



Excelsior Fire District

Proudly serving the Communities of:

Deephaven-Excelsior-Greenwood-Shorewood-Tonka Bay

24100 Smithtown Road
Shorewood, MN. 55331

2008 Year in Review



March, 2009



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Excelsior Fire District Board
Excelsior Fire District Operating Committee
Customers of the Excelsior Fire District

I am submitting the Annual report of the Excelsior Fire District for the year 2008. This year in review attempts to provide a review of the past year and compare with previous years in some specific situations. Fire departments across the nation and the State of Minnesota are no longer just responding to fires and the Excelsior Fire District is no exception. Fire Service activities include:

- **Response** – Fire, Emergency Medical Services (EMS), Personal Injury Crashes, Hazardous Materials, Natural Disaster, Heavy Rescue, Terrorism, Water/Ice Rescue, Aircraft Emergencies, Wildland/Grass, Mass Casualty, High Angle Rescue, and Confined Space Rescue
- **Investigations** – Fire Cause and Origin, Arson Investigation
- **Fire Code** – Adoption, Enforcement, Education
- **Public Education** – Working with children, schools, homeowners, elderly, business owners
- **Public Relations** – Parades, Open Houses, National Night Out, Citizens Assist
- **Planning** – Emergency Preparedness, Pandemic Flu, Anti-Terrorism

I would like to express my utmost thanks to the members of the Fire District. It is these members that carry out the dedicated and effective service day and night for our Fire District. It is the efforts of this group combined with the efforts of others that have allowed us to meet our accomplishments noted within.

I would like to express my sincere thanks to the member of the Fire District Board, Fire District Operating Committee, City Councils, and all city staff who have been so supportive and assist the members of the Fire District in our accomplishments.

I would like to also express my thanks to the City of Deephaven and their staff for the coordination of our fiscal agent tasks and responsibilities. The management of our finances is a cornerstone to our effective operations.

The Fire District continues to face increasing challenges in the coming years. Financial stability, all-hazard preparedness and training, recruitment of firefighters and staffing our fire stations, and increasing training requirements and responsibilities continue to be issues.

The Fire District continues to place a strong emphasis on fire prevention. Inspection continues to be a focus of the Fire District. Through the efforts of our two (2) part-time Fire Inspectors Lee Berglund and Kellie Murphy-Ringate in the beginning of the year 2008 and our one (1) full-time Fire Inspector, Kellie Murphy-Ringate at the conclusion of the year, effective fire and life safety inspections, pre-planning, plan review, public education, and public relations has been and continues to be conducted throughout the Excelsior Fire District.

Training continues to be a focus of the Fire District. I would like to recognize Brandy Parker for her efforts with training in 2008 and in many previous years. Battalion Chief Parker chose to step down as a fire officer and return to the rank of firefighter in 2008. She has helped to build the training foundation that exists today.

Through the efforts of our Battalion Chief of Training, Lee Berglund, and our Training Coordinator, Kim Stern, highly skilled firefighters service the Excelsior Fire District. Our training covers firefighting, all types of rescue, medical, hazardous materials, and other special skills. The officers of the department devote much additional time and effort in developing leadership and management skills to more effectively lead the Fire District. The Fire District provides effective training to our new recruits with the coordination of this program by Battalion Chief's Mike Heiland and Lee Berglund.

A review of 2008 is broke down in the following categories:

Categories

Suppression	Rescue	Training
Special Response	Special Events	Activities
Prevention	Equipment	Apparatus
Stations	Communications	Emergency Management
Administration	Relief Association	Auxiliary
Volunteer / Reserves		

The personnel of the Fire District continue to perform their duties with the highest regard. Continuing dedication by the personnel to both training and emergency response provides the highest quality emergency response for the citizens of the Excelsior Fire District.

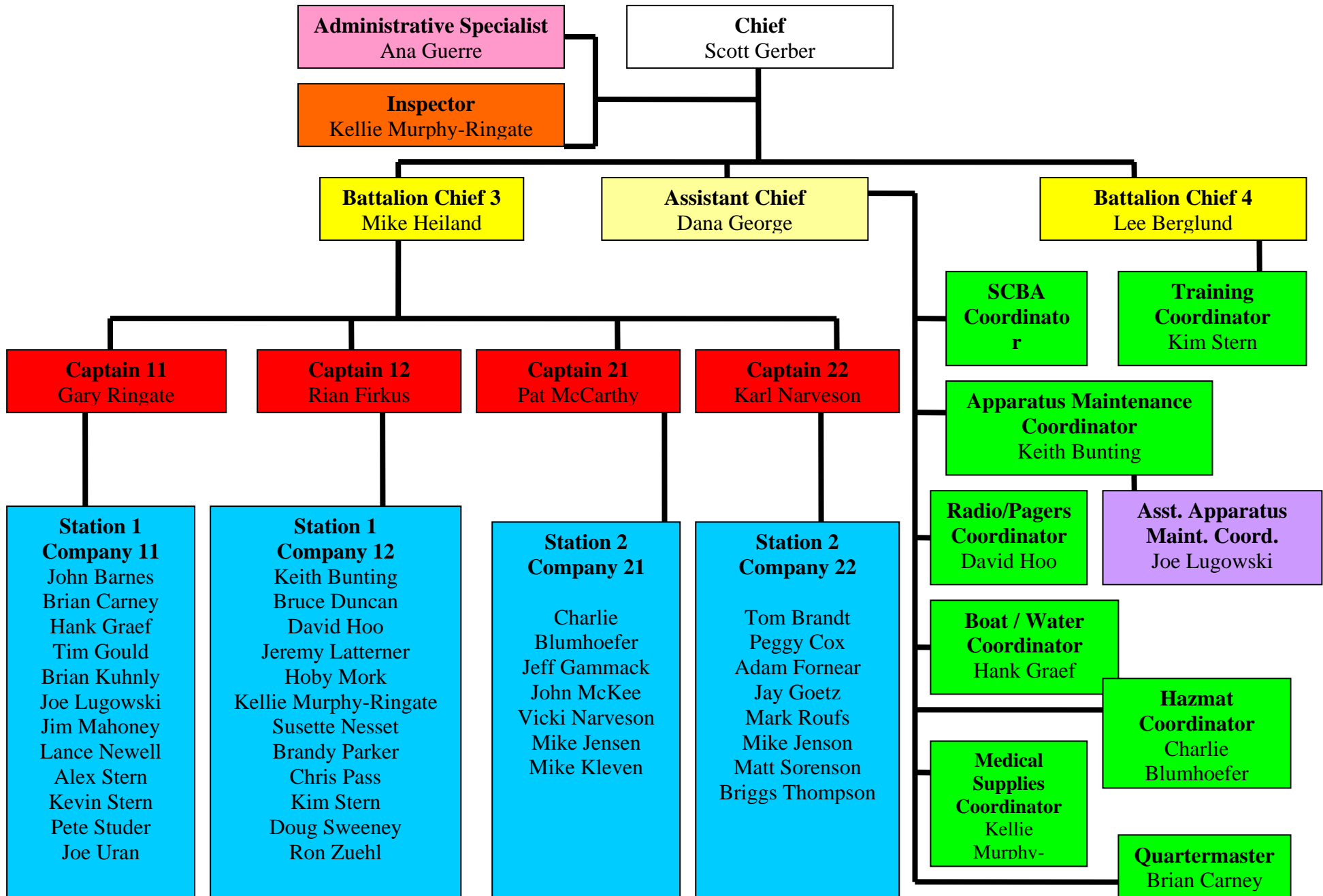
Respectfully Submitted,

Scott M. Gerber

Scott M. Gerber
Fire Chief

Excelsior Fire District – Organizational Chart

December, 2008





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Excelsior Fire District Demographics

- Population 18,000
- Square Miles 14 square miles
- Community Parks 13
- Total Housing Units 6,325
 - Deephaven – 1,400
 - Excelsior – 1,425
 - Greenwood - 320
 - Shorewood – 2,529
 - Tonka Bay – 651
- Unique Areas/Businesses
 - Lake Minnetonka
 - Charter Boats
 - Regional Trail – Light Rail Transit
 - Old Log Theatre
 - Street Car
 - Multiple Special Events
 - Historical Society (Houses, Buildings, Minnehaha steam vessel)
 - Adult Care Facilities
- Total Schools 12
 - Public
 - Deephaven Elementary
 - Excelsior Elementary
 - Minnewashta Elementary
 - Private
 - St. John's
 - St. Therese
 - Our Savior's
 - Grace School
 - ECFE
 - Waldorf School
 - Minnetonka Montessori
 - Mt. Calvary
 - New Horizon



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2008 Year in Review

March, 2009

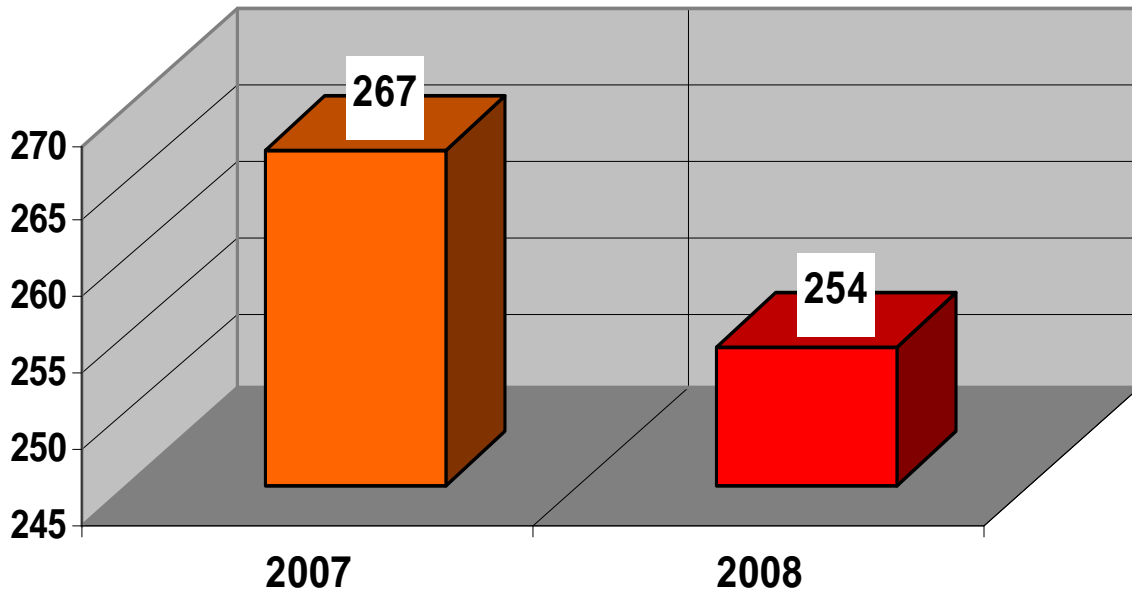
Suppression

- Responded to fires, fire alarms, gas leaks, gas line breaks, smoke, and wires down/arcing - the data for call responses is listed below:



