truck 232

Self-Contained Breathing Apparatus (SCBA)

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. The department also provides emergency management, fire prevention inspections, post fire investigations, pre-plans review, and public fire and life safety education. We also have department members on the MABAS specialized response team which consist 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.

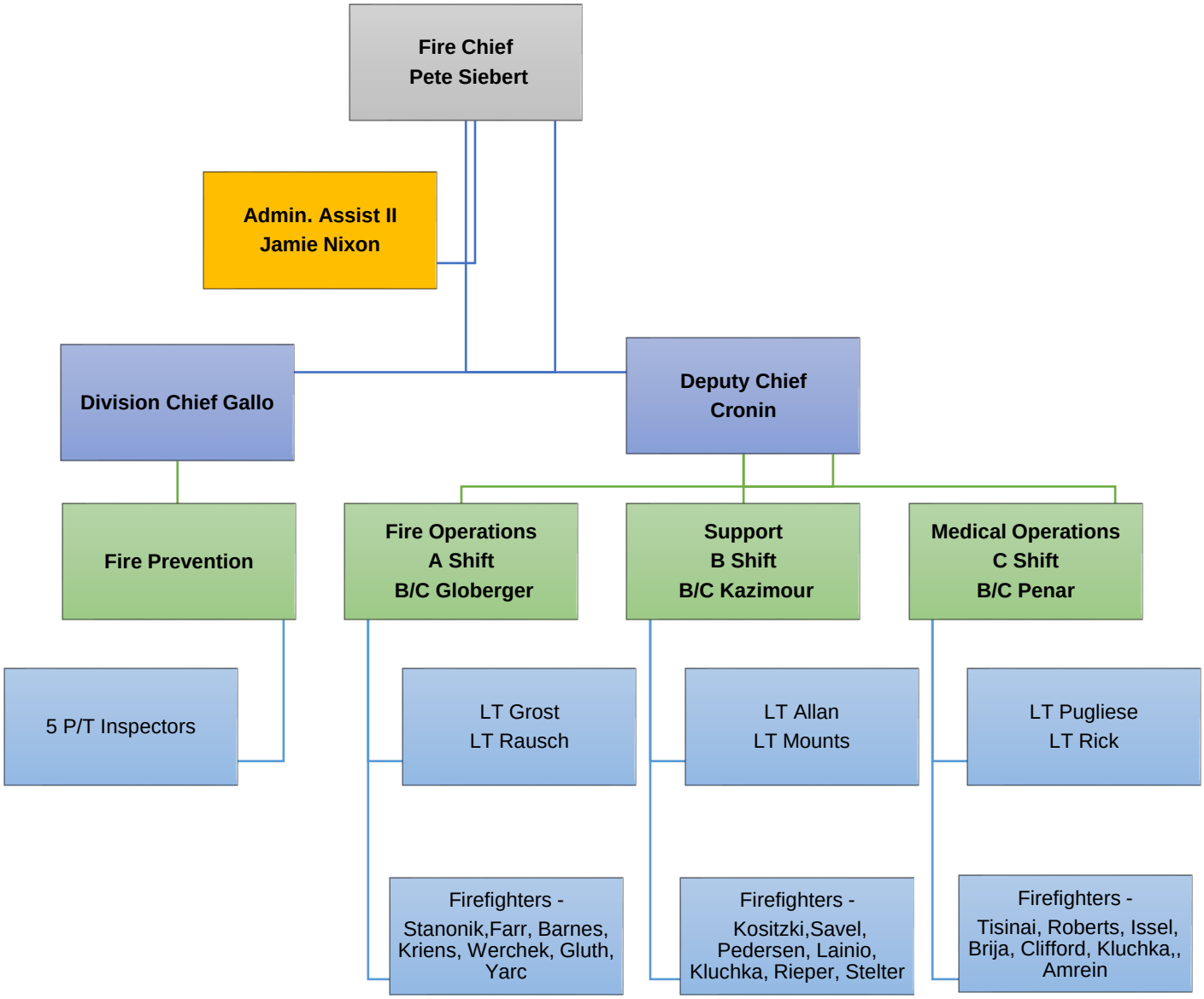
Vision Statement

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

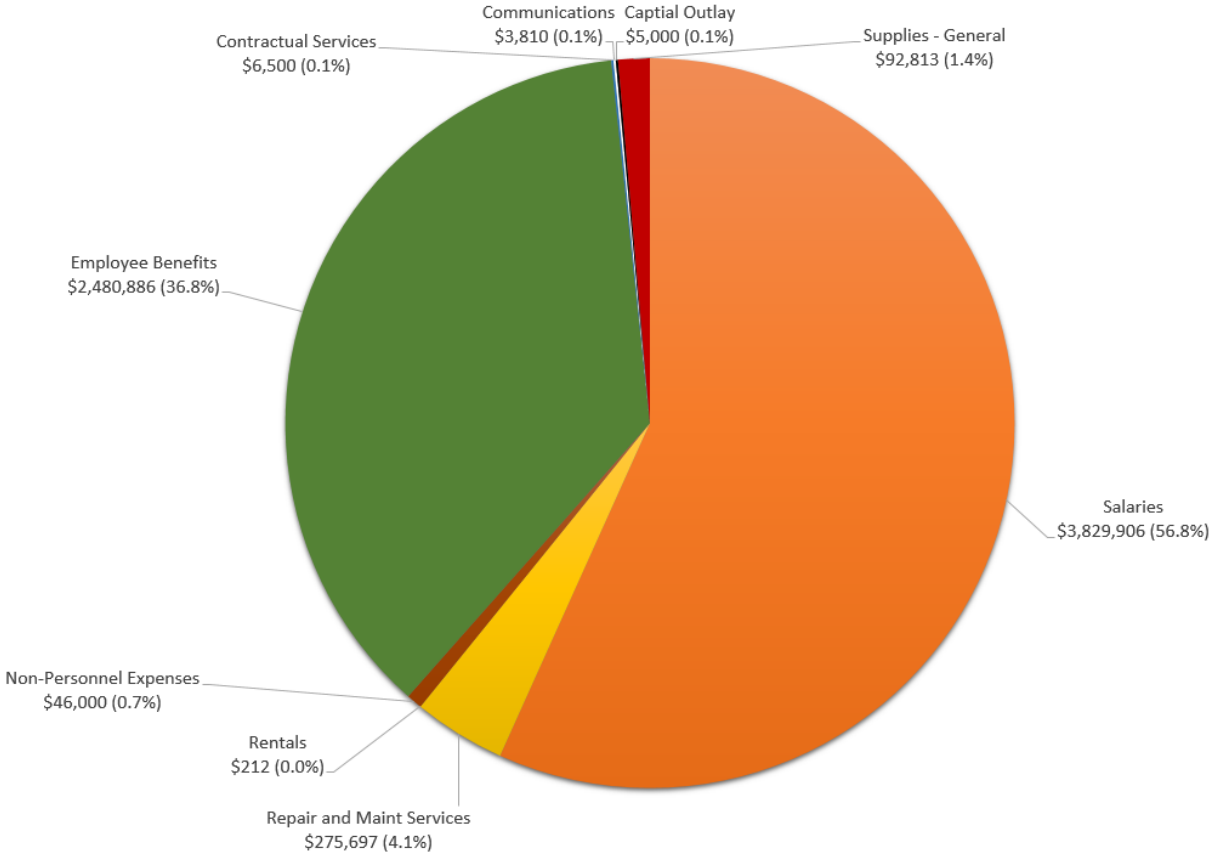
Core Values

Trust-Integrity-Respect-Excellence

Organizational Chart



Budget FY19



Budget Data

FY2018 Amended	$6,313,777
FY2019 Budget	$6,740,824
Change from Prior Year:	$427,047

FIRE	FY2018 Amended	FY2019 Budget	Change
Personnel & Administration	$6,170,227	$6,597,293	6.92%
Suppression	$108,000	$108,231	0.21%
EMS	$35,550	$35,300	-0.70%
	$6,313,777	$6,740,824	6.76%

FY19 increase due to public safety pension obligations - $410,000 increase over FY18.

THE CITY OF LAKE FOREST

Fiscal Year: 2019

Fund- General

Department - Fire Administration

Account Number	Description	FY 2017 Actuals	FY 2018 Budget	FY 2018 Est. Actual	FY 2019 Budget
101-7552-422-10-10	Salaries	$ 3,278,272	$ 3,415,702	$ 3,249,459	$ 3,481,114
101-7552-422-10-20	Temporary	$ 74,911	$ 86,294	$ 62,045	$ 86,294
101-7552-422-10-30	Overtime	$ 333,943	$ 238,698	$ 350,748	$ 238,698
101-7552-422-10-40	Longevity	$ 23,899	$ 23,145	$ 21,500	$ 23,800
101-7552-422-20-10	Insurance Medical	$ 629,886	$ 655,672	$ 589,294	$ 653,794
101-7552-422-20-11	Insurance Dental	$ 20,369	$ 21,266	$ 19,874	$ 21,711
