

**Hartford Fire Board Meeting
November 13th, 2023
October Business**

Contents

| | |
|------------|---|
| Page 1 | Meeting Agenda |
| Page 2-6 | Proposed Meeting Minutes of October 9th, 2023 Board Meeting |
| Page 7 | Treasurer Report |
| Page 8-9 | Income & Expense and Expenses by Vendor Summary |
| Page 10 | Revenue & Expenditure Report |
| Page 11-12 | Call Report |
| Page 13-21 | Chief Harting's Reports |
| Page 22 | Assistant Chief McGrew Report |

Hartford Fire Board
(Amended)Agenda
Monday, November 13th, 2023, 7:00 PM

- I. Call to Order, Pledge
- II. Roll call: Jerry Birmele, Chad Hunt, Helen Sullivan, Carlos Ledesma, Ron Sefcik
- III. Guests:
- IV. Public Comment: Limited to three minutes per person
- V. Additions or Deletions to the agenda
- VI. Approval of the Agenda as presented. Motion by _____ Second by _____
Motion _____ Yeas: ___ Nays: _____
- VII. Approval of previous meeting minutes from October 9th, 2023: Motion by _____ Second _____
Motion _____ Yeas: ___ Nays: _____
- VIII. Approval of October Treasurer's report: Motion By _____ Second by _____ to approve Treasurer's
report as presented. Motion _____ Yeas: _____ Nays: _____
 - a. Accounts Payable: Amount \$40,650.68 Motion by _____ Second _____ by roll call
vote Motion _____ Yeas: _____ Nays: _____
- IX. Review: Review Revenue & Expenditure Report; Invoice Register
- X. Fire calls
- XI. Unfinished Business:
- XII. New Business:
 - 1. 501c3 Update- Attorney Reed
 - 2. Discussion of Compensation Committee Recommendations.
 - 3. Discussion of Preliminary Budget for 2024/2025 Budget year.
 - 4. Kevin Reed request for 6 month Medical Leave.**

Reports:

- a. Fire Chief
- b. Assistant Fire Chief
- c. Board

Motion by _____ second by _____ to adjourn at _____pm.

HARTFORD FIRE BOARD MEETING

Minutes of Fire Board Meeting November 13, 2023

Members Present upon roll call: Ron Sefcik; Chad Hunt;(7:13pm) Helen Sullivan; Carlos Ledesma; Chief Harting **Absent:**

Others Present: Assistant Chief McGrew, Peter Stanislawski, Attorney Phillip Reed.

Chairman Sefcik called the meeting to order at 7:00 p.m.

Guest: No Guest

Public comment opened at 7:01 NO public comment.

Public comment closed at 7:01

The proposed agenda for the Fire Board meeting of November 13, 2023, was presented and amended. Motion by Sullivan Second by Ledesma to approve the agenda as amended.

Yeas: 4 Nays: 0 **Approved**

The proposed minutes of the October 9th, 2023, Fire Board Meeting were presented. One Correction was presented. Motion by Biremele; Second by Ledesma to accept the minutes as amended.

Yeas: 4 Nays: 0 **Approved**

The October Treasurer's Report was presented: Motion by Birmele; Second by Sefcik to approve Treasurer's Report as presented.

Yeas: 4 Nays: 0 **Approved**

Bills were presented for approval in the amount of \$40,650.68 Motion by Sefcik; second by Sullivan to pays bills in the amount of \$40,650.68.

Motion approved upon roll call vote of members present.

Yeas: Sefcik, Ledesma , Sullivan, Birmele Nays:0

Review of Revenue & Expenditure Report

Discussion of Last months Fire calls

Unfished Business: none

New Business:

1. Attorney Phillip Reed was present and discussed his continued work on the 501c3 update. Further discussion to take place at the December Fire Board Meeting.
2. Discussion took place on the Compensation Committee Recommendations from their committee meeting, New PayScale for Paid on Call firefighters was reviewed by the board- no action was taken at this time.
3. Discussion took place on the Preliminary Budget for the 2024/2025 Budget Year. No action was taken at this time- Fire Board set to approve the Budget at the December Fire Board meeting and present it to the Mayor and Township Supervisor as per the Interlocal Agreement in Late December.
4. Firefighter Kevin Reed Requested a 6-month Medical Leave effective 11-13-2023. Motion by Hunt; seconded by Sefcik to approve the 6-month Medical Leave. Yeas: 5 Nays: 0 Motion Approved

Fire Chiefs Report:

1. Meetings Attended:
 - Township
 - City
 - VBC FF Training Committee
 - VBC Medical Control
2. Thank you, Compensation committee and Budget Committee, for your hard work.
3. Spooktacular went great.
4. Fire prevention at Redwood Elementary School.
5. Working the Budget Committee on the Budget.

Respectfully Submitted

Robbie Harting- Fire Chief

Assistant Fire Chief Report:

1. Meetings Attended
 - Budget Committee
 - Compensation Committee
2. Updated SOG/SOP Board Book
3. FOIA Request Forms Created and Digitized
4. Steve Lowe onboarded- (made 19 calls in October already)
5. Fall Cleanup with Students from school
6. 6 Smoke Alarms installed
7. Job Fair at High School.
8. New Screens installed at station for edispatch app
9. Meeting with ISO

Respectfully Submitted

Kevin McGrew- Assistant Fire Chief

Other board Business:

- Further Discussion on the 501c3

Motion by Sefcik; Second by Sullivan to adjourn the meeting at 8:13p.m. Yeas:5

Nays:0 **Approved**

Respectfully Submitted

Gerald Birmele, Secretary

PROPOSED

HARTFORD FIRE BOARD MEETING

Minutes of Fire Board Meeting October 9, 2023

Members Present upon roll call: Ron Sefcik; Chad Hunt; Helen Sullivan; Carlos Ledesma; Jerry Birmele; Chief Harting **Absent:**

Others Present: Assistant Chief McGrew, Peter Stanislawski

Chairman Sefcik called the meeting to order at 7:00 p.m.

Guest: No Guest

Public comment opened at 7:02 NO public comment.

Public comment closed at 7:02

The proposed agenda for the Fire Board meeting of October 9, 2023, was presented and approved. Motion by Ledesma Second by Sullivan to approve the agenda as presented.

Yeas: 5 Nays: 0 **Approved**

The proposed minutes of the September 11th, 2023, Fire Board Meeting were presented. Motion by Sefcik; Second by Hunt to accept the minutes as presented.

Yeas: 5 Nays: 0 **Approved**

The September Treasurer's Report was presented: Motion by Hunt; Second by Ledesma to approve Treasurer's Report as presented.

