



Brian E. Sturdivant, Fire Chief

CITY OF LANSING BOARD OF FIRE COMMISSIONERS

120 E. SHIAWASSEE ST., LANSING MI 48933

(517) 483-4200 | LANSINGMI.GOV/FIRE



Andv Schor. Mavor

REGULAR MONTHLY MEETING AGENDA

WEDNESDAY, DECEMBER 14, 2022 | 5:30 PM |

LFD STATION #1 | 120 E. SHIAWASSEE ST | LANSING MI

1. Call to Order – Establish Quorum

- 1.1. Present
- 1.2. Absent

2. Additions to Agenda

3. Approval of Minutes:

- 3.1. November 9, 2022

4. Public Comment – Agenda Items (Time Limit: 3 Minutes)

5. Review Communications

6. Comments from Chair

7. Presentations

- 7.1. 2022 Annual Report

8. Fire Administration Report – Chief Sturdivant

9. Old Business

10. New Business

11. Request for Commissioners to be Excused

12. Commissioner Comments

13. Public Comment – On any matter- speakers must state their name and address (Time Limit: 3 minutes):

14. General Order

15. Adjournment

Fire Commissioners

1st Ward Barbara Lawrence – Vice-Chair
 2nd Ward Vacant
 3rd Ward Kathleen Tobe
 4th Ward Gina Nelson
 At-Large Steve Purchase –Chair
 At-Large Rodney Singleton
 At-Large Charles Willis
 At-Large Krishna Singh



Brian Sturdivant, Fire Chief

CITY OF LANSING

BOARD OF FIRE COMMISSIONERS

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Andy Schor, Mayor

REGULAR MONTHLY MEETING MINUTES

WEDNESDAY, NOVEMBER 9, 2022 | 5:30 PM |

LFD STATION #8-EOC | 815 MARSHALL ST. | LANSING MI

1. Call to Order – Establish Quorum - 5:35 p.m.
 - 1.1. Present: Kathleen Tobe, Charles Willis, Steve Purchase, Kris Singh, Barbara Lawrence, Rodney Singleton
 - 1.2. Absent: Gina Nelson
2. Additions to Agenda:
 - 2.1. None
3. Approval of Minutes:
 - 3.1. July 13, 2022 and August 17, 2022 - A motion was made and supported to the minutes as written. Motion was carried by unanimous vote
 - 3.2. September 14, 2022 - A motion was made and supported to approve the minutes as written. Motion was carried by unanimous vote
4. Public Comment – Agenda Items (Time Limit: 3 Minutes):
 - 4.1. Patti Starnes stated that it was nice to be on the other side of the table for tonight's meeting.
5. Review Communications
 - 5.1. Thank you, letter – from Dina Goodwin-Walter giving her thanks to the crew who treated her 3-year-old daughter.
 - 5.2. Thank you, letter – from Doris Leland thanking the crews for all the assistance they have given her and her husband this year.
6. Comments from Chair Steve Purchase
 - 6.1. Bond Passed and was a solid win. Lots of good things coming up. Had the opportunity to do some touring of the public facilities.
 - 6.2. Councilman Brian Daniels went on the facilities tour with us and when he saw the condition the gym equipment was in at Station 9 he offered to let personal use the gym that he owns for free while in the process of updating facilities.
 - 6.3. As I see our job moving forward, I am hoping we will be able to help in the process of making sure the funds that are designated for LFD facilities go to LFD.
 - 6.4. Commissioner Singh and I attended the recent graduation ceremony at the Hill Center for our newest recruits. It was a nice ceremony and went well. Commissioner Tobe asked who at Fire would we contact to schedule a time to come in and see the students at LCC. Administrative Chief Odom stated it would be him or Captain Neal.
 - 6.5. December will be a light meeting as it has been in the past to celebrate the holidays. In January I would like to hit the ground running and invite the Finance Director to the meeting to begin the budget process. I would also

Fire Commissioners

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2nd Ward Vacant
3rd Ward Kathleen Tobe
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At-Large Charles Willis
At-Large Kris Singh

like to start us back to having a couple of our AOGs and SOGs on the agenda for reviewing. Chief stated that Lexipol is already in the process of reviewing our AOGs and SOGs, he stated they are outdated. Commissioner Lawrence asked if the Department will be paying for it? Chief responded yes. Commissioner Tobe stated it was a long-term investment. Commissioner Willis stated that he was happy that the Department was looking at this. He stated these are the same policy that were in place years ago. Commissioner Purchase stated that it makes sense to have it reoccurring each year to keep everything current.

7. Presentation:

- 7.1. Assistant Chief Ken Lay introduced himself. 30 plus year member of the fire service. I have worked the administration and Operations areas. Commissioner Willis asked what his experience was working with the Fire Marshals Division? While at Muskegon Heights I was the plan reviewer and worked my way up to the NFPA Committee. Commissioner Lawrence asked where he moved from? He stated Tennessee. Chief Sturdivant stated that Chief Lay and himself had sat in on a various meeting, so when he say Chief Lay had applied, he was excited.
- 7.2. Assistant Chief Lay stated that he is working on internal communication, bringing back the newsletter, already working with Michelle and a couple of others on updating our website and social media. Looking to establish a citizen fire academy. Working on health and wellness standards. These are just a few things we are working on for moral boosters. We are getting ready to send out a Christmas decorations challenge for the stations and allow the community to vote on the best. Commissioner Purchase asked about the inventory management thread that was started awhile ago and has stopped. Chief Lay said they are working with Chief Randle to get a platform in place. Chair Purchase asked big focus was on inventory management. It is on the plate, working with Chief Randle. Chair Purchase asked if the budget process for next has began and is there an opportunity to add in line items for various things that might be needed? Chief Sturdivant stated that we will develop the budget and then allocate monies for things.
- 7.3. Commissioner Willis asked Assistant Chief Lay to look into the Fire Marshal Division. Concerns about how hard they are working. A/C Lay stated that he is working on meeting with FM Burger to discuss things.

8. Fire Administration Report – Brian Sturdivant, Chief

- 8.1. Submitted request to fill Patti's position and Prevention Secretary position. Meeting with Linda on the new recruitment hiring process for firefighters. We will be dividing them into 3 phase process 1) Firefighter Trainee, no certification at all, 2) Firefighter/EMT and 3) Firefighter/Paramedic. So, when we receive applications, we will know exactly what we are dealing with. We will be moving to a new Physiological Evaluation vendor. We also will be having the physical agility test as part of the testing process. It will be set up within the community and they will be given ample time to practice but it will be a pass, fail only process.
- 8.2. Chair Purchase asked how is the department doing in our paramedic staffing? Chief stated that we have 25 members who are paramedics that are engineers and according to the CBA they are no longer in the EMS rotation. If we could get those engineers to agree to ride once or twice a month to provide some relief. Chief stated that we have a total of 14 paramedics and only need 5 per day on each shift so we are meeting requirements.
- 8.3. We are also working on a Strategic Planning program.
- 8.4. Here are the guidelines for the structure of how the mayor would like to have the annual report done. The draft of the annual report will be available by next week.

