



Minooka Fire Protection District

"A Culture of Excellent Service"



Annual Report 2022

INTRODUCTION

The following is presented as the 2022 Annual Report for the Minooka Fire Protection District. This report summarizes the activities of the Minooka Fire Protection throughout the 2022 year. The statistical data contained within the report provides members of the community a snapshot of the activities and operations of our organization.

ORGANIZATION

HISTORY:

In 1966, following a statutory required election procedure and judicial certification of the election procedure Minooka Fire Protection District was deemed an organized fire protection district under the statutes of the State of Illinois. The legal organization of the Minooka Fire Protection District followed a long history of fire department operations that dates back to the late 1800.

Records and documents reflect that the first organized group of people forming a fire brigade was around the 1890's. Local farmers, business owners and town people constituted the local volunteer fire department. Historical documents and accounts from local people indicate the original fire department was organized following two major fires that destroyed most of downtown section of Minooka.

In the 1800's fires were extinguished by bucket brigades, as well as horse and people drawn fire apparatus. In the lobby of the headquarters fire station you can view one of the original hose carts used by the Minooka Volunteer Fire Department. Today's fire service is much different in terms of fire apparatus and the way we extinguish fires as well as the expanded services offered by the modern fire protection district.

TODAY:

Minooka Fire Protection District personnel are equipped with some advanced apparatus, equipment and skills available. Advanced technology in emergency medical service field equipment helps firefighters provide patients with the highest level of care while enroute to the hospital. Rescue and firefighter equipment is advancing regularly as well to provide for improved rescue operations of people trapped in vehicles, as well as technical rescue such as water, below grade, confined space and high angle.

Minooka Fire Protection District is rated a public protection Class 1 Fire Department by the Insurance Service Office (ISO). Class 1 is the best rating possible.

Response Area:

The Fire District services a 38 square mile area, with an estimated population of 16,000. The response area includes heavy industrial, logistics warehousing, commercial and residential (single, and multifamily units). The District includes responses to areas of Interstate 80, the Illinois River, and multiple railroad systems.

The Fire District protects all of the incorporated area of Village of Minooka, with the exception of one residential subdivision. The Fire District also is responsible for protection of the Village of Channahon within Grundy County. The Fire District lies over portions of three counties (Grundy, Kendall and Will).

GOVERNING AUTHORITY

Board of Trustees:

Minooka Fire Protection District is governed by a Board of Trustees under Fire Protection District Act of Illinois with board members representing the three counties of the Fire District proportionate with the population in those counties within the Fire District. The following are the 2022 Board of Trustees:

- Dan Roberts, President (Kendall County)
- Raymond Underhill, Vice President (Grundy County)
- David Clark, Secretary (Grundy County)
- Angela Robinson, Treasurer (Grundy County)
- Jason Baron, Trustee (Will County)

By statute, each trustee is appointed to his/her position by the county board within the county they reside and therefore represent. Trustees serve three-year terms. The Board of Trustees are responsible for creating policy for administration of the fire district, as well as setting the budget for fire district operations. The board adopts ordinances and resolutions for purposes of fire code, and operations of the fire district.

Fire Commissioners:

In addition to the Board of Trustees, the Fire District has an appointed Board of Fire Commissioners. The commissioners are responsible for the establishing of eligibility lists for firefighter hiring, as well as promotional lists for the promotion of fire officers at various ranks. The Board of Commissioners is responsible to conduct disciplinary hearings and recommendations as necessary by the Illinois Firefighters Disciplinary Act. Commissioners are appointed by the Board of Trustees and must reside within the boundaries of the Fire Protection District. The following are the 2022 Fire Commissioners:

- George Lindemulder, Chairman
- Al Skwarczynski, Secretary
- Jeff Hanley, Commissioner

Firefighter Pension Fund Board of Trustees:

The Firefighters of Minooka Fire Protection District participates in the Illinois Article 4 Pension code, commonly known as the Downstate Firefighters Pension Fund. The pension fund board is a five-member board consisting of two members appointed by the president of the fire district board, one is a retired firefighter who is a participant in the fund, and two active members of the pension fund who are elected by the pension fund participants.

