



# Monthly Status Report

October 2011

## INSIDE:

### Updates & Reports

- Chief's Message..... 1
- Admin & Finance Section ..... 2
- Logistics Section..... 5
- Operations Section ..... 7
- Planning Section ..... 12
- Fire Museum of Texas ..... 13
- HR-Positions Report ..... 15
- Customer Survey Summary ..... 16
- Daily Staffing Statistics..... 18

#### City of Beaumont Fire-Rescue Services

**Anne Huff**  
Fire Chief

**Christian Singler**  
Operations Section Chief

**Danny Cross**  
Admin & Finance Section Chief

**Joe Condina**  
Logistics Section Chief (Interim)

**Jack Maddox**  
Planning Section Chief

## Chief's Message

Today I happened to see and talk with a seasoned veteran Grade I firefighter at Fire Headquarters. He had some questions about a few different issues. I answered his questions, and spent a few minutes to explain why we're doing things the way we are. After I answered and explained, he gave me some really good advice. I'll do my best to act on it now.

He said that he had no idea what I was telling him before talking with me. He said that it seems like the information is just not getting down to the Grade Is and IIs. He said that if they realized what's happening now and why it's important, that there would be less resistance to change. He said that everyone needs to hear my vision for our department and our members, and hear it from me, so that they would understand. I think he's right. I've actually been advocating this vision for a really, really long time. I've tried multiple ways of getting the message out there. If everyone doesn't see it, maybe I haven't done a very good job of communicating it effectively. For this, I'm sorry. Let me try again now.

First and most importantly, let me say that I am proud of our department and of what each of you do for our citizens every day.

Second, I must speak for a moment about how our past affects our present, and can affect our future. In just the last twenty years, our department has shifted management styles from *dictatorial* to *laissez-faire* and now to *team-based* management. The management style that people "grew up with" in the department literally affects how they feel about the job, how they perform, what their expectations are, and how comfortable they are with adapting to a changing environment. These different groups have their own visions of how they think things ought to be.

This divergence of vision is huge when you consider the fact that the fire service is an extreme team sport that takes everyone pulling together for the good of those we serve, and for the safety of our workforce. Divergence implies that some people simply don't want to go anywhere at all or have agendas that don't align with the "big picture" destination our team has chosen. Organizationally, that's a problem, and it's not unique to the fire service. For our team to be the best that we can be, we all have to "see" the same future, so that we're traveling together towards the same destination. There's more than one way to get there, but we ultimately all have to be going to the same place.



# Monthly Status Report

So, for anyone who may wonder why we're doing some of the things we're doing, or why we are looking at changing something that some people may think is OK just the way it is—here is my answer to the question, “What is my big picture view for our department?” My vision is based in asking and answering three questions that are essential in providing exceptional public services:

- What do we do? *We serve others selflessly.*
- For whom do we do it? *For all brothers and sisters who are our community “family.”*
- How do we excel? *Through continual and conscious improvement.*

I believe in the people who work here. I believe that if we work together, work hard, and learn to adapt to change, we can literally be the best fire department in this country. Our people have heart, and this provides us the opportunity to be great. Organizationally, for us to make the move from good to great, we have to commit to making continual and incremental progress, and we have to stay positive. Right now we're making progress by reviewing and adapting the best practices of others. One day others will look to us for best practices to review and adapt. *We can be that department!* We have what it takes and I believe we're moving in the right direction. The more and more our divergent visions become a shared one, the sooner the transformation will be complete. Thanks for helping us to be the best that we can be.

## Administration & Finance Section

*Fire Administrator Danny Cross, Section Chief*  
*Glenda Tristan, Payroll & Benefits*  
*Debra Smith, Secretary*

### Personnel Updates:

Congratulations to all who have attained or received the following professional benchmarks!

#### Retirements:

Member	Rank	Years Service
James Oliver	Grade II	32

#### Transfers:

Member	Grade	Station	Shift
Justin Hall	I	Swing	A
Ben House	III	HQ	FA

#### Promotions:

Member	Rank	Date
Brian Tully	Grade III	07/03/11 Retro
Ben House	Grade III	07/31/11 Retro
Steven Evans	Grade III	10/17/11
Lenard Bettis	Grade II	10/17/11
Reagan Crawford	Grade II	10/17/11
Shawn Burke	Grade II	10/17/11
Cody Crawford	Grade II	10/24/11

#### Bids Awarded:

Member	Grade	Station	Shift
Stephen Burton	I	7	B
Ben House	III	HQ	FA
Steven Evans	III	HQ	FA
James McLean	II	10	B
Casey Parigi	II	10	A
Jeffery Nesom	II	1	C
Gary Warrick	I	2	C
Stuart Chastant	I	3	B
Joseph Vosters	I	7	C

### Advisory Group Updates:

#### Fire Management Group:

*Fire Chief Anne Huff, Facilitator*

The group met on October 12 and 26. Items discussed included the Company Store, Global Connect, the web-based calendar, Citizens Fire Academy, the St. E. Repeater System, development of SOGs for filing complaints/recommending commendations, ISO rating, HMTL sick slips idea, Pluggie replacement & REO project, HQ/Museum security, Census Tracts, hiring process, hose testing, FETN satellites, ICS 214 quarterly practice, proper use of voice amplification equipment, Communications SOGs, work orders through

Firehouse, aerial/engine equipment lists for outstanding grants, recruitment video, and service line program updates and divisional budget updates.

**Joint Union-Management Safety Group:**  
*Assistant Chief Christian Singler, Facilitator*

**Accident/Injury/Exposure Reports Reviewed**

Report Type	Number
On-duty, lost time	2
On-duty, no lost time	9
Vehicle Accident	2
Exposure	1
<b>Total</b>	<b>14</b>

Members are reminded to provide complete and detailed information on all accident and injury reports so that the committee can properly assess the preventability of the occurrence and provide appropriate feedback and follow-up relative to the circumstances.

**Tactical Operations Advisory Group:**  
*Deputy Chief Keith Nolen, Facilitator*

The group met on October 5 and discussion included the review of candidates for a committee member spot and review of information for Class A and B foam for the SOG.