9. Old Business:

- 9.1. None

10. New Business:

- 10.1. Chair Purchase submitted the Boards letter for the Annual Report. Asked everyone to look at it and is asking for a motion to approve to add this letter as part of the annual report. A motion was made and supported to approve the Annual report letter as written. Motion was carried by unanimous vote

- 10.2. Meeting schedule for 2023, please review and motion to approve. A motion was made and supported to approve the Board of Fire Commissioners 2023 monthly schedule as submitted. Motion was carried by unanimous vote
- 10.3. Chair Purchase present a resolution and certificate of appreciation to Patti Starnes for 29 years of service with the City of Lansing including 25 years with the Fire Department. A motion was made and supported to present the resolution and certificate to Patti Starnes as written. Motion was carried by unanimous vote
11. Request for Commissioners to be Excused
 - 11.1. A motion was made by Commissioner Lawrence and moved by Commissioner Tobe to excuse Gina Nelson for the November 9, 2022, meeting. Motion carried unanimously.
12. Commissioner Comments
 - 12.1. Commissioner Willis asked about the status of Commissioner badges? A/C Tobin stated we have them to get with him. Chair Purchase asked about IDs and able to access station doors. A/C Tobin state that if there is a problem to please let us know when it happens.
 - 12.2. Commissioner Willis stated that he had heard about the Lynn case and stated that the last meeting would have been the perfect time to discuss it. He asked that communication be more transparent with the board on things like this. City Attorney Staples stated that there is an option in the Open Meetings Act that would allow the board to go into a closed meeting to discuss ligation matters.
 - 12.3. Commissioner Willis stated that it warms my heart to see the team concept that you guys are together. It's been a while since we have had this. Chief Sturdivant thanked Commissioner Willis for the recognition.
 - 12.4. Commissioner Tobe stated that she is excited about the Fire Citizens academy.
 - 12.5. Commissioner Tobe spoke about the ballot drop boxes. She ran into an issue at Station 6 and had an issue with a resident that she did her best to calm him down. But she requested that someone come out and monitor things. Chief Sturdivant stated that cameras were installed and personal have been told to stand outside to monitor.
 - 12.6. Commissioner Singh asked if we could get an updated contact list. When we lose a lawsuit where does the money come from? Chief Sturdivant stated it comes out of the city budget. It's possible there is insurance to cover it as well.
 - 12.7. Commissioner Lawrence thanked the Chief for going to City Hall and conducting a drill of their emergency procedures.
 - 12.8. Commissioner Lawrence stated that she received some comments from the staff at Station 2 which was all very positive.
 - 12.9. Commissioner Lawrence state that she was impressed at how clean Station 9 and 2 are. Both locations have many things including the exercise equipment that is completely rusting out.
 - 12.10. Commissioner Lawrence asked one of the staff members how they felt about the proposed plan, and they stated they were against it because there were no plans available to the public. Chair Purchase stated that, that same question has come up before and the reason is because in the past when plans have been developed and paid for at a high cost, the bond or proposal was not approved then the city is out money. So, they decided to wait to see if the bond would be approved by the voters and then the plans will be developed. Commissioner Lawrence stated that there is more information on the Safer Lansing Website than the company gave us at the presentation.
 - 12.11. Commissioner Lawrence stated that she saw on the Mayor's Facebook page that the proposal had passed and that he was looking to gather some stakeholders for this project. She hopes that some stakeholders do come forward for this project.
13. Public Comment – On any matter- speakers must state their name and address (Time Limit: 3 minutes):
 - 13.1. None

14. General Order

14.1. None

15. Adjournment: 7:50

Minutes submitted Wednesday, December 14, 2022 by: Michelle Greko

Michelle Greko

Lansing Fire Department – Administration

120 E. Shiawassee St. | Lansing, MI 48933

O: 517-483-4564 | E: michelle.greko@lansingmi.gov

DRAFT



LANSING FIRE DEPARTMENT

Annual Report

January 1, 2022 – December 31, 2022



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MISSION STATEMENT

The Lansing Fire Department is committed to serving the Lansing area community with the highest levels of life and property protection.

We will achieve this by providing excellent compassionate service in an atmosphere that encourages innovation, professional development and diversity.



BOARD OF FIRE COMMISSIONERS

Stephen Purchase, Chair, At Large
 Barbara Lawrence, Vice Chair, 1st Ward
 Vacant, 2nd Ward
 Kathleen Tobe, 3rd Ward
 Gina Nelson, 4th Ward
 Charles Willis, At Large
 Rodney Singleton, At Large
 Krishna Singh, At Large

MAYOR

Andy Schor

FIRE CHIEF

Brian Sturdivant

MESSAGE FROM THE CHIEF



I am pleased to provide data and statistics on LFD performance for the calendar year 2022. My leadership of the Department began in May of the same year; however, the world-class customer service reflected in this report is indicative of the character of the men and women of our organization. Our department serves a community of approximately 115,000 residents and is a full-service all, hazards emergency service delivery system.

While this report is based on information from 2022, we have also managed a laser focus on the future. This is exemplified by the initiation of our community-driven strategic planning process. This three-to-five-year plan is the first formal strategic plan ever for our department. It will provide the strategic direction to keep us on point with all future initiatives. We've also begun work to redefine and update our policy manual, this process will allow us to define organizational expectations while maintaining accountability.

It is an exciting time for the City of Lansing and the LFD. Our fire department continues to evolve, which leads us to seek new approaches to assist while collaborating with public, private, and non-profit sectors. Our members remain nimble, creative, and resilient. When presented with challenges, we work together for solutions. This is why I am so proud of each member of our department.

Brian Sturdivant
Fire Chief/Emergency Manager
Lansing Fire Department



MESSAGE FROM THE FIRE COMMISSION

Two significant milestones have marked this past year. First, two members of the Board, Commissioners Mallory and Singh, participated on the committee responsible for conducting a national search to identify qualified candidates to serve as LFD's next Fire Chief. After narrowing the candidate pool to two finalists, the Board voted to recommend them, from which you appointed Chief Sturdivant, and we were pleased to welcome him to Lansing.

Chief Sturdivant has hit the ground running, executing contracts to produce a new strategic plan for the Department and conduct a top to bottom review of the Department's policies and procedures to ensure they conform to the latest national standards and best practices. Chief Sturdivant is assisted by Chief Tobin, who returns to his Assistant Chief Role after serving as Interim Chief with distinction and newly appointed Assistant Chief Ken Lay. The Board is glad to see the LFD's leadership ranks again filled and working diligently together to guide the Department.

Second, the Citizens of Lansing voted to approve a much-needed bond to fund improvements to three fire stations, replace a fourth, and construct new LFD administrative offices and training facilities. The Board appreciates Mayor Schor's leadership and that of the City Council, community leaders, and Lansing's residents for bringing forward and passing this bond to ensure LFD personnel have the facilities they need to safely and effectively serve the people of Lansing.

Additionally, the Board celebrates the second graduating class of the Lansing School District's Fire Academy and separately welcomes eight new Firefighters to the job. We also honor those Firefighters who retired and thank them for their many years of service and sacrifice. Like so many professions, we expect recruitment and retention will be of paramount importance to ensure the Department remains at all times adequately staffed despite retirements to stay in compliance with regulatory requirements and carry out its mission.

Looking ahead, the Board is eager to participate in the strategic planning and policy review processes, anticipates the planning and start of construction on new and remodeled facilities, and will continue to support the Department's recruitment and retention efforts.

Finally, we thank our former Chair, Lucianna Solis, who left the Board to serve the city as a full-time employee and retired Board Secretary Patti Starnes for their service to the Board, the Department, and the men and women who protect Lansing as Firefighters and Paramedics.

Sincerely,

A handwritten signature in black ink, appearing to read "Steve Purchase", with a stylized flourish extending to the right.

Steve Purchase -- Chair, Lansing Board of Fire Commissioners

LANSING BOARD OF FIRE COMMISSIONERS

The Lansing City Charter establishes the Lansing Board of Fire Commissioners as an advisory board charged with additional responsibilities to provide oversight of the Department. The Board meets monthly on the second Wednesday at 5:30 PM, where we welcome input from the public. Meetings are held at a different Fire Station each month. See the Department's website or Board Meeting Notices located at City Hall or www.lansingmi.gov for more details.

