



Burlington Fire Department



136 South Winooski Avenue
Burlington, Vermont 05401-8378
(802) 864-4554 • (802) 658-2700 (TTY)
Business Fax (802) 864-5945 • Central Station Fax (802) 865-5387

Conference Room Fire Station #1 136 South Winooski Ave., Burlington, VT 05401

Tuesday, February 6, 2024, 8:30 AM

PLEASE NOTE:

This meeting will be held on Zoom and in-person at Fire Station #1.

Join Zoom Meeting

<https://zoom.us/j/95133397964>

Meeting ID: 951 3339 7964

One tap mobile

+16469313860,,95133397964# US

+19292056099,,95133397964# US (New York)

1. Call to Order

2. Adopt Agenda

3. Public Forum

4. Adopt Minutes

5. Chief's Oral Report

6. Old Business

Subject

6.1. Follow up on Staffing Study

Meeting

February 6, 2024 - Burlington Fire Commission Meeting - Tuesday, February 6, 2024, 8:30 AM, Conference Room Fire Station #1 136 South Winooski Ave., Burlington, VT 05401

Category

6. Old Business

Department

Fire Department

Type

Recommended Action

7. New Business

Subject

7.1. Executive Session

Meeting

February 6, 2024 - Burlington Fire Commission Meeting - Tuesday, February 6, 2024, 8:30 AM, Conference Room Fire Station #1 136 South Winooski Ave., Burlington, VT 05401

Category

7. New Business

Department

Fire Department

Type



Burlington Fire Department

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February 06, 2024

Chief's Report to the Burlington Fire Commission

Personnel: We currently hold four vacancies. The probationary firefighter job opening is posted on the city's website. The Deputy Chief of Administration has updated our process to offer an online written exam for a broader testing opportunity availability. There is a small cost associated with taking the online exam. A grant program to allow for the coverage of the fee has been offered, so this fee isn't a roadblock to the application. The department web page has been updated to show changes. The application period closes on 02/29/2024. The Deputy Chief of Administration is working to revamp the hiring process to increase efficiency while offering a robust process to our applicants. DC Petit also created a lateral hiring process to increase the candidate pool. This process will allow us to hire experienced firefighters/EMTs at a competitive pay rate and credit toward previous career service. A shorter recruit school will get them on the floor and count toward minimum staffing levels faster, reducing the overtime burden on our employees. The lateral process has been vetted through the BFFA and is in the city review process. We are working on a policy to provide effective counseling to employees. Training will be conducted on each shift, and a policy will be issued shortly.

Responses: For the year ended December 31, 2023, the fire department responded to 10,974 calls for service. This number removes test incidents and unused incident numbers. As of the week ending January 28, 2024, the department has responded to 700 calls for service. We have begun tracking multiple responses to specific addresses and high users of services for all incident types. This data can lead to helping move toward solutions and a more efficient service model. Below are interesting charts showing responses by call type, hour, day of the week, and total incidents by unit for 2023.

