

Department Mission Statement

The Peoria Fire Department is committed to protecting the lives and property of the citizens of Peoria and strives to meet this commitment by providing fire protection, prevention, suppression, rescue, and emergency medical services.

Division - Administration

Fire Administration provides leadership in coordinating efforts to ensure efficient and effective services in the Peoria Fire Department. Management policies are developed and instituted to improve services and coordinate interaction with other City departments. Standard operating procedures are evaluated and upgraded to improve productivity and keep pace with changing conditions and technology.

Fiscal 2002 Accomplishments

- Accepted delivery of new pumper/rescue unit and two 100' aerial platform ladder trucks.
- Enhanced "Neighbors Helping Neighbors" Program.
- Equipped every emergency response vehicle with thermal imaging cameras.
- Received Insurance Services Office (ISO) rating of "Class 2", reducing fire insurance premiums in City of Peoria.
- Reduced response time by relocating Station #19.
- Upgraded Hazardous Material Permit Program.

Desired Program Outcomes for 2003

- Efficient and effective budget management to reduce budget overages.
- Maintain a safe and healthy work environment by reducing work-related injuries by 20%.
- Maintain an Insurance Services Office (ISO) rating of "2".
- Improve emergency medical services (EMS) by increasing the number of "Intermediate" life support personnel to 30% and maintain paramedic life support personnel at 10.
- Reduce grievances to less than "2".

Outcome Trends Table

	FY 2001	FY 2002	FY 2003
Maintain ISO Rating	2	2	2
Budget Management	-1%	2%	1%
Decrease Work-Related Injuries	43	45	43
Decrease Grievances	10	2	1

Activities Linked to Council Goals

Develop and Manage Operation and Capital Budgets	Council Goal #1
Enhance Labor/Management Relationships	Council Goal #1
Inspire Development of Departmental Goals and Objectives	Council Goal #1
Maintain a Safe and Healthy Work Environment	Council Goal #1
Oversee Operations	Council Goal #2, #5
Provide Quality Leadership	Council Goal #2, #5
Provide Support Services Within the Department and to Other City Departments	Council Goal #1

Division Activities**1. Develop and Manage Operation and Capital Budgets – Activity Cost \$97,765**

This activity is responsible for the timely and accurate compilation and management of the Department's operating and capital budgets. This allows us to operate with 0% deviation from our targeted budgets.

2. Enhance Labor / Management Relationships – Activity Cost \$46,812

This activity is responsible for ensuring a productive relationship between Department management and labor unions, accomplished through 48 labor/management meetings per year. Through this process we have reduced formal grievances by 80%.

3. Inspire Development of Departmental Goals and Objectives – Activity Cost \$57,683

This activity is responsible for developing strategic plans by matching public safety resources to ongoing needs of the community, thereby reducing the fire-related deaths in the City by 50%.

4. Maintain a Safe and Healthy Work Environment – Activity Cost \$32,136

This activity is responsible for minimizing occupational injuries by incorporating safety briefings during all course work and a specific course for command personnel. Reducing exposure to disease is accomplished by conducting 400 hours of continuing education, as required by the Illinois Department of Public Health (IDPH). A combination of these training activities can be expected to reduce firefighter injuries by 5%.

5. Oversee Operations – Activity Cost \$85,264

Coordinate, direct, and participate in 50 senior staff, 250 division, and 4 battalion meetings per year, ensuring the long-range goal of providing a standard of excellence for fire and emergency medical services (EMS) protection by conforming to standards set by National Fire Protection Agency (NFPA), Office of the State Fire Marshal (OSFM),

Illinois Department of Public Health (IDPH), Occupational Safety and Health Administration (OSHA), and Illinois Department of Labor (IDOL).

6. Provide Quality Leadership – Activity Cost \$85,063

This activity is responsible for the inclusive and ethical respect of all individuals with emphasis on producing a quality department. This is achieved by attending 12 fire officer development classes per year, including the National Fire Academy Executive Fire Officer Program, Illinois Fire Chiefs' Association's (IFCA) leadership seminars, and the Peoria Area Labor and Management (PALM) conflict resolution courses.

7. Provide Support Services Within the Department /Other City Departments – Activity Cost \$79,160

This activity is responsible for providing direction and oversight for payroll, purchasing, inventory, and financial resources by attending 52 weekly City staff meetings for operational compliance within the Department and with other City departments.

