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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 October/November 2023.

I. Administrative

a. Fire Department

- Membership – There are currently 25 members on the roster and 2 Cadets

b. Meetings

- Officers Meeting, November 3, 2023
 1. An outline was established for future meetings, they include:
 - a. Safety
 - b. Training
 - i. Fire
 - ii. Medical
 - iii. Special Operations – i.e., Ice water Rescue, Emergency Vehicle Drivers Training, Hazardous Materials, Wilderness, High angle, and confined space rescues.
 - c. Maintenance
 - d. Personnel
 - e. Monthly synopsis of events forthcoming.
 2. This meeting will establish our training agenda for the month and topics of discussion for the business meeting that will be held on November 14th.

c. Fire Advisory Board

- Information
 1. Emails have been sent to each of the participating Townships requesting a copy of their L-4029 form and their 2023 SEV on Vacant and Improved properties, minus personal property. (per the formula)
 2. Once received, and a preliminary budget formed, a meeting will be set up with the participating Townships in early December or January to finalize the contract since they operate on an April 1 – March 30 Fiscal Budget.

II. Training

- a. On October 24, 2023, we conducted a roof rescue scenario using the ladder truck, a stokes basket, rope, and a mannequin. There was a total of 15 members in attendance.
- Professional Development – Completed online courses and received certification on:
 1. EMS Bleeding and Shock
 2. EMS Altered Mental Status
 3. It's not the Calls: First Responder Mental Health and Organizational Leadership.

III. Run Report for the Month of October 2023.

Fire # / % Responded

17 / 100%

EMS # / % Responded

45 / 100%

Average Response Times: **Fire:06 Minutes EMS:07 Minutes**

Year-to-date totals as of November 8, 2023:

Fire Runs: 162 EMS Runs: 519 TOTAL: 681

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

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

IV. Safety Message

- Attached are flyers for the community on
 - Thanksgiving – Kitchen safety. The number one location for the cause of fires is the kitchen.
 - Heating Safety – Make sure you have your furnace checked and your filter changed. If you burn wood, have your chimney cleaned and stove checked. Check your Carbon Monoxide detector.
 - Holiday safety message since we're almost there and we'll be decorating our houses.

V. Equipment / Building Updates

- 4 Engine 1 – We are still waiting for parts on our leaking valves.
- 4 Engine 2 – a broken gage was replaced.
- 4 Ladder – Parts installed and the cause of the smoke in the dash was caused by a wire shorting out due to an overload.
- 4 Medical hit two deer in one week in different locations while responding to an emergency. Damage estimate was estimated at \$ 2,600.00. Parts are on order.
- On Thursday, October 12, 2023, all the fire hoses passed testing.
- On November 1, 2023, All the pagers were gathered and David R. Gum took them to Station 5 for reprogramming as instructed by Central Dispatch.
- Last month the Fleet ran a total of 1165.7 Miles and used a total of 55.76 gallons of gasoline and 26.52 gallons of diesel.

VI. Inspections / Pre-Plans / Insurance requests

- On October 20, 2023, met with Erick Dittmer of the Sylvan Road Association about changes made to Sylvan Rd on emergency equipment accessibility. The progress has been substantial. After a visit to the site, a letter and pictures were sent to the adjuster at Auto-Owners Insurance noting all the changes made so far along with a copy of the plans moving forward to make the community Firewise.

VII. Grants / Donations / Agenda Requests and Resolutions

- Grant Status
 1. The 2% Tribal Grant was submitted for the LUCUS device.
 2. MI- Fire Equipment Grant – It was confirmed that the Michigan Department of Treasury has extended the grant deadline to December 31, 2023.
 - a. We have a balance of \$1,574.08 left in the grant to spend before the end of the year.
 - b. On Wednesday, November 22, 2023, MES will be stopping by the station to measure our members for the combination of fire ground only, vehicle extrication, and wildland turnout gear we purchased through the MI-Fire Equipment Grant.

VIII. Community Relations / Special Events / Meetings Attended

- October 16, 2023, attended the Elementary School fire drill.
- October 18, 2023, we had the pleasure of hosting the pre-kindergarten students from the Frankfort-Elberta Elementary School.
- October 19, 2023, attended the Village of Elberta Board meeting.
- October 25, 2023, brought 4 Engine 1 and 4 Rescue to the First Steps Childcare on Park Ave to talk to the little ones about what a firefighter looks like, what is hot and what is not, and they climbed the trucks and had their pictures taken.
- October 26, 2023, attended the Motorola Tower “Face-off” at the Government Center.
- October 30, 2023, was asked to speak about the Fire Service at Mr. Zimmerman's Senior class from 8:00 AM – 10:00 AM.
- October 31, 2023, aside from the special Council meeting at 12:00 PM, assisted the Elementary School and Law Enforcement with the Halloween Parade at 2:15 PM.
- November 2, 2023, attended the Elementary School fire drill, Special Council Meeting at 5:00 PM, and the Lake Township Board Meeting at 7:00 PM.
- November 3, 2023, at 9:00 AM hosted Motorola and MSPCS team for a site review for the proposed Monopole antenna.
- November 8, 2023, attended the Jr./Sr. High School fire drill.