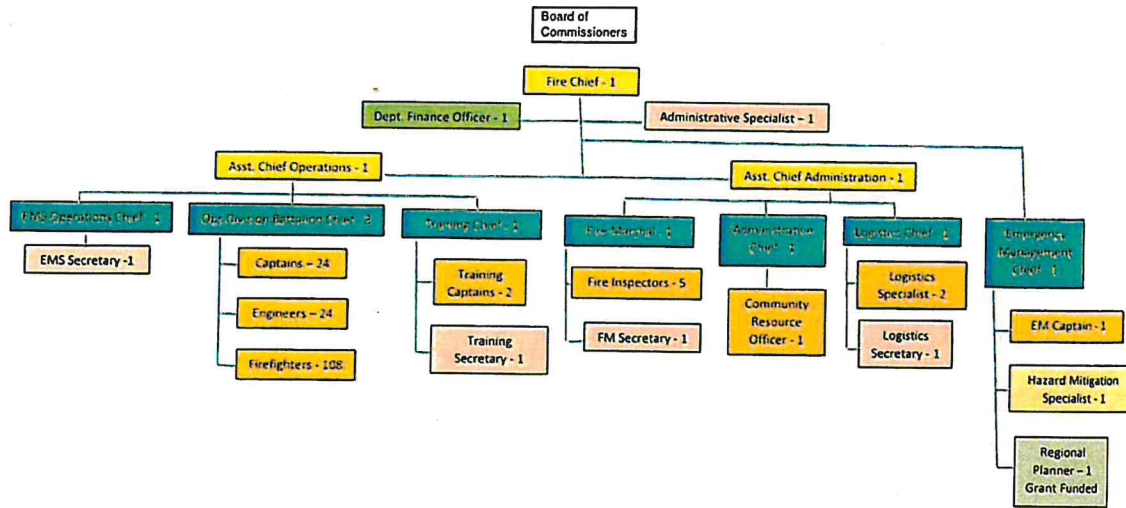
With the consent of the City Council, the Mayor appoints each of the eight Commissioners—one member representing each ward and four representing the city at-large. Pursuant to the Charter, the Commission is responsible—in consultation with the Chief and Mayor—for establishing the Department's administrative rules, approving rules and regulations governing the conduct of Department members, establishing procedures for receiving and resolving complaints concerning the Department, reviewing and approving the Department's annual budget, acting as the final authority in imposing or reviewing discipline of Department employees consistent with State Law and Collective Bargaining Agreements, delivering an annual report to the Mayor and Council concerning the operation of the Department, and otherwise acting as an advisory board in support of the Department.

COMPLAINT SUMMARY:

The Board is charged with including a summary of complaints concerning the Department's operations as part of its annual report. For the Fiscal Year beginning July 1, 2021, and ending June 30, 2022, the Department received 27 complaints. Nine complaints were related to EMS service, eight were Citizen complaints, four were Hospital/ER Staff complaints, four were internal complaints, one was a 911 complaint, and one was an LFD-originating complaint. In 7 instances, no discipline was found to be warranted. Four complaints were resolved by conversation. Ten complaints resulted in the issuance of a personal improvement plan and/or retraining, and six resulted in the issuance of non-disciplinary counseling statements.

BOARD MEMBERS			TERM EXPIRES
Stephen Purchase	Chair	At-Large	6/30/2025
Barbara Lawrence	Vice Chair	1 st Ward	6/30/2025
Vacant	Commissioner	2 nd Ward	6/30/2026
Kathleen Tobe	Commissioner	3 rd Ward	6/30/2023
Gina Nelson	Commissioner	4 th Ward	6/30/2024
Rodney Singleton	Commissioner	At-Large	6/30/2024
Charles Willis	Commissioner	At-Large	6/30/2023
Krishna Singh	Commissioner	At-Large	6/30/2026

ORGANIZATIONAL CHART



DEPARTMENT ADMINISTRATION

Fire Department operations are managed through seven distinct divisions. Operational funds are appropriated through the annual budget process for each of these areas. Each Division is identified below along with a description of its area of responsibility.

Fire Administration – The Fire Administration Division provides funding for the positions of Fire Chief, Assistant Chiefs, Administrative Chief, Financial Officer, and Administrative Support Staff. It is the Chief's responsibility to administer all policies, programs and resources for the City's fire service. The Fire Chief also serves as the City's Emergency Manager responsible for major event coordination and disaster mitigation response.

Operations Division – The Operations Division provides funding for our firefighting personnel, apparatus and facilities. Each shift is assigned a Battalion Chief, 8 captains, 8 Engineers and 36 Firefighters. Responsibilities include the control and suppression of fire, emergency medical response, hazardous materials mitigation, technical rescue, water rescue and vehicle extrication.

Prevention Division – The Prevention Division funds the Fire Marshal and five Inspectors. The Prevention Division is responsible for inspections of new and existing occupancies, plan reviews, public safety education programs, Juvenile Fire Watch program, fire investigations and hazmat right-to-know compliance.

EMS Operations Division – The EMS Operations Division provides funding for the EMS Operations Division Chief, who oversees all licensing, quality assurance/quality improvement and review of all EMS regulatory issues.

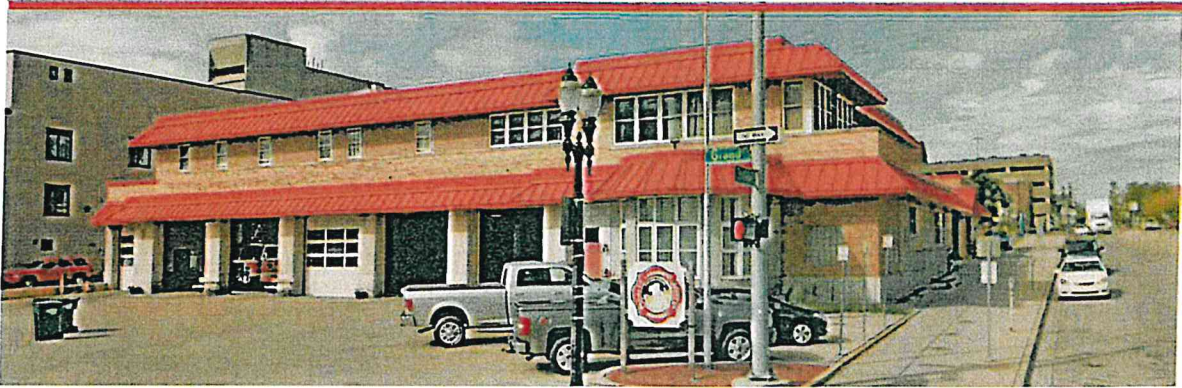
Training Division – The Fire Training Division funds the position of Chief of Training and two Training Captains. Maintaining competent firefighters is critical to our response capabilities. The Department's training program covers a wide range of subjects relating to firefighting, medical response, rescue, hazardous materials, personnel safety, terrorism and related services.

Emergency Management Division – The Emergency Management Division funds provide for a Division Chief, Emergency Management Captain, Community Hazard Mitigation Specialist and one Regional Planner. This Division coordinates the City's emergency planning efforts as well as assists all city departments with Continuity of Operations Planning and public event management. Approximately 20% of the Emergency Management Division is grant funded.

Logistics Division – Maintenance and Alarm funding provides for the logistical side of the department's operations. A Logistics Chief oversees two Captain level positions in coordinating the department's supply chain, equipment/facility maintenance and equipment testing services.

City Garage and IT – Funds are allocated from the Fire Department Budget in support of the City Garage and IT Departments, which in turn provide fleet management/maintenance, and IT services to the Fire Department in accordance with City Policy.