**Technical Rescue & Recovery Advisory Group:**  
*District Chief John Bourgeois, Facilitator*

This group met on October 31. Discussion focused on motor vehicle extrication and developing benchmarks for rescue tools/equipment. All members agreed to add Captain Tim Byerly to the group to replace Richard “Buddy” Land.



**Foundational Documents Updates:**

**Implemented this Month:**

- SOG 106.05 – Advisory Group Meeting Guidelines

**Distributed on the Monthly Training Memo:**

- R&R 103.01A – Trading Time (Revision)
- SOG 202.01B – Positive Pressure Attack
- SOG 205.01 – Emergency Deployment & Back Up Plan
- PB 402.06B – Positive Pressure Ventilation

**Comments & Disposition Distributed:**

- SOG 106.06 – Company Store
- SOG 202.01A – Thermal Imaging Camera (*no comments received*)
- PB 402.05C – Thermal Imaging Camera (*no comments received*)

**Distributed for Member Comment:**

- SOG 105.01 – Special Thanks & Recognition System (STARS)

**Policies in Development/Revision:**

- R&R 102.04B – HIPAA Compliance (Medical Services Advisory Group/Chief Hebert)
- SOG 110.01 – Complaint Resolution Process (Chief Maddox)
- SOG 111.03 – TCFP Certification & Renewal Process (Chief Condina)
- SOG 111.08 – Higher Education Reimbursement Program (Chief Condina)
- SOG 204.01 – Hazardous Materials Response & Operations (HMRT Advisory Group)
- SOG 204.03 – Water Response & Recovery Operations (Water Response Advisory Group)
- SOG 302.01 – Infection Control (was Bloodborne Pathogens-Medical Services Advisory Group)



# Monthly Status Report

- PB 407.11-12 – Water Recovery Performance Benchmarks (Water Response Advisory Group)
- SOG 702.02 – Internal Investigation Process (Chief Maddox)

## Revenue Update:

### **Billable Responses:**

On October 5, 2011 units responded to a natural gas leak in the 1300 block of Madison. Beaumont Fire/Rescue personnel were on scene for over two hours. The leak was caused by a contractor performing road work.

A department staff member was activated by Texas Forest Service for the Bastrop fires on September 11 through 17. Under a Memorandum of Understanding, TFS was invoiced for the staff member's hours and benefits. The city also received \$5,162.04 from TEEEX for an invoice submitted in September.

### **Fire Service Fees Generated:**

Fee Source	Amount
TX Forest Service (Bastrop fires)	\$4,129.11
Brystar Contracting #11-1112305	\$694.31
<b>Total</b>	<b>\$4,823.42</b>

## Grants Updates:

### **Texas Forest Service Training Grant:**

A (TIFMAS) training grant was accepted by the Texas Forest Service to help fund the Rick Lasky, Pride and Ownership, Love of the Job seminar for eight staff members. The partial grant was approved on September 30, 2011 for \$680.

### **2010 SHSP Grant:**

The David Clark vehicle intercom systems have been installed in apparatus. All that remains for this project is processing payments and receiving funds from the state.

Funding for station modifications for washer/extractors has been approved. Building services is proceeding with the necessary

modifications to fire stations. Once complete, the washers/extractors will be installed for members to properly launder turn-out gear.

### **2009 SHSP:**

The only project remaining for the 2009 SHSP grant year is the purchase of nozzles for Fire Operations. A purchase order was issued on October 24, 2011 and an order placed with Casco Industries, Inc. for nozzles. The amount of the purchase order was \$20,130.00.

## Technology Update:

### **Firehouse & Other Software:**

To move toward a paperless environment, Administration submitted a budget request for an imaging system in FY 2012. As part of this project, Technology Services has purchased the necessary software license (Questys Solutions) and is in the process of designing the file folder structure. When the file structure is complete and the document scanner is in place, fire administration will have the necessary tools to properly store, secure, and retrieve electronic documents and files.

Angela Wright with Technology Services has created user fields in the Firehouse Maintenance/Test table for entering daily apparatus checks and daily medbag checks. This is designed to eliminate the need for entering and attaching fillable PDF files to maintenance/ test records. Administration is in the process of developing guidelines and instructions, as well as a start date for this project.

Most of the feedback regarding Firehouse problems identifies a need for more training. To help improve this area, Administration plans to conduct specialized training sessions on Firehouse modules each Tuesday and Thursday, from 2:00 p.m. to 4:00 p.m. The training will begin on November 22, 2011 in the Bauer room at Headquarters. The first training session will cover inventory **work orders** with a goal of having ALL work orders submitted using Firehouse by January 1, 2011. Additional training on fuel management

through Firehouse, inventory usage, and incident reports will be scheduled.

### **Computer Hardware & Infrastructure:**

Five additional Firehouse licenses have been purchased. We now have a concurrent user limit of 37. This was necessary because we have added more users (we have added the Maintenance Shop as a user) and we are beginning to expand the use of Firehouse.

### **TS Work Orders:**

Technology Services work orders for October included Firehouse permission changes for three staff members, one Security Form, and one HTE access request.

### **Other A&F Section Updates:**

Per grant requirements, administration submitted a quarterly activity log for Hazmat 68 (asset 7034) to Emergency Management. This unit was purchased with 2005 SHSP funds.

Also in October, administration began working with Technology Services on creating custom Lotus Notes forms and the use of signature attachments to Firehouse records.

## **Logistics Section**

*Chief Joe Condina, Logistics Section Chief  
Chief Keith Stewart, Services Branch Director  
D/O Jesse Trevino, Supply Unit Leader  
Freda Johnson, Secretary*

## **Support Branch**

### **Facilities & Equipment Maintenance Group:**

The Logistics Section started working on establishing new purchase orders for FY2012, which began October 1<sup>st</sup>. Review of specifications for Turnout gear was started. Supply is on track to start taking orders for the Company Store starting in November.

Chief Condina met with Bob Hollar and Elizabeth Shakour, from City Purchasing, to discuss purchasing procedures and the development of a new inventory control system for Supply and the Company Store.