The pension board is the fiduciary of the pension fund. The Board is responsible for conducting hearings and making decisions related to firefighter pensions, fund actuarial, and disability determinations; all within the authority of the Illinois Article 4 Firefighter Pension Fund Statute.

The following are the 2022 pension board members

- Al Yancey, President
- Gerald Nellessen, Secretary
- Angie Robinson, Treasurer (District Treasurer)
- Eric Larson
- Ken Briley
- Brad Sprague

ADMINISTRATION

The administration of fire district includes the fire chief, a deputy chief, executive assistant and a part-time clerk. The administration is primarily responsible for budget and finance, planning, and human resources and applying the ordinances and policies set by the Board of Trustees, carrying out the duties directed within the fire commission authority as well as daily administration/operations of the organization.

Al Yancey, Jr., Fire Chief
Brad Sprague, Deputy Chief - Operations
Sheri Gresham, Executive Assistant
Brandy Malone, Clerk/Reception

Fire Chief Al Yancey has over 34 years of experience in the fire service. Chief Yancey served on the Board of Directors of the Illinois Fire Chiefs Association (IFCA) from 2017 – 2022, serving as the volunteer and combination department representative to the board. Previous to serving on the IFCA Board, Chief Yancey served twelve years as the Chairman of the Illinois Volunteer and Combination Officer Committee of the IFCA. Chief Yancey currently serves on the Board of Directors for the for the Volunteer and Combination officer Section of the International Association of Fire Chiefs, serves as president of the Mutual Aid Division 15 (Grundy County and southwestern Will County), and member of the Western Will County Communications Center (WESCOM) chief operating board. Chief Yancey is also involved in the mutual aid incident support/command team for the region.

Deputy Chief Sprague has over 36 years of service to the fire district. DC Sprague is involved with specialized teams within MABAS Division 15, providing team co-leadership for water rescue, participating in the mutual aid incident support/command team, and coordination of regional hostile environment rescue task force deployment. DC Sprague is also closely involved in educating firefighters, police officer and tow truck operators across the United States in traffic incident management.

Facilities:

The administration of the Fire Protection District is operated from Fire Districts Headquarters – Station 1, located at 7901 E. Minooka Rd. The headquarters serves as the home to our administrative offices of the fire chief, deputy chief and administrative staff, fire prevention & education and training programs and EMS coordinator. The station also provides residential facilities for firefighter/paramedics working 24 hours shifts. Station #1 includes our training classrooms that can seat up to 60 people.



MINOOKA FIRE STATION #1- HEADQUARTERS

Station #2 is located at 28200 E. Rt. 6, Channahon, near the industrial plants on U.S. Route 6. Station #2 serves as a response facility for the southern areas of the fire district, including the U.S. Route 6 industrial corridor and is equipped with an ambulance and engine. The facilities house no administrative or support offices and serves as a response station only.

All stations are supplied with emergency back-up power to operate in the event of a power failure. Both stations have residence facilities (bunk rooms, kitchen, locker room) for the staff working 24/7 from the station. Each station also has an exercise facility for firefighters to maintain their cardiovascular and muscle strength. All stations are secured for the safety of the staff as well as the readiness of the Fire District to respond.

In 2022 the Fire District purchased three acres of land on Twin Rail Drive in Minooka for the purpose of developing a training facility. This multi-year project will provide a training tower for fire suppression, and specialized rescue training. The facility includes a pond where the water rescue team will conduct water and ice training. The fire district is currently working with an architect to determine the plan for the site and develop the capital budget for the project.

In 2022 the Fire District sold the fire station at 413 Mondamin. The Fire District occupied this building since the late 1970's and moved out of the building in 2010 when construction on the new fire station on Minooka Road was completed. In 2022 the building was sold to a local business.