Larry Baier/ProPhoto

2007 to 2008 Fire Calls





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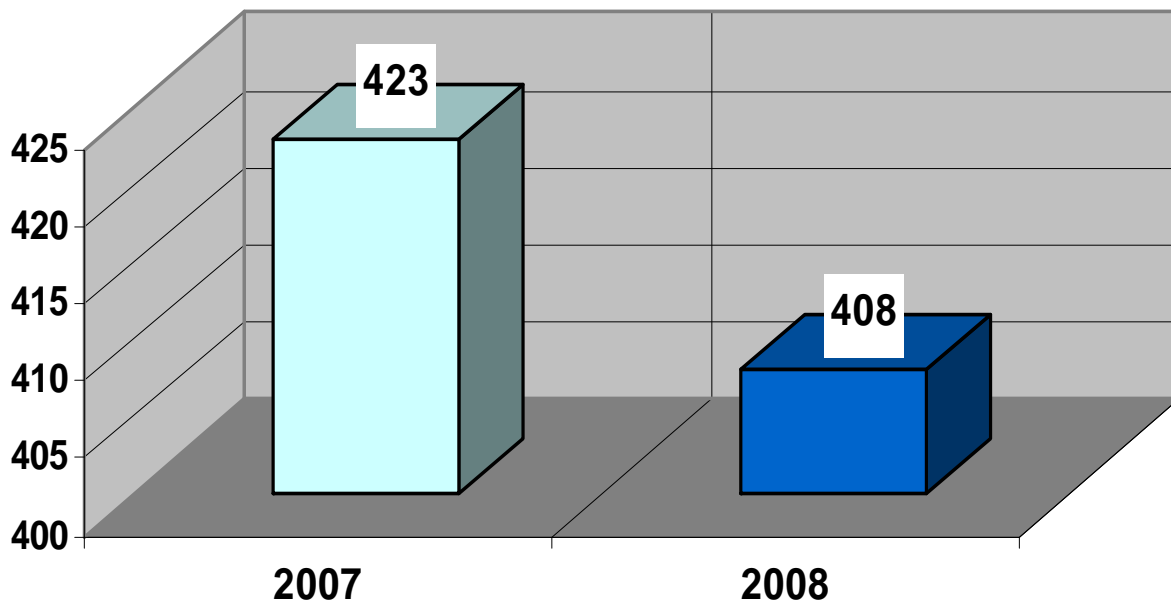
2008 Year in Review

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Rescue

- Responded to medicals and crashes
- Provided personnel to ride along with ambulance to the hospital due to critical patients
- Set up and controlled landing zones for medical aircraft on crash scenes
- Responded to situations that required technical rescue and provided limited technical rescue
- Responded to assist police departments where additional personnel were needed to provide lift assist to citizens
- Responded to mental health incidents

2007 to 2008 Medical Calls





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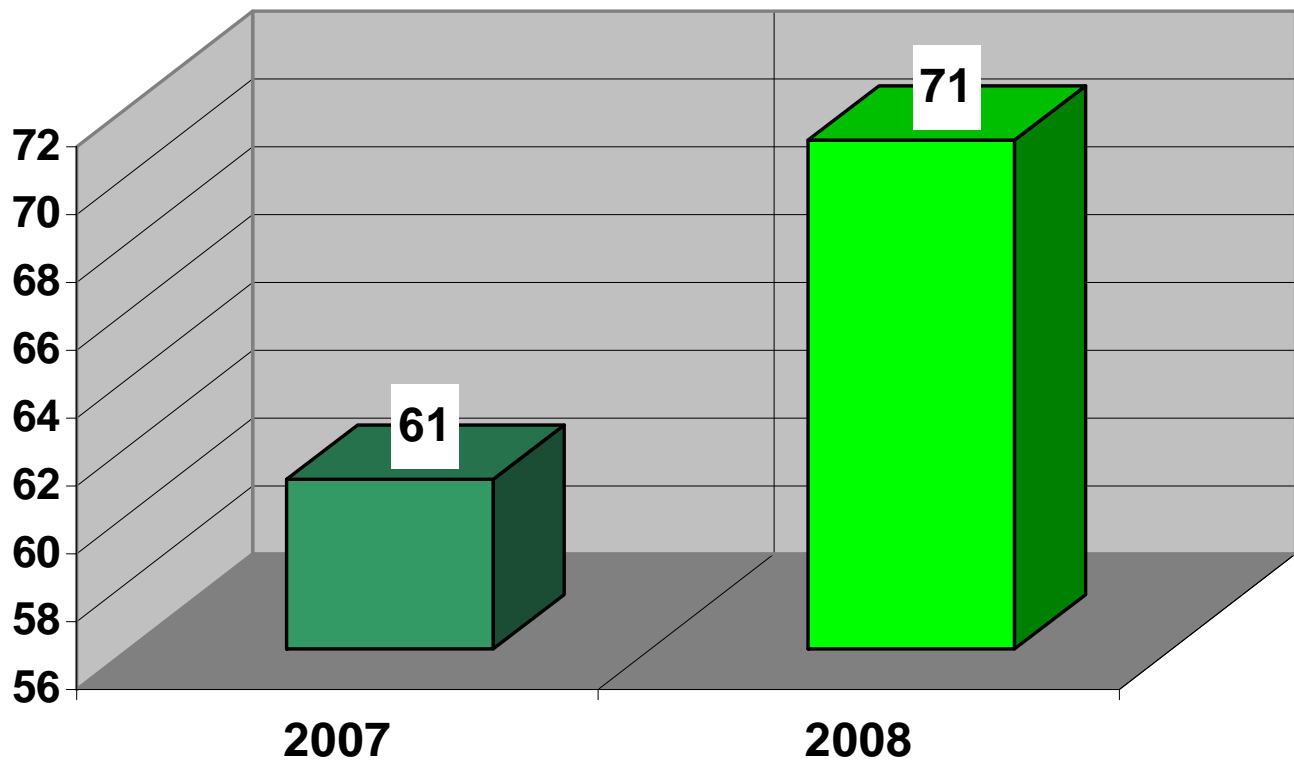
2008 Year in Review

March, 2009

Special Response

- Responded to water and ice incidents
- Provided weather stand-by at the Fire District stations and responded for incidents resulting from severe weather
- Responded to missing persons and animal rescues
- Responded to hazmat incidents, including gas spills and Carbon Monoxide Alarms
- Responded to Mutual Aid and Auto Aid calls for assistance

2007 to 2008 Special Calls





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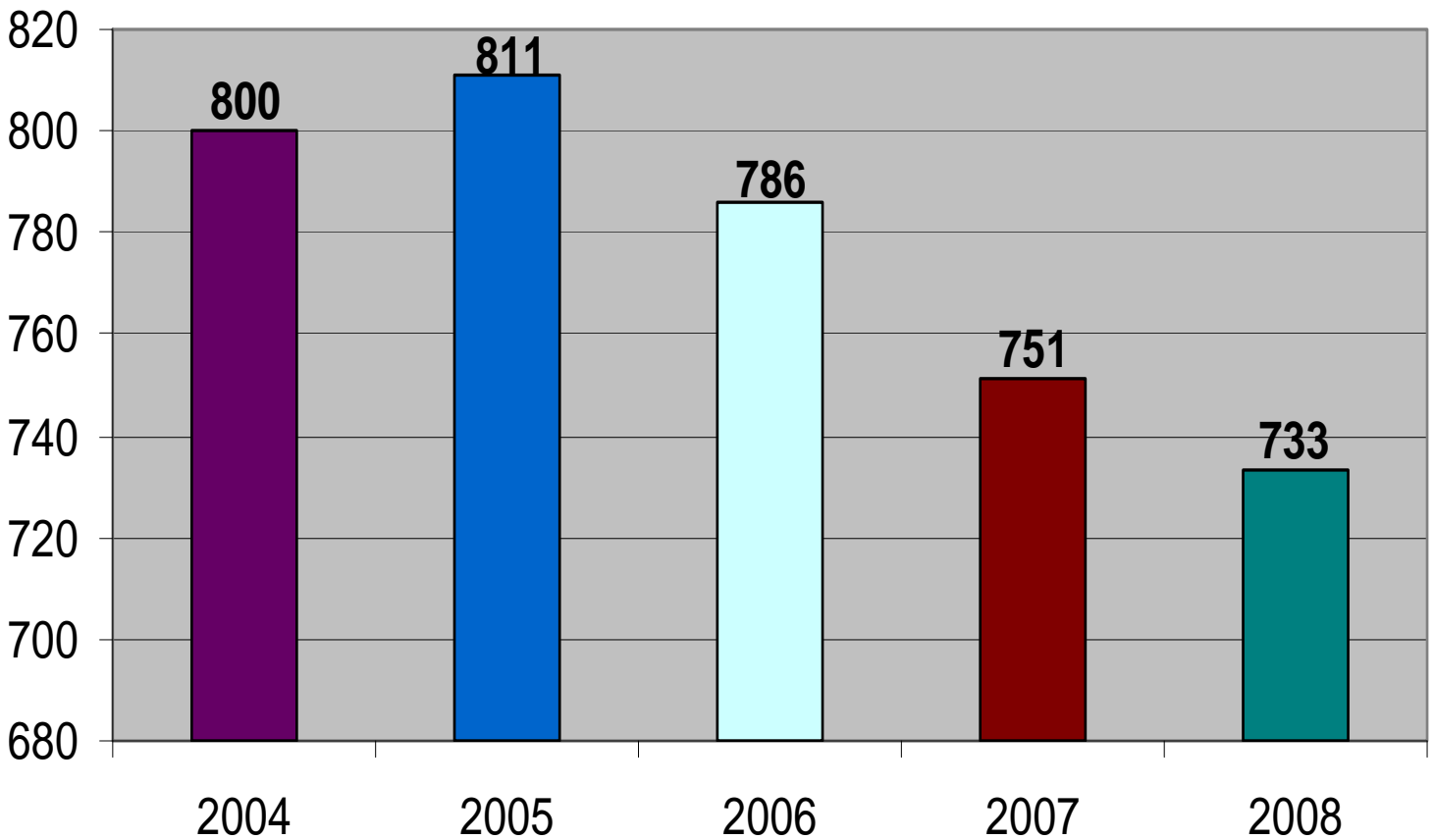
Shorewood, MN. 55331