The Purchasing Unit performed multiple tasks as support for all Sections within the Department. The following lists the activities performed:

### **Requisitions (3):**

- JanPak – Janitorial supplies for fire stations
- Area Impressions – Administration uniform shirts
- Ferrara – Firefighter helmets

### **Check Requests (7):**

- SNCA – annual dues
- TX Dept. of Licensing & Regulations – renewal for polygraph examiner license, continuing certificate for B. Penisson
- TCFP (3)
  - Certification fee, Intermediate, T. Roy
  - Certification fee, Intermediate, M. Clamon.
  - Annual Department renewal
- Holiday Inn Express & Suites – lodging for G. Henderson & P. Hunt to attend Katy Rescue School, Advanced Extrication, in Katy, TX
- Texas EMS Conference – registration fee for B. Lee to attend the TX EMS Conference 2011 in Austin, TX

### **Travel Authorizations (3):**

- Paul Hunt – Katy Rescue School, Advanced Extrication – Katy, TX
- Gavin Henderson – Katy Rescue School, Advanced Extrication – Katy, TX
- Brandon Lee – Texas EMS Conference 2011 in Austin, TX

### Expense Reports (3):

- K. Nolen – Firehouse Conference in Ft. Worth
- Brad Penisson – Firehouse Conference in Ft. Worth
- J. McNeel – National Fire Academy – Executive Leadership, in Emmitsburg, MD

### Deposits (11):

- Reimburse credit card purchase – W. Johnson
- TT upgrade reimbursements – J. Jarmon (2)
- Fire Museum
  - Donation box
  - Reimbursements for jacket sales (2)
  - Reimbursements for festival expenses (4)
  - Reimburse for plaza memorial landscaping

### Credit Cards:

- Reconciled 14 credit card statements

### Apparatus Maintenance Group:

- Serviced several transmissions on vehicles
- Completed updating of the dive van
- Pierce Fire Apparatus sent a field representative to our department to work with us and check several upgrade issues including checking fuel tank straps and performed warranty updates on the following engines; E1, E2, E7, E8, Q9.
- Some engines have changed the way they deploy a supply line. The hydrant adapter is now attached to the supply line and the hydrant bag is attached to the supply line that carries tools. This should result in a faster deployment, and easier inventory of hydrant related equipment. These engines are being evaluated and the results will indicate which direction we should go.

### Supply & Ground Support Group:

The Supply Unit performed multiple tasks as support for all Sections within the Department. The following list is the activities performed:

- Prepared bricks to be placed in Firefighter Memorial
- Removed condensation buildup on lens of TIC
- Purchased new stove and delivered to Station 11
- Old stove from Station 11, old refrigerator from Station 4 and old desk out of supply office were loaded and properly disposed of with Cynthia Miller from City Hall
- Installed replacement battery in suction unit for Station 3
- Set up 35 tables and 100 chairs for fund raiser event
- Used pressure washer to clean sidewalks at Headquarters
- Re-arranged equipment at Headquarters in preparation for fund raiser event
- Installed new pump & filter on Scott Scout for Car 52. Unit calibrated and returned to Station 4
- Issued replacement suspenders to one firefighter
- Issued replacement helmet to one firefighter
- Issued PPE to three new hires for BEMS
- Issued helmet lights to one firefighter
- Issued replacement gloves to one firefighter
- Issued loaner bunker pants to one firefighter
- Delivered winter coats to firefighters on duty
- Issued new face shield to one firefighter
- Made new accountability tags for two firefighters
- Fitted six new hires for PPE and uniforms



# Monthly Status Report

- Flushed the drains at Headquarters
- Detailed two chief's cars at Headquarters

These activities were in addition to regular everyday routine duties such as cleaning at HQ and delivering station supplies and fuel.

## Services Branch

### Communications Group:

The Communication Division managed a total of 6,470 calls and created 2,715 events for the month of October. The total fire incidents were 1,292 with 63% being first responder calls and 15% were private fire alarms. Fire/Rescue responded to 34 one-alarm incidents and 255 motor vehicle accidents. The average dispatch time was eighteen seconds.

### Department Call-Outs:

Department	# Calls
Traffic	10
Streets & Drainage	17
Building Maintenance	8
Highway Department	1
<b>Total</b>	<b>36</b>

### CAD/MCT:

Engines 3, 7, 9, and R56 reported MCT problems and were repaired by Technology Services.

### Radio System:

Problems reported included Engine 9 with mobile radio, Station 14's VHF monitor volume, Fire Alarm Consoles 2 and 4 volume, Fire Alarm mouse sensitivity with all four work stations. All have been corrected.



## Operations Section

Chief Christian Singler, Operations Section Chief  
 Chief Calvin Carrier, Technical Ops Branch Director  
 Chief Jeff McNeel, Fire Ops Branch Director  
 Chief Keith Nolen, Medical Ops Branch Director  
 Wynell Harris, Secretary

### NFIRS Response Statistics:

Operations Section personnel responded to 1,294 calls for service in October. These calls corresponded to the following National Fire Incident Reporting System (NFIRS) categories:

Type of Response	# of Calls	% of Total	Estimated Losses
Fires*	61	4.71	\$50,750
Overpressure, Rupture, Explosion, Overheat (No Fire)	2	.15	0
Rescue & Emergency Medical Services	699	54.01	0
Hazardous Conditions (No Fire)	59	4.55	\$500
Service	151	11.66	0
Good Intent	110	8.50	0
False Alarms & False Calls	203	15.68	0
Severe Weather & Natural Disaster	0	0	0
Special Incident Type	8	.61	0

\*Includes 15 Structure Fires



# Monthly Status Report

## Personnel Updates:

### *Kelly Day Changes:*

Shift	Member	Day Awarded
A	Justin Hall	Thursday
B	Stephen Burton	Monday
A	Lenard Bettis	Thursday

## Community Relations & Education:

During the Month of October, Operations Division personnel conducted 38 fire safety and public education programs, and fire station tours.

## **Fire Operations Branch**

### NFPA 1710 Fire Response Statistics:

#### *First Apparatus on Scene:*

The targeted response time for the FIRST fire apparatus to arrive on the scene of a structure fire is five (5) minutes or less, 90% of the time. For the 15 structure fires occurring in October, firefighting forces achieved the benchmark 93.33% of the time, exceeding the target for the first apparatus on scene by 3.33% for the month.

