



Michael Cederholm, Fire Chief
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To: The Honorable Mayor, Members of the City Council, and participating Governmental Authorities

Re: Frankfort Fire & Rescue Department Report for the Month of September/October 2023.

I. Administrative

a. Fire Department

- Membership – There are currently 26 members on the roster and 2 Cadets
- Cadet Program
 1. All parental approval paperwork has been received.
 2. Cadets are currently being acclimated into the fire department culture with tasks and responsibilities.

b. Team meetings

- September 12, 2023 – 15 members and 2 Cadets present.
 1. Trucks and Personal Protective Equipment Inspections sheets were handed out and performed.
 2. Station cleaning and straightening.
 3. Ironman assignments were made.
 4. Pancake Breakfast plans discussed.
 5. Fire Prevention week plans discussed.
 6. Getting out the Vote door-to-door campaign plans discussed.

II. Training

- Fire Behavior and Fire Dynamics class was held on Saturday, September 16, 2023, at the Benzie County Government Center
 1. Al Gruss, Allen, and AJ Merrill, along with Alex Johnson attended.
- Pre-Hospital Trauma Life Support (PHTLS) class is now required per Med-Control for all First Responders. This is a hybrid class (online/In-person course). The cost is \$230.00 per person.
 1. The online classroom portion has been completed by Chief Cederholm and Lt. Wade Luxford and the practical portion was completed by Chief Cederholm on Friday, September 29, 2023, in Traverse City.
- SCBA Scott Air Pack Technical Training scheduled for Saturday, October 7, 2023, from 9:00 AM – 5:00 PM at Inland Township
 - i. Alex Johnson is attending for Frankfort
- The National Park Service is offering a Sawyer (Chainsaw Operations) class on Thursday, Friday, Saturday, and Sunday from 8:00 AM – 5:00 PM in Empire.
 - i. Al Gruss will be attending for Frankfort.

- Professional Continuing Education - Attended webinar on:
 1. Tactical Response to Natural Gas and Propane Emergencies.
 2. Fire Behavior and Thermal Imaging

III. Run Report for the Month of September 2023.

Fire # / % Responded

EMS # / % Responded

9 / 100%

50 / 100%

Average Response Times: **Fire:08 Minutes EMS:08 Minutes**

Year-to-date totals as of September 30, 2023:

Fire Runs: 144 EMS Runs: 461 TOTAL: 605

Attached is a comparative summary covering all of 2022 through September 2023.

This month's Community Risk Reduction (CRR) spreadsheet is attached. This outlines the type of calls received, frequency, and severity.

IV. Safety Message

- The days are getting shorter.
- Halloween is around the corner on Tuesday, October 31st. (See Safety Flyer)
- We will be Falling Back One Hour on Sunday, November 5th, 2023.
 - Remember to change your batteries and check the date on the back. If it is over 10 years – REPLACE it.

V. Equipment / Building Updates

- 4 Engine 1 – We are still waiting for parts on our leaking valves.
- 4 Ladder – We are still waiting for parts to complete the air brake repairs, but the brakes are functional and the truck is in service.
- On Thursday, October 12, 2023, all the fire hoses are scheduled to be tested in accordance with MiOSHA requirements and NFPA standards.
- Last month the Fleet ran a total of 1338.4 Miles and used a total of 83.82 gallons of gasoline and 88.35 gallons of diesel.

VI. Inspections / Pre-Plans / Insurance requests

- On September 26, 2023, upon invitation from the acting Director Megan Graza, the Frankfort Fire Department conducted pre-incident planning at the Maples on or normal training day. We had 20 members in attendance who took a tour and went through the whole building. The staff provided dinner to all the members who attended.

VII. Grants / Donations / Agenda Requests and Resolutions

- Grant Status
 1. In your packet is an agenda request for approval to apply for the 2% Tribal Grant which will be opening in November.
 - a. The application will be for a LUCUS device which is used to provide automatic chest compressions during CPR.
 2. MI- Equipment Grant – I was informed, but not confirmed yet, that the Michigan Department of Treasury has extended the grant deadline to December 31, 2023.

VIII. Community Relations / Special Events / Meetings Attended

- Lake Township on Thursday, September 7, 2023
- Northwest Regional Medical Control Authority Teams meeting on September 12, 2023.
- Attended the Elementary Fire Drill on September 14, 2023.
- Ironman Meeting, Friday September 15, 2023.
- Crystal Lake Township, Tuesday, September 19, 2023.
- Village of Elberta, Thursday, September 21, 2023.
- Blaine Township, Thursday, October 5, 2023.
- Fire Prevention is October 8th – 14th This year's plans are:
 1. Elementary Visitations at the Station
 - a. Monday, October 9, 2023, Grades K-1st in the AM / Grades 2nd – 3rd in the PM
 - b. Tuesday, October 10, 2023, 4th Grade in the AM / 5th Grade in the PM.
 - c. Wednesday, October 18th Pre-Kindergarten in the AM
 2. Fire Department - Pancake Breakfast Fundraiser
 - a. Saturday, October 14th from 8:00 AM – 11:00 AM
 - b. Hotel Frankfort – 231 Main St.