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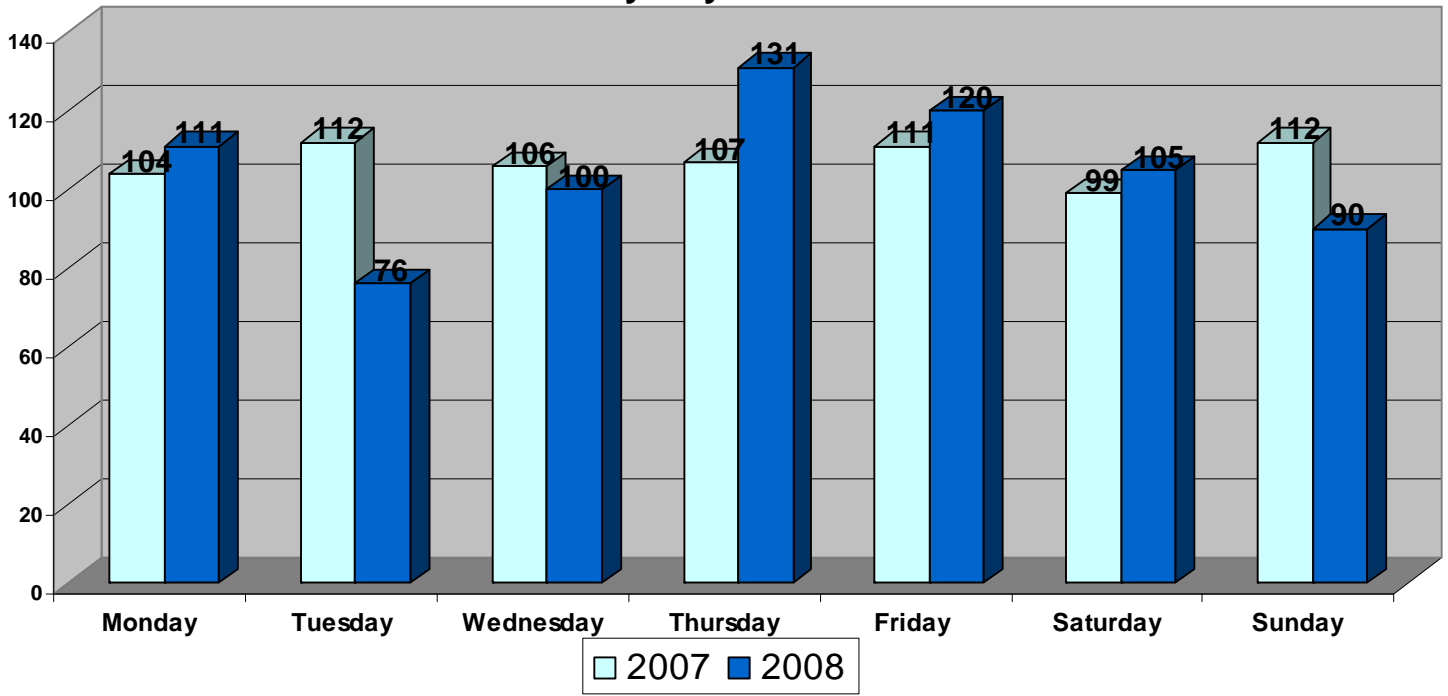
March, 2009