101-7552-422-20-12	Insurance Life	$ 5,435	$ 5,658	$ 5,579	$ 5,658
101-7552-422-20-20	Social Security	$ 64,269	$ 60,402	$ 61,396	$ 61,622
101-7552-422-20-30	IMRF	$ 20,340	$ 10,898	$ 12,133	$ 10,134
101-7552-422-20-40	Flexi	$ 5,283	$ 6,062	$ 6,062	$ 6,014
101-7552-422-21-10	Contra Accounts	$ (55,348)		$ (12,029)	
101-7552-422-29-01	Training and Development	$ 6,276	$ 7,500	$ 7,500	$ 7,000
101-7552-422-29-02	Employee Tuition	$ 2,394	$ 6,671	$ 6,671	$ -
101-7552-422-29-03	Membership Dues	$ 3,245	$ 3,000	$ 3,000	$ 3,000
101-7552-422-29-10	Meetings and Exp Reimbursement	$ 8,558	$ 9,000	$ 9,000	$ 9,000
101-7552-422-35-10	Contractual Services	$ 14,553	$ 73,000	$ 30,164	$ -
101-7552-422-35-11	SRT Assessment	$ 6,525	$ 6,500	$ 6,500	$ 6,500
101-7552-422-35-14	Emergency Siren Maint.	$ 5,150	$ 5,000	$ 5,000	$ 5,000
101-7552-422-43-01	Fleet Rental	$ 162,895	$ 150,062	$ 150,062	$ 181,328
101-7552-422-43-10	Maintenance of Equipment	$ 4,733	$ 7,000	$ 7,000	$ 7,000
101-7552-422-43-16	IT Maintenance	$ 47,016	$ 47,335	$ 47,335	$ 49,869
101-7552-422-44-25	Equipment Rental	$ -	$ 212	$ 212	$ 212
101-7552-422-53-11	Cell Phones	$ 8,133	$ 6,123	$ 6,123	$ 3,810
101-7552-422-60-10	Office Supplies	$ 6,758	$ 5,000	$ 5,000	$ 5,500
101-7552-422-60-13	Printing	$ 1,258	$ 1,000	$ 1,000	$ 1,000

Account Number	Description	FY 2017 Actuals	FY 2018 Budget	FY 2018 Est. Actual	FY 2019 Budget
101-7552-422-60-20	Minor Equipment	$ 8,917	$ 7,265	$ 7,265	$ 7,282
101-7552-422-95-04	Fire Pension Levy	$ 1,211,587	$ 1,311,762	$ 1,311,762	$ 1,721,953
	TOTAL	$ 5,899,257	$ 6,170,227	$ 5,969,655	$ 6,597,293