Budget and Finance:

The fire district operates under Illinois Statute as a special form of government for the purpose of fire protection, rescue and emergency medical services. The Board of Trustees pass an annual budget for the operation of the fire protection district and emergency medical services. The board is also the levy authority for determine the amount of levy necessary to support the operations of the fire district. Other income to the fire district beyond taxes includes ambulance user fees, federal Medicare/Medicaid, corporate and federal grants and various educational and pre-building review fees.

The fire district maintains a six-month fund reserve as recommended by the Government Accounting Standards Board (GASB), to provide sufficient funds for operations of the district should revenue not become available or be delayed. The accounting practices and financial health of the fire district are reviewed annually by an independent auditor.

The following outlines the operating expenses for the District.

REVENUE	
Taxes	\$5,085,600
EMS Operations	\$1,213,000
TIF	\$500,000
EDPA	\$100,000
Grants	\$30,000
Other Income	\$1,206,500
Transfer In	\$5,989,695
Budgeted Revenues	\$14,124,795
OPERATING EXPENDITURES	
Salaries and Wages	\$3,645,524
Benefits	\$1,306,445
Office Expense	\$33,500
Contracutal Expense	\$159,500
Fire Commission	\$10,000
Building	\$109,000
Utilities	\$72,500
Fire Operations	\$581,935
Special Operations	\$21,150
Education & Training	\$102,500
Fire & Health Education	\$16,750
Other	\$265,000
Budgeted Expenditures	\$6,323,804

<i>CAPITAL/DEBT EXPENDITURES</i>		
	Debt Service	\$363,760
	Capital Expenditures	\$1,103,000
	Transfer Out	\$5,989,695
	Budgeted Expenditures	\$7,456,455

Pension Funds

In 2022, under the mandate by the State of Illinois, Minooka Pension Funds we transferred to the State of Illinois Fire Pension Investment Fund (IFPIF). IFPIF was created by statute and consolidated all downstate fire pension funds into one large fund. The local pension boards were required by law to transfer funds to the IFPIF and as such relinquish control of funds are invested and dollars are managed. The local pension board maintain control over local pension decision and review of fund disbursements; however, have no control over the investment process, which is now handled by the IFPIF group.

Pension Fund accounting practices are reviewed annually by an independent auditor. The pension fund board utilizes a third-party actuary to assess funding requirements. Minooka Firefighter Pension Fund is one of only a few pension funds in the State of Illinois that is 100% funded. Our local pension board provided excellent fund management for almost 25 years prior to funds being transferred to the IFPIF.

OPERATIONS:

Personnel

Minooka Fire Protection District is comprised of more than fifty personnel, which is a combination of career and part-time firefighter/paramedics, and career and part-time support/office staff, as well as volunteer firefighters.

Many organizations in our area no longer have a volunteer firefighter program; the Board of Trustees along with Chief Yancey and Deputy Chief Sprague plan to continue providing volunteer opportunities for many years to come to all those wanting to enter the fire service, an opportunity to begin their journey. The goal of the fire district is to provide young people an opportunity to be a volunteer firefighter, part-time firefighter and then enter the career service. This is the best possible journey for young people beginning their fire service career. Volunteer firefighters take the same training journey as career firefighters. The fire district provides opportunities for them to attend firefighter academy and become a certified firefighter.

The fire district offers opportunities for 15 – 17 year olds as well through the cadet firefighter program. Cadets participate in many of the training opportunities as the firefighters who are over 18. This is a great opportunity for kids who are thinking about the fire service. Cadet service gives them the opportunity to experience the fire service, and make an educated decision about their career path.

The fire district employs part-time firefighter/EMT/Paramedics. Many of these part-time employees come from our volunteer recruit program or are career firefighters in other organizations looking for opportunities near their hometown. These opportunities can lead to a contract firefighter/paramedic position and as well as career positions with Minooka Fire District.