100: Fires

200: Overpressure, rupture, explosion, overheating

400: Hazardous condition, no fire

600: Canceled, good intent

800: Severe weather, Natural disaster

111: Structural fires

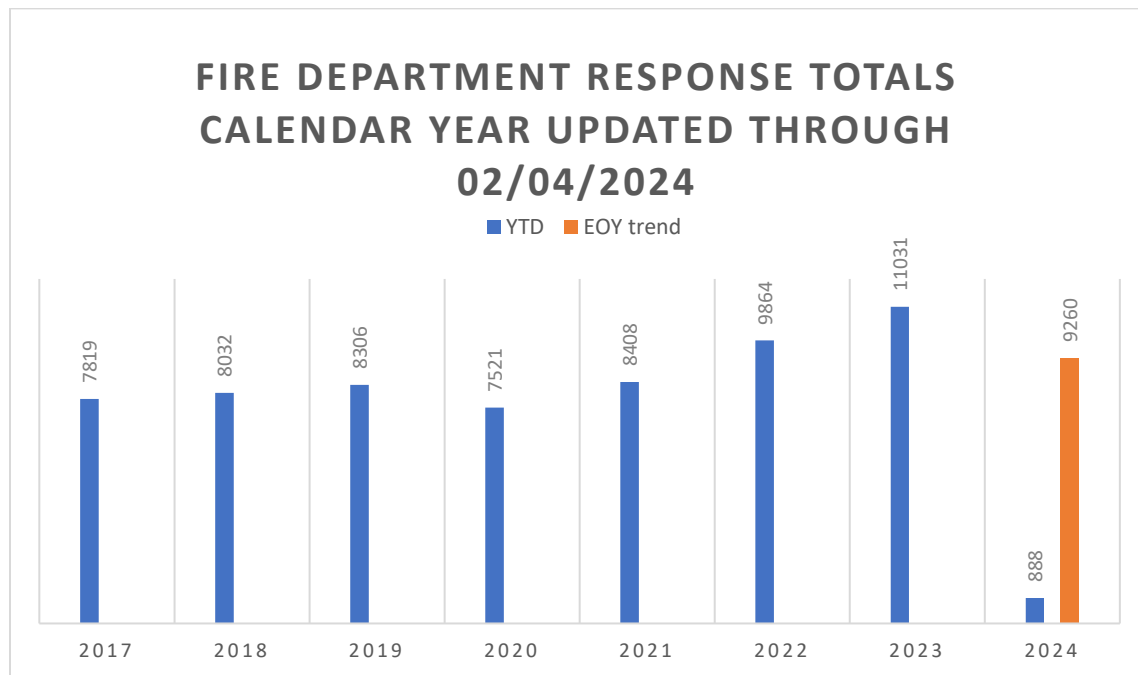
300: Rescue, EMS

500: Service calls

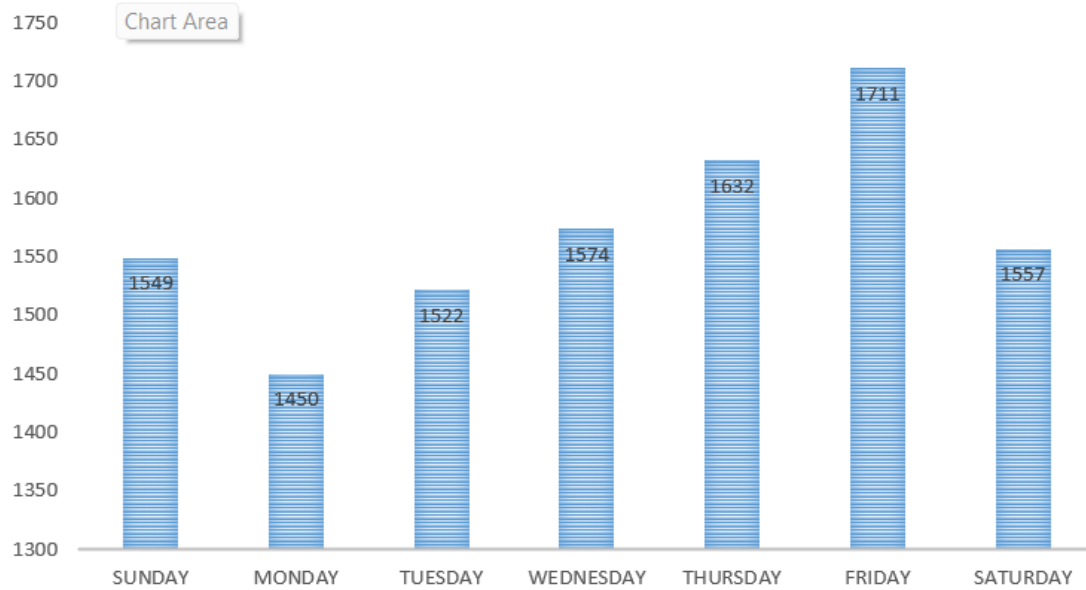
700: False alarm, false call

900: Special incident type

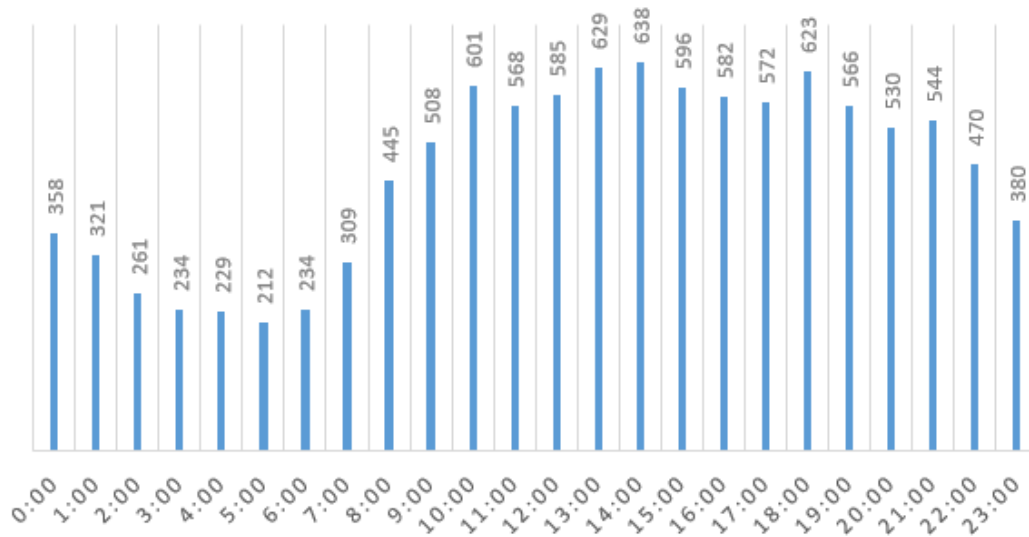
Incident type	2016	2017	2018	2019	2020	2021	2022	2023	2022 - 2023 % change
100 (not 111)	120	91	110	72	96	94	85	90	6%
111	34	36	35	33	20	24	31	23	-26%
200	9	4	9	10	13	8	7	7	0%
300*	4520	4741	5488	5806	4909	5794	6815	7454	9%
400	149	164	153	155	137	116	151	231	53%
500	679	695	639	620	806	669	793	929	17%
600	836	924	406	363	360	321	648	933	44%
700	1174	1148	1174	1239	1169	1253	1332	1298	-3%
800	4	3	6	6	4	0	0	4	400%
900**	11	13	16	17	35	10	19	36	89%
	7536	7819	8036	8321	7549	8289	9881	11005	11%



2023 CALLS BY DAY OF THE WEEK



2023 CALLS BY HOUR OF DAY



Apparatus Name	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Total 2023
Ambulance 1	214	211	252	320	332	336	366	390	369	313	249	252	3604
Ambulance 2	216	189	221	288	270	277	296	311	316	255	259	242	3140