THE CITY OF LAKE FOREST

Fiscal Year: 2019

Fund- General

Department - Fire Suppression

Account Number	Description	FY 2017 Actuals	FY 2018 Budget	FY 2018 Est. Actual	FY 2019 Budget
101-7553-422-29-01	Training and Development	$ 21,174	$ 14,000	$ 14,000	$ 13,500
101-7553-422-29-04	Publications	$ 1,153	$ 500	$ 500	$ 500
101-7553-422-43-10	Maintenance of Equipment	$ 26,723	$ 28,500	$ 28,500	$ 28,500
101-7553-422-60-19	Clothing	$ 27,485	$ 36,500	$ 36,500	$ 36,500
101-7553-422-60-20	Minor Equipment	$ 30,300	$ 27,500	$ 27,500	$ 28,231
101-7553-422-65-11	Chemicals	$ -	$ 1,000	$ 1,920	$ 1,000
	TOTAL	$ 106,835	$ 108,000	$ 108,920	$ 108,231

THE CITY OF LAKE FOREST

Fiscal Year: 2019

Fund- General

Department - Fire EMS

Account Number	Description	FY 2017 Actuals	FY 2018 Budget	FY 2018 Est. Actual	FY 2019 Budget
101-7555-422-29-01	Training and Development	$ 6,714	$ 11,500	$ 11,500	$ 13,000
101-7555-422-43-10	Maintenance of Equipment	$ 5,990	$ 10,500	$ 10,500	$ 9,000
101-7555-422-60-13	Printing	$ 451	$ 550	$ 550	$ 300
101-7555-422-60-20	Minor Equipment	$ 12,611	$ 11,000	$ 11,000	$ 11,000
101-7555-422-65-11	Chemicals	$ 2,132	$ 2,000	$ 2,000	$ 2,000
	TOTAL	$ 27,898	$ 35,550	$ 35,550	$ 35,300

Fire Department Responses

May 1, 2018 through April 30, 2019

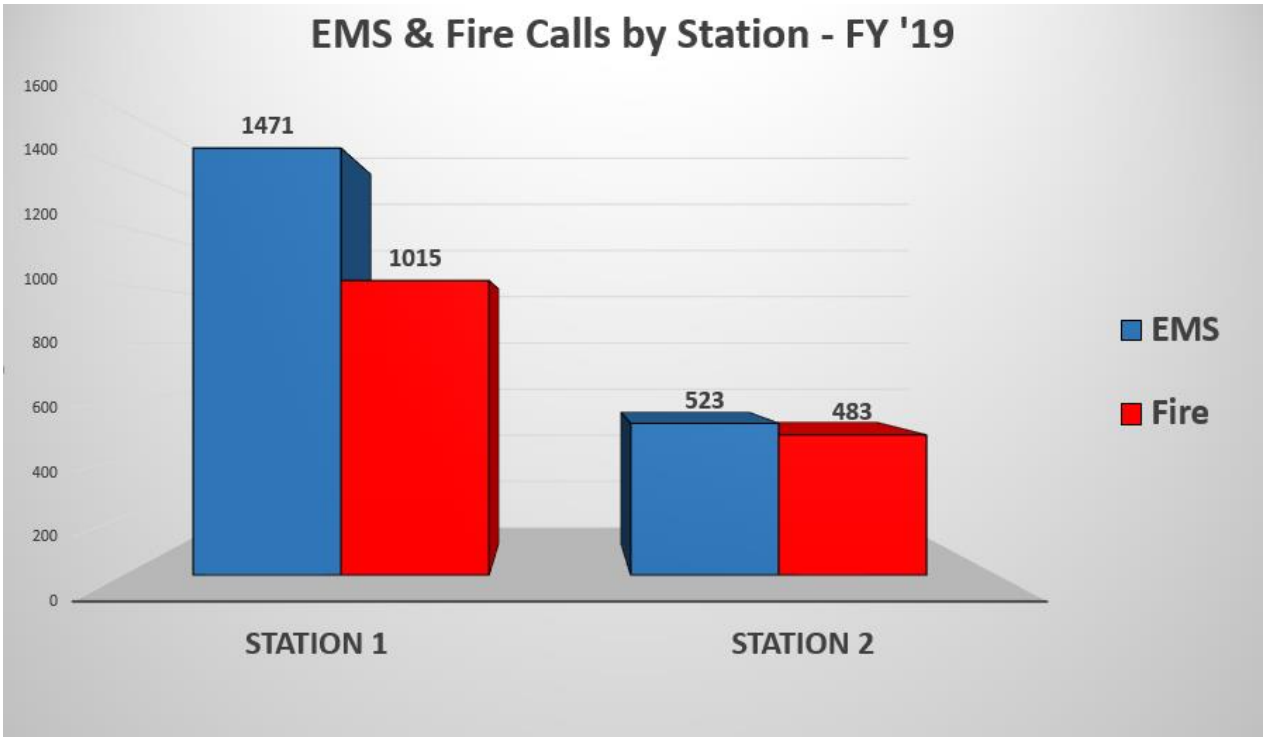
Total EMS Responses FY 19	1,994
Total Fire Responses FY 19	1,498
Total Responses FY 19	**3,492**