Line personnel are part of the operations of the District. Lieutenants and firefighter/paramedics are the personnel making the daily responses to emergencies. Our daily staffing target is eleven shift personnel on duty; however, with vacation days and sick leave these numbers can fall to nine. Operations personnel are responsible for daily readiness of facilities, apparatus and equipment to be ready to respond whenever called upon.

In addition to the administrative roles, the fire chief and deputy fire chief are considered command staff. Chiefs respond to incidents to provide command and incident management to the emergency, especially those incidents that include multi-department response or a complex incident. The incident commander is responsible for managing the overall incident so that the proper resources are assigned to effectively control the incidents and meet the objectives of the strategies set by the command staff.

The Deputy Chief serves as the immediate supervisor to the six lieutenants and lead the daily operations to insure readiness to response. Each lieutenant is the immediate supervisor to the firefighter/paramedics assigned to the station and shift. Two stations are staffed 24/7/365 with an average daily staffing of ten personnel with the deputy chief and chief responding to escalated incidents. In addition to responding to emergency calls, the personnel on duty participate in training exercises, safety inspections of businesses, cleaning, and inspection, as well as minor maintenance on stations, apparatus and equipment, as well as physical fitness.

Our firefighter/paramedics are the personnel that are working at the tactical level of each incident; operating the apparatus, handling the hose, rescue tools, and delivering medical care at the scene of incidents and in the ambulance. Our firefighter/paramedics are trained in many levels of medical care, fire suppression and rescue. All of our firefighters are State of Illinois certified firefighters and the majority of shift personnel are paramedics, some at EMT-B level.

The Fire District has a collective bargaining unit with the Illinois Association of Firefighters (IAFF) Local 4685. This collective bargaining unit contract includes career firefighters and lieutenants. In 2022, the Board of Trustees settled a contract with Local 4685. The term of the contract is 2021 – 2024.

As a special note, retired firefighter/paramedic Ted Overcash was inducted into the Firefighter Combat Challenge Hall of Fame. Ted was a longtime volunteer firefighter for Minooka Fire District and a grand champion for the National Firefighter Combat Challenge. Ted overcame cancer to compete and become the grand champion. Ted is a constant supporter of fitness and wellness and was instrumental in developing annual firefighter physicals for Minooka Firefighters in the 90's when many fire departments were not doing regular medical physicals. Ted was also the driving force behind the District providing quality fitness equipment and facilities for firefighters to stay healthy. In 2016 The Board of Trustees by resolution named the Fire Station #1 fitness center the "Ted Overcash Fitness Room".



Many of our firefighters also have advanced rescue certifications in specialized rescue to participate in one or more of specialized teams of the Fire District. Minooka Fire District is a member of the following regional teams:

- MABAS 15 Water Rescue (surface, ice, swift, and underwater)
- MABAS 15 Technical rescue (confined space, trench, collapse, and high angle)
- MABAS 15 Hazardous Materials
- MABAS 15 Incident Management

EMS OPERATIONS

EMS operations are a large part of what the Fire District does. More than 75% of our responses are medical or rescue driven activities. Our EMS Operations falls within the Operations Division of the Fire District. The Fire District Emergency Medical Services Coordinator is responsible for the coordination of EMS between the EMS system hospital and the Fire District. Lt. Brian Mellen serves as our EMS Coordinator. Our coordinator is responsible for coordinating training, equipment, orientation, implementation of new standard medical orders, and overall general EMS operations.

The Fire District EMS operations are directed through Morris Hospital Emergency Medical Services System. Our paramedics operate under the guidance and direction of a Medical Doctor at Morris Hospital. Paramedics use standing medical orders (SMO) established by a Regional EMS System designated by the Illinois Department of Public Health (IDPH) to deliver medical services on a daily basis. While in the field our paramedics are able to contact the emergency department physicians for additional guidance, as needed. Beyond the initial licensing of paramedic, Minooka Fire District Paramedics also receive specialty certifications in Advanced Cardiac Life Support (ACLS) and Pediatric Trauma Life Support (PTLS) and several other levels.

