

**Winona**  
**FIRE**  
**Department**  
**2019 Annual Report**





## Winona Fire Department

*Serving Since November 1, 1889*

Headquarters – 451 East 3<sup>rd</sup> Street

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<http://www.cityofwinona.com/city-services/fire-department/>



January 1, 2020

Mayor, City Council, City Manager,

### **RE: Winona Fire Department 2019 Annual Report**

On behalf of the members of the Winona Fire Department, I proudly present the Winona Fire Department annual report as a reflection of the dedication, professionalism, and commitment to the departments' vision of reducing and mitigating fire, rescue and medical events in the community we serve.

The Winona Fire Department responded to 2,483 calls for help in 2019. Rescue and emergency calls account for 68% (1696) 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 787 (32%) fire related calls in 2019. The department extinguished 48 fires of various types during the year; all but 17 (general pages) were handled by on-duty staff. The Winona Fire Department continues to invest time and money in our risk reduction plan for the City of Winona.

To help establish appropriate fire insurance premiums for residential and commercial properties, insurance companies need reliable, up to date information about a communities fire protection services. Insurance Service Organizations (ISO) provides that information through the Public Protection Classification (PPC) Program. The City of Winona continues to hold a PPC rating of 2. Only a few cities in the state of Minnesota enjoy this prestigious classification. This classification is a direct reflection of continued council support for public safety and essential service provided to the citizens of Winona.

Extreme weather events have been well documented across the Midwest over the past 10 years. Flooding and severe weather continue to lead the list of natural disasters threatening Winona. The City of Winona's flood/evacuation policy was updated in 2019. Swiftwater rescue equipment and training continue to be a priority. Structural collapse response has been added to the departments' capabilities.

This report contains detailed information on activities and statistics of the department. You are encouraged to contact this office for any further explanation or to tour our facilities.

Respectfully Submitted,

Curt Bittle, Fire Chief

# Winona Fire Department

## 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.*

## 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.*

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## Jurisdiction Protected

The Winona Fire Department protects: 24 sq. miles in the city  
26,928 people in the city

Within the Winona city limits there is one airport, ten assisted living / nursing homes, one hospital, 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: Stephen Sarvi

Alyn Thurley	1 <sup>st</sup> Ward
Eileen Moeller	2 <sup>nd</sup> Ward
Pamela Eyden	3 <sup>rd</sup> Ward
George Borzyskowski	4 <sup>th</sup> Ward
Michelle Alexander	At Large
Paul Schollmeier	At Large