ADMINISTRATIVE DIVISION



PERSONNEL

The Department's Fire Administration is responsible for managing and directing the operations of the Lansing Fire Department. Fire Chief Brian Sturdivant, Assistant Chiefs Michael Tobin, and Ken Lay, Administrative Chief David Odom, Department Financial Officer Eric Rasool, and an Administrative Specialist work collaboratively to ensure the department performs at its peak potential while providing a growing city with the emergency response services it needs to keep its residents and visitors safe.

ADMINISTRATIVE DIVISION ACTIVITY

- Welcomed new Fire Chief Brian Sturdivant and new Assistant Chief Ken Lay.
- Executed contracts to produce a new strategic plan for the Department and modernize department policies and procedures.
- Completed purchase and installation of new Paramedic laptops in Medic Units.
- Secured a 10-year contract with Stryker Corp ALS 360 program for EMS equipment upgrades.
- Replaced Battalion Chief Command Vehicle with a 2022 Chevy Silverado.
- Secured ARPA (American Rescue Plan Act) funding for acquisition of 2 new ambulances, 2 new engines, and 1 new aerial apparatus.
- Engaged in community outreach to secure \$175 million public safety bond for LFD and LPD facilities upgrades.
- Established and updated Employee Critical Incident Stress Management (CISM) initiative.

ADMINISTRATIVE DIVISION - BUDGET

	FY 21/22 Adopted	FY 22/23 Adopted	% Change
Personnel	\$33,208,901	\$34,484,467	3.8%
<i>Active</i>	17,897,897	18,868,324	5.4%
<i>Retirement/Fixed Benefits</i>	15,311,022	15,616,143	2%
Operating	\$5,271,871	5,788,205	3.3%
<i>Department Operations</i>	2,423,179	2,662,701	9.9%
<i>Information Technology Charge</i>	1,229,381	1,175,504	-4.4%
<i>Fleet/Equipment Charge</i>	1,950,000	1,950,000	0%
Total Expenditures	\$38,811,479	\$40,272,672	3.8%



OPERATIONS DIVISION

PERSONNEL

Our organization is built around supporting the Department's Operations Division. The Operations Division is responsible for responding to and mitigating the daily emergencies within our community. Three Battalion Chiefs manage each of three shifts. While company Captains handle command of minor incidents and manage their assigned individual crews, the Battalion Chief is available to take control of more difficult or complex emergencies.

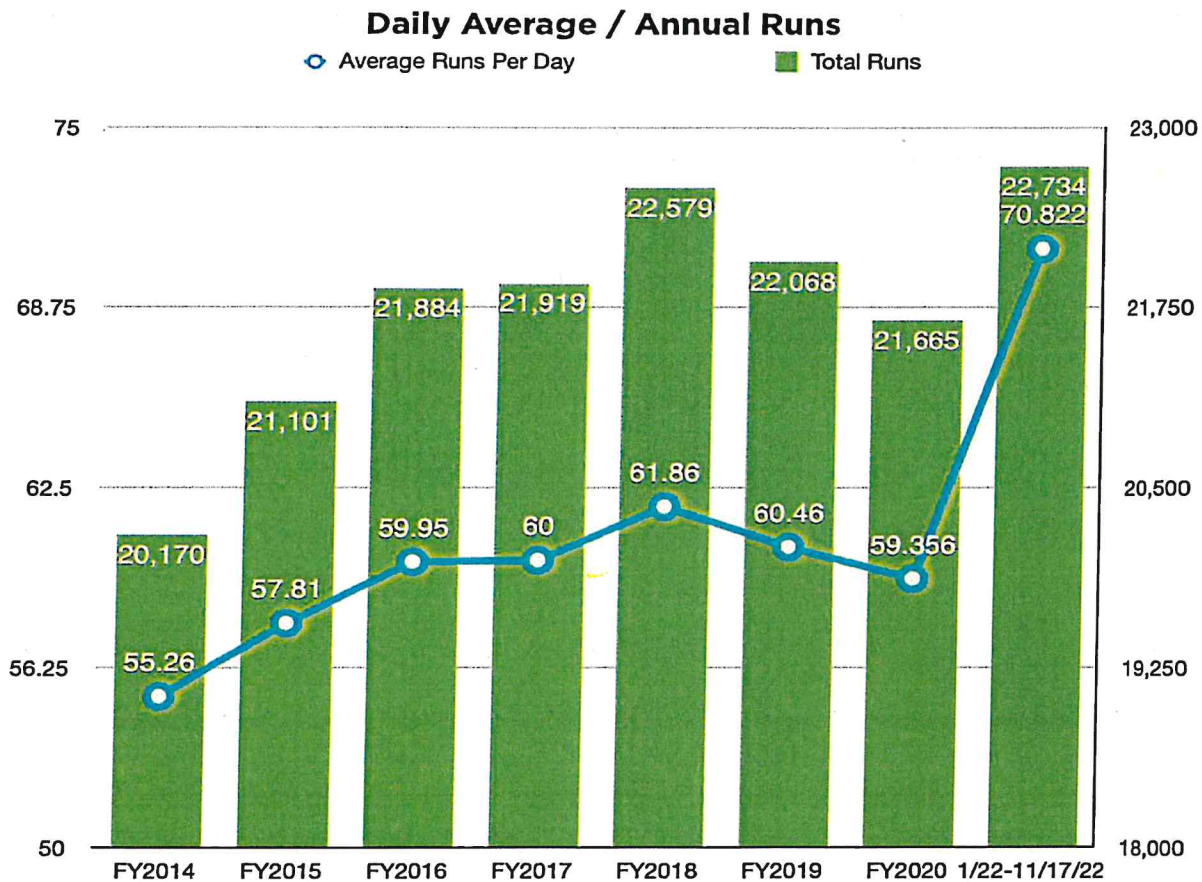
The City maintains six fire stations, training grounds and a maintenance-alarm facility. Current funding allows for staffing levels of 53 full-time firefighters on each of three shifts with a minimum daily staffing of 41. Stations are staffed using a three-platoon 24-hour shift schedule. Staffing levels allow the department to maintain a response force of six engine companies, two truck companies, one command officer and five ambulances daily. Ambulances are staffed with two medically certified personnel with a minimum of one licensed paramedic. Hazardous materials, technical rescue and water rescue units are available for response through the reassignment of on duty engine and truck company personnel. Each truck and engine company is staffed with a Captain, Engineer and two Firefighters.

SELECTED SIGNIFICANT INCIDENTS

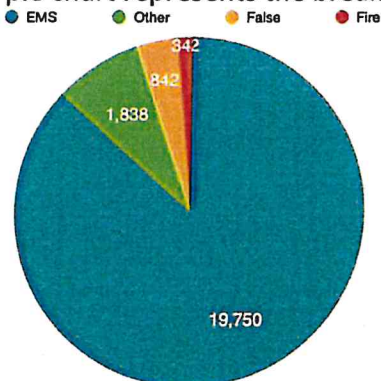
- **January 25** – Structure Fire in Isbell with elderly person trapped inside. Crews made an aggressive fire attack in coordination with rescue, successfully located the person and effected a roof rescue after taking the person out a window.
- **April 7** – Structure Fire on West Kalamazoo Street. Heavy Fire conditions for crews. Crews did an excellent job in a two hour fire fight with a very stubborn fire. One civilian was treated and transported to hospital for smoke inhalation.
- **June 27** - House Fire on East Cavanaugh Road resulting in a child fatality.
- **August 4** – Fatal rollover accident with a patient ejected from the vehicle on the on ramp to I-96 from Pennsylvania. Three patients total with one pronounced on scene. Other two transported in serious condition to hospital.
- **August 11** – Natural Gas explosion in a house on Stillwell Avenue. One patient transported to hospital with burns and two were treated on scene. Gas leak was caused by contractor.
- **October 8** – Motor vehicle accident on East Kalamazoo Street. Two critical patients were rapidly extricated from the vehicles and transported to hospital.