Fire Department Responses

May 1, 2018 through April 30, 2019

Station 1 - 71% of Total Responses

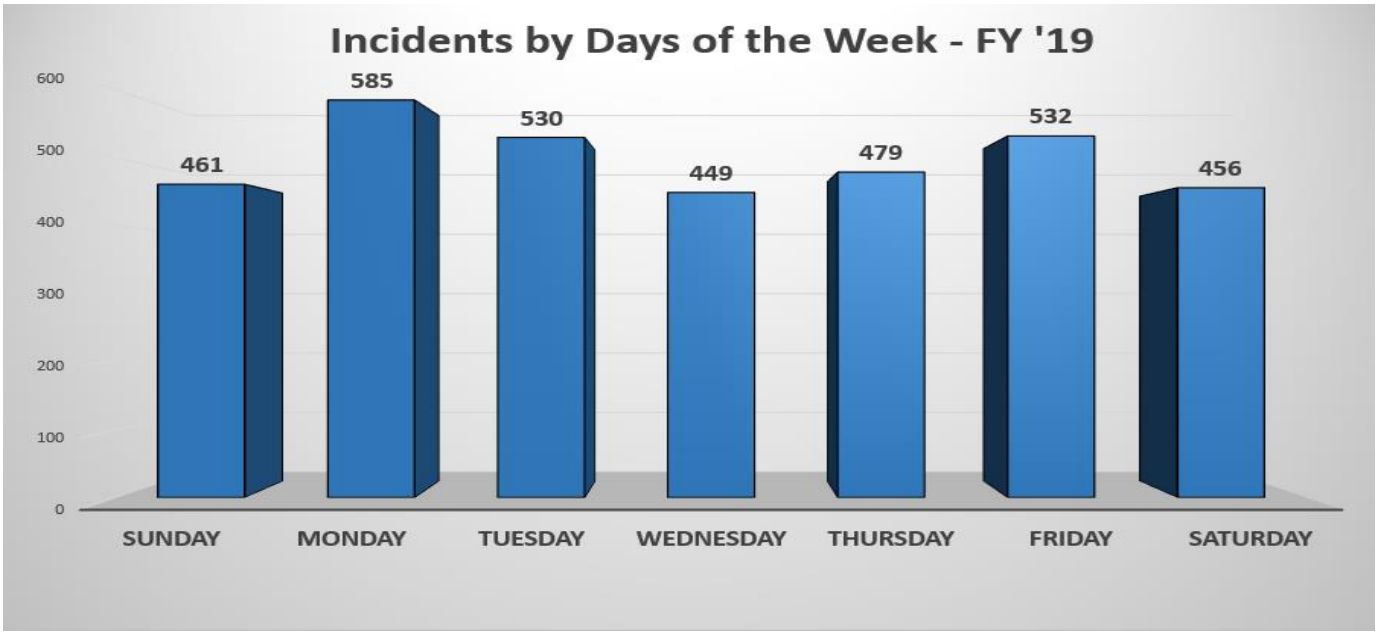
Station 2 - 29% of Total Responses

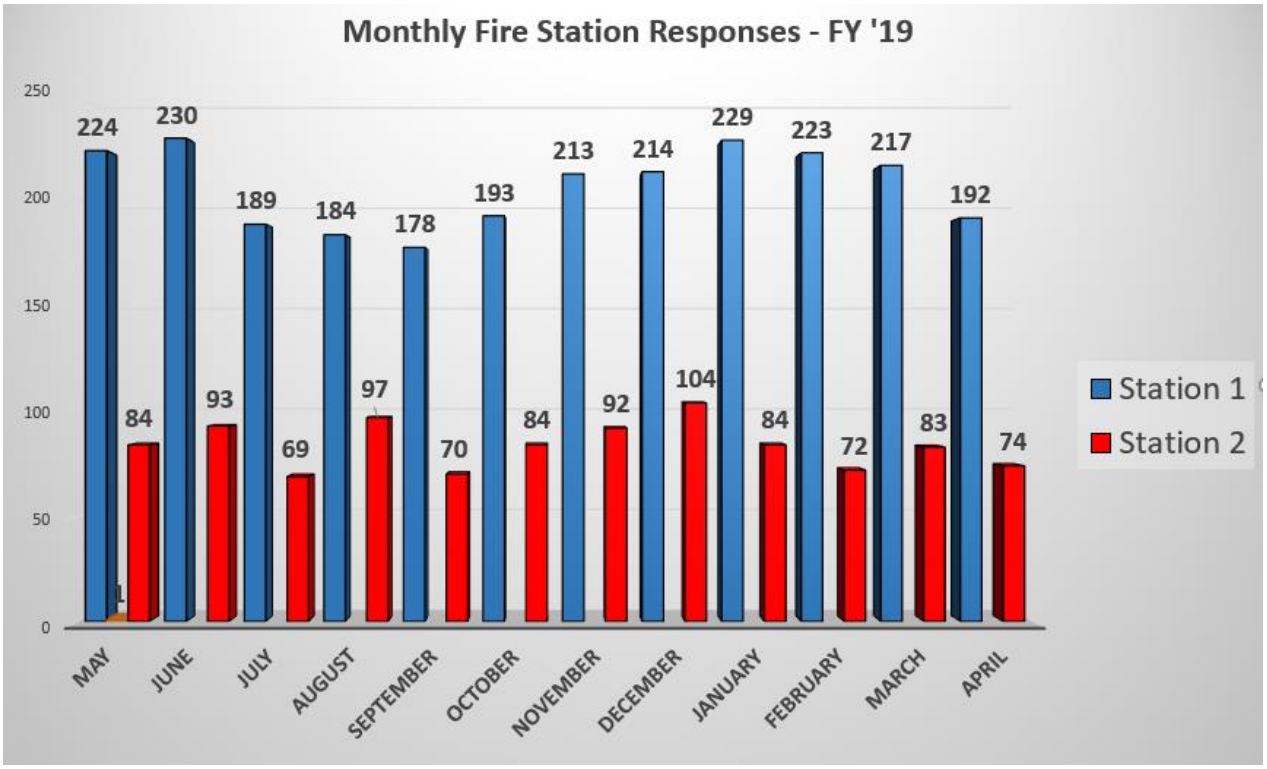