Winona Fire Department  
Organizational Statement

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

*Curt Bittle*

Fire Chief

January 1, 2020  
Date

**Organizational Chart**

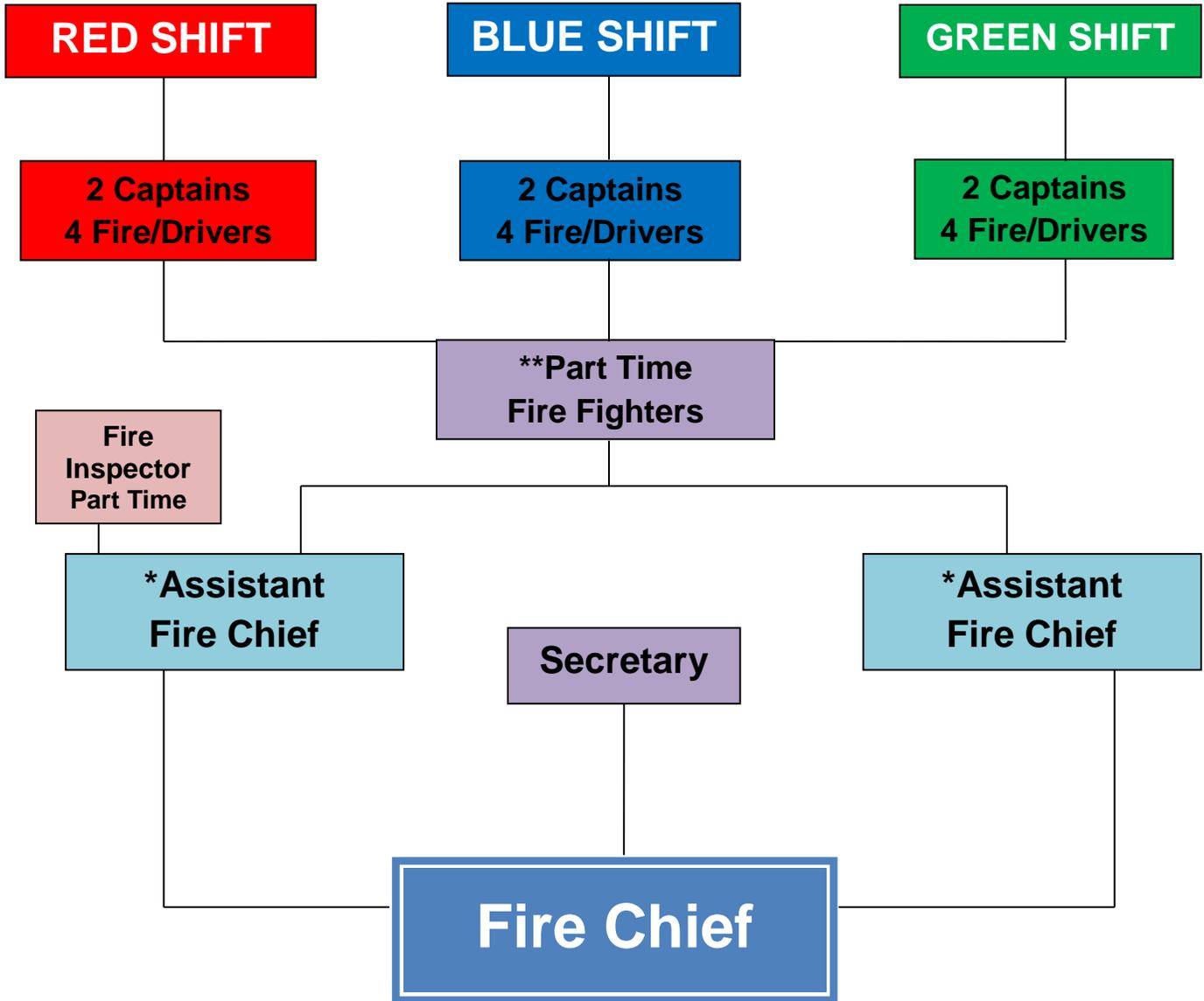
The organizational chart of the Winona Fire Department, as of January 1, 2019, is attached to this statement. As of that date, the department is authorized:

- 1 Fire Chief
- 2 Assistant Chiefs
- 6 Captains
- 12 Firefighter / Drivers
- 22 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.

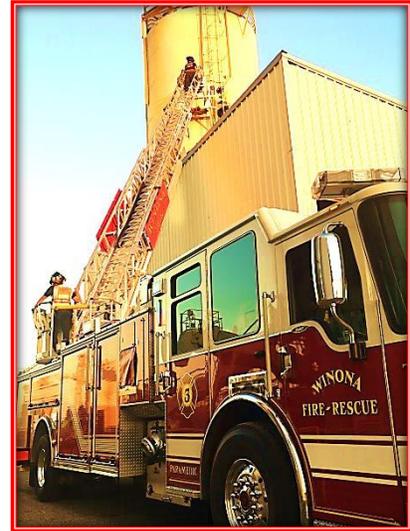
\*\* There are a minimum of 15 and a maximum of 30 part time firefighters authorized by City Council. The numbers will vary.