Service Level Trend Table

	FY 2001	FY 2002	FY 2003
1. Develop and Manage Budget			
Management of Operating Budget			
Percent Over/Under Budget	-1%	2%	1%
2. Labor/Management Enhancement			
Grievances	10	2	1
Labor Management Meetings	48	48	48
3. Inspire Development of Departmental Goals and Objectives			
Fire-Related Deaths	0	2	1
4. Maintain a Safe and Healthy Work Environment			
Firefighter Injuries	43	45	43
5. Oversee Operations			
Staff Meetings:			
Senior Staff	50	50	50
Assistant Chief / Division Chief	250	250	250
Assistant Chief / Battalion Chief	4	4	4
6. Provide Quality Leadership			
Fire Officer Development Classes	6	12	12
7. Provide Support Services			
Weekly City Staff Meetings	52	52	52

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The Peoria Fire Department is committed to protecting the lives and property of the citizens of Peoria and strives to meet this commitment by providing fire protection, prevention, suppression, rescue, and emergency medical services.

Division - Operations

Fire Operations responds to fire calls, emergency medical needs, water rescue, technical rescue, extrication, hazardous material mitigation, and dive operations; provides safety code enforcement through in-service inspections; assists with public education; manages the Fire Garage, which is responsible for the maintenance of Department vehicles and equipment.

Fiscal 2002 Accomplishments

- Conducted 25 prefire plan tours.
- Maintained all Department vehicles and equipment in reliable operating condition.
- Participated in 504 hours of in-service inspection training.
- Performed 2,100 in-service inspections.
- Responded to 6,900 emergency medical services (EMS) calls.
- Responded to 3,150 fire calls.
- Responded to 1,597 rescue calls.

Desired Program Outcomes for 2003

- Attend neighborhood meetings and functions to increase community contact.
- Increase battalion level training by conducting incident command scenarios relative to prefire plans.
- Increase hazardous material technician level to 100 firefighters.
- Maintain current level of fire and life safety code inspections.
- Maintain emergency medical services (EMS) proficiency levels at the Emergency Medical Technician-Basic/Defibrillator (EMT-B/D) level.
- Maintain rescue proficiency levels.
- Reduce fires in the City by 5%.
- Reduce out-of-service time for equipment.

Outcome Trends Table

	FY 2001	FY 2002	FY 2003
Percent of Citizens Satisfied with Fire Protection and Fire Prevention	XX%	XX%	XX%
Percent of Citizens Satisfied with Emergency Medical Services	XX%	XX%	XX%
Number of Mechanics EVT Certified	2	2	2
Cardiac Survival Rate	XX%	XX%	XX%

Activities Linked to Council Goals

Suppression	Council Goal #1, #2
Emergency Medical Services	Council Goal #1, #2
Rescue	Council Goal #1, #2
Hazardous Material Mitigation	Council Goal #1, #2
Training	Council Goal #1
Fire and Life Safety Code Inspections	Council Goal #1, #2
Community Support	Council Goal #1, #2
Fire Garage Operations	Council Goal #1

Division Activities**1. Suppression – Activity Cost \$3,498,444**

Provide emergency fire suppression response to 3,700 incidents involving fires, fire alarms, smoke scares, vehicle accidents, and other types of calls where the threat of fire exists, with an average response time (including dispatch) of 5 minutes, 18 seconds, which meets National Fire Protection Agency (NFPA) standards.

2. Emergency Medical Services – Activity Cost \$4,485,599

Provide emergency medical response to 7,700 incidents involving injury, illness, accidents, and other types of calls where the threat of injury or illness exists, with an average response time (including dispatch) of 5 minutes, 18 seconds, which meets NFPA and American Heart Association (AHA) standards.

3. Rescue – Activity Cost \$820,273

Provide emergency rescue response to 1,610 incidents involving specialized high-rise, entrapment, collapse, water, and trench-type emergencies, with an average response time (including dispatch) of 5 minutes, 18 seconds, which meets National Fire Protection Agency (NFPA) standards.

4. Hazardous Material Mitigation – Activity Cost \$811,323

Provide a hazardous material response team with expertise in handling all types of hazardous material, responding to 90 incidents. If hazardous material mitigation is to be provided by a community, the U.S. federal government requires fire departments to provide that service, in accordance with *Federal Regulation 29 CFR-1910.120*. The City of Peoria has elected to adopt an ordinance that provides hazardous material mitigation services. The Peoria Fire Department Hazardous Material Response Team is the only Class A (highest equipped and skilled) team in Central Illinois. Without this service, the citizens of Peoria are at extreme risk from hazardous material incidents, with a minimum wait time of two-three hours for an outside agency to provide this service.