Fire Department Responses

May 1, 2018 through April 30, 2019

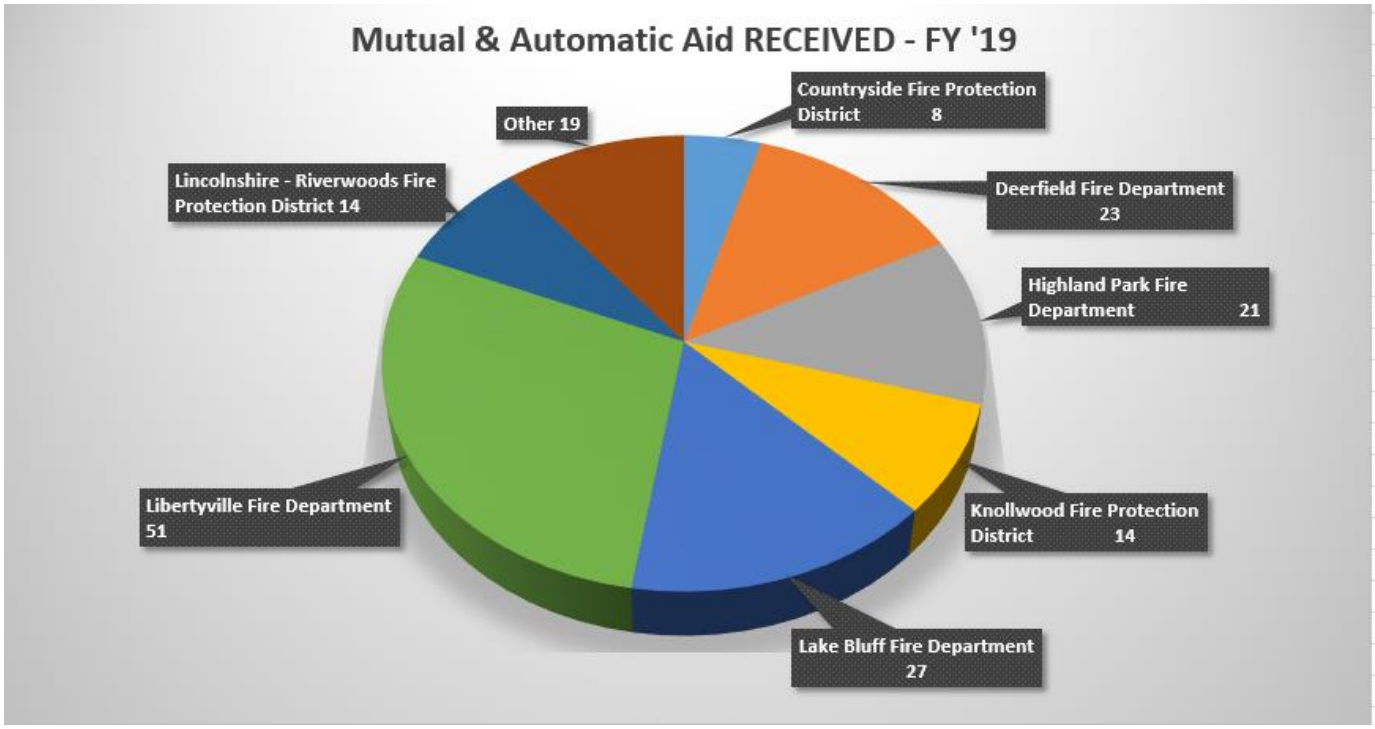
Station 1	**HIGH 230 (June)**	**LOW 178 (Sept.)**
Station 2	**HIGH 104 (Dec.)**	**LOW 69 (July)**