# 2019 Full Time Roster

<b>40 Hour Per Week Personnel</b>		<b>Anniversary Date</b>
Fire Chief, Curt Bittle		8-18-92
Assistant Fire Chief, Jason Theusch		10-14-99
Assistant Fire Chief, Joel Corcoran		4-19-02
<b>Captains</b>		
Duane Chadbourn		8-18-92
Brandon Luehmann		11-5-05
Shawn Kohner		4-13-02
Matt Lisowski		12-23-05
Kirk Skogebo		3-26-09
Matt Yackel		12-15-10
<b>Firefighter / Drivers / Paramedics</b>		
Mark Allred		12-24-04
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
Mike Allred		5-11-14
<b>Firefighter / Driver</b>		
Mark Vieth		5-23-07
Charles Mayer		4-13-14
Tom Connell		5-21-16
Brad Bartelson		5-6-17
Tim Carlson		1-1-18
<b>Secretary</b>		
Crystal Srock	(20 Hours/Week)	8-13-12

# Training

Assistant Chief Joel Corcoran is the assistant chief in charge of training. Assistant Chief Joel Corcoran 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 Joel Corcoran 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 Joel Corcoran is also in charge of the part time firefighters. Part time personnel usually train on the first three 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. 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
Auman	Mitchel	D	II	EMT	OPER
Barwald	Dustin	D	II	EMT	OPER
Brand	Reo	A	II		OPER
Brown	Matt	D	II	EMT	OPER
Casperson	Charles	D	II	EMT	OPER
Cottrell	Daniel	D	II	EMR	OPER
Douglas	Paul	D	II	EMR	TECH
Geiger	Ryan	D	II	EMT	TECH
Harris	Jeffery	D	II	EMT	OPER
Jensen	Bailey	D	II	EMT	OPER
Johnson	Alex	D	II	EMR	OPER
Kramer	Matthew	D	II	EMT	OPER
Mann	Kinser	A	II		OPER
Merchlewitz	Rodney	D	II	FR	TECH
Meyer	Andrew	D	II	EMT	OPER
Monson	William	D	II	EMR	OPER
Multhaup	Trevor	D	II	EMT	OPER
Passehl	Craig	D	II	EMT	TECH
Romine	Wesley	D	II	EMT	OPER
Van Brunt	Bill	D	II	EMT	OPER
Varner	Tyrell	D	II	EMT	OPER

## **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 Captain Matt Yackel

## Advanced Life Support Procedures (ALS) in 2019



King Airway	2
CPAP	3
Defibrillations	3
EKG Monitoring	113
IV / IO Therapy	56
Albuterol	16
Epinephrine	17
Nitroglycerin	13
Aspirin	24
Dextrose 50%	2
Oral Glucose	7
Naloxone	2

## 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

Hose Summary 2018	1 ½ "	1 ¾ "	2 ½ "	3"	5"
Engine 1		400 PC	800 HB		600 HB
		200 HR	400 PC		50 MU
Engine 2		400 PC	800 HB		600 HB
		200 HR	400 PC		50 MU
Truck 3		400 PC	800 HB		550 HB
		100 HR	200 PC		50 MU
Engine 4		400 PC	800 HB		600 HB
		200 HR	400 PC		50MU
Truck 1		400 PC	800 HB		600 HB
		200 HR	200 PC		50 MU
Tanker 1	600 HB		500 HB	50	
Boat	50				
Hose Tower or Storage	450	2,100	1,250	600	250
Bought New					
Retired		150	50		

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.



## 2019 Statistics

According to the National Fire Protection Agency (NFPA), a Structural Fire is defined as follows: “any fire that 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:

2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
10	7	16	8	16	20	22	13	7	11	14

## Overlapping Calls

2009	149
2010	136
2011	165
2012	171
2013	179
2014	178
2015	204
2016	167
2017	188
2018	220
2019	232

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 17 General Pages in 2019*

2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
10	10	21	15	16	20	25	17	14	10	17