#### *Full First Alarm Apparatus Assignment:*

The targeted response time for the FULL first-alarm apparatus assignment to arrive on the scene of a structure fire is nine (9) minutes or less, 90% of the time. For the 14 structure fires occurring in October requiring a FULL response, firefighting forces achieved the benchmark 64.28% of the time, missing the target for the first apparatus on scene by 25.72% for the month.

### Firefighter Certification & Training:

*Captain Terence Simon, Coordinator*

October is the month for renewal of our fire certifications. Each member must have a required amount of CE hours within the year to be eligible

for renewal. The hours were completed and the renewal funds were mailed out on the 28<sup>th</sup>.

The TCFP has also implemented a new way of delivering certifications. They are no longer mailed to the department or the individual. Now the individual has to go to the FIDO website and print their own certificate. As mentioned last month, everyone has a FIDO account. If you do not know your login information you can go to the site and follow the steps and it will be emailed to you.

Fire Emergency Training Network (FETN) classes assigned and documented included:

- “Sprinklers and Standpipes”
- Homeland Security Series: “Detecting Weapons of Mass Destruction” Pt. 2

The following Firefighter training classes were coordinated and documented:

- Positive Pressure Attack Class: This class is designed to instruct firefighters on how to use positive pressure attack methods to extinguish fire.

The performance benchmark evaluations conducted during the month included:

- 402.12A - Private Dwelling Inspection
- 402.12C - Draw a Diagram or Sketch of a Building or Floor Plan

The performance benchmarks for practice and review included:

- 402.10A - Reading Pressure Gauges on a Dry Pipe System
- 402.10B - Reading Pressure Gauges on a Wet Pipe System
- 402.10C - Locating the Main Control Valve
- 402.10D - Connecting Hose Lines from a Pumper to an FDC
- 402.10E - Stopping the Flow of Water from a Sprinkler Head
- 402.10F - Stopping the Flow of Water/Identifying Type & Temp. Classification

- 402.10G - Open and Close the Main Drain Valve

## Maintenance & Testing Programs:

### **SCBA M&T Program:**

*District Chief Jared Smith*

Twelve new cylinders were put into service and entered into Firehouse. SCBA technicians recertified this month. Currently, there are four members on B-Shift, one on A-Shift, one on C-Shift, and one on E-Shift. One application for A-Shift has been turned submitted. Twenty-five packs were repaired by WSI. Eleven more were sent in for repair.

### **Fire Hose M&T Program:**

*District Chief Jared Smith*

Chief Smith had two meetings with Danny Cross on Firehouse familiarization for tracking hose inventory; will schedule another. Seven sections of 1.75" hose were taken out of service due to damage. Three sections of 1.5" hose were taken out of service due to damage. Annual testing on 2.5" hose will begin in November.

A clarification email was sent to Station 1 officers concerning the numbering of hose. Any new hose that is put into service will need to be numbered, engraved and entered as follows:

### **Size-Year-Hose Number**

Example: 1.75-11-010 for 1-3/4" hose (We are actually up to that number, so the next section would be numbered 1.75-11-011).

If any more sections are put into service this year, start with Size-Year-001 for any size other than 1.75". Upon completion, this information along with the hose serial numbers should be forwarded to Danny Cross for inventory entry into Firehouse.



## **Medical Operations Branch**

### **NFPA 1710 Medical Response Statistics:**

#### **First Responder on Scene:**

The targeted response time for the initial medical First Responder to arrive on the scene of a medical emergency is five (5) minutes or less, 90% of the time. For the 630 medical emergencies occurring in October, BFR First Responders achieved the benchmark 67.72% of the time, missing the target for the first apparatus on scene by 22.28% for the month.

### **Programs:**

#### **BLS/ALS Medical First Responder Program:**

*District Chief Brian Hebert*

The group will be meeting on November 9 2011. The items that we will be discussing include the Joint Training Proposal with BEMS. We will tentatively begin in January or February 2012 with 12 of our advanced medically certified personnel. The HIPPA and Infection Control policies will be discussed and should be ready for approval. We will also be discussing changes to our QA/QI policy. A review of our BLS protocols with the Medical Director will occur during the week of the 7 thru 11. In December we will begin CPR recertification for the Department.

### **Medical Certification & Training:**

*Captain Brandon Lee, Coordinator*

CPR/AED training will start this month and continue thru December. Follow-ups from the MASG for QA/QI have been going well and members are open to the changes needing to be made. Medical benchmarks Cardiac Arrest/AED were issued for review.

Joshua Davis, Mark Clapp, Brad Penisson, and Ted Hillin received TDSHS EMS certification renewal. No recertification applications were submitted to TDSHS during the month. TDSHS has changed their renewal process only allowing



# Monthly Status Report

individuals to recertify, we are working with them to facilitate a third party system.

Fire Emergency Training Network (FETN) classes assigned and documented included:

- 4640709 - Women and AMI

CE Solutions classes assigned and documented for personnel holding advanced certifications included:

- Oxygen
- Designer Drugs
- Managing Asthma (cancelled by CE solutions)

## **Officer Development Program:**

### Officer Certification & Training:

*Captain Randy Arrington, Coordinator*

For officer development training, personnel were assigned to review SOGs 103.01A – “Trading Time,” 202.01B – “Positive Pressure Attack,” 205.01 – “Emergency Back-up & Deployment Plan.”

### Driver/Operator Certification & Training:

Currently six personnel are enrolled in the pumper certification program and nine personnel are enrolled in the aerial certification program. Congratulations to David Carpenter, and Max Clamon for completing the department Driver/Operator Pumper Certification Program. Also, congratulations to Stephen Burton, Lenard Bettis, Reagan Crawford, Richard Land & Tristan Barnes for completing the department Driver/Operator Aerial Certification Program.

Apparatus foam pumping training, consisting of utilizing the foam concentrate drafting procedure for apparatus foam systems continued in October and should conclude in November.