Ambulance 4	142	150	131	169	154	172	195	174	179	185	175	176	2002
Ambulance 5	0	3	2	9	5	2	12	3	4	0	0	0	40
Battalion 1	53	57	35	45	58	43	69	47	81	71	65	45	669
CRT	0	0	0	0	0	0	0	0	0	59	35	33	127
Engine 1	226	221	243	316	344	351	393	405	421	363	267	256	3806
Engine 3	186	185	165	196	200	163	201	215	239	274	237	198	2459
Engine 5	76	84	94	112	93	89	112	132	118	107	85	67	1169
Engine 6	114	9	11	80	28	37	2	50	32	8	80	9	460
Ladder 2	92	160	140	154	215	213	222	179	248	205	185	200	2213
Ladder 4	118	138	132	111	104	95	162	153	127	151	99	168	1558
Rescue 1	1	39	1	0	0	9	0	85	69	16	0	2	222
Tower 1	169	102	134	179	201	185	252	132	173	224	183	134	2068
Total Unique Incidents	762	724	749	924	917	937	1057	1066	1102	1054	879	834	11005

Eclipse: On April 8, the city will experience a once-in-a-lifetime event, a total solar eclipse. There is detailed planning occurring at both the city and state level. There is the possibility of 150,000 people in the greater Burlington area for the event. DC Libby is working with other city departments to ensure the event goes as smoothly as possible. We plan to hire and up-staff apparatus, add ambulance capacity and minimize unit movements out of assigned districts.