OPERATIONS DIVISION – RESPONSE STATS

Below is a representation of the total number of runs and daily average runs for the last 7 fiscal years, and for the partial calendar year beginning January 1, 2022 and ending November 17, 2022.

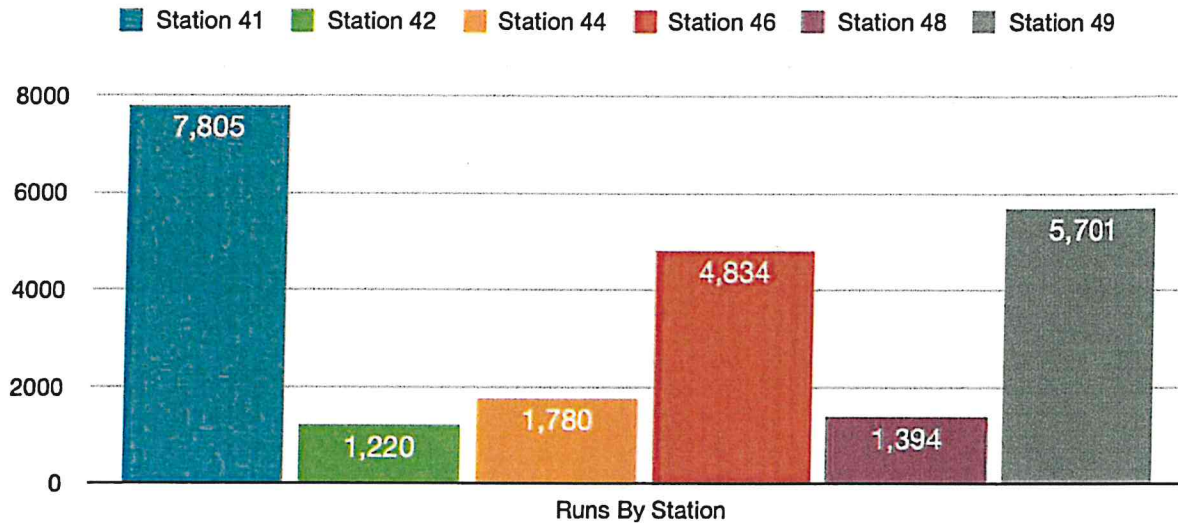


The pie chart represents the breakdown of calls from 1/1/2022-11/17/2022 by type.

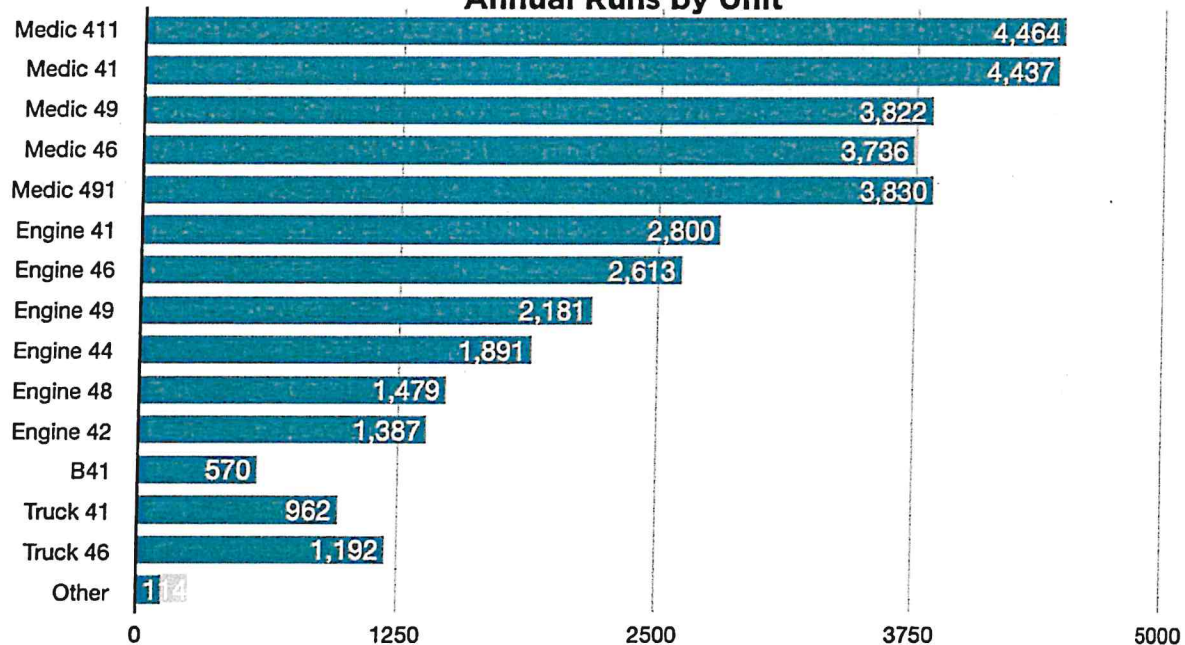


OPERATIONS DIVISION – RESPONSE STATS

Annual Runs by Station



Annual Runs by Unit



*Note that Lansing's Medic Units are some of the very busiest in the country and medical call volume continues to increase on an annual basis, suggesting the need to add additional Medic Units in the future.

PREVENTION DIVISION

PERSONNEL

Fire Marshal Mark Burger works with Inspectors David Barber, Jared Nisch, Matthew Mansberger, Kerwin Norwood, and Ambrocio Mendez to assure that the properties within the City remain in compliance with adopted fire codes. Fire Prevention and education activities are also viewed as important work of the division.

DIVISION ACTIVITY

- Implemented a free smoke detector program for City residents (ongoing).
- Supported a Citizen Fire Academy (ongoing).
- Improved Department communications with the public, including ramping up social media.
- Initiated development of a department-wide Health and Wellness Program (ongoing)
- Re-establishing an awards program to promote the accomplishments of our employees.
- Working to update our web page to ensure we provide up-to-date and accurate information.
- Working to improve internal communications throughout the Department.
- Graduated the second Lansing School District Fire Academy class of 9 students.
- Participated in National Night Out activities, the Juneteenth Parade, and numerous Tough-a-truck programs.
- Supported various city High School and community Career Day activities.
- Supported Silverbells activities with a strong medical and fire prevention presence.
- Provided a health, safety, and senior fire education program for Southbrook Vila, Grand Haven Living Center, and RSVP (Retire Seniors Volunteer Program)

INSPECTION ACTIVITY SUMMARY

- 628 - Life Safety Inspection
- 68 – Origin/ Cause investigation (assisted engine company)
- 148 - Special Events
- 98- Plan reviews
- 17 - Arson/ Suspicious investigations
- 220 -Unauthorized Burning calls
- 172- Burn Permits
- 5 - Civilian injury
- 1 – Civilian Casualty
- 50 - Public Education events

TRAINING DIVISION

PERSONNEL

Acting Chief David Rivet and a cadre of specialty adjunct fire personnel instructors on special assignment serve as multi-faceted trainers and educators. Secretary Michelle Greko supports them. These men and women are trained professionals with specialized instructor credentials from across the Divisions and ranks of the Fire Department.