Yeas: 5 Nays: 0 **Approved**

Bills were presented for approval in the amount of \$27,274.41 Motion by Hunt; second by Birmele to pays bills in the amount of \$27,274.41.

Motion approved upon roll call vote of members present.

Yeas: Hunt, Sefcik, Ledesma , Sullivan, Birmele Nays:0

Review of Revenue & Expenditure Report

Discussion of Last months Fire calls

Unfished Business:

1. Hartford Fire Board/Hartford Fire Department Ethics Policy was presented: Motion by Sefcik; Second by Hunt to approve updated Ethics Policy as presented; Vote was held via roll call. Sefcik Yes; Hunt Yes; Ledesma Yes; Sullivan Yes; Birmele Yes.
Policy Approved

New Business:

1. Discussion took place on the proposed payment to the Van Buren County Chiefs Association for the funeral ramp Enclosed Trailer, consensus among the board was that we may not need to utilize this ramp, but we should support the other departments within our county that may need to utilize it. Motion by Hunt; Second by Birmele to pay the proposed invoice in the amount of \$500.00 to the Van Buren County Fire Chiefs Association. Roll Call Vote; Sefik Yes; Hunt Yes; Sullivan Yes; Birmele Yes; Ledesma Yes; **Motion Approved**
2. Discussion took place on updates to Policy 901 Reporting of Illness or Injury; Motion by Birmele Second by Ledesma to approve updates to Policy 901 Reporting of Illness or Injury as presented. Yeas: 5 Nays: 0 **Policy Approved**
3. Discussion took place on Policy 113 Extractions. Motion by Sefcik; Second by Hunt to approve Policy 113 Extractions as presented. Yeas: 5 Nays: 0 **Policy Approved**
4. Discussion took place on Policy 1108 Loading Supply Hose onto apparatus. Motion by Sefcik; Second by Birmele to approve Policy 1108 Loading Supply Hose onto apparatus as presented. Yeas: 5 Nays: 0 **Policy Approved**

5. Finance Administrator Peter Stanislowski discussed the Michigan Class Information packet.
6. Discussion took place on Hartford Fire Board Resolution 231009 and Motion was made by Hunt; seconded by Ledesma to approve Hartford Fire Board Resolution 231009 as presented. Vote was cast via Roll Call

Birmele Yes; Sullivan Yes; Sefcik Yes; Hunt Yes; Ledesma Yes.

Chariman Ron Sefcik declared the resolution adopted this 9th day of October, 2023

7. Steven Lowe was presented to the board for approval to Hire; Motion by Sullivan; Second by Ledesma to approve the hiring of Steven Lowe as a Probationary Firefighter.
Yeas: 5 Nays: 0 **Motion Approved**

Fire Chiefs Report:

Chief Harting announced to the Board the Firefighter/Paramedic Cary VanDeWiele passed away unexpectedly at home on October 1st 2023, visitation will be held on Wednesday October 11th from 4pm-6pm, with service to follow.

1. Meetings Attended:
 - Township
 - City
 - VBC FF Training Committee
 - VBC Medical Control
2. Attended Emerging Issues in Emergency Services conference in Frankenmuth.
3. Worked on paperwork needed by Attorney for the 501C3.
4. Bio Care physicals will be Monday October 23rd.
5. Thanks to Peter for his work on the Audit.

Respectfully Submitted

Robbie Harting- Fire Chief

Assistant Fire Chief Report:

1. Meetings Attended
 - City council Meeting
2. New Polices for the Fire Department
3. Interviewed/Test for New Candidate
4. Parade & Pancake Breakfast both successful
5. Fire Prevention Week is Oct. 8th-14th
6. Car Seat Check Friday Oct 13th from 3-5pm at station
7. High School is having fall cleanup day on Oct 27th

Respectfully Submitted

Kevin McGrew- Assistant Fire Chief

Other board Business:

- Chairman Sefcik spoke on few topics that included:
 - How many total people should be on the upcoming non-profit committee that will need to be formed when the 501c3 takes effect.
 - Had Meeting with Insurance agent last week- discussion on background checks for Board members by the respective municipalities, and discussion on the Cadet Program.
 - Next Tuesday meeting with architect firm on Ambulance building.

Motion by Hunt; Second by Ledesma to adjourn the meeting at 7:41p.m.

Yeas:5 Nays:0 **Approved**

Respectfully Submitted

Gerald Birmele, Secretary

APPROVED

HARTFORD FIRE

CASH BALANCES

NOVEMBER 13 2023

| | |
|---------------------|---------------|
| General Checking | \$ 116,629.03 |
| Millage Account | \$ 202,499.56 |
| Maintenance Account | \$ 13,331.65 |
| Donation Account | \$ 8,158.29 |