Overtime: November 30, 2023 – January 30, 202

- Minimum Staffing Overtime: 1247.25 hrs
- Mandatory Minimum Staffing Overtime: 194 hrs

1-year Comparison September 30, 2022 – November 30, 2022

- Minimum Staffing Overtime: 1762.25 hrs
- Mandatory Minimum Staffing Overtime: 66.5 hrs

The above data shows a 41.3% decrease in Minimum Staffing Overtime and a 191% increase in Mandatory Minimum Staffing Overtime during the same period last year. Overall, the minimum staffing overtime burden on the employees and city budget has decreased by 26.8%.

Note: The above overtime burden on the staff accounts for Minimum Staffing Overtime, giving us the 22 people required to meet minimum staffing levels. This does not account for extra duty jobs, dispatch extra duty or CRT overtime. In the same period, our staff committed to the following extra duty, dispatch extra duty, and CRT overtime:

- Extra Duty: 45 hrs
- Dispatch Extra Duty: 183.6 hrs
- CRT Overtime: 944 hrs

Fleet: Funding for fleet replacement continues to be a priority for the city's fleet committee. Ensuring fleet repair requests are addressed promptly and coordinated with the shift commanders to reduce response disruptions is a primary concern for the DC of Operations. We expect delivery of three fire apparatus and one ambulance for the Fire Department in 2024. The new Ladder 4 is in its final build stage. With two members, DC Libby will head to Florida at the end of February for a final inspection. Ambulance 4 is being built now, and we expect delivery in the spring. With the three-year build schedule for new ambulances, a priority should be placed on ordering our next ambulance immediately. This priority has been shared with the CAO, and she is working to fund this replacement in our FY25 budget. Future administration should prioritize finding precise funding mechanisms for the entire city fleet.

Buildings: Work to cover deferred maintenance is progressing. Netting has been installed on the ceiling in the basement of Station 2 to catch any falling concrete. This is a stopgap until the floor replacement is complete. The shoring recommended for the Station 1 bay under Tower One is scheduled to be completed by the end of February. The Station 2 bedroom project is underway and should be completed by the end of March. The Station 3 bedroom/bathroom project is still in the planning phase.

The City's Great Streets project will significantly impact Station 1. The basement access and parking areas will be disrupted for project completion. DC Petit is coordinating station disruptions; DC Libby is coordinating changes in response patterns during the construction.

Radio System Upgrade: The radio system upgrade managed by DC Libby is on schedule. The dispatch center upgrade is underway. In December, we had a minor setback with our current radio system, with the failure of an out-of-date component. This cemented the need for this upgrade. We want to thank Cole Hayes and the city IT team for getting the radio system back up and running. Final tests of the new system will be

conducted in June. The station alerting project managed by DC Petit is underway. Hardware is being installed, and mobile applications are being rolled out to the staff. The mobile application will be used to recall off-duty personnel. The app will also support live streaming of our primary radio channels once the station alerting installation is complete.

Staffing Study: Consultants from MissionCIT have completed the staffing study. We have received feedback from the city leadership and the BFFA and are reviewing this data with MissionCIT. A simple document will be created to show the recommendations for the next step.

Community Response Team Pilot: Between October 16 and January 28, the team has been staffed by 1691.5 hours of voluntary overtime by our line personnel. This is an average of 112.8 hours of overtime per week, giving us an average weekly in-service time for the unit of 56.4 hours. We have received widespread support and appreciation from the community. A profound Thank You goes out to our committed responders doing this difficult work. October, November, and December are the only months in 2023 that show reduced overdose responses from the prior year.

	2022	2023	% change 22/23	2024	% change 23-24
January	19	40	111%	25	-38%
February	20	29	45%		
March	20	28	40%		
April	26	43	65%		
May	26	38	46%		
June	38	56	47%		
July	38	39	3%		
August	39	57	46%		
September	24	67	179%		
October	33	25	-24%		
November	31	24	-23%		
December	44	24	-45%		
		Implementation of CRT			

BC McCombie is tracking data coming out of the CRT deployment. Below are some metrics showing the impact of the program. This data shows how many people the team has touched, the quantity of wound care supplies handed out, Narcan leave-behind kits distributed, the number of referrals, direct phone requests, and incidents where the team

went above and beyond in their duties. (I'm sure this number is under-reported by our crews)

We currently have a bill in the Vermont Legislature, H.747, allowing \$200,000.00 to be appropriated to the Burlington Fire Department to help cover the cost of fighting the opioid crisis. We thank Representative Branagan for writing the bill and supporting this initiative.

