



<b>Fire Chief.....</b>	<b>Leonardo Garcia</b>
<b>Battalion Chief .....</b>	<b>Ron Shaffer</b>
<b>Battalion Chief .....</b>	<b>Kenneth Powell</b>
<b>Battalion Chief .....</b>	<b>John Haag</b>
<b>Fire Marshal .....</b>	<b>Chris Coughlin</b>
<b>Training Safety Officer .....</b>	<b>Greg Weisbarth</b>

## Service Statement

The Midland Fire Department is a career fire department consisting of dedicated professional firefighters to protect and preserve the lives and property of the citizens of Midland from fire and to assist them in emergency situations. The department accomplishes these tasks with a complement of 46 personnel in five divisions: Administration, Suppression, Training, Fire Prevention and Maintenance.

The Administration Division directs and administers all department operations and personnel including strategic planning, budgeting, financial management, records management, reports, communications, policy development, labor relations and technologies. This division consists of the Fire Chief supported by an Office Assistant.

The Fire Fighting Division is responsible for the prevention and extinguishment of fires and to be ready to respond to any emergency whether natural or technological in nature. This is accomplished through three fire stations, strategically located throughout the city, operated by 42 full-time firefighters divided into three platoons, each with a complement of 14 personnel who work a 24-hour shift. The Fire Fighting Division responds to fires, rescue calls, medical calls, hazardous conditions, service calls, false alarms and other calls otherwise not classified. This division is responsible for conducting commercial business inspections, fire safety education, special event standby services, station tours, public assistance, small equipment maintenance and facilities maintenance.

The Training Division is responsible for the management, development and implementation of the department's training programs. In addition, this division administers the department's occupational safety and health programs to enhance operations and prevent accidents. The division consists of one member who is assigned as the Training/Safety Officer. The services also include budget preparation, personnel management, public relations, organizational goal setting, training objectives, ensuring compliance with State of Michigan certification requirements and laws regulating Firefighter occupational safety and health, accident investigation, fire ground safety and educational programs for other City departments and the general public.

The Fire Prevention Division, through the Fire Chief, is responsible for enforcement of the City's fire prevention ordinances and codes. The division consists of one Fire Marshal whose duties are fire code enforcement, fire investigation, fire inspections and fire safety education. Code enforcement is accomplished through site plan review, plan review and on-site inspections, which include inspection and testing of fire protection systems including fire suppression, fire detection, alarms and hazardous material storage. The division works closely with Building, Planning, Engineering and Water department personnel during the construction of new buildings.

The division is responsible for fire investigations to determine cause and origin, administration of the department's public fire safety education programs including the Annual Open House, Fire Company Inspection Program, special event permits and processing Freedom of Information Act (FOIA) requests.

The Maintenance Division is managed by three Battalion Chiefs whose responsibilities include budgeting, financial management and maintenance of three specific areas: Shift A Battalion Chief's duties are to maintain all department equipment; Shift B Battalion Chief's duties are to maintain all fire apparatus, vehicles, radio communications and emergency sirens; Shift C Battalion Chief's duties are to maintain all fire station facilities and stationary equipment.

## Functions

### **Administration**

- Directs all fire prevention, firefighting and emergency service activities
- Plans fire protection/emergency services
- Prepares and administers operating and capital budgets
- Records management administration
- Prepares reports
- Develops policies and procedures
- Labor relations
- Conducts hiring and promoting within the department
- Represents department to public groups and citizens
- Maintains contact with other organizations that provide emergency services
- Coordinates new technologies

### **Suppression Division**

- Provides fire extinguishment, medical first responder response, emergency response and hazardous material technician level response
- Conducts fire prevention inspections and fire safety education
- Responds to calls for service
- Maintains facilities, apparatus and equipment
- Performs and receives training

### **Prevention Division**

- Enforces fire prevention ordinances and codes
- Administers fire safety education programs
- Administers fire inspection programs
- Conducts fire investigations
- Conducts high-hazard class inspections
- Conducts plan review
- Processes special event permits
- Investigates complaints
- Processes Freedom of Information Act (FOIA) requests
- Oversees the annual Fire Prevention Week Open House

### **Maintenance Division**

- Prepares and administers annual maintenance budget
- Directs the maintenance of all fire apparatus and vehicles
- Maintains radio communication equipment
- Maintains 13 emergency warning sirens
- Maintains facilities and fire equipment