Investment Account

Total Spendable Accounts

\$ 340,618.53

| 11/09/2023 CHECK REGISTER FOR HARTFORD FIRE DEPTMENT | | | | |
|--|-----------|-------------------------------------|----------------------------------|-----------|
| CHECK DATE FROM 10/10/2023 - 11/13/2023 | | | | |
| Check Date | Check | Vendor Name | Description | Amount |
| Bank HNB CHECKING ACCOUNT | | | | |
| 10/15/2023 | DD264(A) | HARTING, ROBBIE | PAYROLL | 1,780.86 |
| 10/15/2023 | DD265(A) | MC GREW, KEVIN | PAYROLL | 853.77 |
| 10/27/2023 | 15004 | MILLER CONSTRUCTION | POLE BARN | 12,550.00 |
| 10/31/2023 | EFT63(E) | CITY OF HARTFORD | PAYROLL | 280.70 |
| 10/31/2023 | EFT64(E) | INTERNAL REVENUE SERVICE | PAYROLL | 2,541.12 |
| 11/01/2023 | DD266(A) | HARTING, ROBBIE | PAYROLL | 1,750.86 |
| 11/02/2023 | DD267(A) | BODARY, BRANDON | PAYROLL | 292.22 |
| 11/02/2023 | STUB28(A) | CHAPPELL, MICHAEL | PAYROLL | 0.00 |
| 11/02/2023 | DD268(A) | EASTMAN, SCOTT | PAYROLL | 79.25 |
| 11/02/2023 | STUB29(A) | FLEMMING, LISA | PAYROLL | 0.00 |
| 11/02/2023 | STUB30(A) | FLEMMING, RYAN | PAYROLL | 0.00 |
| 11/02/2023 | DD269(A) | FRY, STEVEN | PAYROLL | 147.53 |
| 11/02/2023 | DD270(A) | HARTING, BRANDI | PAYROLL | 330.77 |
| 11/02/2023 | DD271(A) | HUNT, CHAD | PAYROLL | 210.44 |
| 11/02/2023 | DD272(A) | HUNT, COLE | PAYROLL | 42.68 |
| 11/02/2023 | DD273(A) | LEDESMA, CARLOS | PAYROLL | 52.86 |
| 11/02/2023 | DD274(A) | LOWE, STEVEN | PAYROLL | 420.63 |
| 11/02/2023 | DD275(A) | MC CLELLAN, TROY | PAYROLL | 71.75 |
| 11/02/2023 | DD276(A) | MC GREW, KEVIN | PAYROLL | 1,207.13 |
| 11/02/2023 | DD277(A) | ROBERTS, KHELUN | PAYROLL | 209.45 |
| 11/02/2023 | DD278(A) | SEFCIK, RONALD | PAYROLL | 52.86 |
| 11/02/2023 | DD279(A) | SHARPE, IAN | PAYROLL | 10.40 |
| 11/02/2023 | DD280(A) | SULLIVAN, HELEN | PAYROLL | 52.86 |
| 11/02/2023 | DD281(A) | WEBERG, SCOTT | PAYROLL | 398.39 |
| 11/03/2023 | EFT65(E) | ASSN DUES TO MEMBERSHIP | PAYROLL | 418.57 |
| 11/13/2023 | 15005 | DALMATIAN FIRE EQUIPMENT LLC | SCBA MASKS | 326.34 |
| 11/13/2023 | 15006 | KELLOGG HARDWARE INC | SUPPLIES | 29.98 |
| 11/13/2023 | 15007 | STEVE LOWDER | TRAINING | 150.00 |
| 11/13/2023 | 15008 | ROBERT SHEFFY | COMPUTER | 50.00 |
| 11/13/2023 | 15009 | MICHIGAN STATE FIREMEN'S ASSOCIATIO | ANNUAL DUES | 75.00 |
| 11/13/2023 | 15010 | PETER STANISLAWSKI | FINANCE SERVICES | 1,200.00 |
| 11/13/2023 | 15011 | TWIN CITY AWARDS & TROPHIES INC | LOCKER PLATES | 13.00 |
| 11/13/2023 | 15012 | VFIS | INSURANCE | 2,648.00 |
| 11/13/2023 | 143(E) | INDIANA MICHIGAN POWER | ELECTRIC | 786.00 |
| 11/13/2023 | 144(E) | AT&T MOBILITY | CELL PHONES | 406.48 |
| 11/13/2023 | 145(E) | COMCAST | TELEPHONES & INTERNET | 296.18 |
| 11/13/2023 | 146(E) | EPS SECURITY | SECURITY SERVICES | 149.58 |
| 11/13/2023 | 147(E) | FIRST NATIONAL BANK OMAHA | SUPPLIES, TRAINING & MAINTENANCE | 389.13 |
| 11/13/2023 | 148(E) | INTERNAL REVENUE SERVICE | PAYROLL TAXES | 703.94 |
| 11/13/2023 | 149(A) | BIO-CARE INC | PHYSICALS | 6,923.25 |
| 11/13/2023 | 150(A) | LIBERTY MUTUAL INSURANCE | WORKER COMP INSURANCE | 1,245.00 |

| 11/09/2023 CHECK REGISTER FOR HARTFORD FIRE DEPTMENT | | | | |
|--|--------|-----------------------|-------------|-----------|
| CHECK DATE FROM 10/10/2023 - 11/13/2023 | | | | |
| Check Date | Check | Vendor Name | Description | Amount |
| 11/13/2023 | 151(A) | SIEGFRIED CRANDALL PC | AUDIT | 1,400.00 |
| 11/13/2023 | 152(A) | SPENCER MANUFACTURING | TAGS | 103.70 |
| Total of 43 Checks: | | | | 40,650.68 |
| Less 0 Void Checks: | | | | 0.00 |
| Total of 43 Disbursements: | | | | 40,650.68 |