Overall Response Breakdown

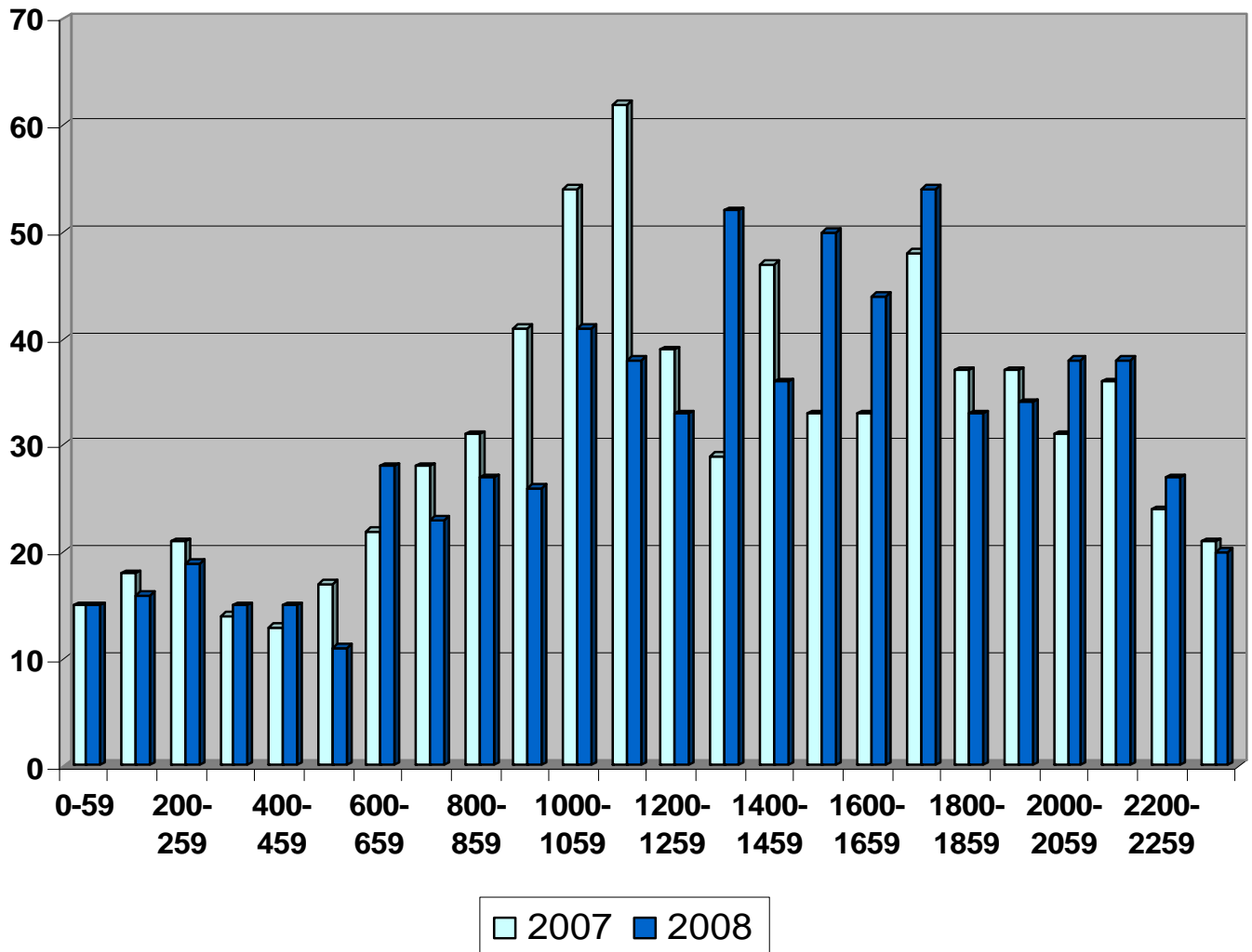
2004 to 2008 Total Call Comparison



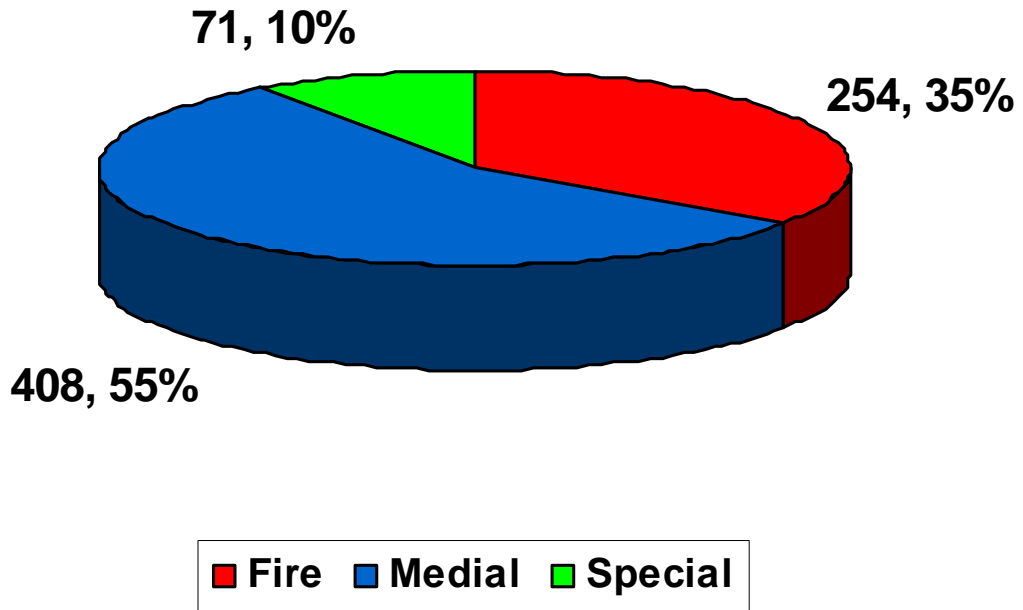
Calls by Day of the Week



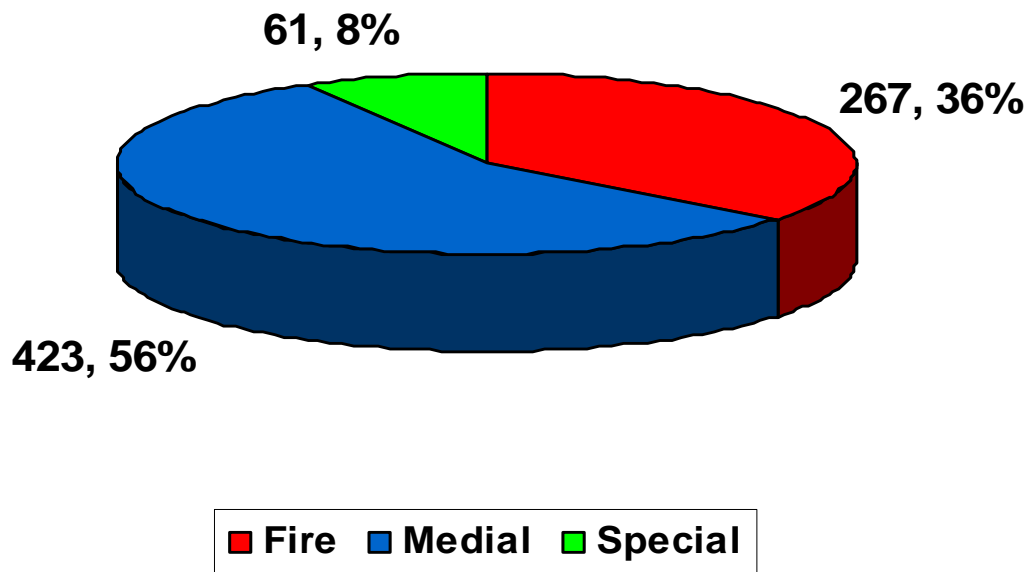
Total Calls by Time of Day



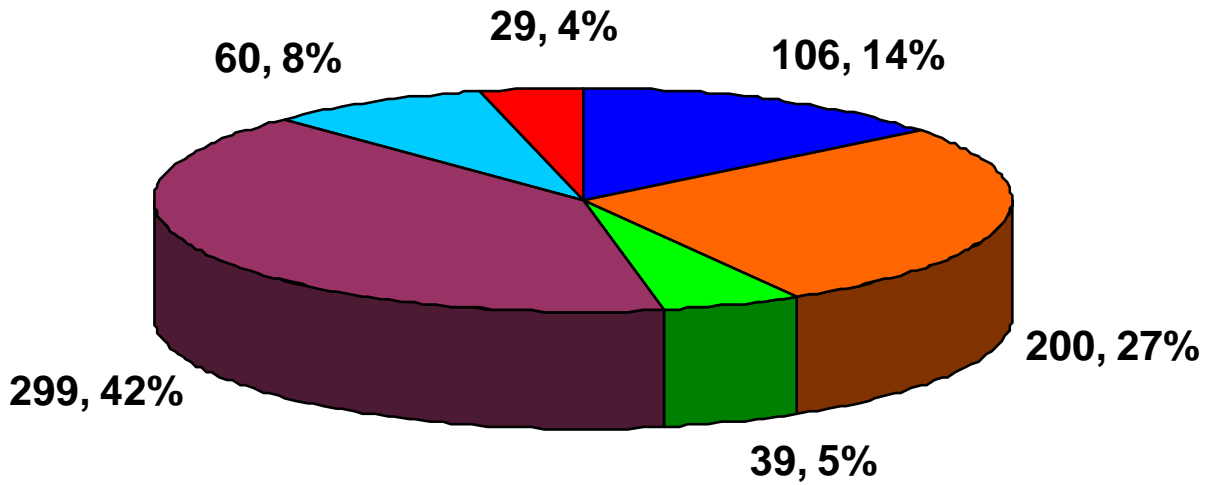
2008 Incidents by Type



2007 Incidents by Type

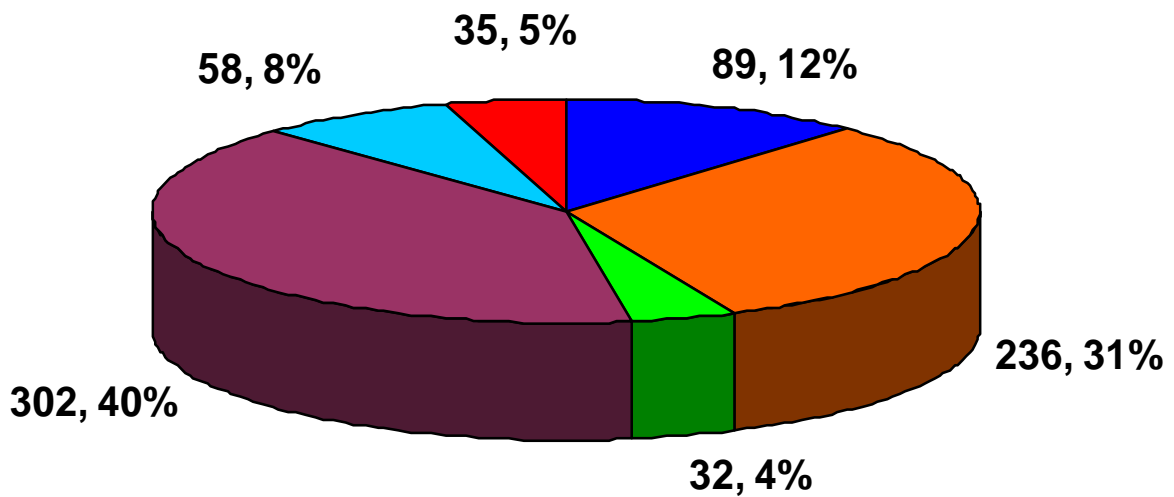


2008 Incidents by City



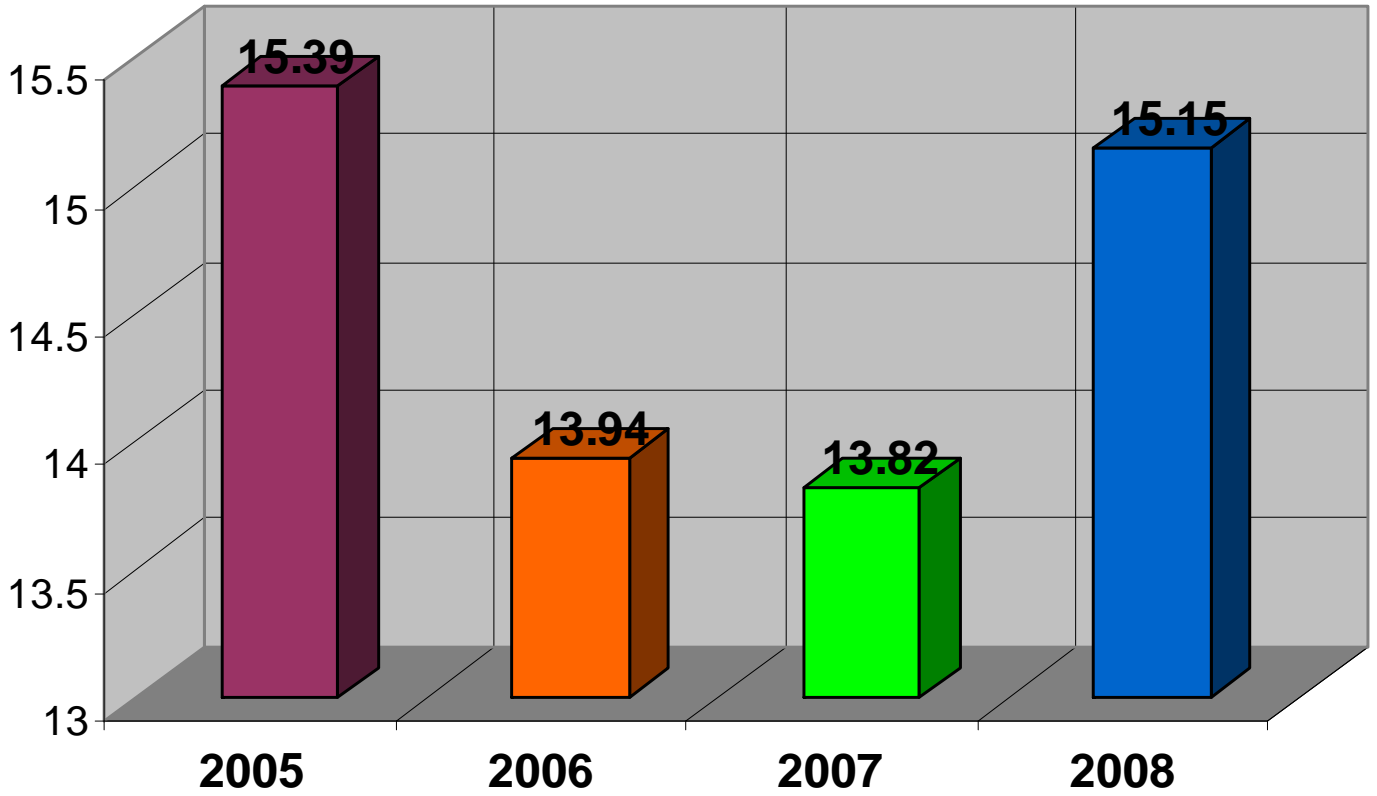
■ Deephaven ■ Excelsior ■ Greenwood ■ Shorewood ■ Tonka Bay ■ Mutual Aid

