



# Winona Fire Department 2015 Annual Report





## WINONA FIRE DEPARTMENT

*Serving Since November 1, 1889*

Headquarters - 451 E. 3rd St.

Winona, MN 55987-3912

FAX: 507/452-0345

[www.cityofwinona.com](http://www.cityofwinona.com)

January 21, 2016

Mayor, City Council and City Manager,

### **RE: 2015 Winona Fire Department Annual Report**

The Winona Fire Department responded to 2218 calls for help in 2015. Rescue and emergency medical calls account for 72% (1604) of our overall call volume. With a significant percentage of Winona citizens (baby boom generation) nearing retirement age; all projections point to continued increase in emergency medical response. With current staffing and paramedic licensure, the department will continue to provide advanced life support (ALS) engine response from both stations.

The Winona Fire Department responded to 614 (28%) fire related calls in 2015. The department extinguished 63 fires/hazardous conditions of various types during the year; all but 25 (general page-ins) were handled by on-duty staff.

Fire prevention continues to be a top directive for the department. Life safety/fire inspections (474) and residential home inspections (28) will continue to be a priority in 2016.

The 2015 budget allowed for a West Fire Station addition/renovation. With completion in December, approximately 600 square feet was added to the original apparatus bay. Cosmetic improvements to living quarters should be completed in January 2016. The West Station should be well suited to provide fire protection needs for the west end of town well into the foreseeable future.

The department took delivery of a new 105' Pierce aerial in December. The new aerial will replace a 1993 105' Pierce aerial and will operate out of Central Station.

The department took delivery of a new 75' Pierce aerial in December. The new aerial will replace a 1996 50' Pierce aerial, and operate out of the West Station.

This report contains detailed information on activities and statistics of the department.

You are encouraged to contact this office for any further explanations or to tour our facility.

Respectively Submitted,

A handwritten signature in black ink that reads "Curt Bittle".

Curt Bittle, Fire Chief

# Table of Contents

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Jurisdiction Protected.....	1
City of Winona Representatives.....	1
Mission Statement.....	2
Code of Ethics.....	2
Organizational Statement.....	3
Organizational Flow Chart.....	4
Full Time Roster.....	5
Training.....	6
Part Time Program.....	7
Functions at Work Place.....	8
Performance of Duties.....	8
Emergency Response.....	8
Emergency Medical Services.....	9
Physical Fitness.....	10
Annual Service Testing of Fire Hose.....	10
2015 Statistics.....	11
Overlapping Calls.....	11
Pages.....	11
Emergency Record.....	12
Injuries.....	13
Mutual Aid.....	13
Response Time.....	13
Comparable Fire Loss.....	13
Bureau of Fire Prevention.....	14
Building Inspections.....	14
Permits, Licenses, Certificates.....	14
Fire Investigations.....	14
Prevention through Education.....	14
Public Education.....	15
2015 News.....	16

## Jurisdiction Protected

The Winona Fire Department protects: 24 sq. miles in the city  
27,944 people in the city

Within the Winona city limits there is one airport, one hospital, eight assisted living / nursing homes, two universities with associated off campus student dwelling units and one technical college. The Winona Fire Department protects 18.84 sq. miles of land area and 5.29 sq. miles of water area. Winona Fire Department also has mutual aid contracts with other departments in the surrounding area.



### City of Winona

Mayor: Mark Peterson

City Manager: Judith Bodway

Allyn Thurley	1 <sup>st</sup> Ward
Gerry Krage	2 <sup>nd</sup> Ward
Pamela Eyden	3 <sup>rd</sup> Ward
George Borzyskowski	4 <sup>th</sup> Ward
Michelle Alexander	At Large
Paul Double	At Large



**Mission Statement:**  
**The primary mission of the**  
**Winona Fire Department**

Is to provide a range of programs designed to protect the lives and property of the inhabitants of the City of Winona from the adverse effects of fires, sudden medical emergencies, or exposure to dangerous conditions created by either man or nature. The department will continue to provide for the expanding needs of the community beyond the extinguishment of fires

**Winona Fire Department**  
**Code of Ethics**

The Winona Fire Department is dedicated to the protection and preservation of life and property against fire, emergency medical conditions and other emergencies coming under its jurisdiction. Towards this endeavor, members of the department strive to live according to ethical principles consistent with professional conduct and shall;

Maintain the highest standards of personal integrity, be honest and straightforward in dealing with others and avoid conflicts of interest.