DIVISIONAL ACTIVITY

- Conducted EMS Continuing Education classes and Annual American Heart Association Renewal Courses (BLS, ACLS, PALS)
- Conducted Pump Apparatus Driver Operator course
- Conducted Annual Confined Space Rescue Training
- Conducted Rapid Intervention Training / Rapid Intervention Crew Training
- Conducted Fire Ground Survival Training (Firefighter Self Rescue Skills)
- Conducted Water Rescue Training
- Conducted Ice Water Rescue Training
- Conducted HAZMAT Refresher Courses
- Conducted Officer Development Classes
- Conducted 3 Recruit Academies

CONTACT TRAINING HOURS (THROUGH 11/17)

EMS Training	2,507
Hazardous Materials Training	309
Officer Training	498
Recruit Training	2,463
Specialty Training	1,195
Company & Other Training	4,604
Driver Operator	466
Total Contact Hours (2019)	12,042



EMERGENCY MANAGEMENT DIVISION

PERSONNEL

William Engelter is the Division's Emergency Management Chief. Also working in the Division is Emergency Management Captain Jason Stevens, Community Hazard Mitigation Specialist Ken Hall, and Regional Planner Meghan Swain.

SPECIAL EVENTS

- Planned and coordinated public safety and emergency response for six large special events, including two large music festivals, and the annual Silver Bells in the City parade.

EXERCISES AND TRAINING

- Continually trained and exercised capabilities to stay current on trends in Emergency Management.
- Participated in 10 Federal and State level trainings plus many local jurisdiction trainings, 3 conferences, and 3 exercises.

VOLUNTEER ACTIVITY

- Coordinated many volunteer hours provided by CERT (Community Emergency Response Team) and RACES (Radio Amateur Civil Emergency Services) collectively responsible for providing over 5,000 volunteer hours annually.
- Complete CERT basic training class with 15 volunteers graduating the program.

DISASTER RESPONSE ACTIVITY

- Many of the Emergency Operation Plans were reviewed and updates were started on many of our preparedness plans. The work is an ongoing effort and will continue into next year.
- The division also worked with many schools, businesses, churches, and organizations to review their internal emergency plans and make recommendations based on current best practices in the industry.

MITIGATION ACTIVITY

- DREW (Dam Removal Exploratory Workgroup) secured funding from USACE Part 206 program, granting the City of Lansing with 100% federal funding. The North Lansing Dam project is 1 of 9 federally selected projects for the U.S. Army Corps 100% funding. These funds will be used to conduct a feasibility study to explore future possibilities surrounding the North Lansing Dam site.
- As of 10/27/2022, work from the 2020 USGS *Hydrologic and Hydraulic Analysis of the Grand River, Sycamore Creek, Red Cedar* went into effect.

This study provides an updated view about the water sources throughout the City of Lansing, meaning the floodplain maps are getting adjusted as well.

- Revamping the City's Floodplain Property Acquisition and Demolition program to incorporate a financial literacy component. More than 30 high-risk homes have been purchased under this program to date, resulting in nearly half a million dollars in avoided damage during the 2018 flood.
- Yearly removal of logjams within the waterways, at rail road trussells, is underway and should be complete by 12/31/22.
- Presented the USGS floodplain study to Sunnyside neighborhood to educate them on the results and how to utilize the interactive map.

DO 1 THING

The Do 1 Thing program was developed by Lansing's Emergency Management Division. It is designed to assist individuals with disaster planning by asking them to perform one activity each month. This program has garnered widespread recognition and has been adopted for use in communities across the country and internationally. Activities during the first quarter were limited due to ongoing COVID-19 caution on gathering. The position was left vacant until the new director Meghan Swain was hired.

Do 1 Thing spreads its message to a large range of audiences. 2022 outreach events included:

- 1 outreach presentation.
- 1 outreach tabling event
- Applied for assistance with the Do 1 Thing app through the University of Michigan School of Information.
- Activities to re-engage our partners, specifically related to calendar orders.
- Activities related to governance and the board of directors.
- Activities related to existing and current partners.



Individuals

Business



LOGISTICS DIVISION

PERSONNEL

Maintenance and Alarm Chief Jwan Randle and Maintenance Captain James Peters facilitate departmental supply and equipment needs. Secretary Rahila Kato handles office responsibilities for the Division. In addition to facility and equipment maintenance and testing, the Division provides needed logistical support at major incidents through the delivery of breathing air, food and water to response crews.

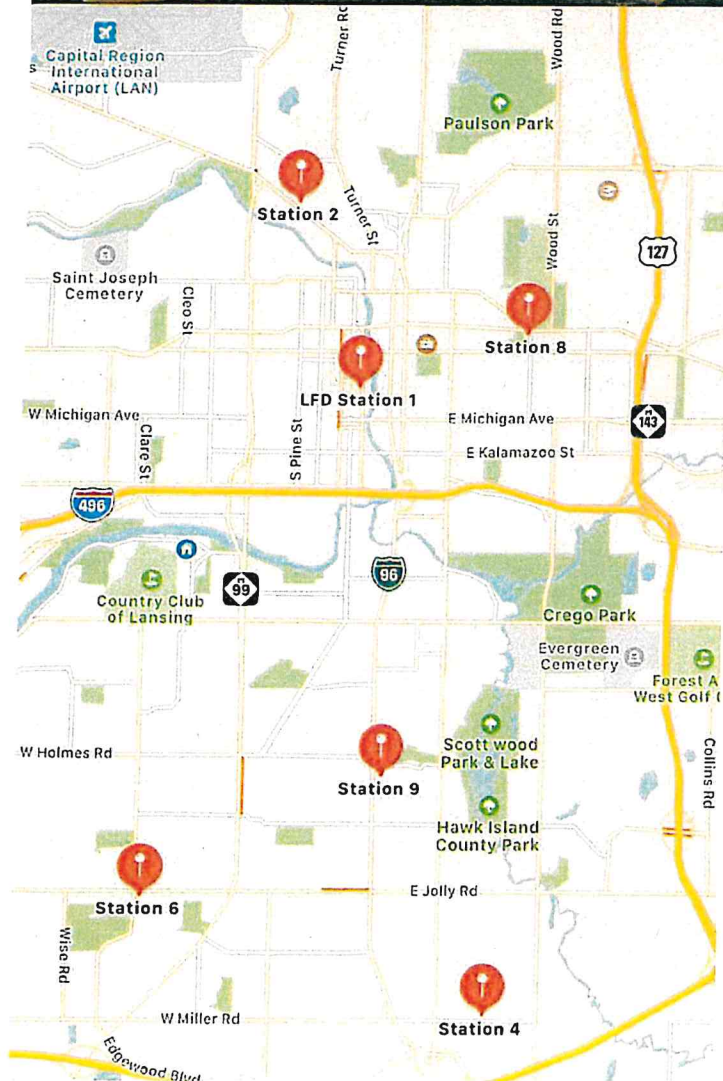
DIVISION RESPONSIBILITIES

The Division partners with City of Lansing Property Management and IT to provide attentive action for submitted work orders. Additionally, the Division issues EMS supplies, linen and equipment, maintains and repairs Suppression equipment, provides general office and cleaning supplies across all divisions, provides seasonal property upkeep like snow plowing, lawn services and pest control, continually tests equipment (SCBA units, hoses, ladders, etc.) and provides on-call response to structure fires for logistical support including provision of basic crew needs (oxygen, water, food, etc.).

DIVISION ACTIVITIES

- Purchased 145 of Lions firefighting gear to outfit firefighters with an additional set. 17 sets were for new recruit firefighters the remainder was for existing fire personnel
- Purchased 60 Scott Air bottles to go along with the new breathing apparatus and have reserve inventory. This purchase was done to replace old, expired equipment
- 48 – Replacement Scott air pack including face mask bottles to replace old and outdated breathing equipment. These items are being placed on all fire trucks, and to have some in reserve.
- 1 – Replacement treadmill for a fire station to maintain physical fitness. The future will be to update the needed equipment.
- Gear washing machines for all stations to make sure that all firefighters had access to clean their gear immediately. This is part of the cancer reduction program.
- 3 new station ovens were donated to the department. These donations were delivered to station #1,9, and 6. To replace older units.