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)*

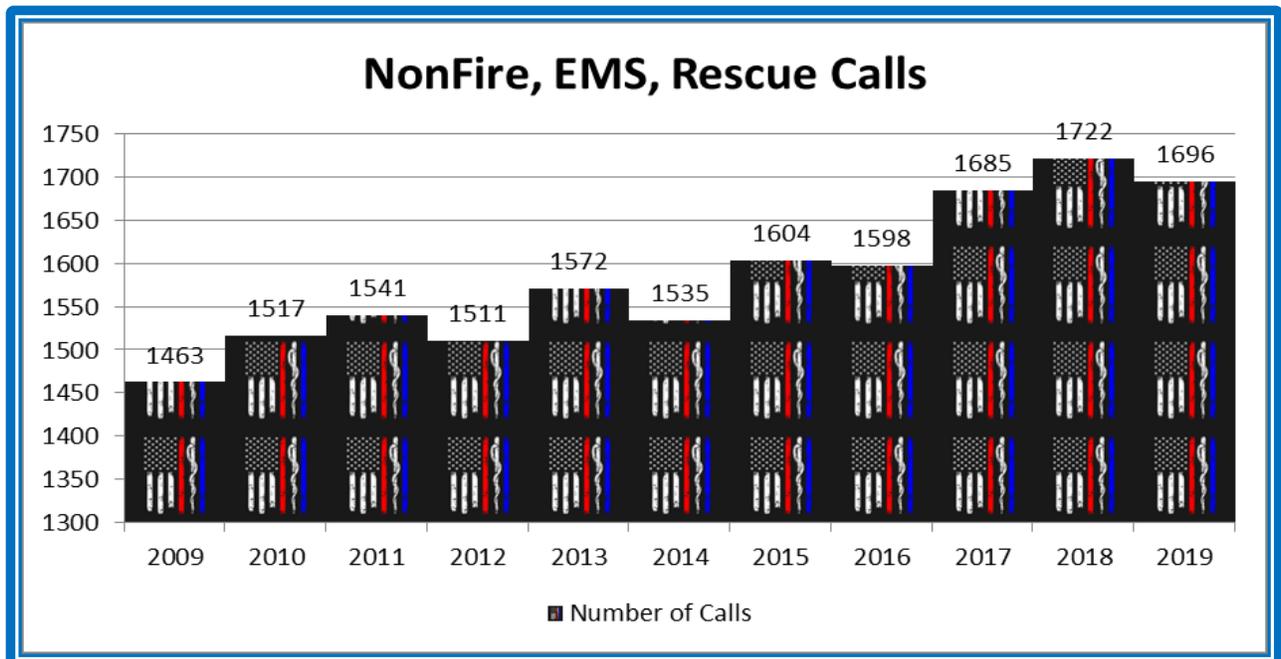
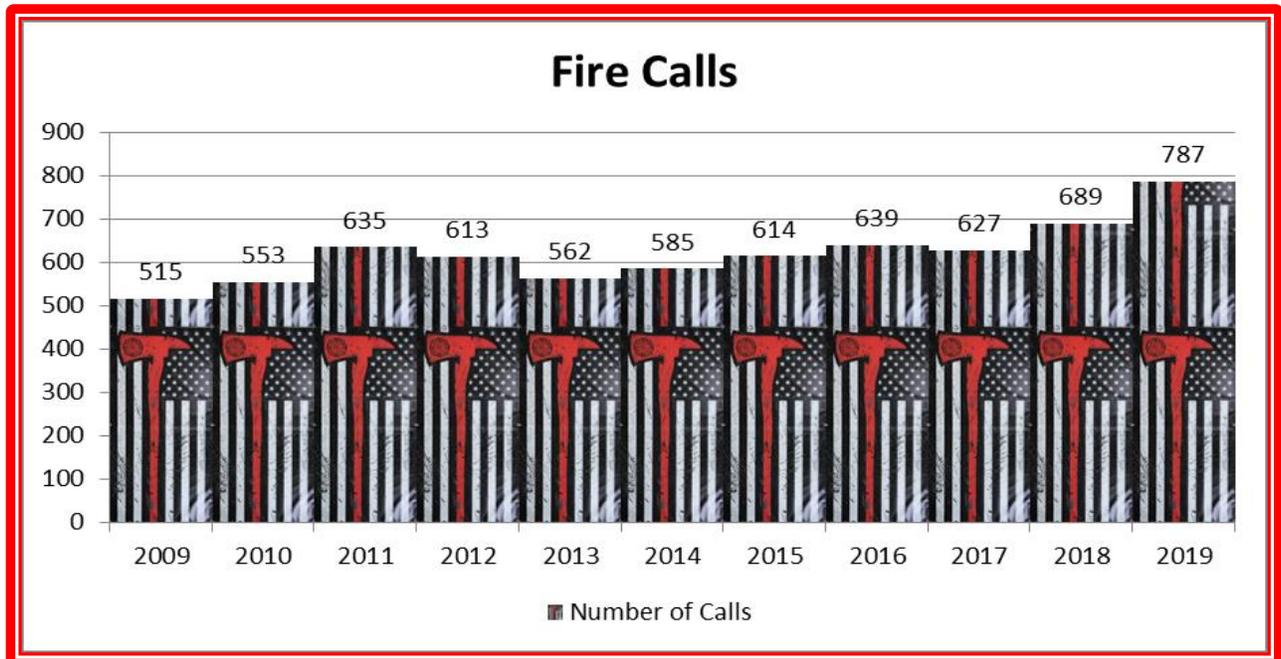
Within	5 Minutes	1 Personnel
Within	10 Minutes	4 Personnel
Within	15 Minutes	5 Personnel
Within	20 Minutes	3 Personnel