Place the public's safety and the safety of firefighters above all concerns; be supportive of training and education which promote safe living and working conditions.

Be mindful of the needs of others and assist them freely in developing their skills, abilities, and talents to the fullest extent; offer encouragement to those trying to better themselves, the Department and the Fire Service.

Be Supportive of the Minnesota State Fire Code, and the fire protection needs of the City of Winona.

Foster creativity and be open to consider innovations that may better enable the performance of the duties and responsibilities of the Winona Fire Department

Winona Fire Department  
Organizational Statement

Per OSHA 1910.156 and NFPA 1500 Chapter 2 (1992 Edition)

*Curt Bittle*

Fire Chief

January 1, 2016

Date

**Organizational Chart**

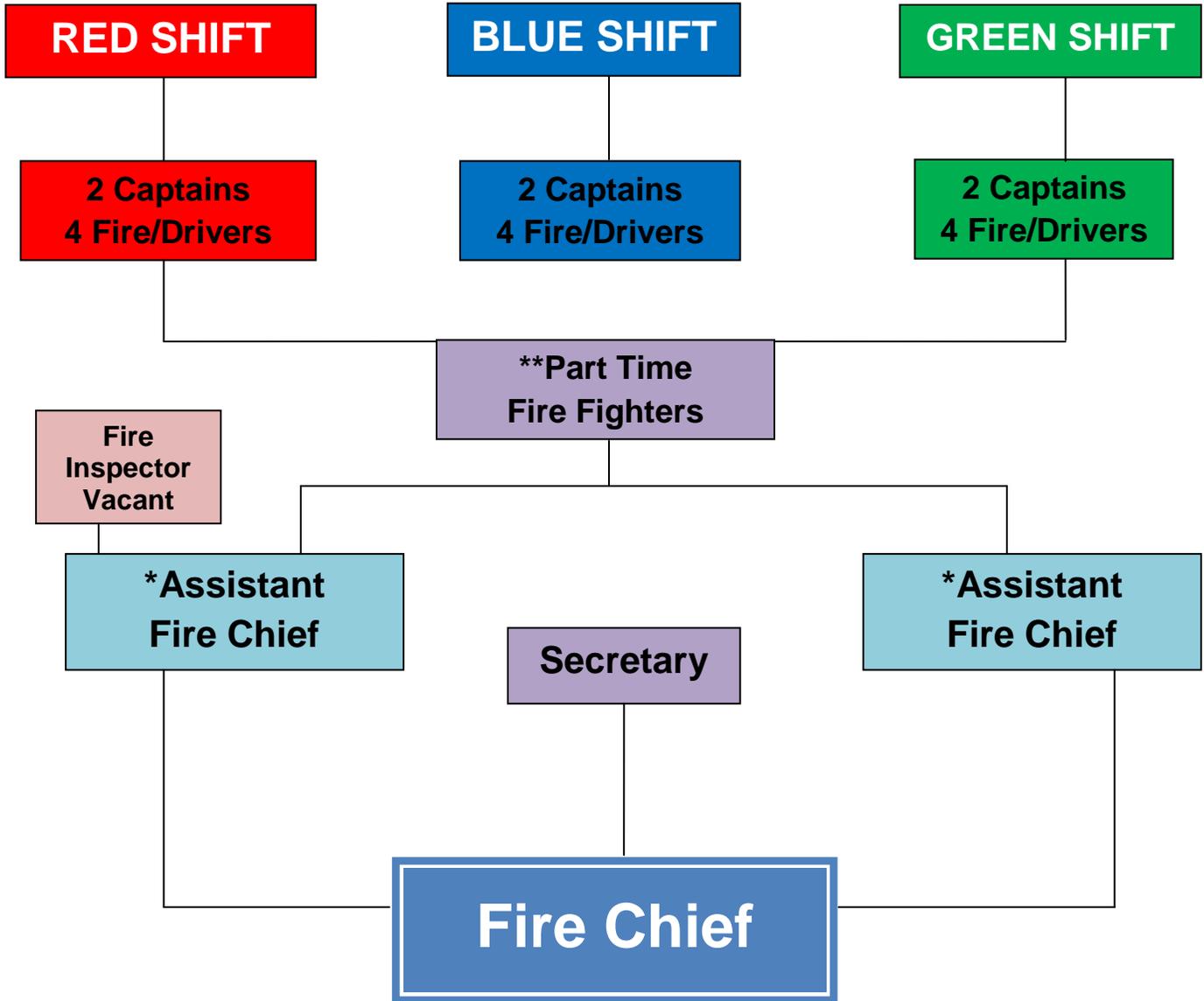
The organizational chart of the Winona Fire Department, as of January 1, 2015, is attached to this statement. As of that date, the department is authorized:

- 1 Fire Chief
- 2 Assistant Chiefs
- 6 Captains
- 12 Firefighter / Drivers
- 19 Active Part-time Firefighters

The Fire Chief and Two Assistant Chiefs work a 40-hour work week. One Assistant Chief is in charge of fire prevention and public education; and the other Assistant Chief is in charge of training and the part time program both Assistant Chiefs are of equal rank and answer directly to the Fire Chief. The six Captains and 12 career Firefighter/Drivers are normally assigned to 24-hour shifts averaging 56 hours per week. The 18 career personnel that are assigned to 24-hour shifts are divided into three shifts Red, Blue and Green. Each shift has two officers (Captains) assigned to it plus 4 Firefighter/Drivers. The Captain at the Central Station is the "Company Officer". The part time firefighters are paid on call.



# Winona Fire Department



\* One Assistant Fire Chief is primarily responsible for Fire Prevention, Public Education, Investigations, etc.

\* One Assistant Chief is primarily responsible for training, part time program, hazardous materials, etc.

\*\* There are a minimum of 15 and a maximum of 30 part time firefighters authorized by City Council. The numbers will vary.

# 2015 Full Time Roster

<b>40 Hour Per Week Personnel</b>		<b>Anniversary Date</b>
Fire Chief, Curt Bittle		8-18-92
Assistant Fire Chief, Britt Hendrickson		3-22-88
Assistant Fire Chief, Jason Theusch		10-14-99
<hr/>		
<b>Captains</b>		
Jim Pelley		3-31-86
Duane Chadbourn		8-18-92
Brandon Luehmann		11-5-05
Shawn Kohner		4-13-02
Joel Corcoran		4-19-02
Matt Lisowski		12-23-05
<hr/>		
<b>Firefighter / Drivers</b>		
Mark Vieth		5-23-07
<hr/>		
<b>Firefighter / Driver / Paramedics</b>		
Mark Allred		12-24-04
Kirk Skogebo		3-26-09
Matt Yackel		12-15-10
Nathan Speltz		6-21-11
Shaun Bartelson		7-21-11
Derick Ritter		9-25-11
Brandon Czaplewski		4-29-12
Pete Brueggen		4-27-13
Charles Mayer		4-13-14
Mike Allred		5-11-14
*Andrew Lisson		3-28-15
<i>*Entrance Firefighter</i>		
<b>Secretary</b>		
Crystal Srock	(20 Hours/Week)	8-13-12
<hr/>		
<b>Retired</b>		
Larry Vogen		2-7-1990    3-27-2015

## Training

Assistant Chief Britt Hendrickson is the assistant chief in charge of training. Assistant Chief Britt Hendrickson plans, schedules and monitors all training whether it is in house training or outside training at other facilities. Fire Department training is divided into several general areas including; firefighting, emergency medical services, hazardous material, and rescue. It is recognized that much of the training overlaps; however, these are general guidelines for record keeping purposes. Assistant Chief Britt Hendrickson also maintains the training records of all the Winona Fire Department Personnel by keeping all the records and certificates in their own personal binders. These binders are available for inspection by any regulatory agency or the individual.

Prior to becoming a career firefighter, an individual must successfully complete Basic Firefighting training and be a certified Firefighter I by the State Fire Service Certification Board, and be Certified as an Emergency Medical Technician by EMS Regulatory Board.