REVENUE AND EXPENDITURE REPORT FOR HARTFORD FIRE DEPARTMENT
 PERIOD ENDING 11/30/2023

| GL NUMBER | DESCRIPTION | 2023-24 | | YTD BALANCE | | ACTIVITY FOR | | AVAILABLE | |
|---|--------------------------|----------------|-------------------|-------------|-------------------|------------------|---------------------|------------|-------------|
| | | AMENDED BUDGET | NORMAL (ABNORMAL) | 11/30/2023 | NORMAL (ABNORMAL) | MONTH 11/30/2023 | INCREASE (DECREASE) | BALANCE | % BDTG USED |
| Fund 206 - FIRE FUND | | | | | | | | | |
| Revenues | | | | | | | | | |
| Dept 000 | | | | | | | | | |
| 206-000-401.000 | HARTFORD TOWNSHIP | 157,305.85 | | 57,204.76 | | 0.00 | | 100,101.09 | 36.37 |
| 206-000-402.000 | HARTFORD CITY | 128,704.78 | | 52,947.79 | | 10,589.57 | | 75,756.99 | 41.14 |
| 206-000-420.000 | BANGOR TWP COST RECOVERY | 4,142.47 | | 2,004.50 | | 0.00 | | 2,137.97 | 48.39 |
| 206-000-421.000 | COST RECOVERY | 6,743.10 | | 591.00 | | 0.00 | | 6,152.10 | 8.76 |
| 206-000-422.000 | FIRE REPORTS/ FOIA | 46.66 | | 0.00 | | 0.00 | | 46.66 | 0.00 |
| 206-000-539.000 | GRANTS | 2,500.00 | | 1,400.00 | | 0.00 | | 1,100.00 | 56.00 |
| 206-000-582.000 | TOWNSHIP GRANTS | 9,600.00 | | 3,200.00 | | 800.00 | | 6,400.00 | 33.33 |
| 206-000-584.000 | VBEMS | 2,198.33 | | 4,290.00 | | 0.00 | | (2,091.67) | 195.15 |
| 206-000-665.000 | INTEREST | 0.00 | | 317.20 | | 0.00 | | (317.20) | 100.00 |
| Total Dept 000 | | 311,241.19 | | 121,955.25 | | 11,389.57 | | 189,285.94 | 39.18 |
| TOTAL REVENUES | | | | | | | | | |
| | | 311,241.19 | | 121,955.25 | | 11,389.57 | | 189,285.94 | 39.18 |
| Expenditures | | | | | | | | | |
| Dept 336 - FIRE OPERATING | | | | | | | | | |
| 206-336-702.000 | BOARD SALARY | 4,200.00 | | 1,020.00 | | 420.00 | | 3,180.00 | 24.29 |
| 206-336-704.000 | CHIEF SALARY | 56,141.00 | | 18,713.68 | | 2,339.21 | | 37,427.32 | 33.33 |
| 206-336-710.000 | FIREFIGHTER/ MFR | 55,000.00 | | 18,827.26 | | 3,465.75 | | 36,172.74 | 34.23 |
| 206-336-712.000 | SHIFT COVERAGE | 14,400.00 | | 4,125.00 | | 990.00 | | 10,275.00 | 28.65 |
| 206-336-714.000 | SUPPORT STAFF | 9,000.00 | | 80.00 | | 0.00 | | 8,920.00 | 0.89 |
| 206-336-720.000 | PAYROLL TAXES | 14,000.00 | | 3,975.54 | | 1,255.90 | | 10,024.46 | 28.40 |
| 206-336-724.000 | RETIREMENT | 4,000.00 | | 982.45 | | 140.35 | | 3,017.55 | 24.56 |
| 206-336-730.000 | GASOLINE & DIESEL | 9,400.00 | | 1,707.98 | | 0.00 | | 7,692.02 | 18.17 |
| 206-336-731.000 | VEHICLE MAINTENANCE | 9,500.00 | | 3,647.17 | | 103.70 | | 5,852.83 | 38.39 |
| 206-336-733.000 | EQUIPMENT MAINTENANCE | 12,900.00 | | 1,384.88 | | 0.00 | | 11,515.12 | 10.74 |
| 206-336-740.000 | OPERATING SUPPLIES | 350.00 | | 43.00 | | 13.00 | | 307.00 | 12.29 |
| 206-336-741.000 | MEDICAL SUPPLIES | 2,500.00 | | 354.93 | | 134.43 | | 2,145.07 | 14.20 |
| 206-336-742.000 | ANNUAL TESTING | 8,150.00 | | 1,463.10 | | 0.00 | | 6,686.90 | 17.95 |
| 206-336-751.000 | PHONES | 6,615.20 | | 2,682.76 | | 669.96 | | 3,932.44 | 40.55 |
| 206-336-753.000 | UTILITIES | 10,000.00 | | 2,197.83 | | 935.58 | | 7,802.17 | 21.98 |
| 206-336-763.000 | BUILDING MAINTENANCE | 11,550.00 | | 13,338.67 | | 29.98 | | (1,788.67) | 115.49 |
| 206-336-767.000 | DUES/ SUBSCRIPTIONS | 4,125.00 | | 2,043.34 | | 75.00 | | 2,081.66 | 49.54 |
| 206-336-781.000 | TURN OUT GEAR/ UNIFORMS | 16,000.00 | | 12,986.72 | | 326.34 | | 3,013.28 | 81.17 |
| 206-336-785.000 | EDUCATION/ TRAINING | 8,700.00 | | 4,445.81 | | 194.79 | | 4,251.01 | 51.10 |
| 206-336-796.000 | PHYSICALS | 8,300.00 | | 7,295.25 | | 6,923.25 | | 1,004.75 | 87.89 |
| 206-336-799.000 | OFFICE/ COMPUTER | 5,910.00 | | 1,011.38 | | 259.91 | | 4,898.62 | 17.11 |
| 206-336-801.000 | PROFESSIONAL SERVICES | 10,000.00 | | 14,895.00 | | 2,600.00 | | (4,895.00) | 148.95 |
| 206-336-810.000 | GRANT MATCH | 2,500.00 | | 0.00 | | 0.00 | | 2,500.00 | 0.00 |
| 206-336-815.000 | GENERAL INSURANCE | 28,000.00 | | 12,914.00 | | 3,893.00 | | 15,086.00 | 46.12 |
| Total Dept 336 - FIRE OPERATING | | 311,241.20 | | 130,135.75 | | 24,770.15 | | 181,105.45 | 41.81 |
| TOTAL EXPENDITURES | | | | | | | | | |
| | | 311,241.20 | | 130,135.75 | | 24,770.15 | | 181,105.45 | 41.81 |
| Fund 206 - FIRE FUND: | | | | | | | | | |
| TOTAL REVENUES | | | | | | | | | |
| TOTAL EXPENDITURES | | | | | | | | | |
| NET OF REVENUES & EXPENDITURES | | | | | | | | | |
| | | (0.01) | | (8,180.50) | | (13,380.58) | | 8,180.49 | 15,000.00 |
| | | 311,241.19 | | 121,955.25 | | 11,389.57 | | 189,285.94 | 39.18 |
| | | 311,241.20 | | 130,135.75 | | 24,770.15 | | 181,105.45 | 41.81 |