2007 Incidents by City

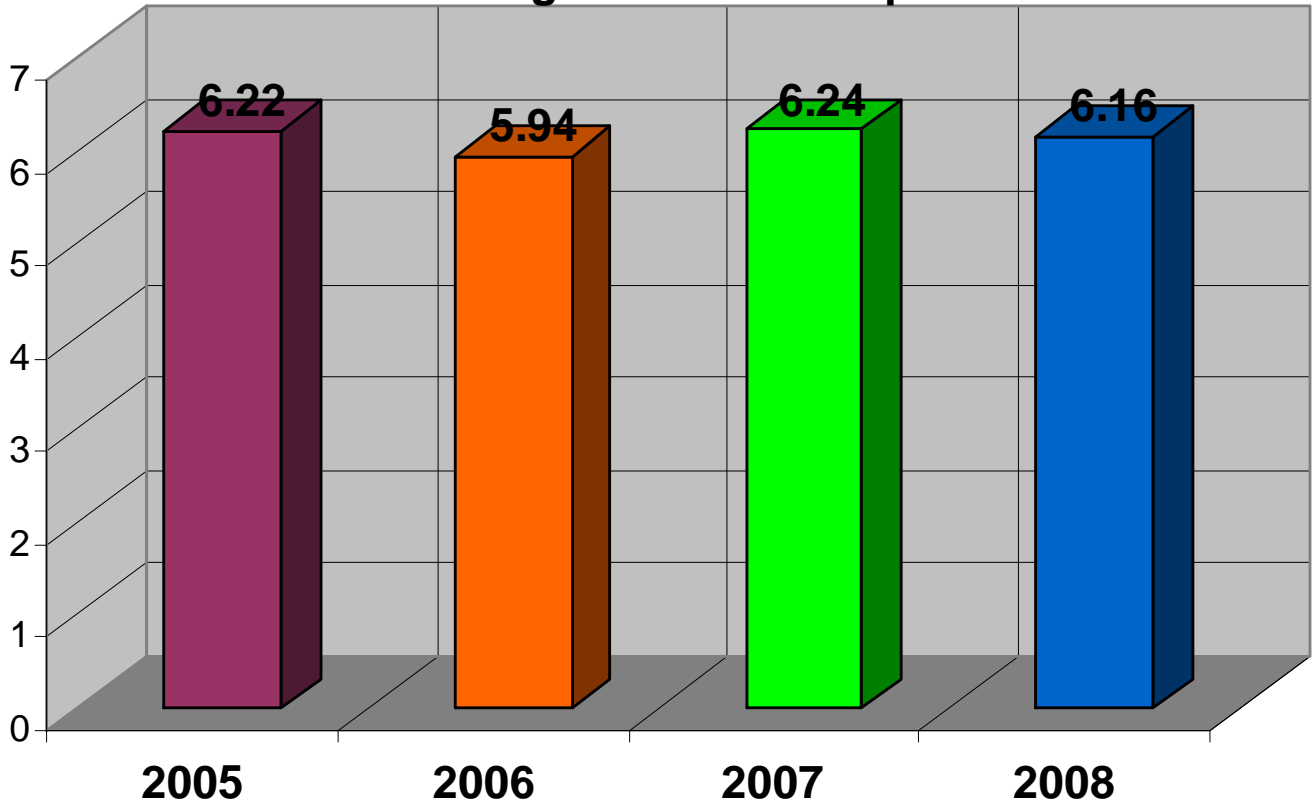


■ Deephaven ■ Excelsior ■ Greenwood ■ Shorewood ■ Tonka Bay ■ Mutual Aid

2005-2008 Average Firefighter Response



2005-2008 Average to Scene Response Time



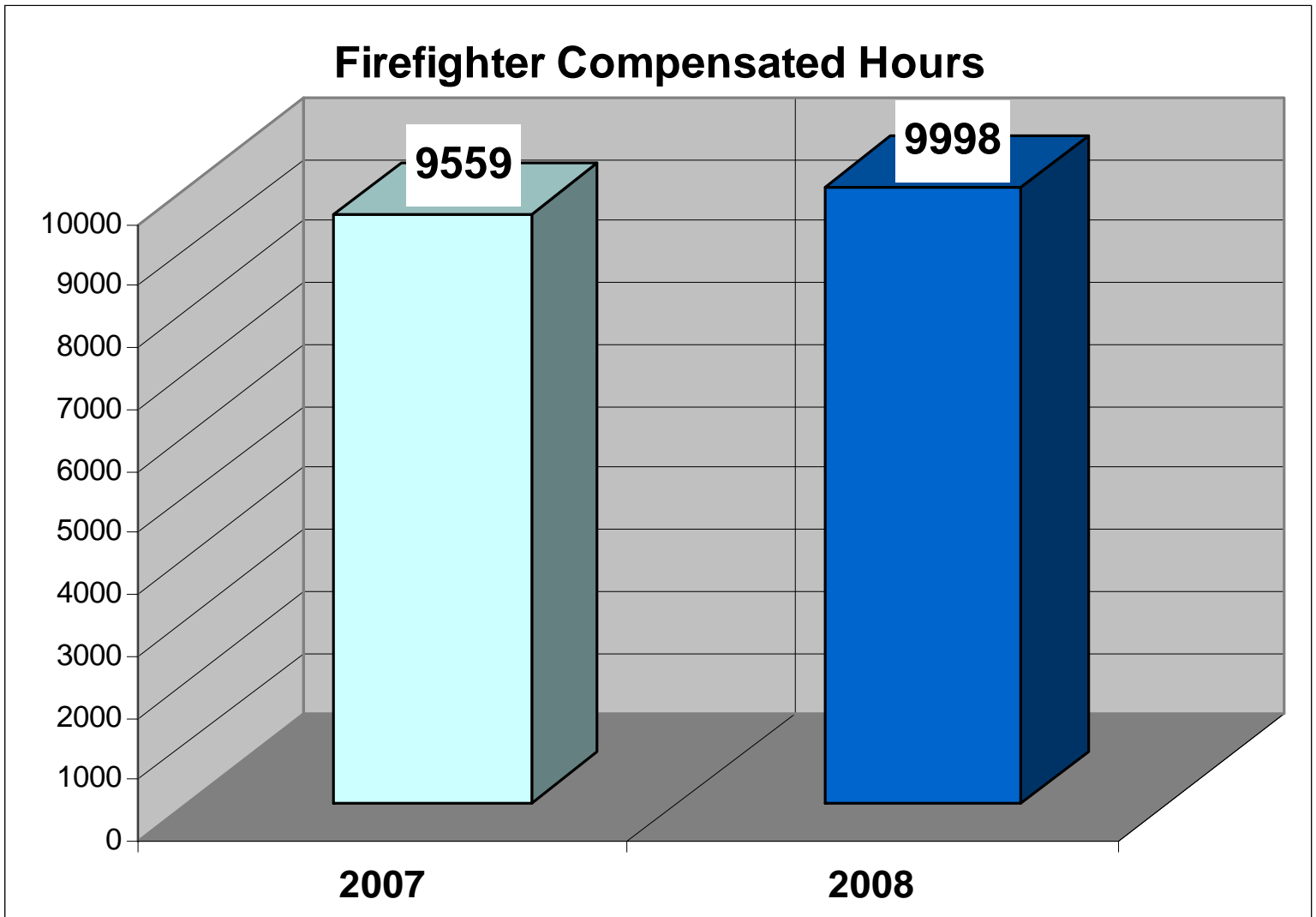


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Firefighter Compensated Hours