Assistant Chief Britt Hendrickson is also in charge of the part time firefighters. Part time personnel usually train on the first 3 Wednesday nights of each month for a total of three hours each night. They are also given opportunities to attend training outside of the department. In addition to regular training, part time personnel are encouraged to participate in the “ride along” program. To participate in the ride along program the part time employee must have prior approval of the Assistant Chief In charge of training. Other requirements are Successful completion of Basic Firefighter Training Program (to be allowed to combat and extinguish fires) and certified as a “First Responder” or “Emergency Medical Technician” (to be allowed to assist with emergency medical calls). A part time ride along can be conducted between the hours of 0800 and 2200 and be no more than 8 hours in duration. This is an opportunity for the part time fire fighters to become familiar with the apparatus and daily operations at the stations and to gain experience.



## Part Time Program

The part time program was started in June of 1992. Part time firefighters go through the same hiring process as the full time city employees, including a written test, agility test and interview. They are paid an hourly rate based upon their level of certification. Below is a listing of the various certification levels of part time personnel.

Last Name	First Name	Step	Certification Level	EMS / Paramedic	Haz/Mat
Anderson	Brent	D	II	EMT	OPER
Bartelson	Bradley	D	II	FR	OPER
Benson	Matthew	D	II	EMT-B	OPER
Carlson	Timothy	D	II	EMT	OPER
Casperson	Charles	C	I	FR	OPER
Connell	Thomas	A	II		OPER
Cottrell	Daniel	D	II	FR	AWARE
Douglas	Paul	D	II	FR	AWARE
Geiger	Ryan	A	II		OPER
Harris	Jeffery	D	II	FR	AWARE
Larson	Chad	D	II	EMT	OPER
Lossen	Alex	D	II	EMT	OPER
Merchlewitz	Rodney	D	II	FR	OPER
Meyer	Andrew	D	II	FR	OPER
Mullen	Robert	D	II	EMT-B	OPER
Passehl	Craig	D	II	EMT	OPER
Sackreiter	Aaron	A	II		OPER
Schmelzer	Josh	D	II	EMT	AWARE
Van Brunt	Bill	D	II	EMT	AWARE



## **Functions at the Workplace**

Career and part time personnel maintain fire department facilities, apparatus, vehicles, and equipment. Major repairs beyond the expertise and time constraints of personnel, are performed at the City of Winona Central Garage, or contracted out.

## **Performance of Duties**

All personnel are expected to perform the arduous tasks of an interior structural firefighter. Additionally, members are expected to perform emergency medical services, rescue operations and certain corrective actions at hazardous material incidents.

It is the intention of the Winona Fire Department to ensure that its members are properly trained and equipped to perform the tasks expected of them, to provide for their safety and to be in compliance with all regulatory agencies. No member of the department is ever expected to perform duties beyond the scope and intention of their training, personal protective equipment and emergency response equipment.

## **Emergency Response**

Currently the Winona Fire Department maintains 5 Personnel on duty, 24 hours per day, every day of the year. The 5 personnel are divided between the two stations and come together for training, apparatus maintenance and certain social events.

Shift Captains are authorized to “page” off duty and part time personnel whenever the need is recognized and shall page all personnel for all confirmed structure fires.



# Emergency Medical Services

## Firefighter/Driver/Paramedic Matt Yackel

### Advance Life Support Procedures (ALS) in 2015

<b>King Airway</b>	<b>9</b>
<b>CPAP</b>	<b>0</b>
<b>Defibrillations</b>	<b>11</b>
<b>EKG Monitoring</b>	<b>100</b>
<b>IO Therapy</b>	<b>42</b>
<b>Albuterol</b>	<b>9</b>
<b>Epinephrine</b>	<b>7</b>
<b>Nitroglycerin</b>	<b>11</b>
<b>Aspirin</b>	<b>17</b>
<b>Dextrose 50%</b>	<b>2</b>
<b>Oral Glucose</b>	<b>5</b>
<b>EPI Pen</b>	<b>0</b>
<b>Naloxone</b>	<b>1</b>



The Winona Fire Department responded to a total of 1,604 medical calls in 2015. The number of medical calls increased by 4% compared to 2014. To assure the highest quality of medical care is provided the department continues to invest time and money into training and equipment. All shift personnel are registered

as Emergency Medical Technicians, with 14 of the 18 shift personnel maintaining Paramedic licenses.