Hartford Fire Department

Hartford, MI

This report was generated on 11/1/2023 12:52:16 PM



Personnel Count per Incident for Date Range

Start Date: 10/01/2023 | End Date: 10/31/2023

| INCIDENT | | | | NUMBER OF PEOPLE | | |
|----------|---------------------|--|-------|------------------|------------------|-------|
| NUMBER | DATE | INCIDENT TYPE | FDID | ON APPARATUS | NOT ON APPARATUS | TOTAL |
| 2023-514 | 10/1/2023 14:05:00 | 444 - Power line down | 08006 | 4 | 0 | 4 |
| 2023-515 | 10/1/2023 16:29:00 | 311 - Medical assist, assist EMS crew | 08006 | 3 | 0 | 3 |
| 2023-516 | 10/3/2023 14:11:00 | 554 - Assist invalid | 08006 | 2 | 1 | 3 |
| 2023-517 | 10/4/2023 18:57:00 | 631 - Authorized controlled burning | 08006 | 1 | 1 | 2 |
| 2023-518 | 10/5/2023 20:31:00 | 311 - Medical assist, assist EMS crew | 08006 | 2 | 0 | 2 |
| 2023-519 | 10/6/2023 09:00:00 | 311 - Medical assist, assist EMS crew | 08006 | 1 | 1 | 2 |
| 2023-520 | 10/6/2023 10:43:00 | 311 - Medical assist, assist EMS crew | 08006 | 2 | 0 | 2 |
| 2023-521 | 10/6/2023 11:09:03 | 321 - EMS call, excluding vehicle accident with injury | 08006 | 2 | 0 | 2 |
| 2023-522 | 10/6/2023 17:26:00 | 324 - Motor vehicle accident with no injuries. | 08006 | 1 | 4 | 5 |
| 2023-523 | 10/6/2023 20:19:00 | 311 - Medical assist, assist EMS crew | 08006 | 1 | 0 | 1 |
| 2023-524 | 10/6/2023 21:04:00 | 311 - Medical assist, assist EMS crew | 08006 | 2 | 1 | 3 |
| 2023-525 | 10/7/2023 17:29:00 | 111 - Building fire | 08006 | 2 | 0 | 2 |
| 2023-526 | 10/8/2023 19:56:00 | 311 - Medical assist, assist EMS crew | 08006 | 2 | 0 | 2 |
| 2023-527 | 10/9/2023 09:13:00 | 322 - Motor vehicle accident with injuries | 08006 | 4 | 0 | 4 |
| 2023-528 | 10/9/2023 09:55:00 | 321 - EMS call, excluding vehicle accident with injury | 08006 | 2 | 2 | 4 |
| 2023-529 | 10/9/2023 11:03:00 | 311 - Medical assist, assist EMS crew | 08006 | 3 | 1 | 4 |
| 2023-530 | 10/9/2023 19:13:00 | 321 - EMS call, excluding vehicle accident with injury | 08006 | 1 | 0 | 1 |
| 2023-531 | 10/10/2023 07:46:00 | 321 - EMS call, excluding vehicle accident with injury | 08006 | 3 | 1 | 4 |
| 2023-532 | 10/10/2023 07:58:00 | 324 - Motor vehicle accident with no injuries. | 08006 | 4 | 1 | 5 |
| 2023-533 | 10/10/2023 21:16:00 | 444 - Power line down | 08006 | 1 | 2 | 3 |
| 2023-534 | 10/11/2023 03:49:00 | 311 - Medical assist, assist EMS crew | 08006 | 4 | 0 | 4 |
| 2023-535 | 10/11/2023 04:40:00 | 321 - EMS call, excluding vehicle accident with injury | 08006 | 2 | 1 | 3 |
| 2023-536 | 10/11/2023 11:09:29 | 311 - Medical assist, assist EMS crew | 08006 | 3 | 2 | 5 |
| 2023-537 | 10/13/2023 13:40:00 | 311 - Medical assist, assist EMS crew | 08006 | 3 | 2 | 5 |
| 2023-538 | 10/14/2023 00:13:00 | 554 - Assist invalid | 08006 | 1 | 2 | 3 |
| 2023-539 | 10/14/2023 20:33:00 | 251 - Excessive heat, scorch burns with no ignition | 08006 | 6 | 1 | 7 |
| 2023-540 | 10/15/2023 12:52:00 | 311 - Medical assist, assist EMS crew | 08006 | 1 | 1 | 2 |
| 2023-541 | 10/15/2023 13:12:00 | 321 - EMS call, excluding vehicle accident with injury | 08006 | 2 | 1 | 3 |
| 2023-542 | 10/15/2023 16:35:00 | 531 - Smoke or odor removal | 08006 | 2 | 2 | 4 |
| 2023-543 | 10/16/2023 16:50:00 | 411 - Gasoline or other flammable liquid spill | 08006 | 1 | 0 | 1 |
| 2023-544 | 10/16/2023 21:24:00 | 311 - Medical assist, assist EMS crew | 08006 | 3 | 0 | 3 |
| 2023-545 | 10/18/2023 22:02:00 | 321 - EMS call, excluding vehicle accident with injury | 08006 | 2 | 0 | 2 |
| 2023-546 | 10/19/2023 08:24:00 | 311 - Medical assist, assist EMS crew | 08006 | 1 | 1 | 2 |
| 2023-547 | 10/19/2023 22:56:00 | 324 - Motor vehicle accident with no injuries. | 08006 | 1 | 1 | 2 |
| 2023-548 | 10/20/2023 12:12:00 | 311 - Medical assist, assist EMS crew | 08006 | 3 | 2 | 5 |
| 2023-549 | 10/20/2023 19:02:00 | 311 - Medical assist, assist EMS crew | 08006 | 2 | 1 | 3 |
| 2023-550 | 10/21/2023 05:26:00 | 311 - Medical assist, assist EMS crew | 08006 | 2 | 1 | 3 |

Only REVIEWED incidents included



emergencyreporting.com
Doc Id: 358
Page # 1 of 2

| INCIDENT | | | | NUMBER OF PEOPLE | | |
|----------|---------------------|--|-------|------------------|------------------|-------|
| NUMBER | DATE | INCIDENT TYPE | FDID | ON APPARATUS | NOT ON APPARATUS | TOTAL |
| 2023-551 | 10/21/2023 10:11:00 | 611 - Dispatched & cancelled en route | 08006 | 2 | 1 | 3 |
| 2023-552 | 10/21/2023 16:40:00 | 311 - Medical assist, assist EMS crew | 08006 | 2 | 3 | 5 |
| 2023-553 | 10/21/2023 22:56:00 | 321 - EMS call, excluding vehicle accident with injury | 08006 | 2 | 1 | 3 |
| 2023-554 | 10/22/2023 15:14:00 | 321 - EMS call, excluding vehicle accident with injury | 08006 | 2 | 1 | 3 |
| 2023-555 | 10/23/2023 17:08:00 | 321 - EMS call, excluding vehicle accident with injury | 08006 | 2 | 3 | 5 |
| 2023-556 | 10/23/2023 18:43:00 | 500 - Service Call, other | 08006 | 2 | 1 | 3 |
| 2023-557 | 10/24/2023 07:27:00 | 554 - Assist invalid | 08006 | 2 | 0 | 2 |
| 2023-558 | 10/24/2023 17:06:00 | 311 - Medical assist, assist EMS crew | 08006 | 2 | 0 | 2 |
| 2023-559 | 10/25/2023 08:15:00 | 424 - Carbon monoxide incident | 08006 | 1 | 0 | 1 |
| 2023-560 | 10/25/2023 13:53:00 | 554 - Assist invalid | 08006 | 3 | 0 | 3 |
| 2023-561 | 10/26/2023 13:29:00 | 611 - Dispatched & cancelled en route | 08006 | 1 | 1 | 2 |
| 2023-562 | 10/28/2023 07:12:00 | 311 - Medical assist, assist EMS crew | 08006 | 1 | 0 | 1 |
| 2023-563 | 10/28/2023 16:57:00 | 611 - Dispatched & cancelled en route | 08006 | 1 | 0 | 1 |
| 2023-564 | 10/28/2023 20:50:00 | 311 - Medical assist, assist EMS crew | 08006 | 1 | 1 | 2 |
| 2023-565 | 10/28/2023 22:01:00 | 311 - Medical assist, assist EMS crew | 08006 | 2 | 0 | 2 |
| 2023-566 | 10/29/2023 03:12:00 | 322 - Motor vehicle accident with injuries | 08006 | 3 | 2 | 5 |
| 2023-567 | 10/29/2023 09:40:00 | 311 - Medical assist, assist EMS crew | 08006 | 2 | 2 | 4 |
| 2023-568 | 10/29/2023 22:07:00 | 500 - Service Call, other | 08006 | 2 | 0 | 2 |
| 2023-569 | 10/30/2023 08:21:00 | 311 - Medical assist, assist EMS crew | 08006 | 2 | 0 | 2 |
| 2023-570 | 10/30/2023 17:51:00 | 311 - Medical assist, assist EMS crew | 08006 | 1 | 1 | 2 |
| 2023-571 | 10/31/2023 01:18:00 | 311 - Medical assist, assist EMS crew | 08006 | 1 | 1 | 2 |
| 2023-572 | 10/31/2023 18:14:00 | 554 - Assist invalid | 08006 | 2 | 7 | 9 |