5. Training – Activity Cost \$3,780,819

Provide internal education and training to the Department's 185 uniformed personnel, in accordance with National Fire Protection Agency (NFPA), Office of the State Fire Marshal (OSFM), Illinois Department of Labor (IDOL), and Illinois Department of Public Health (IDPH).

6. Fire and Life Safety Code Inspections – Activity Cost \$1,534,924

Conduct 2,050 fire inspections throughout the community to identify code violations and safety issues adversely impacting the community, in accordance with International Fire/Building Codes and National Fire Protection Agency (NFPA) Life Safety Code 101, with 100% compliance of those inspected.

7. Community Support – Activity Cost \$816,716

Provide support to citizens and participate in neighborhood events/organizations with 2,800 responses. These support activities impact neighborhoods and enhance interaction between the Department and citizens to provide a heightened sense of community.

- Illinois Central College (ICC) EMT Ride-Along-Program
- Muscular Dystrophy Association (MDA)
- Neighborhood Associations
- Neighbors Helping Neighbors Program
- Police Support
- Project Impact
- Race for the Cure
- Safe House Presentations
- Smoke Detector/CO Presentations
- Springdale Cemetery
- Steamboat Days

8. Fire Garage Operations – Activity Cost \$511,201

Provide repairs and preventative maintenance to Department's fire machines, vehicles, and equipment, reducing downtime to less than 48 hours.

FIRE DEPARTMENT**DIVISION – OPERATIONS****Service Level Trend Table**

	FY 2001	FY 2002	FY 2003
Total Number of Alarms	11,331	12,250	13,100
Fire Calls	769	806	835
EMS Calls	6,856	7,261	7,700
Hazardous Material Responses	88	80	90
Other Calls	2,002	2,506	2,800
Rescue Calls	1,616	1,597	1,610
Fire and Life Safety Code Inspections	1,188	2,100	2,050

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Division - Training

Fire Training manages the operation, development, planning, execution, and evaluation of all training for the Department. Records are kept to ensure certification requirements are met and continuing education units are maintained.

Fiscal 2002 Accomplishments

- Conducted Cardio Pulmonary Resuscitation (CPR) refresher course for 185 firefighters.
- Conducted in-house training for 31 required certifications from the Office of the State Fire Marshal (OSFM).
- Conducted 300 hours of Save Our Own/Rapid Intervention Team (RIT) training.
- Conducted 320 hours of dive training.
- Conducted 360 hours of automobile extrication training.
- Conducted 368 hours of Automatic External Defibrillator (AED) recertification training.
- Conducted 800 hours of confined space training.
- Conducted 5,520 hours of in-service Emergency Medical Technician (EMT) training.

Desired Program Outcomes for 2003

- Support Department goals by attending all senior staff and division coordination meetings and produce Department's annual report.
- Develop 6 fire/rescue courses to fit Department needs.
- Coordinate 5 Illinois Central College (ICC) classes and 6 courses developed by Training Division; assist with the coordination of other City training held at the Fire Training Academy.
- Present a minimum of 7 fire/rescue courses to fire suppression personnel.
- Review 7 fire/rescue courses for content and methodology.
- Produce and facilitate a post-incident analysis of all multiple-alarm fires.
- Maintain Office of the State Fire Marshal (OSFM) certification for fire suppression personnel.

Outcome Trends Table

	FY 2001	FY 2002	FY 2003
Produce Annual Report	1	1	1
Trained OSFM Firefighter II	9	0	0
Trained OSFM Firefighter III	8	4	7
Trained Fire Apparatus Engineer	6	21	3
Trained OSFM Fire Officer I	1	14	5
Trained OSFM Fire Officer II	1	0	2

Activities Linked to Council Goals

Departmental Support Activities	Council Goal #1
Course Development	Council Goal #1, #2
Course Coordination	Council Goal #1, #2
Course Presentation	Council Goal #1, #2
Course Review	Council Goal #1, #2
Critique Activities	Council Goal #1
Office of the State Fire Marshal Certification and Records	Council Goal #1

Division Activities**1. Support Activities – Activity Cost \$104,251**

Provide general support to Department and outside entities by producing an annual report and participating in 300 staff meetings per year.

2. Course Development – Activity Cost \$58,326

Upgrade, develop, and standardize 6 courses, in accordance with National Fire Protection Association (NFPA) standards, to ensure firefighters are in compliance with nationally recognized fire and safety standards.