Minooka Ambulances are equipped with state-of-the-art life support equipment; including cardiac monitors connected to local hospital emergency departments where doctors can immediately read patient conditions and prepare the emergency room to begin treatment of the patient once the ambulance arrives. We also carry automatic cardiopulmonary resuscitation devices that are automated to perform CPR while paramedics work at providing additional medical care for a patient who is in cardiac arrest.

The Fire District works with other neighboring fire departments and police departments for Rescue Task Force (RTF) operations. Our organization has participated in past year drills to evaluate the ability of local fire, ems and police in a response to a mass casualty/active shooter events. Deputy Chief Sprague sits on a regional committee to formulate guides and operating procedures for RTF responses.

TRAINING

Minooka Firefighters conduct training each week while on shift. Our volunteers and cadets conduct their training on Wednesday nights.

Training includes emergency medical care continuing education, rescue, fire suppression, driver training, hazardous materials, technical rescue operations, and incident command. Much of our training is provided by our fire officers and firefighters who are trained in technical operations; however, we also use outside instructors from FEMA, Illinois Fire Service Institute and other training organizations.

Achievements

In 2022 the training division achieved the following for the employees of the Minooka Fire Protection District:

- 355 Different courses offered
- 27,316.5 Total training hours documented
- 61 members logged training in target solutions in 2022
- Each member averaged 447.81 hours of training for 2022
- All response personnel completed Rescue Task Force (RTF) training combined with Grundy County Fire and Police Agencies. RTF is a rapid deployment of EMS and police personnel into an active threat environment to begin the life-saving process and rapid transportation to the hospital for those who have been injured in a hostile environment.
- Hosted a multi department school bus extrication training program.
- Upgraded the audio/visual equipment in the training room/EOC, through a America Rescue Plan grant provided by Grundy County.
- Held a combined fire academy with Troy Fire Protection District.

- All of the lieutenants completed the Company Fire Officer (CoFo) certification program
- 8 recruits obtained their OSFM Basic Operations Firefighter certification
- 4 employees obtained their open water SCUBA certifications
- New projectors were installed in the training room provided by \$100,000.00 America Rescue Plan Grant.



SUPPORT SERVICES – FLEET

The fire and rescue operation of the Fire District is accomplished using multiple types of vehicles. Our fleet of vehicles includes ambulances, fire engines, ladder truck, heavy rescue, water tender, specialized rescue vehicles, and staff cars.

In 2022 the Board of Trustees approved the purchase of a new rescue pumper. This new fire engine will replace an aging fire engine in our apparatus replacement schedule. The fire engine was purchased through a competitive bid process, joint purchasing authority, from Pierce Manufacturing in Appleton, Wisconsin. The delivery time on the new fire engine is three years. The purchase price for the fire engine was \$1.1 million.



In 2022 the Board of Trustees approved the purchase of a new advanced life support ambulance. This new ambulance is a replacement for an ambulance that was totaled by the insurance company as a result of a crash that occurred in September 2022. The new ambulance was purchased from Foster Coach Sales in Sterling, Illinois and is a Ford/Horton ambulance. The ambulance is manufactured by Horton Emergency Vehicles located in Columbus, Ohio. The delivery time on the new ambulance is two years. The purchase price for the ambulance was \$353,000.00. Due to the Fire District needing to maintain three operational ambulances, the Board of Trustees approved the purchase of a used ambulance, which was funded by the insurance company under a rental/purchase clause in our insurance policy.



A new advanced life support ambulance was placed in service in early May of 2022.

In 2022 the District begin the process of equipping fire apparatus and ambulances with on-board diesel particulate filtering systems. Five vehicles were outfitted with filtering devices. Currently the diesel capture process is through hoses mounted in the fire stations that must be connected to the vehicle and automatically detach when apparatus leave the fire station. The new system does not require attached hoses and works

automatically with the vehicle systems. The District will continue this project in 2023 so that all vehicle are equipped with on-board diesel capture systems.