Dr. Wayne Kelly

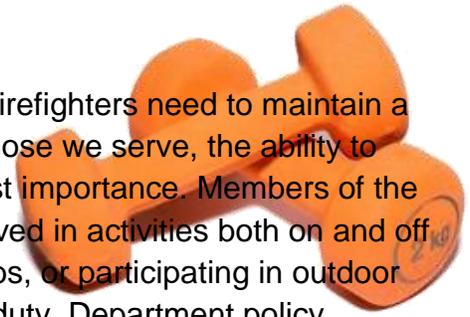


Dr. Carlos Morales

After more than 25 years Dr. Wayne Kelly stepped down as the department's medical director. Dr. Carlos Morales accepted the position as Winona Fire Department's Medical Director in 2015. Dr. Morales has been an Emergency Department Physician at Winona Health since 2002, and serves as medical director for several other agencies in the Winona area.

## Physical Fitness Captain Jim Pelley

Whether station duty, training or on an emergency run, firefighters need to maintain a high level of fitness. To ensure safety for our crews or those we serve, the ability to carry out our duties in a professional manner is of utmost importance. Members of the Winona Fire Department take this to heart and are involved in activities both on and off duty to maintain ourselves. You will find us in health clubs, or participating in outdoor activities on off days, and in our fitness rooms while on duty. Department policy provides workout time in the 24 hour shift. We must meet the challenges each day offers and keep ourselves prepared for the future events. Our health and fitness is important, and is needed and expected by the community we serve. Every year the Winona Fire Department provides, at no cost to any member, full time and part time, a periodic physical examination to ensure that the member is physically capable to perform the duties of an interior structural fire fighter. Also every year the hazardous material technician physical exams are provided to full time personnel.



## Annual Service Testing of Fire Hose Captain Duane Chadbourn



CL	Cross Lay-Precon
HR	Hi Rise Pack
HB	Hose Bed
MU	Make Up Line
B	Blitz Line-Precon

All Winona Fire Department fire hose on apparatus or in storage is inspected and pressure tested annually. The purpose of the service test is to insure the safety and reliability of the fire hose when it is used at each incident.

Hose Summary 2015	1 ½ "	1 ¾ "	2 ½ "	3"	5"
Engine 1		400 PC 200 HR	1000 HB 200 PC		500 HB 50 MU
Engine 2		400 PC 200 HR	1000 HB	500 HB	1000 HB 50 MU
Engine 3		400 PC 100 HR	800 HB 200 PC		500 HB 50 MU
Engine 4		500 PC 200 HR	1000 HB 200 PC		500 HB 50MU
Ladder 1		400 PC 200 HR	750 HB 200 PC		500 HB 50 MU
Tanker 1	600 HB		500 HB	50	
Boat	50				
Hose Tower or Storage	450	2,250	1,300	100	250
Bought New					
Retired					

## 2015 Statistics

According to the National Fire Protection Agency (NFPA) a Structural Fire is defined as follows: “any fire the requires the use of a 1 ½ inches or larger fire attack hose line and that also requires the use of self-contained breathing apparatus for members entering the hazardous area”.

Recent history of this type of fire is:

2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
17	8	11	8	10	7	16	8	16	20	22

## Overlapping Calls

2008	157
2009	149
2010	136
2011	165
2012	171
2013	179
2014	178
2015	204

When we receive calls for assistance prior to clearing the scene of a previous call it is defined as an overlapping call. It would be extremely difficult to respond to this type of call in a timely manner with less than the mandated 5 person crew. The record for this type of call is shown in the chart.



## Pages

Fire Officers are authorized to page off-duty personnel and part time personnel whenever the need arises. They are to page for assistance at all confirmed structure fires.  
*There were 25 General Pages in 2015*

2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
23	15	21	19	10	10	21	15	16	20	25

Average number of personnel responding to *General Pages*. These numbers do not include the minimum staff level of five (5) or the chief officers.