3. Course Coordination – Activity Cost \$78,682

Provide coordination between the Department, Illinois Central College (ICC), Illinois Fire Service Institute, and students for classes and presentations to prevent duplication and provide optimum training opportunities for personnel.

4. Course Presentation – Activity Cost \$105,750

Present courses required by Office of the State Fire Marshal (OSFM) and National Fire Protection Agency (NFPA) to increase firefighter job knowledge, performance, and skill

requirement, to ensure firefighters are in compliance with nationally recognized fire and safety standards.

5. Course Review – Activity Cost \$27,384

Review and evaluate courses for content and presentation techniques, in accordance with National Fire Protection Agency (NFPA)/Office of the State Fire Marshal (OSFM) Instructor I and II course criteria to maintain 100% student satisfaction.

6. Critique Activities – Activity Cost \$18,186

Provide the Department with 12 post-incident critiques to analyze strong points and areas that need improving for more effective and safer operations.

7. Office of the State Fire Marshal Office (OSFM) Certification and Records – Activity Cost \$42,918

Monitor and provide guidance for Office of the State Fire Marshal (OSFM) certifications. Maintain all training records for the Department, as required for audit inspections by Illinois Department of Public Health, (IDPH), Office of the State Fire Marshal (OSFM), and Illinois Department of Labor (IDOL).

Service Level Trend Table

	FY 2001	FY 2002	FY 2003
Produced Annual Report	1	1	1
Senior Staff and Division Meetings	300	300	300
Developed Courses	1	2	6
Presented Courses	4	6	10
Facility/Support for OSFM Testing	5	5	5
Post-Incident Analysis	13	12	12

Department Mission Statement

The Peoria Fire Department is committed to protecting the lives and property of the citizens of Peoria and strives to meet this commitment by providing fire protection, prevention, suppression, rescue, and emergency medical services.

Division - Prevention

Fire Prevention manages emergency medical services (EMS) administration, fire inspections, fire investigations, hazardous material administration, and public education. These functions supplement the efforts of suppression personnel to reduce injuries, deaths, and property loss due to fire, medical emergencies, or hazardous material incidents.

Fiscal 2002 Accomplishments

- Conducted 215 building plan reviews.
- Conducted 250 site plan reviews.
- Performed 20 Certificate of Occupancy inspections.
- Performed 800 building inspections.
- Presented 130 fire safety presentations.
- Investigated 80 (29 arson) fires.
- Involved with 7 juvenile firesetter interventions.
- Issued 4 petroleum tank installation/removal permits.
- Issued 12 tent permits.
- Issued 15 special burn permits (construction and wildland).
- Issued 20 pyrotechnic/fireworks permits.
- Issued 150 recreational burn permits.
- Responded to 34 referrals/complaint inspections.
- Reviewed 70 fire protection system installations.

Desired Program Outcomes for 2003

- Maintain emergency medical services (EMS) proficiency levels, in accordance with Illinois Department of Public Health (IDPH) and local mandates, to ensure quality emergency medical services (EMS) service to our community.
- Improve the safety of our community through professional plan review process that ensures fire code compliance of site developments and new and/or remodeled buildings to reduce property loss, deaths and injuries due to fire.
- Diminish fire hazards within the community through comprehensive fire safety/target hazard inspections of commercial, business, public assembly, and multi-family occupancies to reduce property loss, deaths, and injuries due to fire.
- Improve the overall safety awareness of the business community by maintaining the Emergency Evacuation Procedure Assistance Program.

- Improve the safety and welfare of firefighters and the community by determining and understanding the cause and origin of fires in our community through comprehensive fire scene investigations, arrests, and prosecution of arsonists.
- Maintain hazardous material technician proficiency levels, in accordance with federal requirements and Occupational Safety and Health Administration (OSHA) guidelines, to ensure the safety and welfare of firefighters and the community, in the event of a spill or release; certify personnel to the Hazardous Material Technician B level.
- Improve the overall safety and welfare of our firefighters and the community by identifying the location, amount, and characteristics of hazardous material within the City through the implementation of the Hazardous Material Inspection Program.
- Reduce the number of fires, injuries, and deaths through innovative public education/ fire safety awareness programs and smoke detector installation programs.