All of our fleet is maintained by a fire apparatus mechanic known as an “Emergency Vehicle Technician (EVT). Ben Petro serves as the EVT. Minooka Fire District partners with Morris Fire Protection District and Troy Fire Protection District to maintain our own in-house EVT. The EVT is responsible for service and repair of all of the fire apparatus and vehicles owned by the Fire District.

Our fleet service center is located in Morris and is a facility shared by the three fire districts. This facility is equipped with the necessary tools and technology to properly service fire apparatus and get it returned to service in an efficient amount of time. In 2021 the three partner fire districts agreed to an expansion of the fleet maintenance facility, to accommodate additional vehicle inside at one time. The expansion of the fleet facility was completed in 2022. In 2023 an additional mechanic is planned for the facility.

PREVENTION

Inspection Services:

The Fire District employs one fire inspector who is responsible for routine inspection of businesses and commercial facilities as well as fire alarm and sprinkler plan review and approval.

We conduct commercial and industrial fire safety inspections for code compliance. Our inspector also offers courtesy home fire safety surveys. Commercial/industrial fire safety inspections are conducted to make sure commercial/industrial properties are compliant with the latest adopted fire codes.

Commercial/industrial property owners are required by law to comply with the fire and life safety codes adopted in the jurisdiction and our inspections make sure those facilities are compliant. Often times compliance is gained by pointing out the problem and explaining the reason a correction is needed; however, in some cases property owners do not comply and then, as a final step, a citation can be issued.

Our home fire safety survey is a courtesy program. These are conducted at the request of the homeowner and provides homeowners with valuable tips on how to protect their family and property from fire. We encourage homeowners to call the Fire District to schedule a home fire safety survey. Low income families who cannot afford a smoke detector or carbon monoxide detector can contact the Fire District for assistance with detectors and installation.

The inspector is also responsible for overseeing our compliance software and following up on any commercial hood/duct extinguishing system that has not had its annual inspections. The inspector is responsible for following-up with the business to make sure the suppression systems for cooking is compliant.

In mid-2021 our current inspector left the job for another position. The fire district partnered with Plainfield Fire Protection District – Fire Prevention Bureau, to continue inspectional services, plan reviews, etc. In

December of 2021 the Board of Trustees authorized the hiring of a new fire inspector, Mrs. Mary Ludemann, who started January 3, 2022.

Fire & Life Safety Education:

The F&LS Specialist is a shared employee with Channahon Fire Protection. The Fire District thanks the Channahon and Minooka School District for their continuing partnership that allows us to provide valuable fire and life safety education to children. This education comes back into the homes through children reminding parents to check smoke detectors, practice escape plans, establishing safe meeting places and understanding the need to prepare. It has also resulted in lives saved through educating children who know how to react during a medical emergency either through first aid or by simply calling 911.



2022 EDUCATIONAL PROGRAM ACTIVITIES – MINOOKA SCHOOL DISTRICT

Note: Firefighter Cindy also teaches in the Channahon School District which includes many students who reside within the Minooka Fire Protection District Boundary. Educational Statistics for Channahon School District are recorded through Channahon Fire Protection District.

<u>Type Class</u>	<u>Attendance</u>	
CPR Students:	12 classes	105 adults
Car seats installation:	17 seats	22 adults/4 children
Babysitter Training:	2 classes	24 students

Schools Visits:

Jan-May (2022)

Aux 1st grade: 5 classes	Approx. 100 students
Aux 2nd grade: 6 classes	Approx. 120 students
MES 1st grade: 5 classes	Approx. 100 students
MES 2nd grade: 6 classes	Approx. 125
MPC Pre-K: AM/PM	Approx. 290 students

Sept-Dec (2022)