TOTAL # OF INCIDENTS: 59

AVERAGES:

2.1

1.0

3.0

Only REVIEWED incidents included



Fire Chiefs Report

November 2023

INFORMATION:

1. Meetings Attended:

- Township
- City
- VBC FF Training Committee
- VBC Medical Control
- Compensation Committee
- Budget Committee

2. Fire Prevention at Redwood elementary

3. Spooktacular

4. Working on Budget

5. Pole Barn Expansion – Received 2nd quote

Sincerely,

Robbie Harting – Fire Chief

Hartford Fire Department

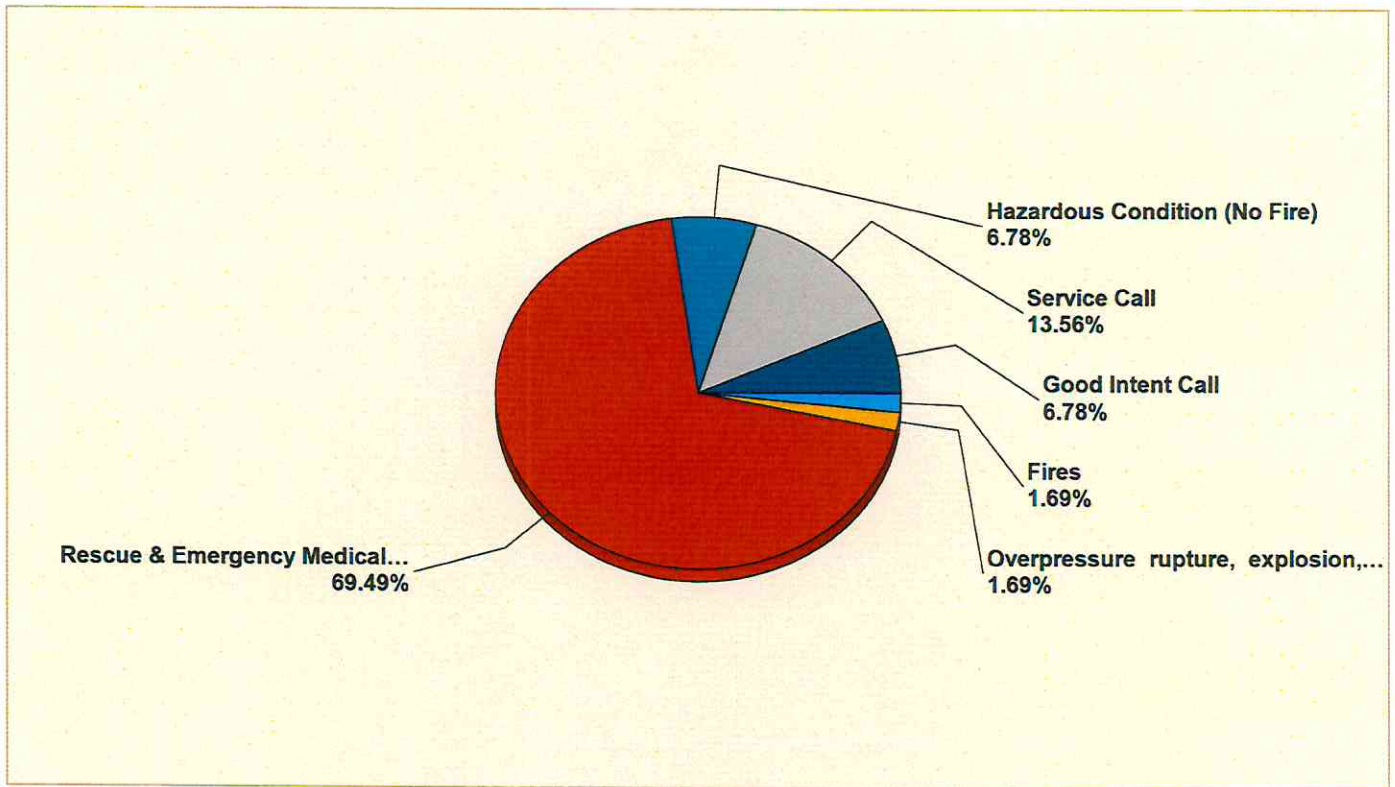
Hartford, MI

This report was generated on 11/1/2023 12:46:22 PM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 10/01/2023 | End Date: 10/31/2023



| MAJOR INCIDENT TYPE | # INCIDENTS | % of TOTAL |
|--|-------------|-------------|
| Fires | 1 | 1.69% |
| Overpressure rupture, explosion, overheating - no fire | 1 | 1.69% |
| Rescue & Emergency Medical Service | 41 | 69.49% |
| Hazardous Condition (No Fire) | 4 | 6.78% |
| Service Call | 8 | 13.56% |
| Good Intent Call | 4 | 6.78% |
| TOTAL | 59 | 100% |

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



Detailed Breakdown by Incident Type

| INCIDENT TYPE | # INCIDENTS | % of TOTAL |
|--|-------------|-------------|
| 111 - Building fire | 1 | 1.69% |
| 251 - Excessive heat, scorch burns with no ignition | 1 | 1.69% |
| 311 - Medical assist, assist EMS crew | 26 | 44.07% |
| 321 - EMS call, excluding vehicle accident with injury | 10 | 16.95% |
| 322 - Motor vehicle accident with injuries | 2 | 3.39% |
| 324 - Motor vehicle accident with no injuries. | 3 | 5.08% |
| 411 - Gasoline or other flammable liquid spill | 1 | 1.69% |
| 424 - Carbon monoxide incident | 1 | 1.69% |
| 444 - Power line down | 2 | 3.39% |
| 500 - Service Call, other | 2 | 3.39% |
| 531 - Smoke or odor removal | 1 | 1.69% |
| 554 - Assist invalid | 5 | 8.47% |
| 611 - Dispatched & cancelled en route | 3 | 5.08% |
| 631 - Authorized controlled burning | 1 | 1.69% |
| TOTAL INCIDENTS: | 59 | 100% |