Driver/Operator Performance benchmarks assigned for review and hands-on practice for operations personnel on the monthly training memo included:

- 404.02K – “Supplying Water to a Sprinkler System”

- 404.02L – “Supplying Water to a Standpipe System”
- 404.03R – “Operating Aerial Apparatus Fixed Foam Systems”

### Officer Development:

Requests for Training for *Officer Development Certification & Training* that were submitted, processed, and approved for the month of October included:

- NIMS–ICS All Hazards Liaison Officer – C. Carrier, E. Chapman, B. Lee S. Wheat, E. White to attend in Beaumont, Texas October 26 & November 27, 2011
- Situation Unit Leader, Bastrop Academy – B. Lee to attend October 13 – 20, 2011, & C. Cox to attend October 21-27, 2011 in Bastrop, Texas
- Fire Department Instructors Conference – R. Arrington to attend April 16 – 21, 2012 in Indianapolis, Indiana
- Pride and Ownership Seminar (*Submitted by Bogue, Croaker, Henderson, Herrera, Hunt, B. Lee, McNeel, and Tharling*)

The following Officer Development training classes were coordinated and attendance documented for the month of October:

- Situation Unit Leader, Bastrop Academy – B. Lee attended October 13 – 20, 2011, & C. Cox attended October 21-27, 2011 in Bastrop, Texas
- NIMS–ICS All Hazards Liaison Officer – C. Carrier, E. Chapman, B. Lee S. Wheat, E. White Attended in Beaumont, Texas, October 26
- Courage to be Safe - Train the Trainer (J. Bourgeois, C. Bordelon, E. Chapman, B. Hebert, J. Smith, P. Shelton, S. Wheat attended October 26-27, 2011 at BEST Training Center in Beaumont, Texas

### NIMS Training Compliance:

Attachment of department personnel’s NIMS certificates 100, 200, 300, 400, 700, & 800 in



# Monthly Status Report

Firehouse staff records began in October and is on-going.

## Technical Operations Branch

### Programs:

#### Hazardous Materials Response Program:

*District Chief Scott Wheat*

There were no HMRT Committee meetings held for the month of October. Current Haz-Mat SOG's are still being reviewed and updated as well as development of new tactical operations SOGs. Also, preparations for the November quarterly training session are being finalized. There were no significant responses for the month.

#### Hazardous Materials Response Team:

*Captain David Stacey, Coordinator*

HMRT Members by Shift		
Shift	Active	Candidates
A	13	0
B	10	0
C	10	0

#### Hazardous Materials Certification & Training:

*Captain Randy Arrington, Coordinator*

For hazardous materials training, Operations personnel were assigned the Fire Emergency Training Network (FETN) class:

- Homeland Security: "Detecting Weapons of Mass Destruction" part 2.

The following hazmat training classes were coordinated and documented:

- "Hazardous Materials Incident Commander Course" – C. Durio, S. Evans, J. Fowler, B. House, J. McMahon, B. Tully to attend in Beaumont, Texas October 26-27, 2011
- "WMD Radiological/Nuclear Responder" – J. Butcher to attend in Beaumont, Texas, January 25-27, 2012

Hazardous materials performance benchmarks assigned for review and hands-on practice for operations personnel on the monthly training memo included:

- 406.02A – "Analyze, Plan, Implement, and Evaluate Response Objectives"

#### Water Response Program:

#### Water Response & Recovery Team:

*Captain Mike Hall, Coordinator*

WRRT Members by Shift		
Shift	Active	Candidates
A	8	3
B	3	2
C	7	4

#### Technical Rescue Response Program:

#### Technical Rescue Certification & Training:

*Captain Terence Simon, Coordinator*

This program is still in its infancy stage; however, we are working on getting it running to the level of the other programs. We already have benchmarks on ropes and knots and rapid intervention. These benchmarks will start to be added to the monthly training for practice and evaluation. We are currently working on establishing benchmarks for other aspects of technical rescue such as vehicle extrication and high angle rescue.

We are also working toward putting some emphasis on vehicle extrication. We are sending members to extrication classes and with the things they learn we can establish updated procedures for our department to use at these types of incidents.

Requests for Training included:

- 31st Annual Katy Rescue School, Extrication Tech I, II (*Submitted by Hunt*)
- TXTF1 Training (*Submitted by Marberry*)

## Planning Section

Chief Jack Maddox, Section Chief  
 Captain Brad Penisson, Code Enforcement Group  
 Captain Earl White, Investigations Group  
 Carol Gary, Executive Director-Fire Museum of TX  
 Sandra Trujillo, Secretary

## Code Enforcement Update:

### **Inspections Completed:**

Type	Number
General Inspection	218
Certificate of Occupancy	89
<b>Total Inspections</b>	<b>327</b>
<b>Code Violations Found</b>	<b>484</b>
<b>Inspection Fees Generated</b>	<b>\$1,600.00</b>

### **Systems Tested:**

Type	Number
Fire Alarm Systems	12
Sprinkler Systems	13
Fixed Fire Extinguishing Systems	4
Tank/Line	1
<b>Total Systems Tests</b>	<b>30</b>

### **Permits Issued:**

Type	Number
Tent Permits	4
Tank Permits	1
Fireworks Permits	2
Bonfire	1
<b>Total Permits Issues</b>	<b>8</b>

### **Consultations Performed:**

Type	Number
Phone Consults	405
Office Consults	105
Field Consults	135
<b>Total Consults</b>	<b>645</b>

### **Plans Reviewed:**

Type	Number
Fire Alarm Systems	6
Sprinkler Systems	8
Fixed Fire Extinguishing Systems	11
Building Plans	41
<b>Total Plans Reviewed</b>	<b>66</b>

### **Construction Plans Review Detail:**

Business Name & Location	Code Requirements
Stone Hurst Apartments 1650 E. Lucas	(1)(2)(3)
Adoni Building 3385 Fannin	(1)(2)(3)(4)(5)(6)
Kings Foodway 4005 Magnolia	(1)(3)(7)
Legacy School Gym 8200 Hwy 105	(1)(2)(3)(4)(5)(6)
Apria Health Care 3795 W. Cardinal Dr	(1)(2)(3)(4)(5)(6)
Convenience Store MLK Pkwy & Florida	(1)(3)(4)(5)(6)
Strip Center 2905 Washington Blve	(1)(3)(4)(5)(6)(8)
Fuzzy Taco 5655 Eastex Frwy	(1)(3)(4)(5)(6)(7)