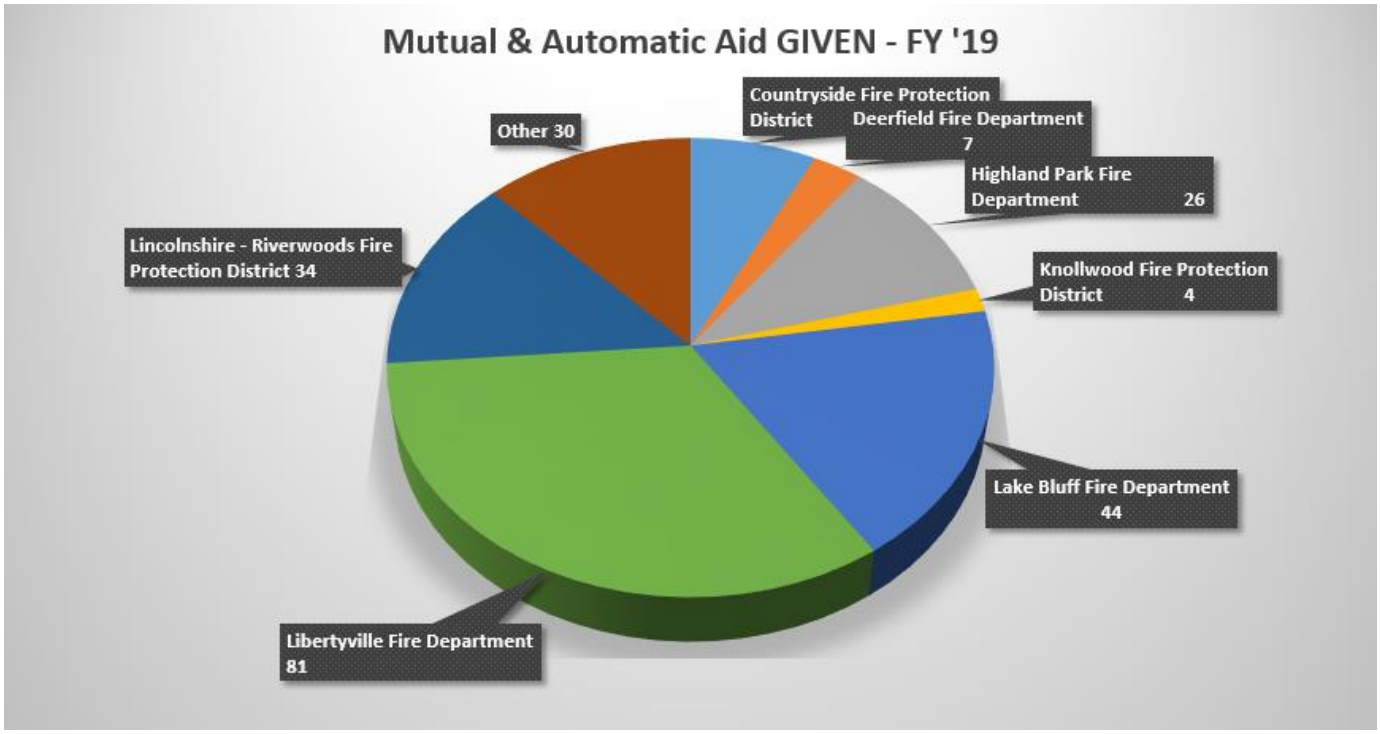




Fire Department Responses

May 1, 2018 through April 30, 2019

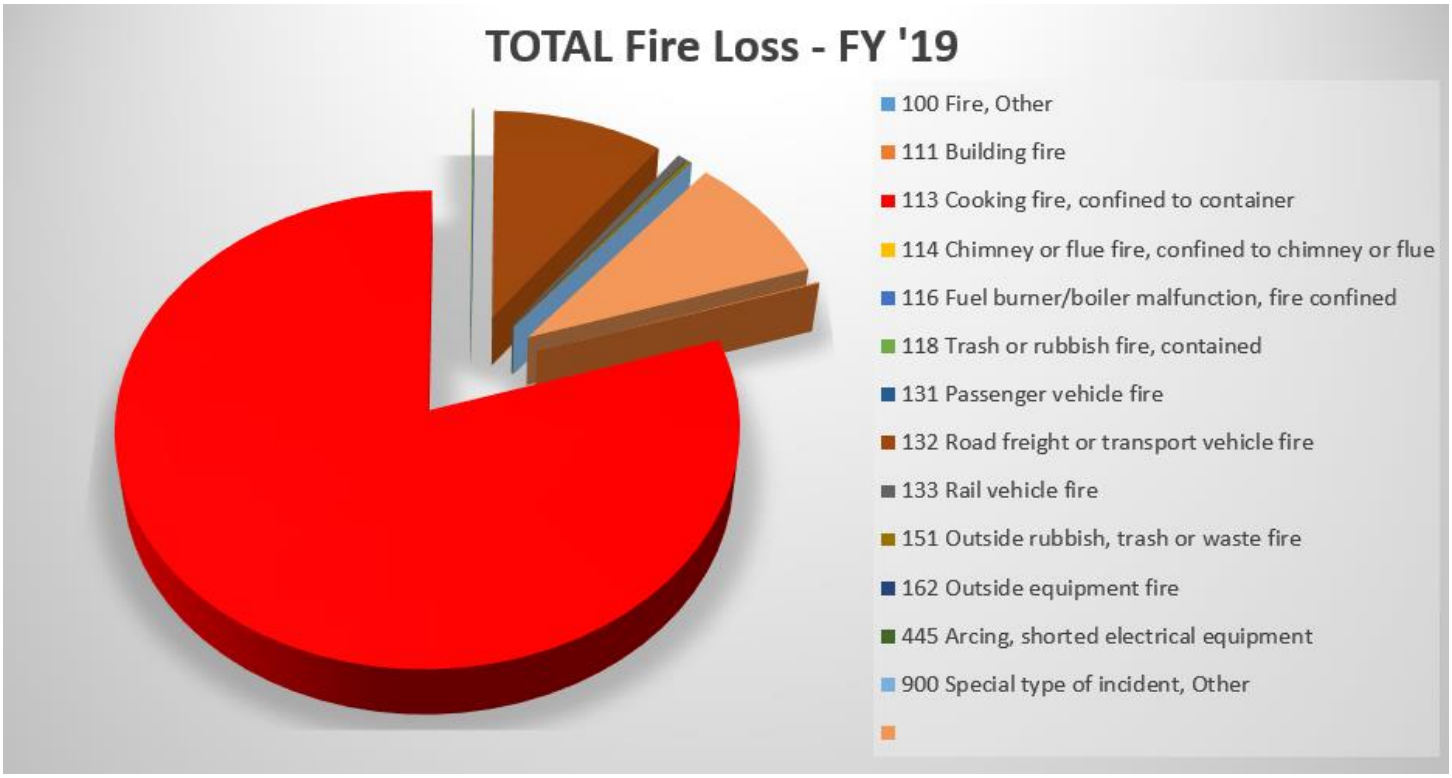




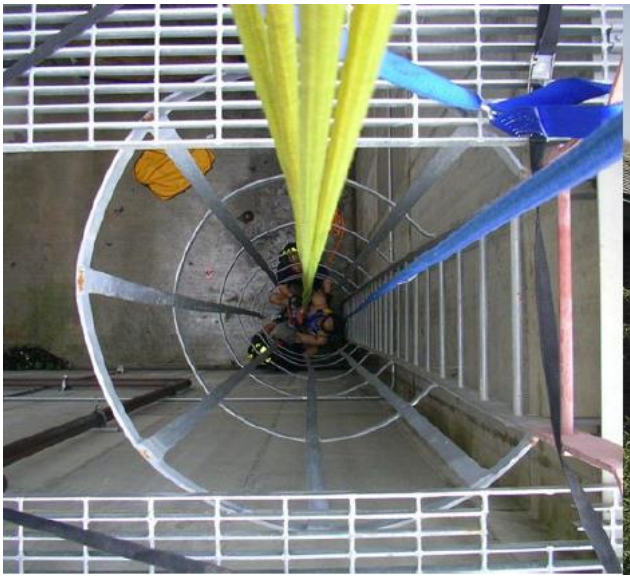
Fire Department Responses

May 1, 2018 through April 30, 2019

Incident Type	Incident Type Description	Number	Property Value	Property Loss	Property Saved	Content Value	Content Loss	Content Saved	Total Loss
100	Fire, Other	2	$1,000.00	$1,000.00	**$0.00**	$1,500.00	$1,240.00	**$260.00**	$2,240.00
111	Building fire	8	$4,136,927.00	$2,040,000.00	**$2,096,927.00**	$270,100.00	$68,001.00	**$202,099.00**	$2,108,001.00
113	Cooking fire, confined to container	1	$1,500.00	$0.00	**$1,500.00**	$0.00	$1,400.00	**-$1,400.00**	$1,400.00
114	Chimney or flue fire, confined to chimney or flue	1	$1,000,000.00	$1,000.00	**$999,000.00**	$1,000.00	$500.00	**$500.00**	$1,500.00
116	Fuel burner/boiler malfunction, fire confined	3	$821,500.00	$500.00	**$821,000.00**	$800.00	$200.00	**$600.00**	$700.00
118	Trash or rubbish fire, contained	1	$0.00	$0.00	**$0.00**	$1,000.00	$0.00	**$1,000.00**	$0.00
131	Passenger vehicle fire	11	$1,062,850.00	$260,500.00	**$802,350.00**	$1,950.00	$0.00	**$1,950.00**	$260,500.00
132	Road freight or transport vehicle fire	1	$30,000.00	$10,000.00	**$20,000.00**	$5,000.00	$5,000.00	**$0.00**	$15,000.00
133	Rail vehicle fire	1	$5,000.00	$5,000.00	**$0.00**	$0.00	$0.00	**$0.00**	$5,000.00
151	Outside rubbish, trash or waste fire	1	$500.00	$250.00	**$250.00**	$0.00	$0.00	**$0.00**	$250.00
162	Outside equipment fire	1	$1,000.00	$100.00	**$900.00**	$0.00	$0.00	**$0.00**	$100.00
445	Arcing, shorted electrical equipment	1	$1,000.00	$1,000.00	**$0.00**	$0.00	$0.00	**$0.00**	$1,000.00
900	Special type of incident, Other	1	$250,000.00	$200,000.00	**$50,000.00**	$50,000.00	$40,000.00	**$10,000.00**	$240,000.00



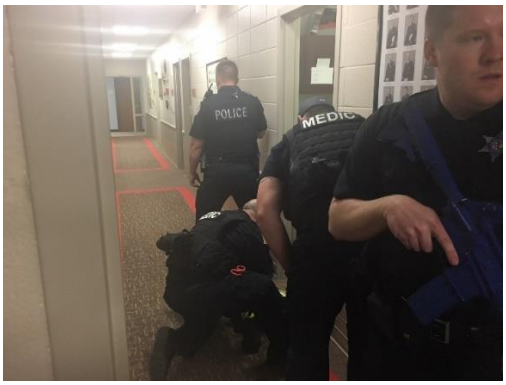
Fire Training



Fire Training

The Lake Forest Fire Department is dedicated to fire training in order to provide highly skilled firefighter/paramedics, company officers and chief officers to respond to emergency calls in the community. Because we respond to a very diverse range of calls, we cross-train in a wide variety of disciplines to be prepared to meet the needs of the citizens we are sworn to protect. Our members participate in year-round weekly training in areas such as self-contained breathing apparatus, search and rescue, fire attack, ventilation and auto extrication, just to name a few. In order to stay on top of current trends, new equipment and advanced methods, our members attend classes throughout Illinois and even across the country. The Lake Forest Fire Department has adopted the Blue Card Incident Command System to streamline our operations. Each certified member must complete a 74-hour intensive training program. Currently, 23 of our 33 sworn members are Blue Card Certified and all of our members receive training throughout the year to make emergency operations run smoothly. We always consider ourselves to be lucky when we acquire a structure such as a residential home to train in prior to its