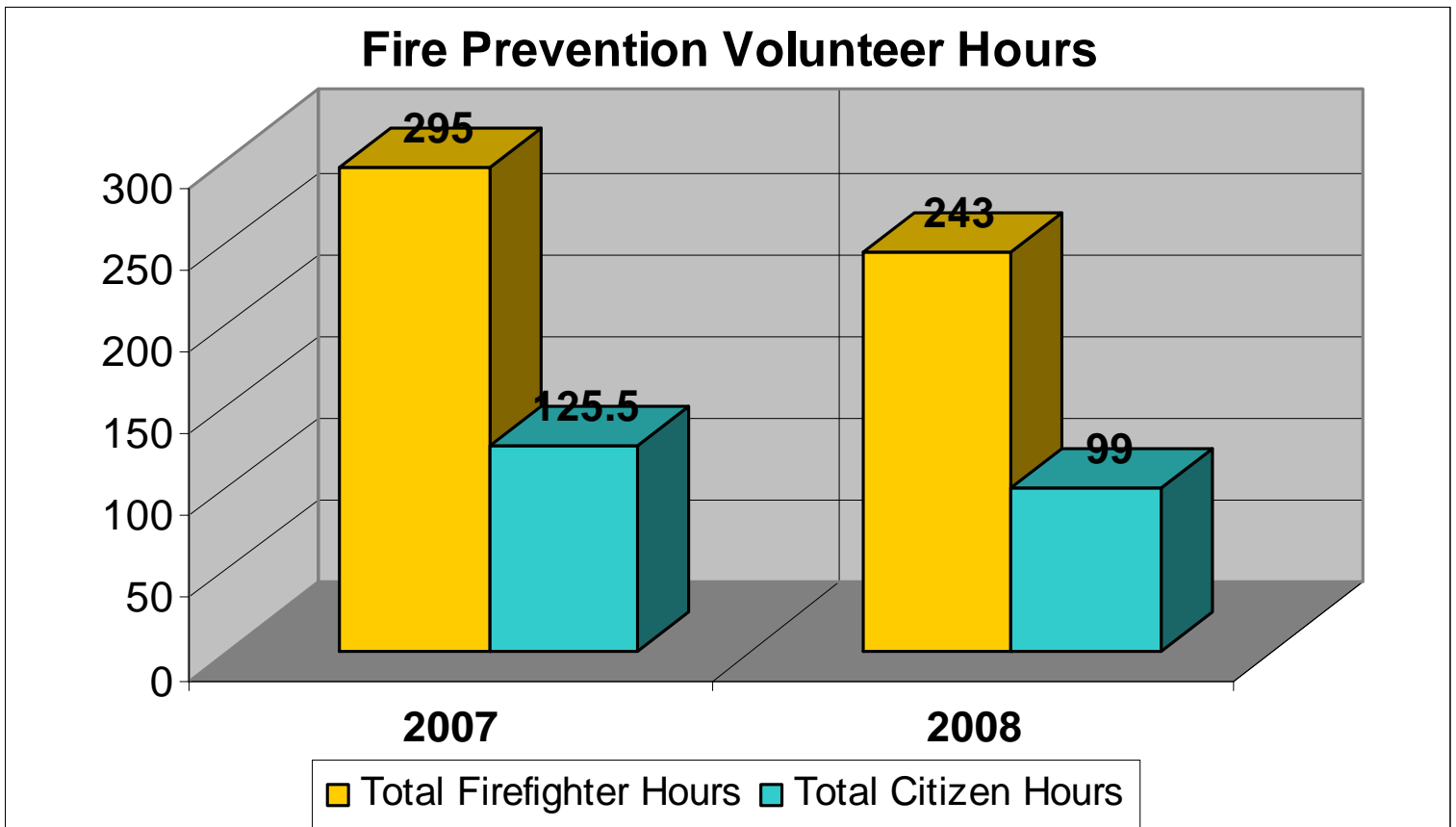


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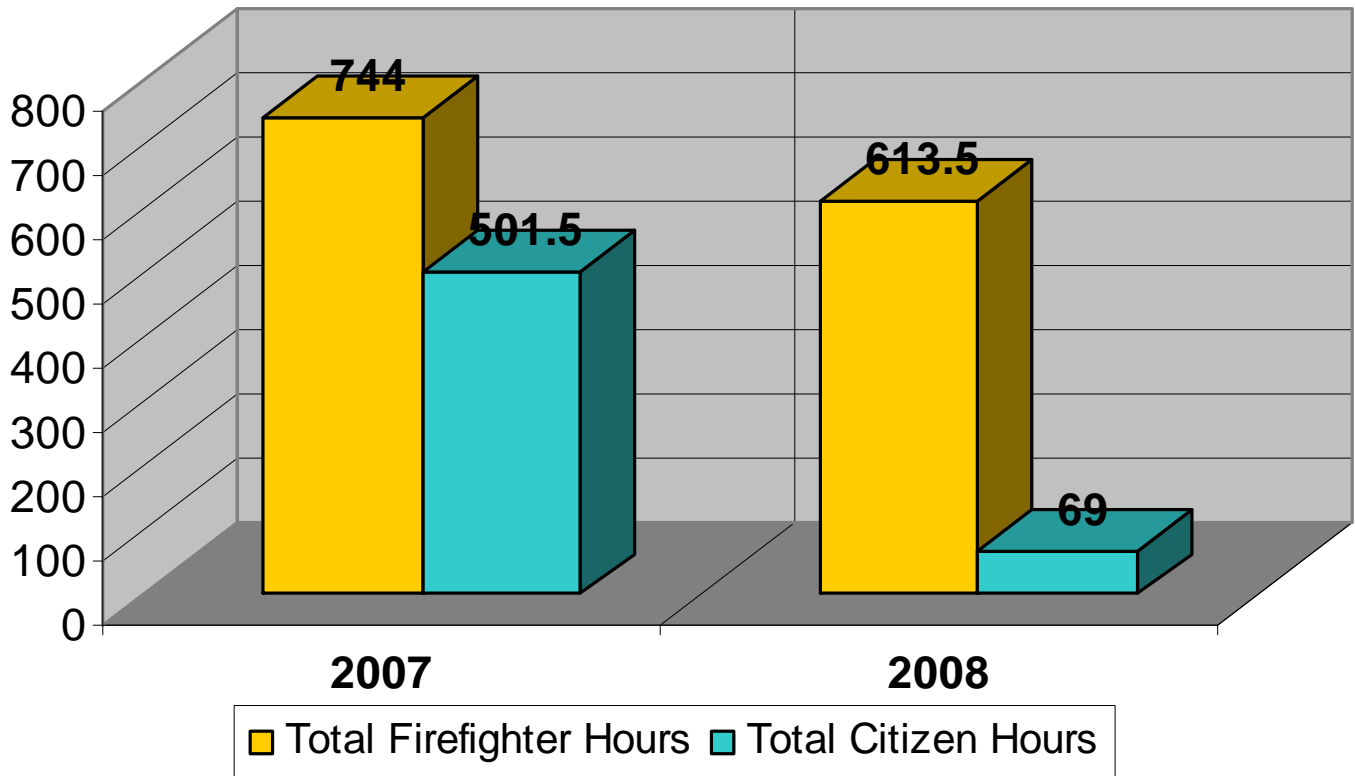
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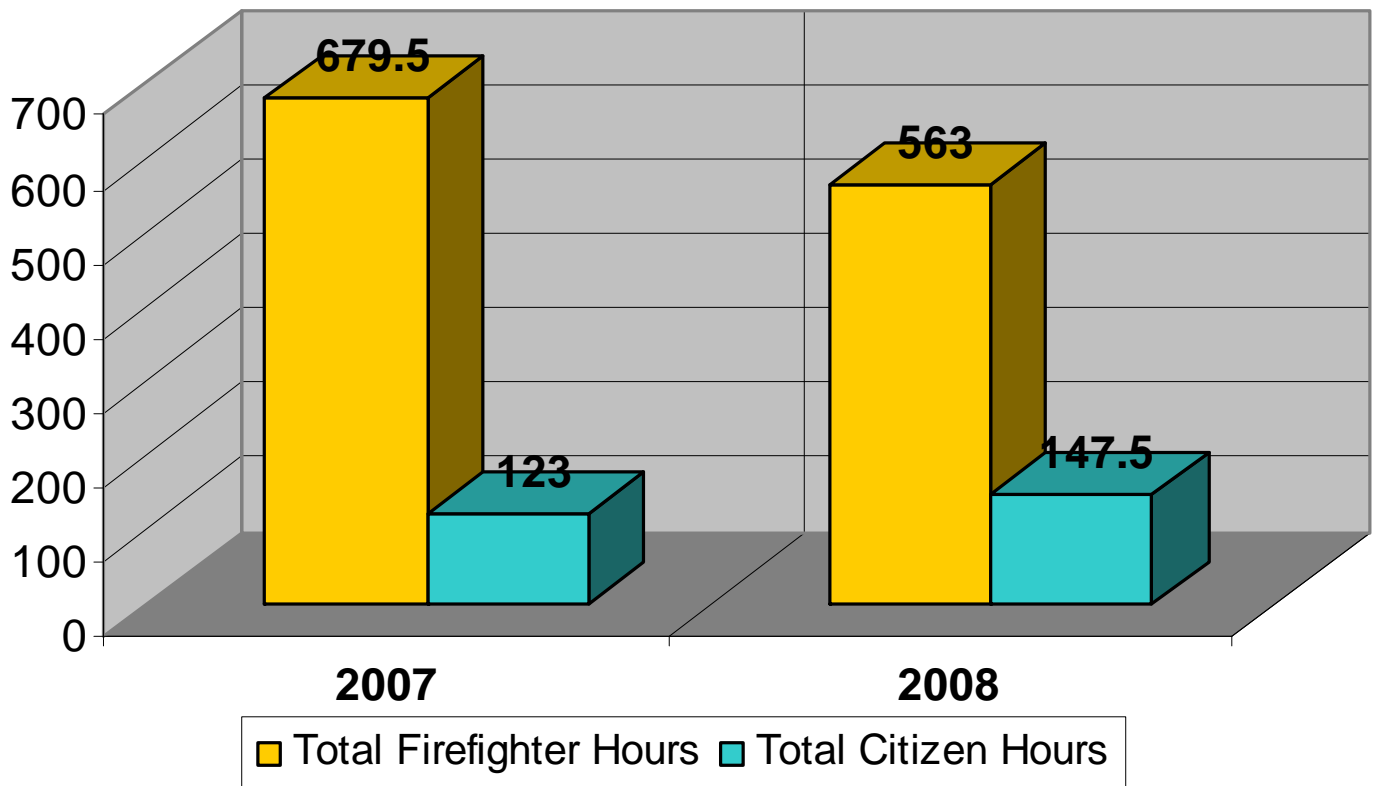
Firefighter Volunteer Hours



Special Event Volunteer Hours



EFD Relief Association Volunteer Hours





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Special Events

- Developed and utilized special events plans for the special events that needed greater detail planning
- Participated in the following special events in 2008
 - Apple Days
 - 4th of July
 - Tour de Tonka
 - Bike Race in Excelsior
 - Deephaven Days
 - Arctic Fever
 - Minnesota's Night to Unite (National Night out)
 - Excelsior City Social
 - Excelsior Covenant Neighborhood Get Together
 - Knewton Health Group EFD Fundraiser
 - Juvenile Firesetters Program
 - Parades
 - Memorial Day
 - 4th of July
 - Burnsville Fire Muster
 - Hopkins
 - Art on the Lake
 - Halloween Parade
 - Polar Plunge (Lake Minnetonka Ice Dive)
 - Cottagewood Grill Night for the Neighborhood
 - KARE 11 Sunrise Live from EFD Station #1
 - Fire Prevention VIP Event
 - Fire Prevention Day at the State Fair
 - Fire Truck Rides to School
 - Show and Tell
 - Funerals
 - Hovercraft Ceremony
 - Kids Free Movie
 - Twin City Marathon
 - Races
 - 5k in Deephaven
 - 4th of July
 - Tour de Tonka
 - Excelsior Triathlon





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Special Events

- Participated in the following special events in 2008 (continued)
 - Giving Tree Project
 - Minnetonka Homecoming
 - Our Savior's Easter Egg Hunt
 - Well's Fargo ½ Marathon
 - Provided stand-by coverage to other departments for their special events
 - Victoria