Total:	988	1690	129	\$484.36	21	12	2
	# of Attendees	# of Wound Care Items Distributed	# of NLB Kits Distributed	Total CRT Cost (Excluding Roll Out Cost)	Total # Referrals/Bridge to Service Providers	Total Request For CRT Members Via Phone	Total Above & Beyond Incidents

Fire Marshal's Office: The Fire Marshal's office has conducted investigations on multiple fire events and is working with the BPD and VSP to conclude these investigations. The office also conducts routine safety and construction project inspections. FM Stone is actively working to update fire ordinances. He is also researching software to allow for more complete investigation documentation and a cleaner workflow with partnering agencies.

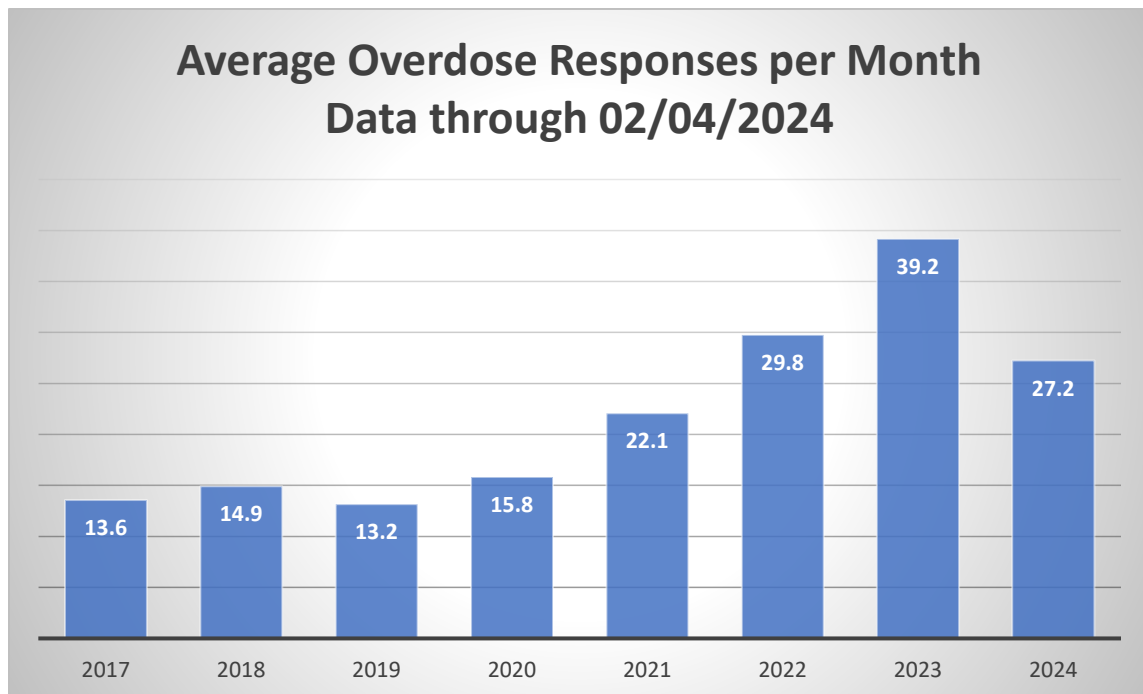
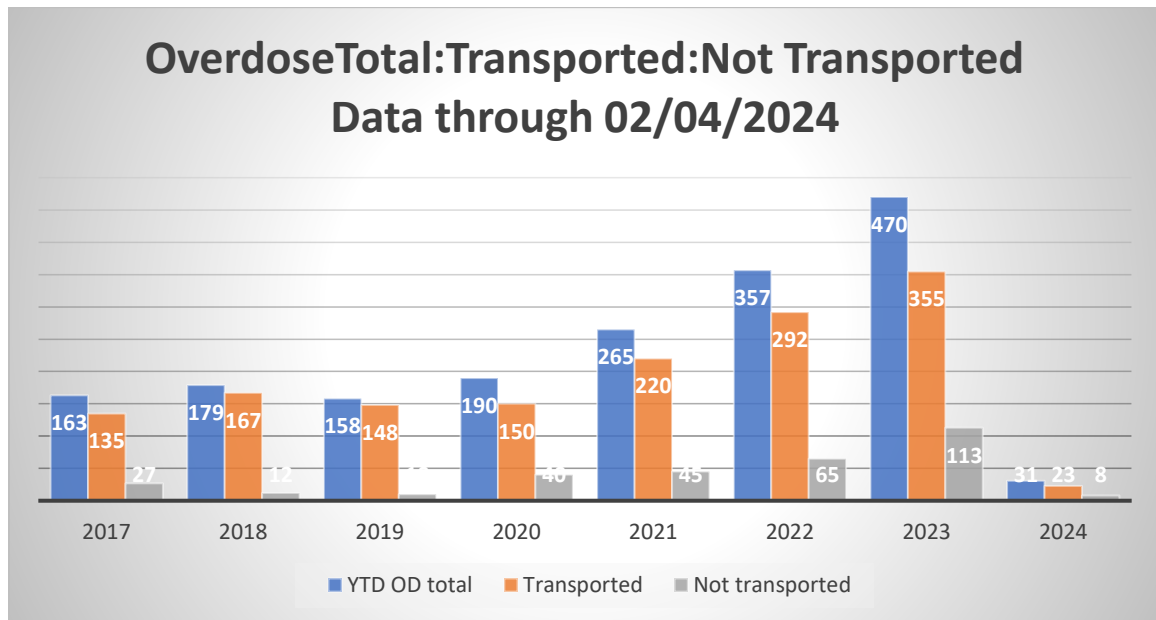
Training Division: Current priorities for the training division include:

- Development of the 2024 training schedule
- Develop/coordinate for our Recruit Class 24-01
- Creation of our potential first Lateral Transfer training academy
- Writing/developing a training grant for the AFG
- Creating/developing our Officer Development bi-weekly training
- Supporting our Lessons Learned Seminar for June 1
- Overseeing the progress of Probationary Firefighters from class 23-01

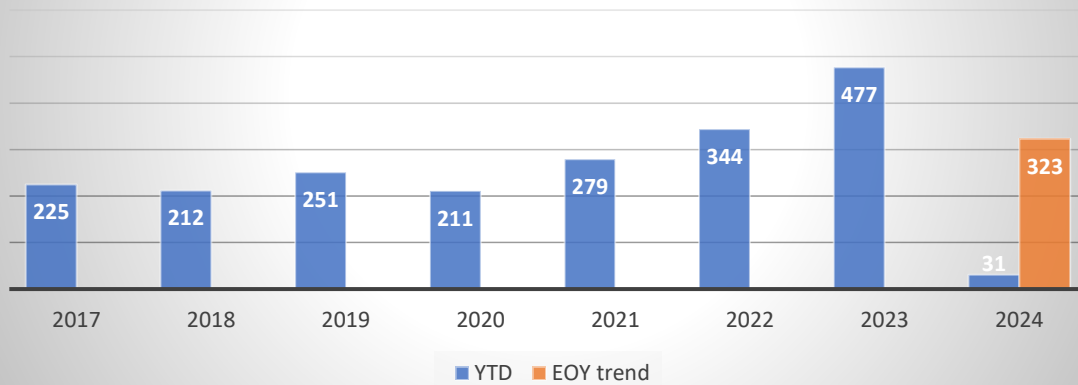
EMS Division: BC McCombie is creating and will coordinate the delivery of an EMT/AEMT refresher in February. This will be conducted on duty for our three shifts and consist of fifteen full-day training sessions. She is planning both classroom and hands-on opportunities. The EMS division regularly updates CRT data, which is used to

inform the staff, city leadership, and the community of CRT's impact. The division also conducts regular QA/QI of incident reports and provides follow-up to providers.