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



Hartford Fire Department

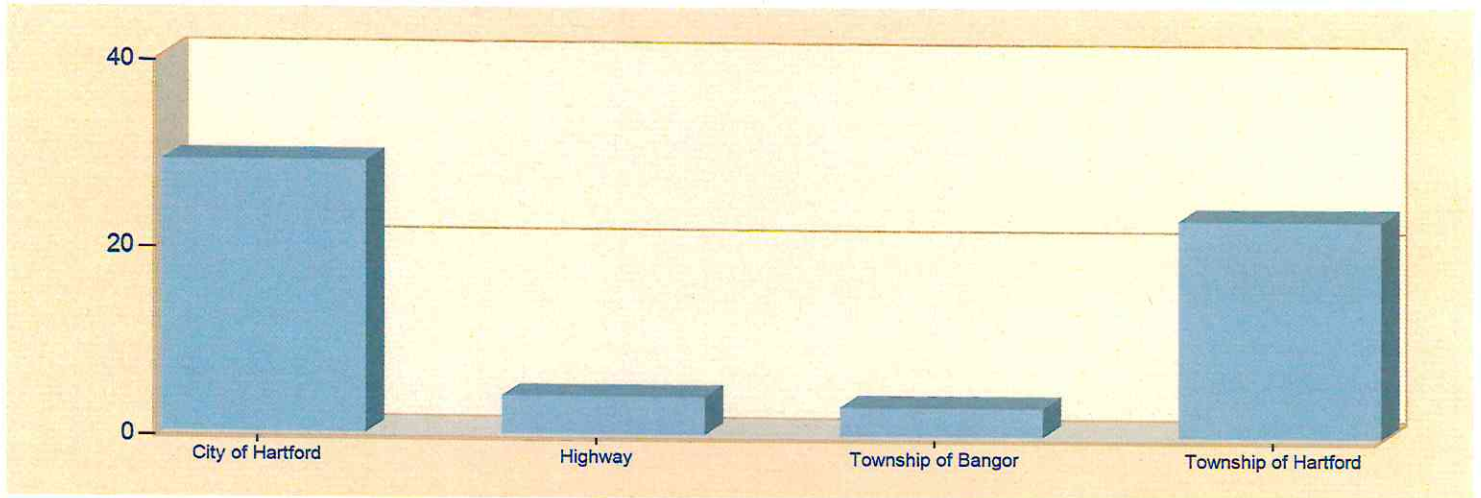
Hartford, MI

This report was generated on 11/1/2023 12:48:22 PM



Incident Type Count per Zone for Date Range

Start Date: 10/01/2023 | End Date: 10/31/2023



| ZONES | INCIDENT TYPE | COUNT |
|--|---|-------|
| City of Hartford - Hartford | | |
| | 311 - Medical assist, assist EMS crew | 12 |
| | 321 - EMS call, excluding vehicle accident with injury | 9 |
| | 424 - Carbon monoxide incident | 1 |
| | 444 - Power line down | 1 |
| | 500 - Service Call, other | 2 |
| | 531 - Smoke or odor removal | 1 |
| | 554 - Assist invalid | 1 |
| | 611 - Dispatched & cancelled en route | 2 |
| | <i>Total Incidents for City of Hartford - Hartford:</i> | 29 |
| Highway - I 94 | | |
| | 322 - Motor vehicle accident with injuries | 1 |
| | 324 - Motor vehicle accident with no injuries. | 2 |
| | 411 - Gasoline or other flammable liquid spill | 1 |
| | <i>Total Incidents for Highway - I 94:</i> | 4 |
| Township of Bangor - Bangor | | |
| | 311 - Medical assist, assist EMS crew | 2 |
| | 554 - Assist invalid | 1 |
| | <i>Total Incidents for Township of Bangor - Bangor:</i> | 3 |
| Township of Hartford - Hartford | | |
| | 111 - Building fire | 1 |

Zone information is defined on the Basic Info 3 screen of an incident.
Only REVIEWED incidents included.



| ZONES | INCIDENT TYPE | COUNT |
|----------------------------------|---|-----------|
| | 251 - Excessive heat, scorch burns with no ignition | 1 |
| | 311 - Medical assist, assist EMS crew | 12 |
| | 321 - EMS call, excluding vehicle accident with injury | 1 |
| | 322 - Motor vehicle accident with injuries | 1 |
| | 324 - Motor vehicle accident with no injuries. | 1 |
| | 444 - Power line down | 1 |
| | 554 - Assist invalid | 3 |
| | 611 - Dispatched & cancelled en route | 1 |
| | 631 - Authorized controlled burning | 1 |
| | <i>Total Incidents for Township of Hartford - Hartford:</i> | 23 |
| Total Count for all Zone: | | 59 |

Zone information is defined on the Basic Info 3 screen of an incident.
Only REVIEWED incidents included.



Hartford Fire Department

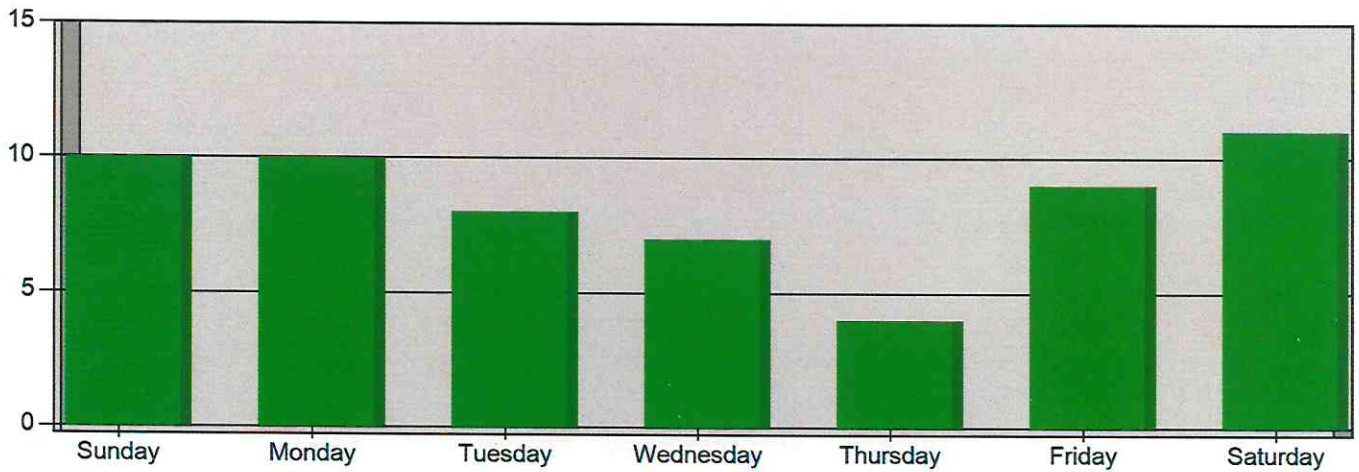
Hartford, MI

This report was generated on 11/1/2023 12:49:12 PM



Incidents by Day of the Week for Date Range

Start Incident Type: 100 | End Incident Type: 911 | Start Date: 10/01/2023 | End Date: 10/31/2023



| DAY OF THE WEEK | # INCIDENTS |
|-----------------|-------------|
| Sunday | 10 |
| Monday | 10 |
| Tuesday | 8 |
| Wednesday | 7 |
| Thursday | 4 |
| Friday | 9 |
| Saturday | 11 |