### **Code Requirements Key:**

(1) fire extinguisher, (2) sprinkler system, (3) fire alarm, (4) exit lights, (5) emergency lights, (6) knox box, (7) fixed hood, (8) additional fire hydrants



**Investigations:**

**Significant Investigations:**

Location	Disposition
10/01 – 1180 Delaware Structure Fire	Arson
10/03 – 2147 Pope Structure Fire	Accidental
10/10 – 4975 Abilene Structure Fire	Accidental
10/12 – 1335 Threadneedle Structure Fire	Arson
10/13 – 6155 Eastex Frwy Commercial Cooking Fire	Accidental
10/14 – 88 Jaguar Fire in bathroom	Arson
10/16 – 880 Peyton Structure Fire	Accidental
10/17 – 4035 Agnes Structure Fire	Arson
10/19 – 865 Fulton Structure Fire	Accidental
10/22 – 2379 Delaware Structure Fire	Arson
10/22 – 2608 Hazel Structure Fire	Accidental
10/23 – 4555 Hartel Structure Fire	Arson
10/24 – 3715 Kenneth Structure Fire	Accidental
10/24 – 5125 Raleigh Structure Fire	Accidental
10/25 – 1875 Magnolia Unauthorized Burning	Citation Issued
10/28 – 5115 IH 10 S Ford Park – Fire in Barn	Suspicious
10/28 – 2765 Concord Unauthorized Burning	Citation Issued
10/31 – 1384 MLK Pkwy Unauthorized Burning	Citation Issued

**Complaints Investigated:**

Type	Number
Fire Code Violations	13
Citizen/Internal Affairs Complaints	7

Fire Investigators were involved in 49 fire and safety investigations during the month of October. There were six cases of arson and one suspicious fire.

All investigators attended a four-hour Legislative Update class at LIT.

**Community Education & Information:**

There were 6 public safety education programs conducted with an attendance of 80 persons. There were five fire drills conducted in local schools.

Public Information Officers researched and responded to 38 requests for public information during the month. There were four news releases and Facebook posts issued related to department incidents and activities.

- Captain Penisson did several radio and television spots to promote the Fire Safety Festival and Fire Prevention Week.
- Captain Penisson administered two practice sessions of the Candidate Physical Ability Test (CPAT) for fire applicants.
- Captain Penisson attended a three-day Chaplain’s Conference.

Attached to this report are the responses received through citizen surveys.

*Operations personnel please remember—if you find that your unit was assigned a report in Firehouse that it did not respond to (cancelled before leaving the station), send an e-mail to Captain Penisson to have the report deleted.*

**Fire Museum of Texas:**

**Museum Attendance:**

Location	Visitors
Beaumont	2,378
Golden Triangle	37
State of Texas	192
United States	21
International	10
<b>Total Visitors</b>	<b>2,638</b>

### **Scheduled Programs & Events:**

Location	Visitors
Guided Tours	16
Fire Safety Festival	2,000
Pink Heals Tour	60

### **Education & Programming:**

The Fire Museum received 100 CD's from FireFacts.org to distribute to teachers for classroom use. Tours exceeded our expectations this month and we have seen an increase in families visiting our upstairs activity rooms. The new Pluggie, an educational robot, arrived and was used at the Fire Prevention Festival to entertain and educate children. Fire safety brochures were passed out at the Fire Prevention Festival and the Fire Safety House was used as a tool to educate families on how to exit a fire in their house.

### **Collections & Exhibits:**

Plans are being made to transport the 1955 Ladder Truck back to Beaumont. The 9-11 Exhibit was completed and Mayor Ames lit the eternal flame on October 8<sup>th</sup> as part of the Fire Festival. Woodmen of the World presented a commemorative 9-11 Flag to be displayed in the museum. Special thanks to the City of Beaumont, Centerpoint Energy and Sabine Neches Chief's Association and Professional Firefighters Local 399 for funding the 9-11 Memorial. Work began on dismantling the 1931 REO cab and labeling parts.

### **Marketing:**

Time Warner produced a public service announcement and it appeared on 24 channels for 10 days advertising the Fire Festival. Clear Channel Radio advertised our Fire Festival on all of their channels. Captain Brad Penisson recorded on five of their radio shows to promote Fire Prevention and the Festival the first week of October. Channel 6 News did a live shot here in the Fire Museum on

October 6<sup>th</sup>. KSET Radio featured Captain Penisson on air to promote the Festival and Fire Prevention Month. Carol did a live shot on KSET for the Pink Heals Tour and all three television stations covered our press conference on October 20 in support of the tour. Special thanks to the American Cancer Society and Gift of Life for coming out to support the Pink Heals Tour stop at the Fire Museum. We had an article published in Texas Firemen magazine published by the SFFMA for the State of Texas Firefighter Memorial.

### **Fundraising & Grants:**

The Fire Festival, featuring Pancakes on the Plaza, netted \$8,271.82 after expenses for the Fire Museum's general fund. Special thanks to Cooks 2 Dozen Plus, ISTC/BEST, Regina Rogers, and all who helped make the event a success. We were awarded a \$20,000 grant from the Mamie McFaddin Ward Heritage Foundation for the restoration of the REO Truck.

### **Volunteers:**

Mr. James Noble and Annabelle Hall are our volunteers at the Fire Museum. We need additional volunteers to help with guided tours. Let Carol know if you or someone you know might be interested in helping with children's tours.

### **Other FMOT News:**

Younger Years Day School traveled from Silsbee on October 24<sup>th</sup> to celebrate Rosco's second birthday. Fun was had by all as we enjoyed juice and cookies and danced to our new Safety Rock CD. Rosco performed his STOP, DROP & ROLL performance and did the Fire Drill in the miniature house with ease.