demolition, but this year we were blessed with the opportunity to train in the vacant buildings at Northwestern Medicine Lake Forest Hospital. This was a tremendous chance to work on multiple types of training and we made sure we maximized this opportunity. Many of the members of the Lake Forest Fire Department receive specialized training in order to serve on Specialized Response Teams for MABAS Division 4 in Lake and McHenry Counties. These disciplines include dive rescue, side scan sonar, technical rescue, mechanics and hazardous materials. Fire Training is a high priority in our Department, as is evidenced by our total aggregate training hours of over 18,200 hours in FY19.

EMS Training



The Lake Forest Fire Department operates with 33 full-time firefighter/paramedics and three paid on premise firefighter/paramedics. As of October 2018, all paramedics receive training through the Northwestern Medicine Lake Forest Hospital Emergency Medical Service System. Each paramedic receives many hours of training every year in order to attain the 120 needed in a four year re-licensure cycle. The trainings from both the department and EMS system include topics such as; cardiac emergencies, pediatric, traumatic injuries, and respiratory issues just to name a few.

As part of an ongoing effort to create partnerships with outside organizations, we have either received or trained with outside entities. We have participated in training with the City of Lake Forest beach front boating and lifeguard staff. The LFFD has also trained with the US Coast Guard.

Many members of our department have received advanced airway training from NIPSTA's Center for Domestic and Emergency Medicine. We were able to receive this training from well experienced Chicago Fire Department field paramedics who in a "lab" type setting helped reinforce the importance of the respiratory system and airway issues.

Additionally, most of our department members completed course requirements and received certification for International Trauma Life Support (ITLS). This is intensive training in assessment and treatment of the traumatically injured person. This completed the LFFD's goal of obtaining the additional certifications for our staff in Advanced Cardiac Life Support (ACLS), Pediatric Advanced Life Support (PALS) and International Trauma Life Support (ITLS).

In conjunction with the newly formed Northwestern Medicine Emergency Medical Service System we are well into the implementation of a new computer based patient care reporting system, ESO. This is an electronic patient care report that provides a more detailed way to document patient care and is an upgrade from our previous software. ESO also assists in data collection and analysis as well as, state and national data reporting.

The Lake Forest Fire Department has also engaged in training with the police department on "Active Shooter" scenarios. This training is planned to continue later on this year at a building in the Conway office park.

The Lake Forest Fire Department's members have received more than 2,200 hours of EMS Training in FY 19.