### **Training Safety Division**

- Administers all department training programs
- Administers department's occupational safety and health programs
- Coordinates joint training with other organizations that provide emergency services
- Represents the department on various committees with other agencies and City departments
- Maintains all training records and required certifications
- Prepares and administers annual training budget
- Investigates department accidents
- Responds to major emergency incidents to ensure safety
- Develops and prepares training objectives, course outlines, lesson plans, materials and tests

## Department at a Glance

Funding Level Summary	2006-07 Actual	2007-08 Actual	Adjusted 2008-09 Budget	Estimated 2008-09 Budget	Adopted 2009-10 Budget	% of Change
Administration	\$ 263,239	\$ 292,926	\$ 351,263	\$ 353,977	\$ 343,582	-2.9%
Fire Fighting	4,700,722	4,906,842	5,877,179	5,877,426	5,869,059	-0.1%
Prevention	114,184	126,487	138,552	144,181	139,354	-3.3%
Maintenance	88,071	86,223	59,469	59,687	56,333	-5.6%
Training	121,755	114,344	196,796	196,779	173,326	-11.9%
Emergency Services	9,580	10,482	12,537	12,439	12,597	1.3%
<b>Total Department</b>	<b>\$ 5,297,551</b>	<b>\$ 5,537,304</b>	<b>\$ 6,635,796</b>	<b>\$ 6,644,489</b>	<b>\$ 6,594,251</b>	<b>-0.8%</b>
Personal Services	\$ 4,274,547	\$ 4,567,431	\$ 5,653,712	\$ 5,661,092	\$ 5,749,511	1.6%
Supplies	158,838	152,585	106,585	106,600	101,596	-4.7%
Other Services/Charges	771,783	776,400	767,591	768,889	734,344	-4.5%
Capital Outlay	92,383	40,888	107,908	107,908	8,800	-91.8%
<b>Total Department</b>	<b>\$ 5,297,551</b>	<b>\$ 5,537,304</b>	<b>\$ 6,635,796</b>	<b>\$ 6,644,489</b>	<b>\$ 6,594,251</b>	<b>-0.8%</b>

### Personnel Summary

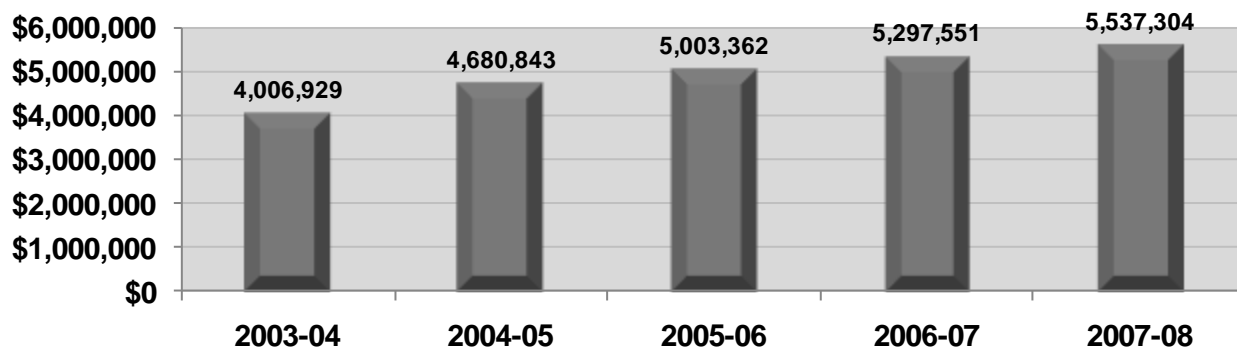
Full-Time	46	46	46	46	46
Regular Part-Time	-	-	-	-	-
<b>Total Department</b>	<b>46</b>	<b>46</b>	<b>46</b>	<b>46</b>	<b>46</b>

## Summary of Budget Changes

### Significant Notes – 2009-10 Budget Compared to 2008-09 Budget

There was a 3% increase in personal services required by contract. Cost reductions were made in supplies, other services/charges and capital outlay.