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

Within	5 Minutes	1 Personnel
Within	10 Minutes	5 Personnel
Within	15 Minutes	10 Personnel
Within	20 Minutes	13 Personnel

# Emergency Record

Year	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Fire/Fire Related	515	553	635	613	562	585	614	639	627	689	787
EMS Rescue	1463	1517	1541	1511	1572	1535	1604	1598	1685	1722	1696
<b>Total</b>	<b>1978</b>	<b>2070</b>	<b>2176</b>	<b>2124</b>	<b>2134</b>	<b>2120</b>	<b>2218</b>	<b>2237</b>	<b>2312</b>	<b>2411</b>	<b>2483</b>



## Injuries

There has been no recorded fire death in the City of Winona in the past year.

Recorded Injuries	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Civilians	0	0	5	1	0	1	1	1	3	1	0
Firefighters	9	5	9	6	11	3	3	3	1	0	8
Total	9	5	14	7	11	4	4	4	4	1	8

## Mutual Aid

The Winona Fire Department received mutual aid one time in 2019.

Winona Fire Department gave mutual aid three times to surrounding communities throughout the year.

## 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 2019 was 3:53.

## Comparable Fire Loss

Year	Fire Alarm Calls	Fire Loss \$ Amount
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
2016	639	\$673,000
2017	627	\$675,900
2018	689	\$376,250
2019	787	\$643,000



## **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 708 inspections this year. In both existing properties and new construction, there were 19 plans reviewed for construction projects, automatic suppression systems and fire alarm systems.



## **Permits, Licenses & Certificates**

Last year, the bureau issued a total of 91 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 17 formal cause and origin fire investigations were conducted by the bureau, with 15 being determined accidental.

## 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

Fire education continues to be an important part of the Fire Prevention program. Last year our program reached a total of 123 groups that ranged from pre-school children to adults. Station tours, truck visits, fire extinguisher training and public safety events included 1985 persons. There were also approximately 325 people who attended our annual open house during Fire Prevention Week. The fifth grade Junior Fire Inspector program included approximately 320 students. This program is conducted by firefighters with direction provided by Firefighter/Driver Mark Vieth. Success of the program has been realized by safely evacuating from fire, and increased effective public use of fire extinguishers.



## Hazardous Materials Response Truck



In 2019, The Winona Fire Department responded to 43 hazardous materials responses. This (pictured above) 1992 Marion Rescue Apparatus was placed in service in June of 2019. The Marion replaced a 1988 Chevy step van that had experienced a number of electrical and mechanical issues prior to being pulled out of service.



## **2019 News**

Winona Fire Department Swearing in Ceremony December 9<sup>th</sup>, 2019.



From left to right:

### **Captain Kirk Skogebo**

Kirk started with the Winona Fire Department part time program on January 3, 2006 and was promoted to full time fire fighter driver March 26, 2009. Kirk was promoted to Captain on March 26, 2016.

### **Tim Carlson**

Tim started with the Winona Fire Department part time program January 8, 2015. Tim has been promoted to full time fire fighter driver on January 1, 2018.

### **Tom Connell**

Tom started with the Winona Fire Department part time program January 8, 2015. Tom was promoted to full time fire fighter driver on May 21, 2016