Public Education

Fall 2018 Citizens Fire Academy

Public Education

Chili with the Seniors

Breakfast at the Beach

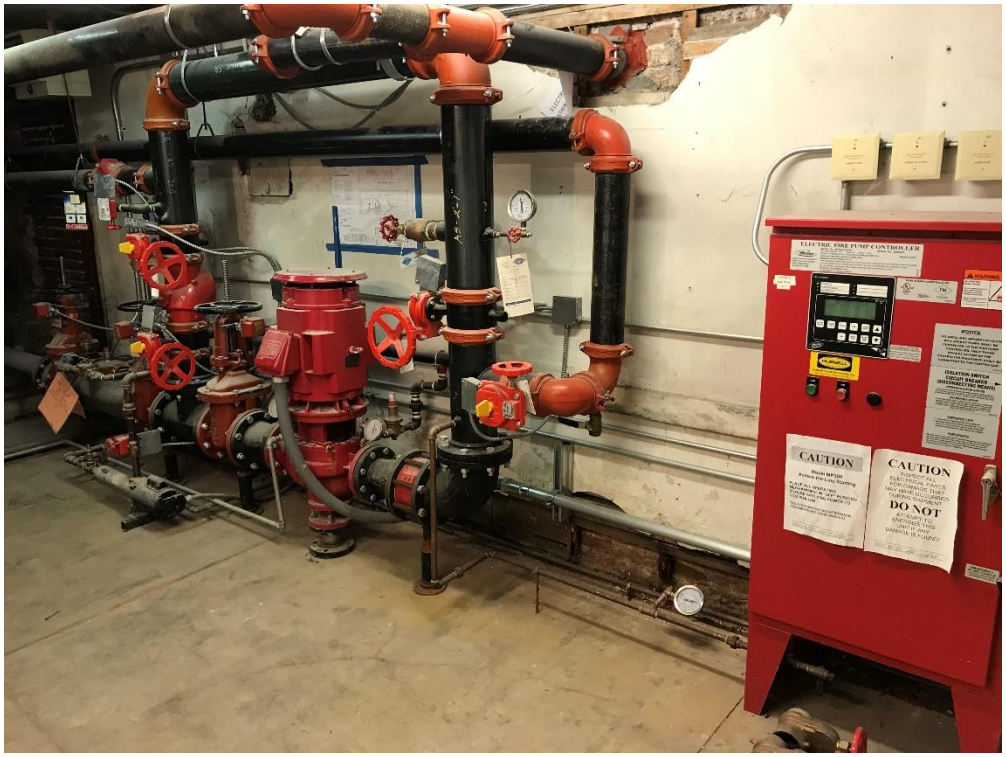
Visiting the Drop in Center

Open House

The Lake Forest Fire Department participates in public education sessions throughout the year. In FY 19 the Lake Forest Fire Department hosted it Bi-annual Open House, we also participated in Safety Town and Safety Town 2 at Gorton Community Center, a Chili lunch at the senior center, and a Breakfast at the Beach with the same group of seniors. Other highlights included the Lake Forest Police Bike Rodeo and 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 such as the Boy Scouts and CROYA. We always encourage residents to stop by and meet the firefighters and see some of the unique equipment that the department uses. 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 6,400 citizens through our public education programs in FY19.

Fire Prevention



The Lake Forest Fire Prevention Bureau, managed by Division Chief Mike Gallo, 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, fireworks, inflatable, and life safety inspections for special events throughout the community. In October of 2018, the bureau started conducting inspections in the Rockland Fire Protection District following an agreement with their Board. This area includes Knollwood and other unincorporated areas of Lake County.

The Fire Prevention Bureau completed approximately 1,169 inspections in FY19.

Fire Prevention/Public Education

LFFD FY '19 Public Education Summary

Pub-Ed Type	# of Pub Ed Activities	Hours	Adults	Children
Pub Ed - Other	1	0.50	1	0
Pub Ed - Classes Other	5	29.25	39	27
Pub Ed - Fire Drills	18	10.25	1524	2986
Pub Ed - Field Events	54	150.75	829	2130
Pub Ed - Install Detector Batteries	4	1.42	4	0
Pub Ed - Risk Watch	4	12.25	18	811
Pub Ed - Station Events	31	51.92	310	476
Grand Totals	**117**	**256.34**	**2725**	**6430**

LFFD FY '19 Fire Inspection Stats

Total # of Scheduled Inspections	**871**		
Total # of COMPLIANT Inspections		**871**	
Inspections Completed			**1169**
Percentage of Compliant Occupancies		**100.00%**	
Number of 1st Inspections Compliant	**654**	**75.09%**	**75.09%**
Number of 2nd Inspections Compliant	**153**	**17.57%**	**92.65%**
Number of 3rd Inspections Compliant	**48**	**5.51%**	**98.16%**
Number of 4+ Inspections Compliant	**16**	**1.84%**	**100.00%**
Total of Compliant Inspections	**871**	**100.00%**	

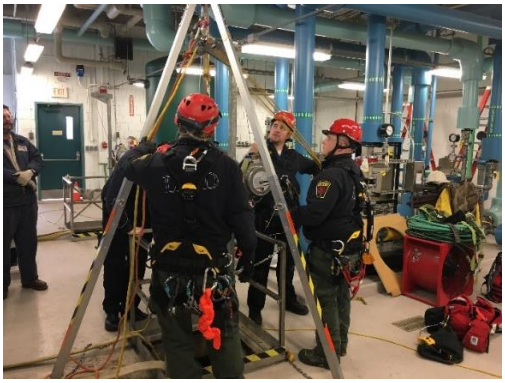
* **Important Highlights: 92% of inspected occupancies are compliant by the 2nd Inspection!**
* **871 TOTAL Occupancies inspected**
* **1169 TOTAL inspections performed by LFFD Inspectors**

Specialized Response Teams

The Lake Forest Fire Department is a member of MABAS Division 4 & 5 Specialized 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 specialized response team are required to have additional training and certification for their discipline.

Technical Rescue Team

Hazardous Materials Team



Sonar Team

Special Events

Nurses Week

FD vs PD Softball Game

Volleyball FD vs PD

Lake Forest Day Parade

Firefighter Swearing-in Ceremony

Phone Numbers

Addresses	Phone Numbers
Lake Forest Fire Station 1	Fire/EMS Emergency: 911
255 W. Deerpath	Fire Department: (847) 234-2600
Lake Forest, Illinois 60045	Fire Chief Siebert: (847) 810-3864
	Poison Control: (800) 222-1222
Lake Forest Fire Station 2	
1111 S. Telegraph Rd.	
Lake Forest, Illinois 60045	

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.