# Monthly Status Report

## HR Positions Status Report

### Beaumont Fire-Rescue Services Authorized Staffing and Vacancies 10/31/2011

#### Sworn Personnel

Grade	Classification	Allocated	Actual	Proposed
I	Firefighter/EMT	100	91	100
II	Driver/Operator	72	72	72
III	Captain	46	46	46
IV	District Chief	12	12	12
V	Deputy Chief	3	3	3
VI	Assistant Chief	1	1	1
	Fire Chief	1	1	1
<b>Total</b>		<b>235</b>	<b>226</b>	<b>235</b>
<b>Vacancies</b>	<b>3</b>			

#### Civilian Personnel

Section	Classification	Allocated	Actual	Proposed
Admin & Finance	Fire Administrator	1	1	1
	Administrative Assistant	1	1	1
	Secretary II	1	1	1
Logistics	Secretary II	1	1	1
	Secretary I	1	1	1
	Laborer (P/T)	3	2	3
Planning	Secretary I	1	1	1
	Director-FMOT	1	1	1
<b>Total</b>		<b>10</b>	<b>9</b>	<b>10</b>
<b>Vacancies</b>	<b>1</b>			



# Monthly Status Report

## Customer Survey Summary October 2011

### Survey Questions

1. Was the 911 system prompt?
2. Was the 911 operator courteous and helpful?
3. Did the fire department respond promptly?
4. Were the fire department personnel courteous?
5. Were the fire department personnel helpful?
6. Did the fire department personnel take the time to explain their actions?
7. Were the firefighters professional in their appearance?
8. After the fire department left, did you feel you received the service that you expected?

### Survey Responses

Ratings: 1=Excellent 6=Poor							
Question	1	2	3	4	5	6	No Response
1	5						
2	5						
3	5						
4	5						
5	5						
6	4	1					
7	5						
8	5						
<b>Total Surveys Received</b> 5							

### Citizen Comments:

Report#-11-11794 – “B” Shift – Fire Call – We are grateful for you!

Report#-11-12077 – “B” Shift – Fire Call – Let me know that they doing what they could. Gave me a first hug and a shoulder to cry on. Thank God for my firemans. I lost my home. I’ll keep you all in my prayers always.  
Sandra Carter

Report#-11-12043 – “B” Shift – Fire Call – The prompt and courteous fire department was excellent in every way. After making sure the fire hazard was finished, they gave good suggestions to fix the problem. That was a tough morning and I am thankful there was no major fire. Had there been a fire, their preparedness would have been on it! Thank you, Mark



# Monthly Status Report

Report#-11-11732 – “A” Shift – Fire Call – Could not have been more professional & quick. Thank you, Bo Weinbaum

Report#-11-12872 – “B” Shift – Fire Call – I want to thank Jeff, David, and the guy with white shirt and pretty eyes. They did a excellent job. You will be bless.



# Monthly Status Report

## Operations Section Daily Staffing Statistics

DATE	DAY	SHIFT	PERSONNEL ASSIGNED	KELLY DAY	DAILY ASSIGNED STAFFING	AVAILABLE STAFF HOURS	REGULAR & UPGRADE	OVERTIME	COMP EARNED	FULL TIME EQUIVALENT	OFF-DUTY
1-Oct-11	Saturday	A	68.00	10.00	58.00	1392.00	1111.00	0.50	0.00	46.31	281.00
2-Oct-11	Sunday	B	68.00	10.00	58.00	1392.00	1032.00	24.00	0.00	44.00	360.00
3-Oct-11	Monday	C	67.00	10.00	57.00	1368.00	1142.00	2.25	0.00	47.68	226.00
4-Oct-11	Tuesday	A	68.00	9.00	59.00	1416.00	1218.50	0.00	0.00	50.77	197.50
5-Oct-11	Wednesday	B	67.00	10.00	57.00	1368.00	1032.00	24.00	0.00	44.00	336.00
6-Oct-11	Thursday	C	67.00	9.00	58.00	1392.00	1090.50	0.00	0.00	45.44	301.50
7-Oct-11	Friday	A	68.00	10.00	58.00	1392.00	1200.00	0.00	0.00	50.00	192.00
8-Oct-11	Saturday	B	65.50	8.00	57.50	1380.00	1126.50	0.00	0.00	46.94	253.50
9-Oct-11	Sunday	C	67.00	10.00	57.00	1368.00	1001.50	55.00	0.00	44.02	366.50
10-Oct-11	Monday	A	69.00	10.00	59.00	1416.00	1174.50	0.00	0.00	48.94	241.50
11-Oct-11	Tuesday	B	65.00	9.00	56.00	1344.00	1167.00	0.00	0.00	48.63	177.00
12-Oct-11	Wednesday	C	67.00	9.00	58.00	1392.00	1035.00	21.50	0.00	44.02	357.00
13-Oct-11	Thursday	A	69.00	9.50	59.50	1428.00	1170.00	0.00	0.00	48.75	258.00
14-Oct-11	Friday	B	65.00	10.00	55.00	1320.00	1080.00	0.00	0.00	45.00	240.00
15-Oct-11	Saturday	C	66.50	10.00	56.50	1356.00	972.00	84.25	0.00	44.01	384.00
16-Oct-11	Sunday	A	68.00	10.00	58.00	1392.00	1090.50	0.00	0.00	45.44	301.50
17-Oct-11	Monday	B	65.00	8.00	57.00	1368.00	1029.25	26.50	0.00	43.99	338.75
18-Oct-11	Tuesday	C	66.00	9.00	57.00	1368.00	1072.50	0.00	0.00	44.69	295.50
19-Oct-11	Wednesday	A	68.00	10.00	58.00	1392.00	1096.00	0.00	0.00	45.67	296.00
20-Oct-11	Thursday	B	65.00	10.00	55.00	1320.00	960.00	96.00	0.00	44.00	360.00
21-Oct-11	Friday	C	66.00	9.00	57.00	1368.00	1034.50	22.00	0.00	44.02	333.50
22-Oct-11	Saturday	A	69.00	10.00	59.00	1416.00	1035.00	21.00	0.00	44.00	381.00
23-Oct-11	Sunday	B	65.00	10.00	55.00	1320.00	927.50	128.25	0.00	43.99	392.50
24-Oct-11	Monday	C	66.00	10.00	56.00	1344.00	1080.00	0.00	0.00	45.00	264.00
25-Oct-11	Tuesday	A	69.00	9.00	60.00	1440.00	1176.00	0.00	0.00	49.00	264.00
26-Oct-11	Wednesday	B	65.00	9.50	55.50	1332.00	963.00	93.00	0.00	44.00	369.00
27-Oct-11	Thursday	C	66.00	9.00	57.00	1368.00	1044.00	19.25	0.00	44.30	324.00
28-Oct-11	Friday	A	69.00	10.00	59.00	1416.00	1104.00	0.00	0.00	46.00	312.00
29-Oct-11	Saturday	B	65.00	8.00	57.00	1368.00	934.25	122.50	0.00	44.03	433.75
30-Oct-11	Sunday	C	66.00	10.00	56.00	1344.00	1080.00	0.00	0.00	45.00	264.00
31-Oct-11	Monday	A	69.00	10.00	59.00	1416.00	1166.00	0.00	0.00	48.58	250.00
<b>Totals</b>							33345.00	740.00	0.00	1420.21	9351.00
<b>Average</b>			66.90	9.52	57.39	1377.29	1075.65	23.87	0.00	45.81	301.65
<b>Average Last Period</b>			67.93	9.72	58.22	1397.20	1115.03	6.76	0.00	46.74	282.17