TOTAL

59

Only Reviewed incidents included.



emergencyreporting.com
Doc Id: 1284
Page # 1 of 1

Hartford Fire Department

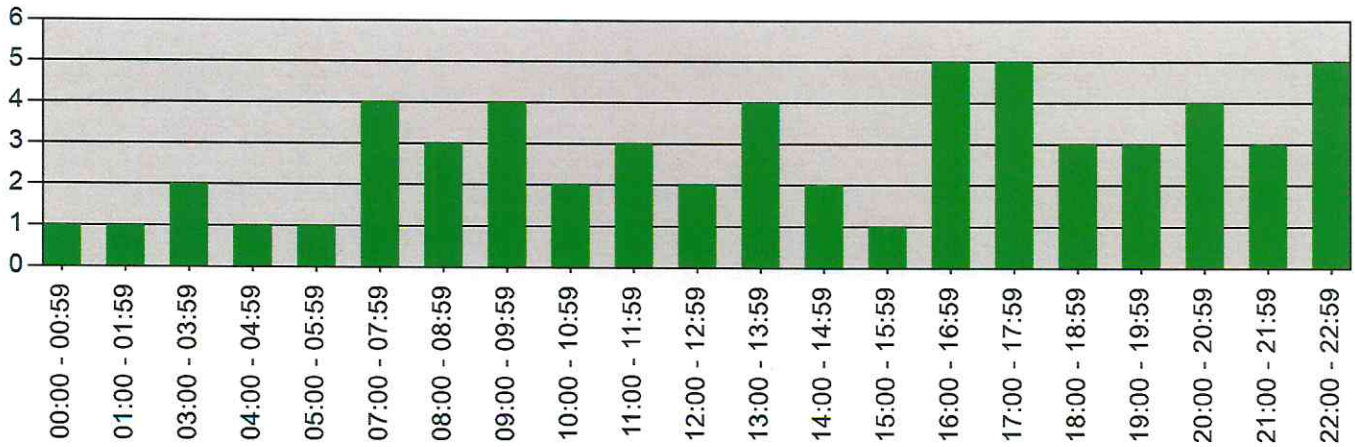
Hartford, MI

This report was generated on 11/1/2023 12:49:45 PM



Incidents per Hour for Incident Type Range for Date Range

Start Incident Type: 100 | End Incident Type: 911 | Start Date: 10/01/2023 | End Date: 10/31/2023



| HOUR | # of CALLS |
|---------------|------------|
| 00:00 - 00:59 | 1 |
| 01:00 - 01:59 | 1 |
| 03:00 - 03:59 | 2 |
| 04:00 - 04:59 | 1 |
| 05:00 - 05:59 | 1 |
| 07:00 - 07:59 | 4 |
| 08:00 - 08:59 | 3 |
| 09:00 - 09:59 | 4 |
| 10:00 - 10:59 | 2 |
| 11:00 - 11:59 | 3 |
| 12:00 - 12:59 | 2 |
| 13:00 - 13:59 | 4 |
| 14:00 - 14:59 | 2 |
| 15:00 - 15:59 | 1 |
| 16:00 - 16:59 | 5 |
| 17:00 - 17:59 | 5 |
| 18:00 - 18:59 | 3 |
| 19:00 - 19:59 | 3 |
| 20:00 - 20:59 | 4 |
| 21:00 - 21:59 | 3 |
| 22:00 - 22:59 | 5 |
| TOTAL: | 59 |

Only REVIEWED incidents included.



Hartford Fire Department

Hartford, MI

This report was generated on 11/1/2023 12:51:12 PM



Incident Count per User-Defined Fields for Date Range

Start Date: 10/01/2023 | End Date: 10/31/2023

| ANSWERS | # INCIDENTS |
|---|-------------|
| USER-DEFINED FIELD: Dispatch Priority (Required) | |
| 1 | 31 |
| 2 | 20 |
| 3 | 8 |

| | |
|---|----|
| USER-DEFINED FIELD: Lift Assist (Required) | |
| No | 54 |
| Yes | 5 |

Only User-Defined values selected in the CUSTOM field of an incident Included. Only REVIEWED incidents included in count.



emergencyreporting.com

Doc Id: 805

Page # 1 of 1

Hartford Fire Department

Hartford, MI

This report was generated on 11/1/2023 12:47:25 PM



Response Percentage per Station per Personnel for Incident Types for Personnel

Personnel: All Personnel | Incident Type(s): All Incident Types | Start Date: 10/01/2023 | End Date: 10/31/2023

| Personnel | Calls Attended | % of Calls for Selected Incident Types |
|---|----------------|--|
| Station: Hartford Fire Department | | |
| Fry, Steven | 8 | 13.6% |
| Harting, Brandiwyne | 9 | 15.3% |
| McGrew, Kevin | 52 | 88.1% |
| Bodary, Brandon | 22 | 37.3% |
| Eastman, Scott | 4 | 6.8% |
| Flemming, Lisa | 1 | 1.7% |
| Flemming, Ryan | 2 | 3.4% |
| Harting, Robbie | 16 | 27.1% |
| Hunt, Cole | 6 | 10.2% |
| Lowe, Steve | 19 | 32.2% |
| McClellan, Troy | 2 | 3.4% |
| Roberts, Khelun | 15 | 25.4% |
| Sharpe, Ian | 6 | 10.2% |
| Weberg, Scott | 17 | 28.8% |
| Total Incidents for Station Hartford Fire Department | 59 | |

Total Incidents for all Stations

59

Displays the number and percentage of Incidents attended by each Personnel for each Station in the agency over the selected Date Range. Only Reviewed incidents are included.



Assistant Chief Report

November

Information

- Updated SOG/SOP Board Book
- FOIA Request Forms Created and Digitized
- Finished out 2022/2023 Training Records
- New Employee Onboarded
- Fall Cleanup with Students from school
- Smoke Alarm Installs
- Job Fair at High School
- New Screens installed at station
- Meeting with ISO

Meetings Attended: Budget Committee
 Compensation Committee

Respectfully submitted

K.McGrew

Kevin McGrew-Asst. Fire Chief