Outcome Trends Table

	FY 2001	FY 2002	FY 2003
Percent Personnel Certified EMT-B	100%	100%	100%
Reduce Property Loss due to Fire	\$2,423,481	\$2,513,405	\$2,600,000
Reduce Firefighter Injuries	43	45	43
Fire Deaths	0	2	1
Percent Certified HazMat Tech A/B	43%	52%	61%

Activities Linked to Council Goals

Emergency Medical Services Administration	Council Goal #1, #2
Fire Inspections	Council Goal #2
Fire Investigations	Council Goal #2
Hazardous Material Administration	Council Goal #1, #2
Public Education	Council Goal #1, #2

Division Activities

1. Emergency Medical Services (EMS) Administration – Activity Cost \$93,323

Provide 5,070 hours continuing emergency medical services (EMS) proficiency training, quality assurance, and required documentation for all personnel, in accordance with Illinois Department of Public Health (IDPH) requirements and local emergency medical services (EMS) system mandates, to ensure quality emergency medical services (EMS) to our community, in addition to 338 hours of automatic external defibrillator training. This allows the Department to operate as pre-hospital care providers at the Emergency Medical Technician-Basic/Defibrillator (EMT-B/D) level, in accordance with Illinois Department of Public Health (IDPH) and Peoria area emergency medical systems (EMS) requirements.

2. Fire Inspections – Activity Cost \$295,100

Conduct 150 plan reviews with contractors to ensure compliance, in accordance with International Fire/Building Codes and the National Fire Protection Agency (NFPA) 101 Life Safety Code; conduct 800 fire safety/target hazard inspections throughout the community to identify code violations and safety hazards that may adversely impact the community; provide 26 high-rise emergency evacuation plan reviews/drills to ensure compliance with adopted codes. The International Fire Code outlines high-rise evacuation be accomplished periodically under supervision of the Department. This is a preventative measure to ensure buildings being constructed or remodeled are in compliance and provide the highest level of safety.

3. Fire Investigations – Activity Cost \$188,582

Conduct 90 fire scene investigations to determine the cause and origin of fires - 43% of which were determined to be incendiary (arson) and were processed through the legal system and 57% consisted of 26 accidental, 18 undetermined, and 7 juvenile firesetters; provide prevention education, counseling, and assessment to youthful firesetters in our community through the Juvenile Firesetter Intervention Program. The Department is required to investigate fires in accordance with National Fire Protection Agency (NFPA) and has a responsibility to the community to ensure the safety of its citizens by identifying and counseling troubled youths.

4. Hazardous Material Administration – Activity Cost \$518,727

Provide 2,250 hours of proficiency training, quality assurance, and required documentation for all Department hazardous material technicians, in accordance with *Federal Requirement 29 CFR1910.120* and Occupational Safety and Health Administration (OSHA) guidelines, to ensure the safety and welfare of firefighters and the community in the event of a spill or release; coordinate 1,200 inspections through the Hazardous Material Inspection Program, for the identification and site location of hazardous material.

5. Public Education – Activity Cost \$82,891

Provide 45 public education/fire safety awareness programs to children, adults, senior citizens, and challenged citizens through local civic organizations, neighborhood associations and public, private and parochial schools; administer 80 smoke detector and 80 CO detector installations. Public education is promoted to meet the Department's social and moral obligations to the community.

FIRE DEPARTMENT**DIVISION – PREVENTION****Service Level Trend Table**

	FY 2001	FY 2002	FY 2003
1. Emergency Medical Services Administration			
AED Recertification (hours)	368	368	338
In-Service EMT Training (hours)	5,520	5,520	5,070
2. Fire Inspections			
Arson Fires	47	29	40
Building Inspections	719	800	800
Building Plan Review	139	215	150
C of O Inspections	47	20	30
Complaint-Driven Inspections	27	34	35
Evacuation Plan Reviews	14	26	26
Site Plan Reviews	214	250	250
3. Fire Investigation			
Fires Investigated	93	80	90
4. Hazardous Material Administration			
Hazardous Material Inspections	1,009	1,171	1,200
Hazardous Material Training	2,064	2,112	2,250
5. Public Education			
Public Education Presentations	202	130	45
Smoke Detector Installations	153	335	80
CO Detector Installations	118	146	80

Department by Major Object

	Personnel Services	Employee Benefits	Contractual	Supplies	Total
Fire Administration	\$308,728	\$112,486	\$50,170	\$12,500	\$483,884
Fire Training	\$292,268	\$106,489	\$33,720	\$3,020	\$435,497
Fire Operations	\$11,545,486	\$4,206,628	\$245,410	\$261,775	\$16,259,299
Fire Prevention	\$823,521	\$300,052	\$55,050	\$0	\$1,178,623
Total	\$12,970,003	\$4,725,655	\$384,350	\$277,295	\$18,357,303