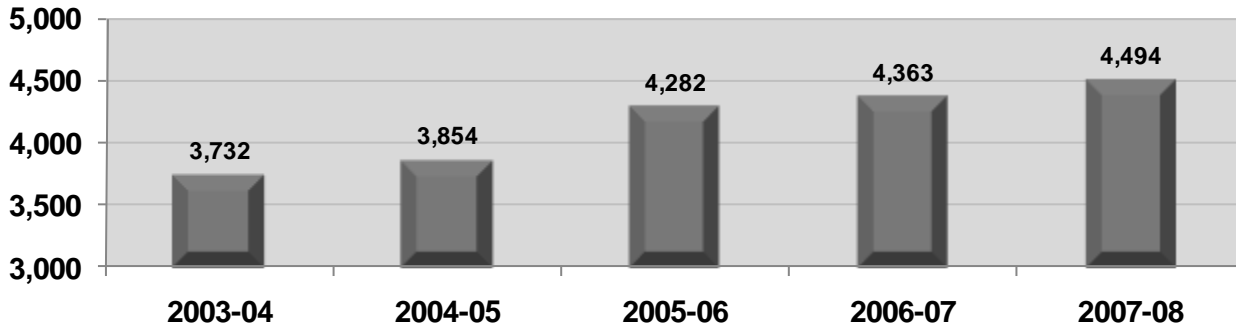
### 5-Year Operating Budget History



Major budget increase in FY 2009-10 budget. Funds previously located in the General Fund budget under Fringe Benefits Prefunded Retiree Health Contribution, were transferred to the Fire Department budget line item Retiree Health Contribution.

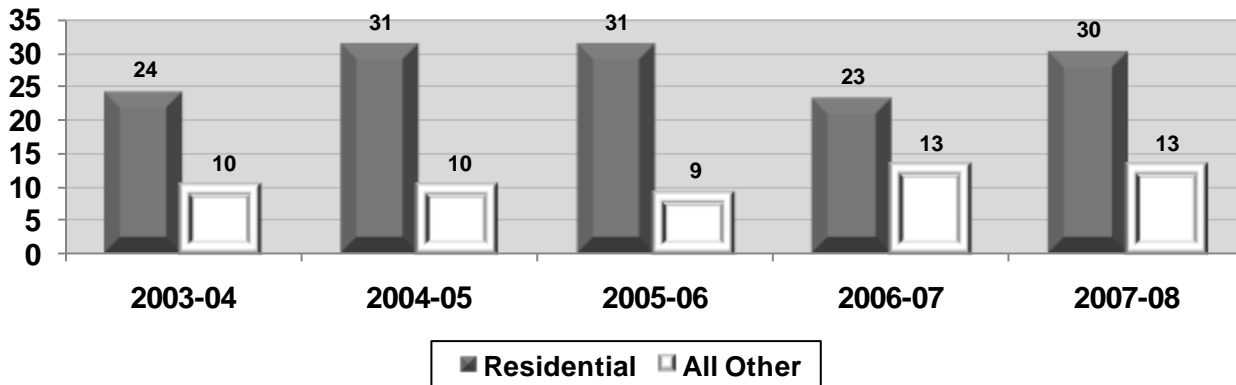
## Key Departmental Trends

### Incident Responses

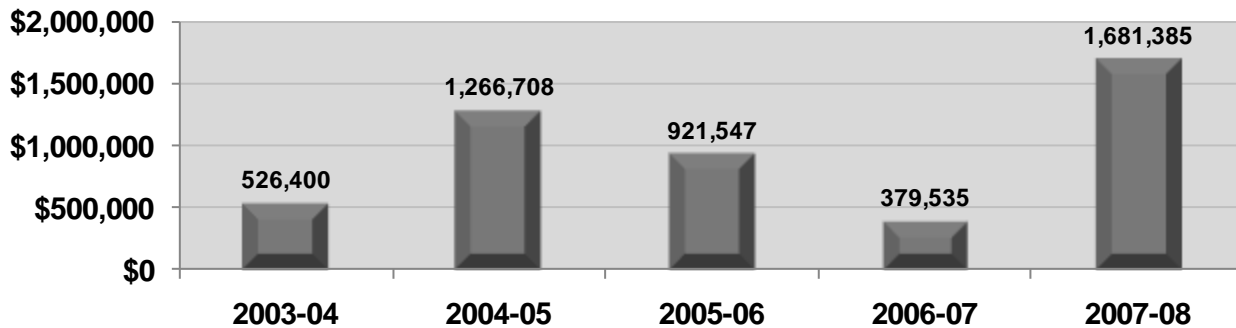


Emergency medical responses continue to increase annually.