STATION MAP



Station 41: 1 Engine, 1 Platform Truck, 1 Battalion Command, 2 ALS Ambulances, Brush Truck w/ Water Rescue. Home of Operations and Administration offices.

Station 42: 1 Engine w/ "Jaws of Life" extraction equipment and water rescue equipment.

Station 44: 1 Engine, Hazmat Truck and Trailer, Water Rescue.

Station 46: 1 Engine w/ "Jaws of Life", 1 Platform Truck, 1 ALS Ambulance.

Station 48: 1 Engine, 1 Technical Rescue Truck and trailer — equipment for confined space rescue, building collapse rescue, trench rescue, and high angle rope rescue.

Station 49: 1 Engine w/ "Jaws of Life", 2 ALS Ambulances, 1 brush truck, Water Rescue.

VEHICLE/EQUIPMENT INVENTORY

Vehicle #	Division	Type	Year	Make	Model	Location	Function	Miles/ Hours	Meter Reading
FD101	FIR A&M	GENERATOR	2008	WACKER	LTC4C	SWOC	LIGHT TOWER - EOC (GRANT)	Hours	253
FD102	FIR A&M	GENERATOR	2008	WACKER	LTC4C	SWOC	LIGHT TOWER - EOC (GRANT)	Hours	226
FD107	FIR A&M	TRAILER	2008	WANCO	SOLAR ARROW BOARD	SWOC	TRAILER - TRAFFIC (EOC)		
FD111	FIR A&M	TRAILER	2011	TRAILER	SUT-4501	SWOC	TRAILER - BOAT		
FD112	FIR A&M	TRAILER	2011	TRAILER	SUT-4501	SWOC	TRAILER - BOAT		
FD113	FIR A&M	TRAILER	2011	TRAILER	SUT-4501	#4 FIRE STATION	TRAILER - BOAT		
FD114	FIR A&M	TRAILER	2011	TRAILER	SUT-4501	SWOC	TRAILER - BOAT		
FD5075	FIR A&M	PICKUP 4X4 UTILITY	2015	CHEVROLET	SILVERADO 3500HD	MAINT & ALARM DIVISION	FIRE MAINTENANCE	Miles	73,870
FD5075.05	FIR A&M	SWING SNOWPLOW	2015	WESTERN	MVP3	#4 FIRE STATION	SNOW REMOVAL	Miles	74,553
FD7072	FIR A&M	PICKUP 4X4	2017	CHEVROLET	SILVERADO 2500HD	MAINT & ALARM DIVISION	FIRE MAINTENANCE	Miles	56,793
FD7072.05	FIR A&M	SWING SNOWPLOW	2017	WESTERN	MVP PLUS	#4 FIRE STATION	SNOW REMOVAL		
FD9073	FIR A&M	PICKUP 4X4 UTILITY	2009	CHEVROLET	3500 4X4 (SERVICE)	MAINT & ALARM DIVISION	FIRE MAINTENANCE	Miles	143,858
FD9073.05	FIR A&M	SWING SNOWPLOW	0	WESTERN	PRO-PLOW	3708 PLEASANT GROVE	SNOW REMOVAL		
FT100	FIR A&M	FIRE PUMP	1974	FMC BEAN	TRAILER	SWOC	HOSE TEST PUMP/TRAILER		
FT335	FIR A&M	TRAILER	2003	UNITED TRAILERS	TRAILER		LOGISTICS TRAILER		
FT336	FIR A&M	TRAILER (ENCLOSED)	2012	ROYAL	ENCLOSED TRAILER	SWOC	CERT (ENCLOSED TRAILER)		
FT344	FIR A&M	TRAILER	2003	SOUTHWEST		SWOC	MASS CASUALTY TRAILER		
AS106	FIR AAA	TRAILER	2008	INTERSTATE		SWOC	RADIO/ELECTRONICS		
AS5091	FIR AAA	ADMINISTRATIVE	2015	CHEVROLET	MALIBU	#8 FIRE STATION EOC	EOC	Miles	28,766
AS5092	FIR AAA	ADMINISTRATIVE	2015	CHEVROLET	MALIBU	#8 FIRE STATION EOC	EOC	Miles	21,378
FD0005	FIR AAA	ADMINISTRATIVE	2020	CHEVROLET	TRAVERSE	#1 FIRE STATION	ADMINISTRATIVE-CHIEF	Miles	15,574
FD1006	FIR AAA	ADMINISTRATIVE	2021	CHEVROLET	TRAVERSE AWD	#1 FIRE STATION	ADMINISTRATIVE - ASST CHIEF	Miles	21,673
FD2074	FIR COM	PICKUP 4X4	2022	CHEVROLET 4X4	SILVERADO 2500		FIRE - BATTALON CHIEF	Miles	25
FD3001	FIR COM	SUBURBAN(FIRE)	2003	CHEVROLET	SUBURBAN	#4 FIRE STATION	CAR-3001	Miles	104,629
FD3004	FIR COM	SUBURBAN(FIRE)	2003	CHEVROLET	SUBURBAN	#2 FIRE STATION	ATV 421 (CAR-3004)	Miles	102,490
FD5074	FIR COM	SUBURBAN(FIRE)	2015	CHEVROLET	SUBURBAN	#1 FIRE STATION	BC-41	Miles	127,205
FD7003	FIR COM	SUBURBAN(FIRE)	2007	CHEVROLET	SUBURBAN	#6 FIRE STATION	SAFETY CAR	Miles	133,609
FA1064	FIR EMS	TRUCKSTER UTILITY	2010	BOBCAT	2200	#1 FIRE STATION	ATV - RIVERWALK RW-411	Hours	201
FD0443	FIR EMS	AMBULANCE	2004	CHEVROLET	TYPE III	#1 FIRE STATION	MEDIC (RESERVE)	Miles	122,197
FD1545	FIR EMS	AMBULANCE	2015	FORD	F450 SUPER DUTY XL	#6 FIRE STATION	MEDIC (RESERVE)	Miles	159,271
FD1546	FIR EMS	AMBULANCE	2015	FORD	F450 SUPER DUTY XL	#1 FIRE STATION	MEDIC	Miles	165,322
FD1649	FIR EMS	AMBULANCE	2016	FORD	F450 SUPER DUTY XL	#9 FIRE STATION	MEDIC #49	Miles	150,345
FD1740	FIR EMS	AMBULANCE	2017	FORD	F450 SUPER DUTY	#1 FIRE STATION	MEDIC #41	Miles	107,089
FD1941	FIR EMS	AMBULANCE	2019	FORD	F450 SUPER DUTY	#9 FIRE STATION	MEDIC #491	Miles	88,107
FD2044	FIR EMS	AMBULANCE	2020	FORD	F450 SUPER DUTY GAS	#6 FIRE STATION	MEDIC #46	Miles	75,195
FD2048	FIR EMS	AMBULANCE	2020	FORD	F450 SUPER DUTY GAS	#1 FIRE STATION	MEDIC #411	Miles	52,064
FD5077	FIR MAR	SUV (FIRE)	2015	FORD	EXPLORER	#1 FIRE STATION	ADMINISTRATIVE - EOC	Miles	103,358
FD9091	FIR MAR	PICKUP 4X2	2019	CHEVROLET	SILVERADO 1500		ADMINISTRATIVE	Miles	27,884
FD9092	FIR MAR	PICKUP 4X2	2019	CHEVROLET	SILVERADO 1500		ADMINISTRATIVE	Miles	31,123
FD9093	FIR MAR	PICKUP 4X2	2019	CHEVROLET	SILVERADO 1500		ADMINISTRATIVE	Miles	26,277
FD9094	FIR MAR	PICKUP 4X2	2019	CHEVROLET	SILVERADO 1500		ADMINISTRATIVE	Miles	21,167
AS5082	FIR PRV	ADMINISTRATIVE	2015	CHEVROLET	MALIBU	#8 FIRE STATION EOC	EOC CHIEF	Miles	24,490
FT-STA8	FIR PRV	TRAILER	1969	FRUEHAUF	TRAILER	SWOC	STORAGE TRAILER		
C-FTAIR	FIR SUP	COMPRESSOR BA	1999	MAKO	COMPRESSOR	SWOC	PORTABLE COMPRESSOR	Hours	200
FA9062	FIR SUP	PICKUP 4X4	1990	DODGE	2500 (ALL-TERRAIN)	#9 FIRE STATION	ATV-49	Miles	7,292
FA9361	FIR SUP	PICKUP 4X4	1993	GMC	2500 (ALL-TERRAIN)	#1 FIRE STATION	ATV-41	Miles	13,648
FA9463	FIR SUP	TRUCKSTER UTILITY	1988	KAWASAKI	MULE (4X4) KAF450B1	#1 FIRE STATION (MUL	ATV - RIVERWALK RW-41	Hours	2,259
FD1069	FIR SUP	TRUCK TRACTOR	2010	SPARTAN	FURION	#8 FIRE STATION	USAR TRUCK/TECH-T	Miles	938
FD115	FIR SUP	COMPRESSOR BA	1993	EAGLE	BARON II	#9 FIRE STATION	COMPRESSOR	Hours	1,961
FD120	FIR SUP	COMPRESSOR BA	2011	EAGLE	RVA15G3G4UC4R	#1 FIRE STATION	AIR COMPRESSOR	Hours	2,000
FD121	FIR SUP	COMPRESSOR BA	2014	MAKO	4500		AIR COMPRESSOR	Hours	1,104
FE0304	FIR SUP	FIRE PUMPER	2003	SPARTAN/QUALITY	METRO STAR/LIBERTY	#4 FIRE STATION	ENGINE 42	Hours	11,969
FE0308	FIR SUP	FIRE PUMPER	2003	SPARTAN/QUALITY	PUMPER	#9 FIRE STATION	ENGINE (RESERVE)	Hours	11,900
FE0903	FIR SUP	FIRE PUMPER	2009	SPARTAN/CRIMSON		#1 FIRE STATION	ENGINE 41	Hours	2,756
FE1410	FIR SUP	FIRE PUMPER	2014	SPARTAN	PUMPER	#9 FIRE STATION	ENGINE 49	Hours	8,620
FE1411	FIR SUP	FIRE PUMPER	2014	SPARTAN	PUMPER	#6 FIRE STATION	ENGINE 46	Hours	8,491
FE1412	FIR SUP	FIRE PUMPER	2014	SPARTAN	PUMPER	#2 FIRE STATION	ENGINE 42	Hours	6,585
FE1413	FIR SUP	FIRE PUMPER	2014	SPARTAN	PUMPER	#6 FIRE STATION	ENGINE 46	Hours	7,866
FE2005	FIR SUP	FIRE PUMPER	2020	SPARTAN-METRO S	S180-2114	#8 FIRE STATION	ENGINE 48	Hours	1,530
FE9806	FIR SUP	FIRE PUMPER	1998	KME	CMFD EXCEL	FIRE TRAINING	ENGINE (RESERVE)	Hours	13,222
FP0127	FIR SUP	FIRE AERIAL	2001	PIERCE	105' AERIAL	#4 FIRE STATION	TRK-41	Hours	1,029
FP0726	FIR SUP	FIRE AERIAL	2007	KME	102' AERIAL	#1 FIRE STATION	RESERVE TRUCK	Hours	6,912
FP2024	FIR SUP	FIRE AERIAL	2020	SPARTAN/SMEAL	GA4603KR08	#6 FIRE STATION	TRK-44	Hours	1,443
FS0532	FIR SUP	FIRE SQUAD	2005	SPARTAN/SPENCER	ADVANTAGE/EQTR	#4 FIRE STATION	HAZMAT SQUAD	Hours	3,323
FT0170	FIR SUP	TRAILER	2010	HACKNEY	TU27160	#8 FIRE STATION	USAR TRUCK - TECH TRUCK		
FT0776	FIR SUP	TRAILER	2007	WELLS CARGO	EW2424	#3 FIRE STATION (Hills	METRO DECON		
FT-AIR	FIR SUP	TRAILER	1998	SWXPR	TRAILER	SWOC	AIR TRAILER W/COMPRESSOR		
FT-HAZ	FIR SUP	TRAILER	2002	SOUTHWEST	TRAILER	#3 FIRE STATION (Hills	METRO HAZMAT		
AS5086	FIR TRA	ADMINISTRATIVE	2015	CHEVROLET	MALIBU	#1 FIRE STATION	ASSISTANT CHIEF	Miles	22,057
AS8085	FIR TRA	VAN - PASSENGER	1998	GMC	SAFARI VAN	TRAINING TOWER	ADMINISTRATIVE	Miles	74,790
FD1090	FIR TRA	PICKUP 4X4	2011	GMC	SIERRA	#1 FIRE STATION	FIRE TRAINING	Miles	162,732
FD7089	FIR TRA	SUV	1987	GMC	SUBURBAN	TRAINING TOWER	TRAINING	Miles	44,748