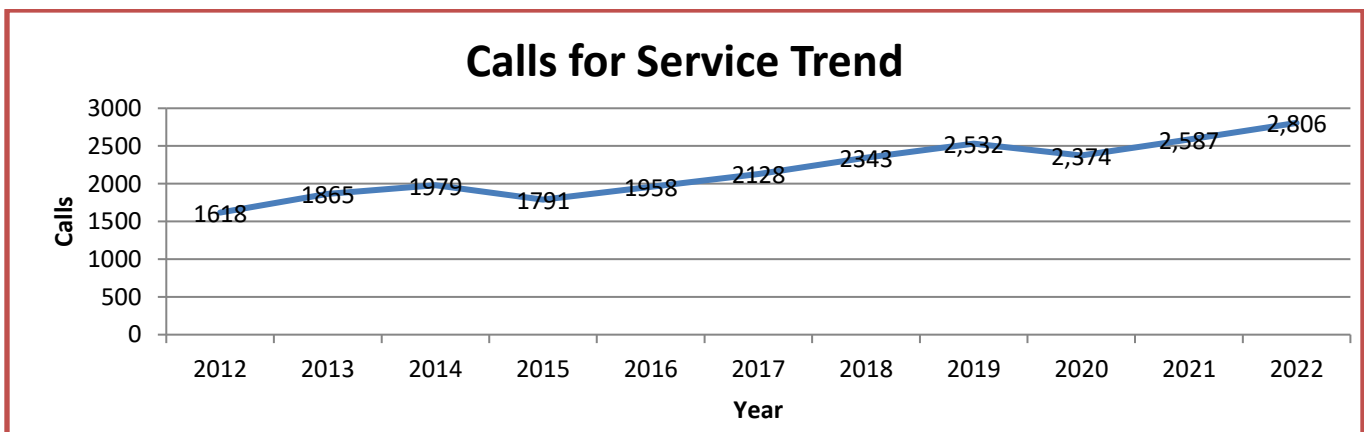
Aux Kindergarten:	6 classes – 130 students
Aux 1st grade:	6 classes – 120 students
Aux 2nd grade:	6 classes – 130 students
MES Kindergarten:	5 classes - 90
MES 1st grade:	5 classes – 100 students
MES 2nd grade:	6 classes – 130 students
MPC Pre-K:	AM/PM - 290 students



RESPONSE STATISTICS

Minooka Fire Protection District responded to 2,806 calls for service in 2022. This represents an 8.5% increase in calls for services over 2021. Our call volumes increase an average of 8 – 10% annually. The organization has experienced an 73% increase in calls for service over the past ten years.

10 Year Historical Call Trend



2022 Breakdown of Calls for Service:

- Friday was our busiest day of the year at 441 total calls for service.
- August was our busiest month of the year at 229 total calls for service.
- 8:00 a.m. – 3:00 p.m. in the day is the peak busiest times of the day. 1:00 p.m. being the busiest hour of that range.
- 1,801 medical calls
- 531 good intention calls. Calls where we were cancelled in route, assisting the police/public, etc.
- 576 calls for service outside of our fire district. These calls include providing mutual aid and automatic aid to neighboring departments. We provide the primary ALS ambulance response for Lisbon-Seward Fire Protection District, within Seward Township area.
- 258 automatic fire alarm responses.
- 85 service calls. Calls where someone needs assistance with smoke detector, water shut off, etc.
- 63 hazardous condition calls. Calls for power lines down, something smoking, etc.
- 41 reported structure fires. These are confirmed fires occurring within a structure
- 29 other fires. Car, brush, trash, dumpster, etc.
 - Within the above list calls, 53 of the calls were a response to I-80.
 - Station #1 responded to 1,495 calls for service
 - Station #2 responded to 1,015 calls for service
 - Station #1 & #2 responded to 291 multi-company calls for service. These are calls where it is anticipated that multiple personnel and apparatus will be required to control the incident.

Minooka Fire Protection District continues to progress in service advancements as demands for service increase. We continue to plan for the future to provide proper staffing, training for the staff, as well as apparatus and equipment to continue to deliver excellent service to the citizens of Minooka Fire Protection District.

-END