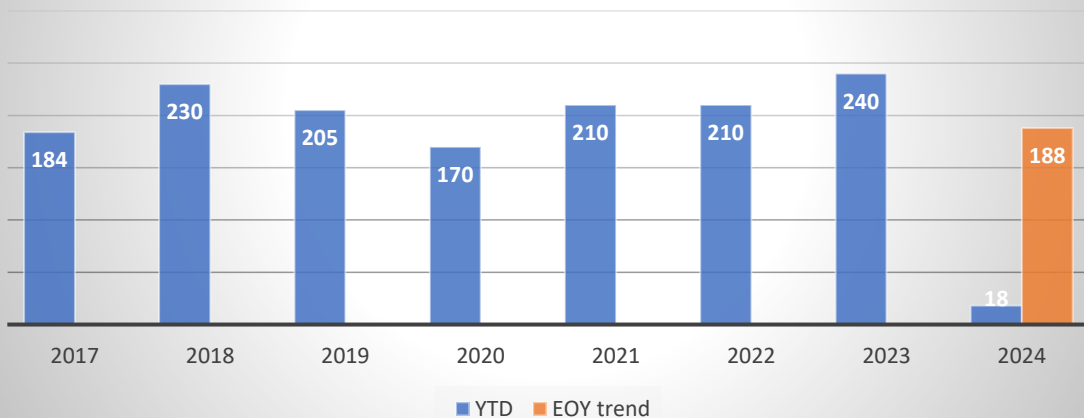
Latest EMS Response Data:



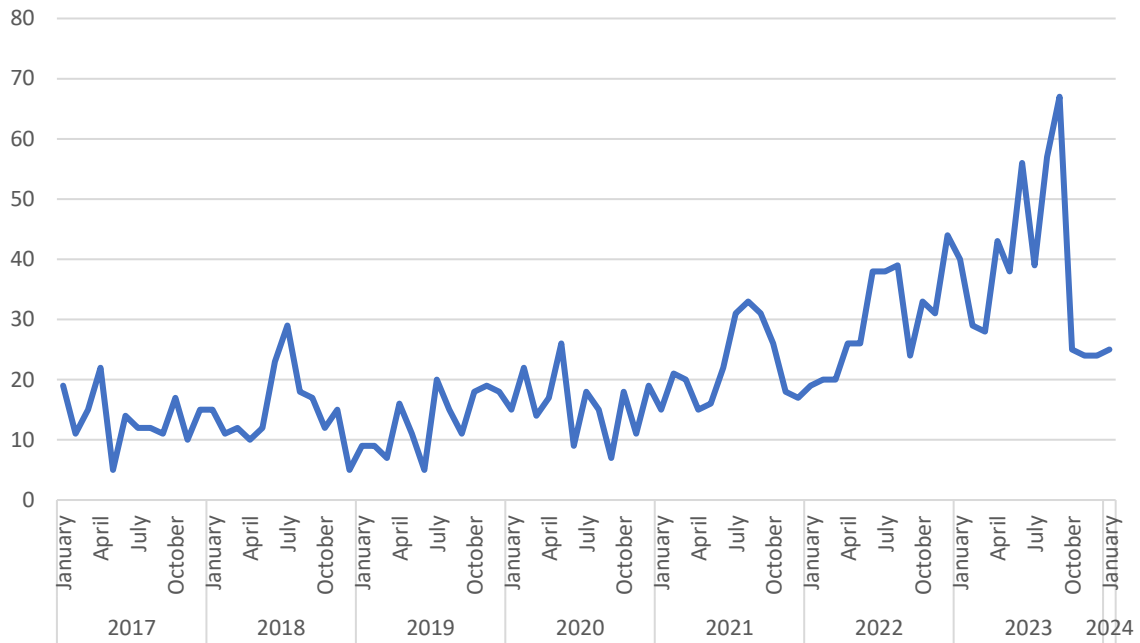
Dispatch Unknown Problem/Person Down Updated through 02/04/2024



Dispatch Alcohol Intoxication Updated through 02/04/2024



Monthly Fire Department Overdoses
Updated through 01/31/2024



Monthly Fire Department EMS Responses to
Homeless/Houseless/Transient/No Address Population
Data Through 01/31/2024