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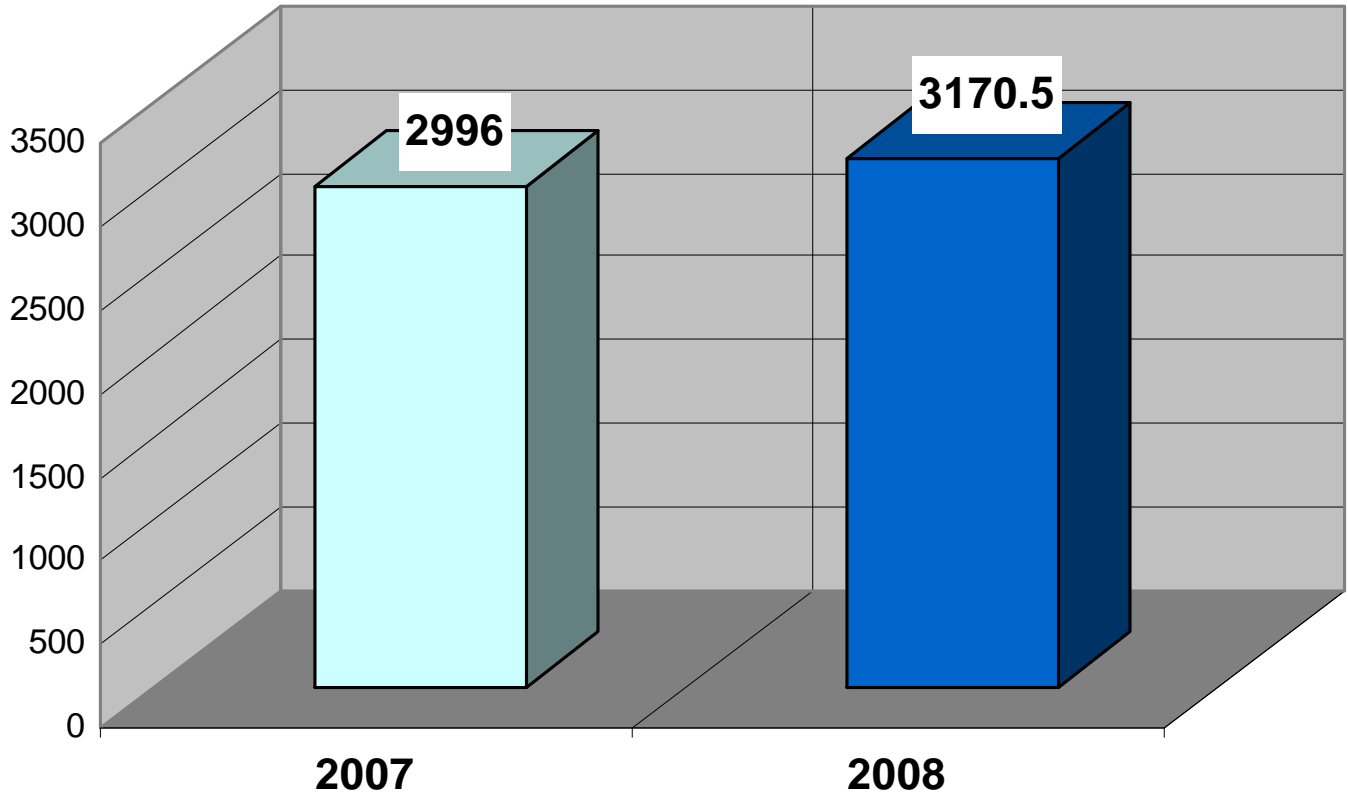
Training

- Developed and implemented a Training Plan for the District
- Planned and conducted a weekly drill for twelve months
- Attended conferences and sectional schools to enhance firefighter, leadership and technical rescue skills and abilities
- Coordinated and conducted Firefighter 1 (FFI) Training
- Coordinated and conducted Firefighter 2 (FFII) Training
- Conducted Emergency Medical Technician (EMT) refresher training
- Developed and conducted specific fire officer training
- Conducted annual medical surveillance and fit testing for all firefighters
- Conducted confined space awareness training
- Conducted Firehouse software training
- Researched, coordinated and conducted live burn training in residential structures
- Conducted MDC (Mobile Data Computer) training for fire officers and firefighters
- Conducted pumps training
- Conducted training in the National Incident Management System (NIMS)
- Participated in Hennepin County Life Safety Unit (LSU) trainings – hazardous materials
- Provided alcohol awareness training for utilization with the annual relief association dance
- Conducted driving drills to maintain and enhance emergency vehicle operations
- Developed and implemented a new orientation program for new firefighters
- Developed and conducted new elected officials orientation for new Fire District Board members and new community elected officials
- Conducted fitness and safety training and promoted fitness improvement.

2008 Drill Topics

Ice Rescue	Mule (ATV) Operations	EMT-Basic
Officer Training	Building Construction	Radio Use/Communications
Ice Rescue/Cold Weather	Ventilation	Ladder Use and Safety
Practice Burn	Practice Burn/Mutual Aid	Fitness
Entrapment	Overhaul	Pumping/Driving
Boat Operations	Water Rescue/Warm Weather	Hose Operations
Fitness Testing	Tanker Operations	Emergency Driving
Firefighter Safety	Hydrant Operations	Fire Alarms/Sprinklers
Water Supply/Streams	Confined Space	Tactics
Accountability	Hazardous Materials	Bloodbourne/Right-to-know
On-scene Arrival	Equipment Use/Location	CPR/Airway Treatment
Hose Testing	Gear Donning/Timed	Command
Auto Extrication	Medical Tools	Fire Behavior / Smoke Reading
Police Operations	Grass Fire Operations	

Total Firefighter Training Hours





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Prevention

- Coordinated and held a successful Open House
- Coordinated and conducted training in the schools
- Coordinated and conducted tours at our stations
- Conducted public education CPR classes
- Conducted fire investigations
- Provided fire extinguisher training for the public
- Provided the following life safety classes
 - Scout badges
 - Ice/Water safety
 - Fire Safety
 - First Aid
- Conducted business/industry fire and life safety inspections
- Conducted residential fire and life safety inspections
- Developed, coordinated, and held a Business Expo
- Continued the development of a pre-plan system for the Fire District
- Provided review and cataloging for all fire hydrants in the Fire District area
- Provided fire code review for business/industry
- Provided fire suppression system plan review for business/industry
- Investigation team partnerships with police departments



	2007	2008
PUBLIC EDUCATION/ PREVENTION CONTACTS:	33,760	26,888
PUBLIC EDUCATION VOLUNTEER HOURS:	1874	1371
INSPECTIONS:		
Initial Inspections	325	261
Re- Inspections	311	199
TOTAL:	636	460
INVESTIGATIONS:		
Excelsior Fire District	4	4
Hennepin County	10	8
TOTAL:	14	12
Total Dollar Loss - Excelsior Fire District Investigations	\$207,500	\$233,534
Total Dollar Loss - HCFIT Investigations - (Lee)	\$7,150,000	\$4,725,000
CITATIONS ISSUED:	0	0
BURN PERMITS ISSUED:	409	369
PREPLAN HOURS:	82	32.5
CODE INTERPRETATION AND RESEARCH HOURS:	102	123



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Stations

- Maintained and repaired Station 1 and Station 2. Maintenance includes the following:
 - Overall facility maintenance
 - Light maintenance
 - HVAC maintenance
 - Garbage / Recycling
 - Cleaning
 - Generators maintenance and repair
 - Snow removal
 - Outside facility maintenance
 - Sprinklers at Station 1 – winterize
 - Sweeping
 - Cleaning up cigarette butts outside
 - Provide keys and codes to new recruits
 - Gear and towel laundering
 - Sealed the concrete floor at station 2
- Utilized the fitness room for firefighter health and safety
- Installed history cabinets at both fire stations



Station #1

24100 Smithtown Road, Shorewood, MN. 55331



Station #2

20227 Cottagewood Road, Deephaven, MN. 55331



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Apparatus

- Purchased and placed into service a new chief's vehicle



- Formed the truck committee for the new Heavy Rescue truck. Developed bid specifications and placed the apparatus out for bid. Ordered the new Heavy Rescue and the committee spent over 330 hours planning the truck. Many additional hours will be spent in 2009.
- Researched and implemented a tank for the back of Rescue 21 to enhance the fire suppression capability for the District.



- Maintained and repaired the apparatus fleet for the Excelsior Fire District:

- Engines
 - Engine 11, Engine 21, Engine 22
- Aerial
 - Aerial 11
- Tanker
 - Tanker 11
- Rescues
 - Rescue 11, Rescue 12, Rescue 21
- Utility
 - Utility 11
- Inspector Vehicle
- Duty Vehicle
- Chief Vehicle
- Boats
 - Boat 11, Boat 12, Boat 21
- ATV's
 - Utility 12
- Snowmobile
- Hazmat Trailer





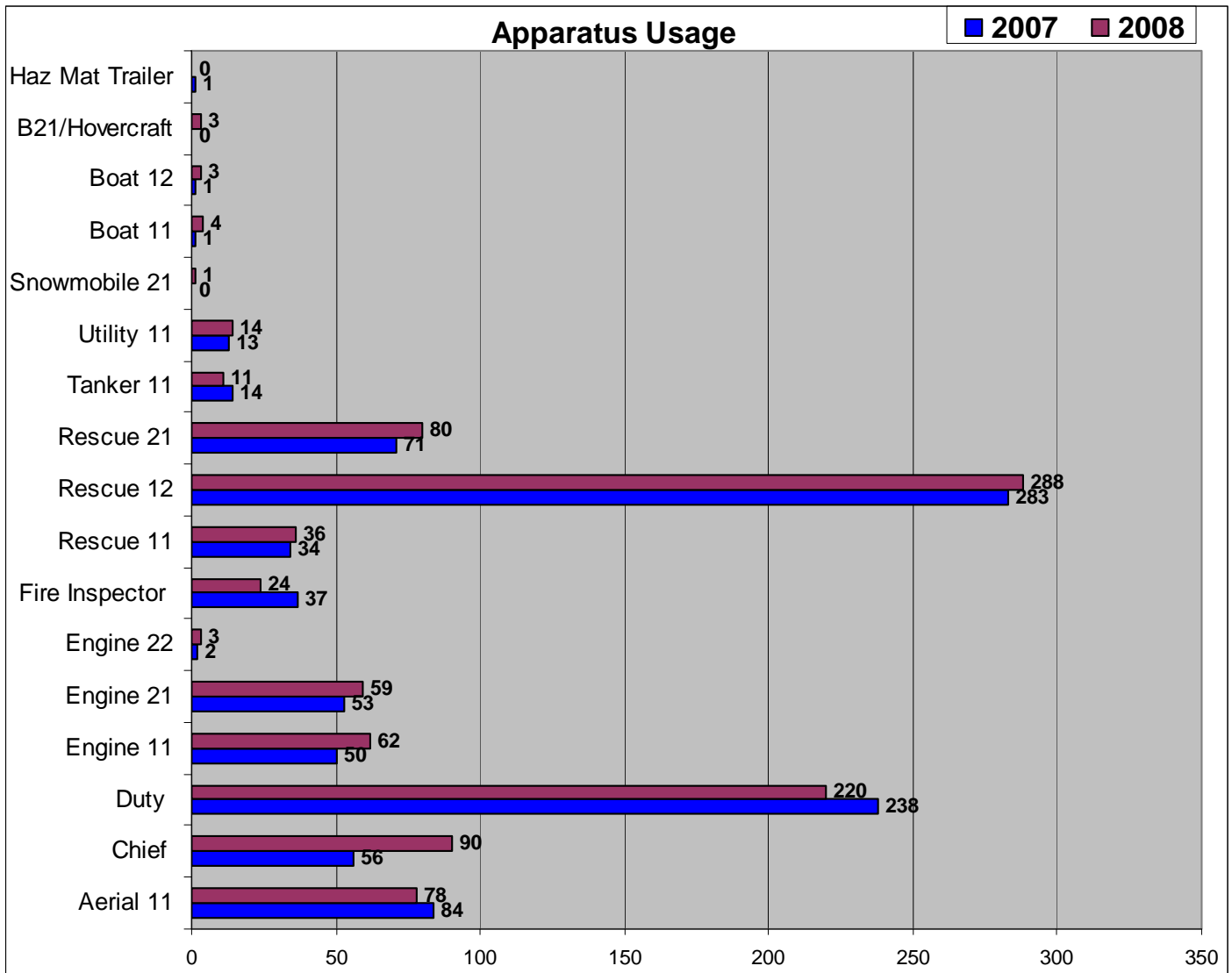
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Apparatus