### *General Pages (all shifts)*

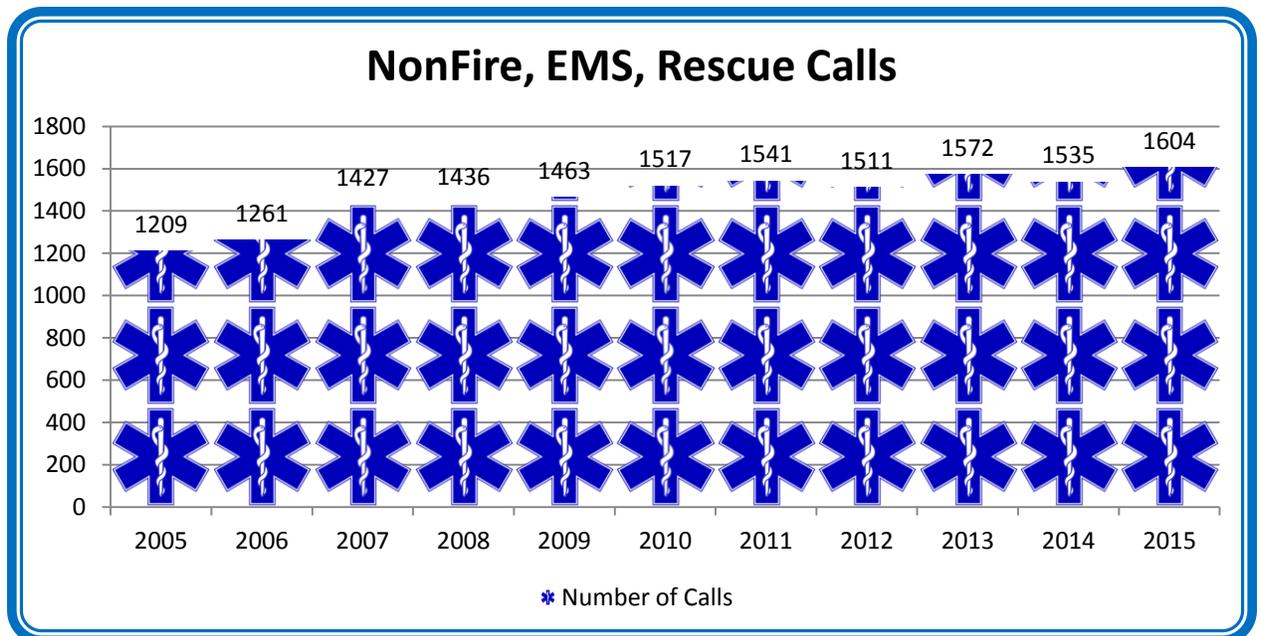
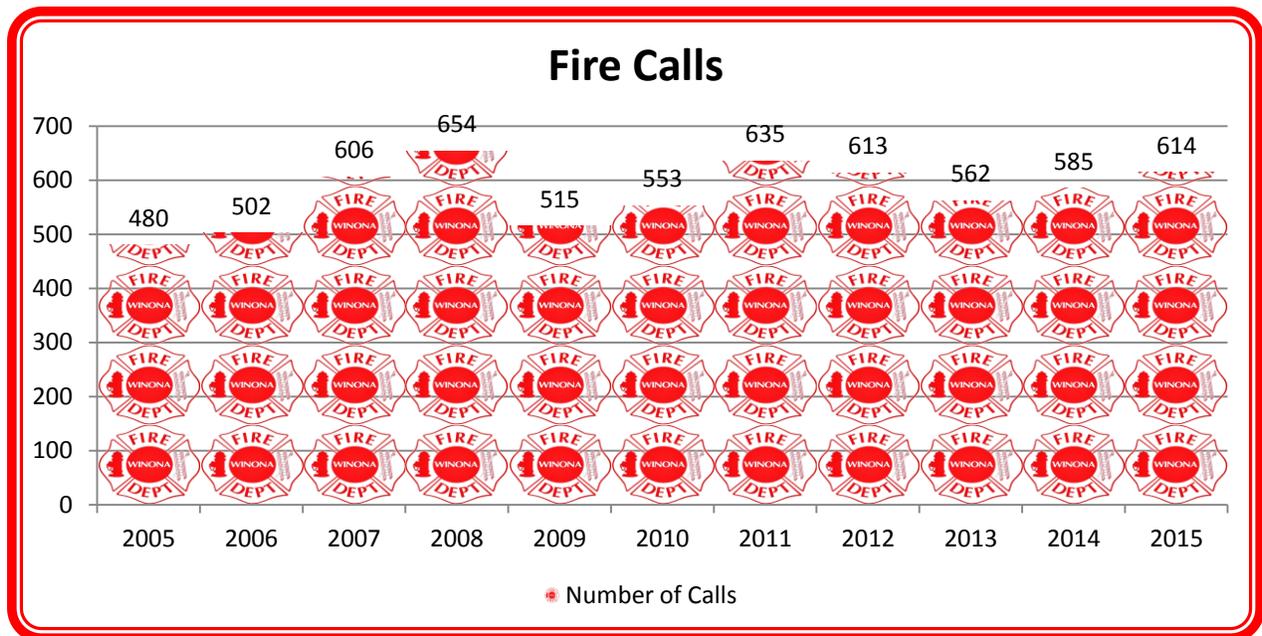
Within	5 Minutes	3.16 Personnel
Within	10 Minutes	4.24 Personnel
Within	15 Minutes	4.08 Personnel
Within	20 Minutes	2.48 Personnel