FREQUENTLY ASKED QUESTIONS

How can I acquire a Recreational Burn Permit?	Burn permits area available for \$50 and can be acquired by mail, in person at Station 1, or online. More information available here: https://www.lansingmi.gov/751/Recreational-Fire-Permits-Burn-Permits
Why do Fire Engine's respond to Medical Emergencies?	Fire Engines carry an assortment of equipment that may be required during an emergency response, and provide the additional personnel needed to meet regulatory requirements and maintain safety for all on scene.
What type of work do Firefighters do when not on a call?	Firefighters and Paramedics fulfill a variety of responsibilities while not on a call. Typical activities range from writing reports, caring for equipment, vehicles and facilities, training, team building, and more.
What is Mutual Aid and how does it work?	Mutual Aid Agreements allow for departments to respond across jurisdictional boundaries when needed. For example, Lansing may respond with additional personnel and equipment to assist a neighboring jurisdiction respond to a structure fire, or a neighboring department may send their resources into Lansing to assist during a time of heavy call volume.
What is an ISO rating?	An ISO (Insurance Services Office) rating is set based on a fire department's ability to respond and put out fires in a community. An ISO rating is given on a score from 1 to 10, with 1 being the best possible rating. A community's rating can impact insurance premiums for businesses and homeowners. The most common and median rating is 5, and very few (only .71%) of all communities receive a 1. Lansing Fire Department has achieved a Class 2 rating. In Michigan, there is one Class 1 department, and only seven others are Class 2.
What is Box 23?	Box 23 is a volunteer club limited to 23 members pledge to support the Lansing Fire Department and provide aid in the form of food and refreshments, and dry gloves at fires when requested by the Fire Department.
Who do I call if I have a concern about fire safety (non-emergency)?	You can contact the Lansing Fire Department's non-emergency number at 517-483-4200. From there department staff can direct you to the appropriate personnel or resources to answer fire safety concerns.

POINTS OF PRIDE