### Structure Fires



### Fire Loss



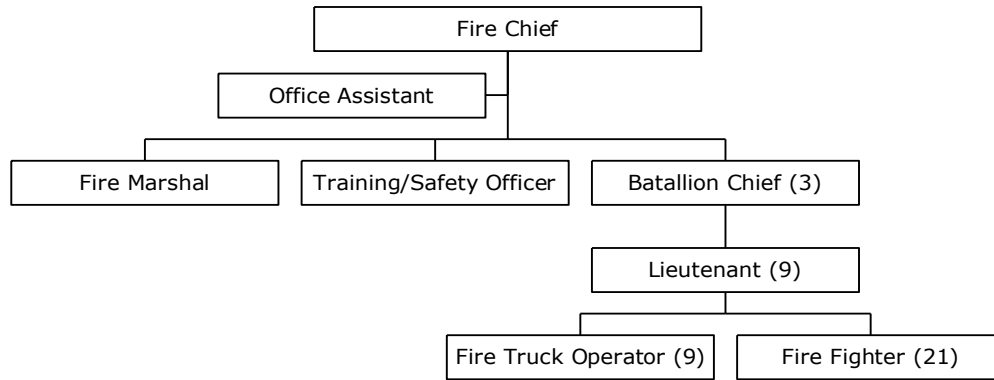
Substantial fire damage at two multiple dwelling structures and several residential homes contributed to an increase in fire losses in 2007-08.

## Performance Objectives

<b>Performance Indicators (OUTPUT)</b>	<b>2006-07 Actual</b>	<b>2007-08 Actual</b>	<b>% Change</b>
Total Fire Department Response	4,363	4,494	3.0%
All Fires	81	104	28.4%
Medical Response	2,944	3,080	4.6%
Other (Emergency) Responses	1,338	1,310	-2.1%
Structure Fires	36	43	19.4%
Property Endangered	\$41,805,052	\$36,058,575	-13.7%
Fire Loss	\$379,535	\$1,681,685	343.1%
Number of Fire Related Civilian Injuries	4	2	-50.0%
Number of Fire Related Civilian Deaths	0	0	N/A
Number of Incident Related Firefighter Injuries	0	2	N/A
Total Firefighter Training Hours	8,538	9,608	12.5%
Total Inspections Performed	841	739	-12.1%
Violations Issued	438	414	-5.5%
Violations Cleared	249	230	-7.6%
Total Plans Reviewed	128	189	47.7%
Total Permits Issued	70	14	-80.0%
Public Education Programs	54	139	157.4%
Public Education Hours	86	198	130.2%
Total Public Education Attendance	2,262	6,972	208.2%
<b>Performance Indicators (EFFICIENCY)</b>	<b>2006-07 Actual</b>	<b>2007-08 Actual</b>	<b>% Change</b>
Property Loss Per Capita	\$9.13	\$40.34	341.8%
Department Cost Per Capita	\$127.26	\$129.51	1.8%
Department Cost as % of General Fund	14%	14%	0.0%

On March 25, 2009, the Fire Department upgraded its emergency medical response capability. The department met all State of Michigan requirements to operate as a Basic Life Support Non-Transporting Agency. The Fire Department had previously operated as a Medical First Responder Agency, a basic emergency medical response.

## Organizational Chart



<b>Staff Summary</b>	<b>Approved 2007-08</b>	<b>Approved 2008-09</b>	<b>Adopted 2009-10</b>
<u>Full-Time</u>			
Fire Chief	1	1	1
Fire Marshal	1	1	1
Training Safety Officer	1	1	1
Battalion Chief	3	3	3
Lieutenant	9	9	9
Fire Truck Operator	9	9	9
Firefighter	21	21	21
Office Assistant	1	1	1
<b>Total Full-Time</b>	<b>46</b>	<b>46</b>	<b>46</b>
<u>Regular Part-Time</u>			
None	0	0	0
<b>Total Regular Part-Time</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Department Total</b>	<b>46</b>	<b>46</b>	<b>46</b>

The Fire Department will reclassify the Office Assistant position to Technical Secretary in Fiscal Year 2009-10.