- The data below represents the time apparatus were used in emergency/non-emergency response calls and special events. The data does not represent overall apparatus utilization.
- Additional factors need to be factored in for an overall look at apparatus utilization. The factors include:
 - Emergency/Non-emergency operations – operational time on scene including pumping, lighting, equipment utilization, and idle time.
 - Training events – weekly drill, special training sessions, individual training, training at other locations
 - Special events – operational time on scene, special operations
 - Special details – picking up a firefighter that may have rode in with the ambulance
 - Administrative and Operational use – daily use inside and outside of the district





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Equipment

- Purchased four (4) new air monitors for the District.
- Maintained, repaired, and conducted monthly checks of the following equipment:
 - Air Monitors
 - Self Contained Breathing Apparatus (SCBA's)
 - Automatic External Defibrillators (AED's)
 - Extrication Tools
 - K-12 Saw and Chainsaws
 - Small Engines
 - Float-o Pump
 - SCBA Fill Station and Compressor
 - Hose Dryer and Hose Tester
 - Thermal Imaging Cameras
- Maintained and repaired bikes
 - Utilized the bikes during special events for additional emergency support
- Conducted annual hose testing for all District hose on all apparatus and spare hose
- Conducted monthly checks of all firefighter personal protective equipment
- Purchased 5 new sets of turn-out gear
- Maintained cold water rescue suits
- Provided maintenance, filling and repair for oxygen bottles for the Fire District, South Lake Police and Deephaven Police
- Obtained a dock as a donation from Dock and Lift for use with Boat 11 at the Shorewood Yacht Club





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Administration

- Conducted twelve business meetings with EFD personnel
- Conducted monthly Operating Committee meetings
 - Held additional specific budget works sessions
- Conducted five regularly scheduled EFD Board meetings
 - Held additional specific budget work sessions
 - Enhanced the working relationships, interaction, and operations of the Board and Fire District
- Developed and operated within the 2008 Operating Budget and Capital Improvement Program
 - Received designated and undesignated donations for the District
 - Came in under budget
- Developed, presented, and approved the 2009 Operating Budget and Capital Improvement Program
- Utilized the Cost Recovery Policy and plan for the Fire District
 - Successfully obtained approximately \$1,218 for the District through the policy in 2008
- Utilized the promotional process for officer promotions at the District
- Updated the Fire District maps and the mutual aid area maps to enhance response
- Coordinated and assisted with enhancements to the response areas and protocols for Lake Minnetonka
- Researched, evaluated and dealt with personnel issues
- Implemented enhanced part-time administrative support
- Began the development of updates to the SOP/SOG's for the Excelsior Fire District
- Conducted effective recruitment for firefighters for both stations
 - Developed a plan and implemented the plan
 - Successfully recruited 8 new firefighters for the District
- Participated in multiple community meetings – including the cities, businesses, schools, hospitals, clinics, and community associations
 - Conducted a training session for the Rotary
 - Participated in the Excelsior Elementary Imagination Fair as an evaluator
- Coordinated and participated in multiple public safety meetings with area fire, police, EMS, public works
- Participated in Fire and Emergency Management associations - the specific associations are listed below:
 - Hennepin County Fire Chiefs
 - SW Fire Association
 - Metro Fire Chiefs
 - Lake Region
 - United Firefighters
 - Minnesota State Fire Chief's Association (MSFCA)
 - Minnesota Fire Departments Association (MSFDA)
 - Lakes Region Emergency Management Group
 - Association of Minnesota Emergency Mangers (AMEM)
- Participated with special event planning with the Hennepin County Fire Chief's Association in reference to the Republican National Convention.



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Administration

- Participated with the League of MN Cities on a advisory group for on-line learning.
- Reviewed mutual aid agreements with the local, regional, state and national areas
- Provided coordination and direction to review the mutual aid systems locally, regionally and state-wide
- Applied for Grants – applied for a Fire Act Grant through the Department of Homeland Security/FEMA; received confirmation that we were in the final group but were unsuccessful in obtaining the grant.
- Provided keynote address and assisted with special presentation for Loretto Fire Department.
- Implemented enhanced Communications within and outside of the Excelsior Fire District
 - Utilized a weekly e-mail update to the firefighters
 - Conducted bi-weekly officer meetings
 - Conducted chief's staff meetings
 - Conducted monthly inspections staff meetings
- Continued to problem solve and develop operational improvements for the District computer systems
 - Improvements in the areas of:
 - Software
 - Firehouse Software
 - Network the stations
 - Conducted ongoing coordination of the Mobile Data Computers (MDC) project with Hennepin County
 - Implemented MDC's in five apparatus
 - Chief vehicle
 - Duty Truck
 - Engine 11
 - Engine 21
 - Aerial 11
- Attended funerals for retired EFD firefighters, retired firefighter family members, and community officials
- Presented and obtained approval for placing the Fire District signage at station 1
- Assisted other agencies with recruitment and promotional process
- Participated in performance evaluation process for the Fire Chief
- Conducted performance reviews for fire officers
- Provided job shadow for high school students interested in the fire and public safety vocation



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Communications

- Coordinated with Hennepin County communications for effective dispatch services
 - Participated on the User Advisory Board for Hennepin County
 - Chaired the Hennepin County Fire Chief's Association Standard Operating Procedures (SOP's) Group

- Implemented MDC's in five apparatus
 - Chief vehicle
 - Duty Truck
 - Engine 11
 - Engine 21
 - Aerial 11

- Enhanced the station communications at Station 2 by upgrading the phone service to a T-1 line through Integra

- Purchased five new pagers

- Maintained radios

- Maintained and improved overall Fire District communications including the use of
 - Phones – landline and cellular
 - Pagers and Radios
 - E-mail
 - Postings at fire stations
 - Computers
 - Web site – began the development of an enhanced web site for the District

- Enhanced the relationships with neighboring fire departments, police departments, ambulance services and public works agencies



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Activities

- Members of EFD participated in the Hockey Tournament coordinated by Pat McCarthy held at the hockey rink in Deephaven.



- Members of EFD participated in the New Germany softball tournament
- Members of EFD participated in regular Monday night softball



- Members of EFD participated in the Pond Hockey Tournament



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Emergency Management

- Participated in meetings of the Lake Area Emergency Management Group
- Participated with South Lake Police and Deephaven Police in a coordinator role for the area emergency management program
- Continued the assessment and completion of an effective Emergency Operations Center (EOC) Operations
 - Purchased equipment to create effective operations in the room
 - Conducted initial testing of operations in the EOC
- Conducted training in coordination with South Lake Minnetonka Police Department and the League of Women Voters on emergency preparedness in our community
- Participated with the delivery of overall emergency management orientation with Lake Area elected and appointed officials



Excelsior Fire District
Proudly serving the Communities of:
Deephaven-Excelsior-Greenwood-Shorewood-Tonka Bay
24100 Smithtown Road
Shorewood, MN. 55331

2008 Year in Review

March, 2009

Relief Association

- Coordinated, and conducted the annual fundraiser - the Excelsior Fire Relief Association Dance
- Coordinated Dance flyer distribution throughout the communities
- Conducted monthly Relief Association board meetings
- Conducted annual Relief Association membership meeting
- Conducted training session for relief Board of Directors specific to relief operations and management
- Provided fiscal management for the special and general relief association funds
 - Funds dropped 31% due to the changing economic conditions
- Coordinated and conducted the firefighter kids Christmas party
- Coordinated and conducted the firefighter spouse appreciation event
- Provided updates to the Excelsior Fire District Board and membership at their respective meetings



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2008 Year in Review

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Volunteer / Reserve

- Researched and created updated fire hydrant locations
- Created a new map book including up to date street names and locations, fire hydrant locations and mutual aid community maps
- Continued gathering the data for business/industry pre-plans in our Fire District
- Provided the coordination of the Mobile Data Computer (MDC) program for the Excelsior Fire District
 - Provided MDC program assistance with neighboring fire departments
- Provided assistance with truck and equipment maintenance
- Conducted countless hours of “Gopher Work”
- Provided updates to the EFD patch collection
- Provided documentation for history preservation of the Excelsior Fire District
- Provided assistance with maintenance for pagers and radios
- Provided staffing and multiple areas of assistance at the Fire Relief Association Dance
- Provided staffing and multiple areas of assistance at the Fire Department Open House
- Provided general work around the stations
- Participated in Fire District drills and business meetings
- Provided assistance at the Fire Stations or at fire scenes during times of emergency incidents.



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2008 Year in Review

March, 2009

Auxiliary

- Conducted meetings to review activities and events
- Provided staffing at the Fire Relief Association Dance
- Provided staffing at the Fire District Open House
- Provided staffing for feeding/food preparation for emergency events
- Provided monthly birthday cakes for recognition of member birthdays