Accumulative totals of off duty personnel responding to a *General Page*

Within	5 Minutes	3.16 Personnel
Within	10 Minutes	7.4 Personnel
Within	15 Minutes	11.48 Personnel
Within	20 Minutes	13.96 Personnel

# Emergency Record

Year	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
Fire/Fire Related	480	502	606	654	515	553	635	613	562	585	614
EMS Rescue	1209	1261	1427	1436	1463	1517	1541	1511	1572	1535	1604
<b>Total</b>	<b>1689</b>	<b>1763</b>	<b>2033</b>	<b>2090</b>	<b>1978</b>	<b>2070</b>	<b>2176</b>	<b>2124</b>	<b>2134</b>	<b>2120</b>	<b>2218</b>



## Injuries

There have been no recorded fire deaths in the City of Winona in the past 10 years.

Year	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
<b>Civilians</b>	1	2	2	2	0	0	5	1	0	1	1
<b>Firefighters</b>	5	8	11	7	9	5	9	6	11	3	3
<b>Total</b>	6	10	13	9	9	5	14	7	11	4	4

## Mutual Aid

The Winona Fire Department received mutual aid twice.

Winona Fire Department gave mutual aid 1 time to surrounding communities.

## Response Time

Winona Fire Department measures response time from the time we get the call until the first unit is on scene. The Winona Fire Department average emergency response time for the year 2015 was 4:07.

## Comparable Fire Loss

Year	Fire Alarm Calls	Fire Loss \$ Amount
2005	480	\$722,371
2006	502	\$1,259,701
2007	606	\$419,776
2008	654	\$911,849
2009	515	\$729,575
2010	553	\$560,050
2011	635	\$2,000,585
2012	613	\$1,028,301
2013	562	\$2,068,439
2014	585	\$1,760,381
2015	614	\$1,466,714



## **Bureau of Fire Prevention**

Assistant Chief Jason Theusch is in charge of fire prevention programs, plan reviews and facility maintenance. Assistant Chief Jason Theusch works with building officials, architects, and designers to ensure that new construction meets the State Fire Code. Additionally Assistant Chief Jason Theusch reviews all plans for fire protection systems to help ensure compliance with current codes.

## **Building Inspections**

An important part of fire prevention is that of conducting fire inspections. The Winona Fire Department has been updating the way these inspections are tracked and filed for future needs. The Winona Fire Department conducted a total of 474 inspections this year. In both existing properties and new construction, there were 25 plans reviewed for construction projects, automatic suppression systems and fire alarm systems.



## **Permits, Licenses & Certificates**

Last year, the bureau issued a total of 52 permits, licenses and certificates, for the purpose of flammable liquid installations, extinguishing system installations, maintenance of portable extinguishers and extinguishing system and burn authorizations.

## **Fire Investigations**

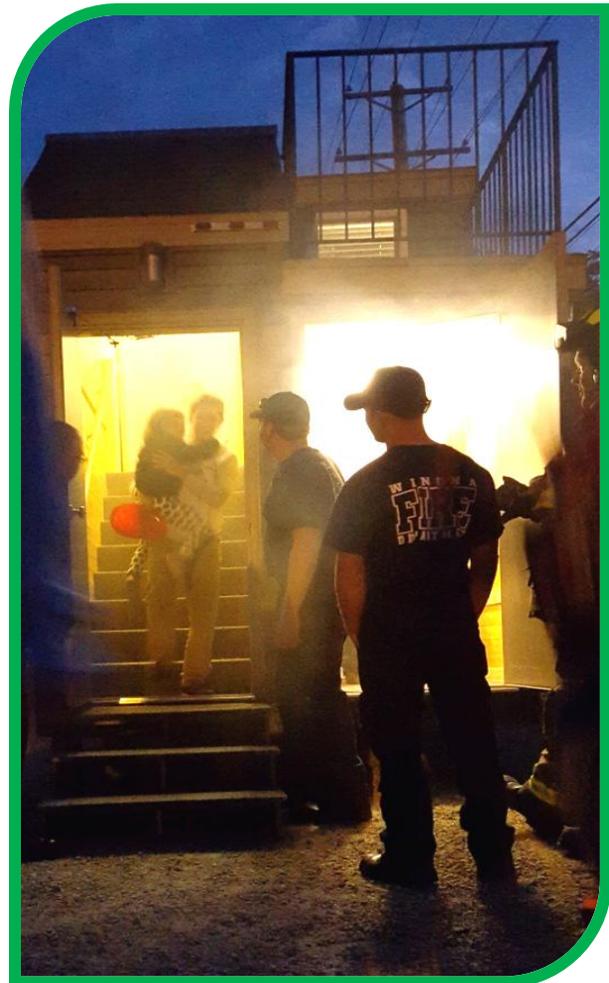
A total of 11 formal cause and origin fire investigations were conducted by the bureau, with 9 being determined accidental and 2 being determined incendiary. 2 fires were effectively controlled and extinguished by automatic sprinkler protection within separate industrial occupancies. Minimal damage was incurred.

## **Prevention Through Education**

While basing our program on the importance of public relations, our primary objectives continue to emphasize the prevention of fire, public education and the investigation of fire. It is through these objectives that enhanced attitudes and safer properties can be produced, with the occurrence and severity of fires being greatly reduced.

## Public Education

Education continues to be an important part of the Fire Prevention program. Last year our program reached a total of 69 groups that ranged from pre-school children to adults. The fifth grade Junior Fire Inspector program included approximately 295 students. This program is conducted by firefighters with direction provided by Firefighter/Driver Mark Vieth. In addition, station tours and truck visits included approximately 5 groups, with 343 persons. There were also approximately 450 people who attended our annual open house during Fire Prevention Week. All total, there were approximately 1645 people present. Success of the program has been realized by safely evacuating from fire, and increased effective public use of fire extinguishers.



### **Highlights from the 2015 Fire Prevention Week Open House at Central Station.**

Top Left: Kitchen Fire Demo Trailer Shows what happens when you put water on an oil fire.

Bottom Left: Fun for the kids in the Sparky Bounce House

Right: the Smoke House gives you a little better of an idea of what it's like getting out of your house if it's filled with smoke from a fire. Practice your plan!

## 2015 News



Captain Larry Vogen retired on March 27, 2015 after 25 years of service. Captain Vogen started with the Winona Fire Department on February 7, 1990, and was promoted to Captain December 15, 1998.



Shawn Kohner started his probationary year as the new Captain of the Blue shift. Captain Kohner Started with the Winona Fire Department as a part time firefighter December 12, 1998 and was promoted to fulltime April 13, 2004.



Andrew Lisson Started his Probationary year as a new full time firefighter. Andrew started as a part time firefighter on January 4, 2011 and started his first year as a full time firefighter on March 28, 2015



Congratulations to Charles Mayer, Mike Allred and Captain Matt Lisowski (left to right) for completing their year of probation! They are great assets to the Winona Fire Department and we look forward to the years ahead.