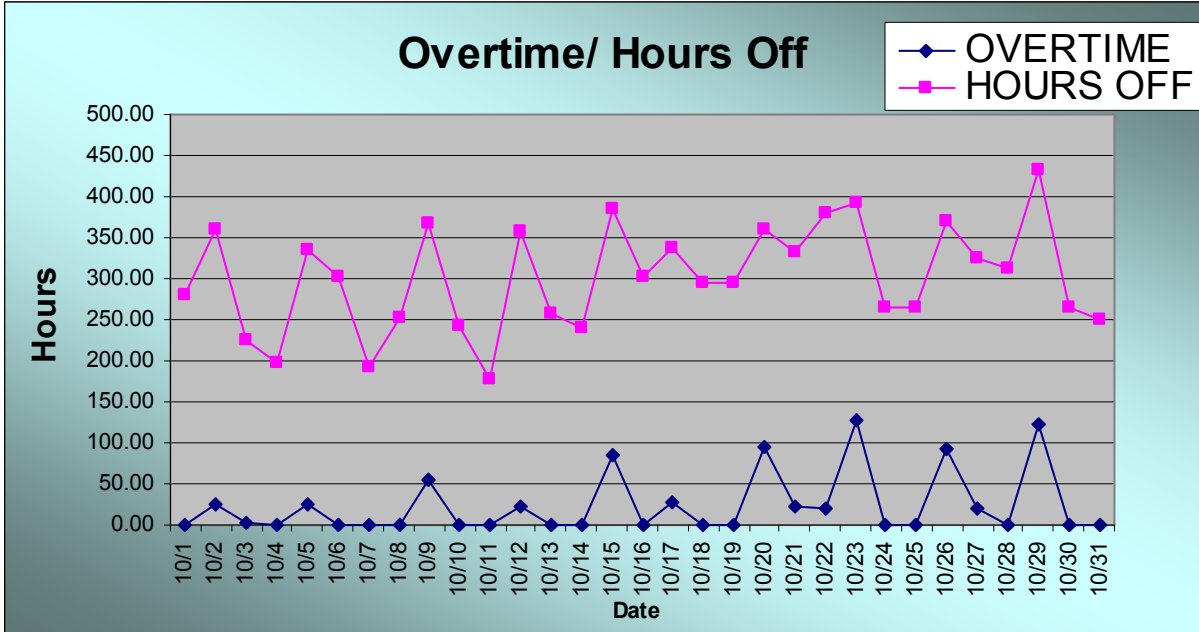
# Monthly Status Report

## Daily Staffing Statistics (continued)

DATE	VACATION	SICK	OFF DUTY INJURY	ON-DUTY INJURY	JURY DUTY	EMERGENCY FAMILY LEAVE	FUNERAL LEAVE	OFF CITY BUSINESS	COMP TIME OFF	MILITARY LEAVE	PERSONAL LEAVE
1-Oct-11	168.00	96.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	17.00
2-Oct-11	120.00	144.00	0.00	24.00	0.00	48.00	24.00	0.00	0.00	0.00	0.00
3-Oct-11	120.00	48.00	24.00	24.00	0.00	0.00	0.00	0.00	0.00	0.00	10.00
4-Oct-11	144.00	48.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5.50
5-Oct-11	150.00	120.00	0.00	24.00	0.00	0.00	24.00	0.00	0.00	0.00	18.00
6-Oct-11	180.00	48.00	48.00	24.00	0.00	1.50	0.00	0.00	0.00	0.00	0.00
7-Oct-11	72.00	96.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	24.00
8-Oct-11	72.00	133.50	0.00	24.00	0.00	0.00	24.00	0.00	0.00	0.00	0.00
9-Oct-11	168.00	86.25	48.00	24.00	0.00	40.25	0.00	0.00	0.00	0.00	0.00
10-Oct-11	120.00	97.50	0.00	0.00	0.00	24.00	0.00	0.00	0.00	0.00	0.00
11-Oct-11	33.00	96.00	0.00	24.00	0.00	24.00	0.00	0.00	0.00	0.00	0.00
12-Oct-11	180.00	120.00	24.00	24.00	0.00	9.00	0.00	0.00	0.00	0.00	0.00
13-Oct-11	96.00	144.00	0.00	6.00	0.00	0.00	0.00	0.00	0.00	12.00	0.00
14-Oct-11	120.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
15-Oct-11	240.00	72.00	48.00	0.00	0.00	24.00	0.00	0.00	0.00	0.00	0.00
16-Oct-11	192.00	85.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	24.00	0.00
17-Oct-11	96.00	204.75	0.00	32.00	0.00	0.00	0.00	0.00	6.00	0.00	0.00
18-Oct-11	144.00	72.00	48.00	31.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00
19-Oct-11	168.00	104.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	24.00	0.00
20-Oct-11	96.00	168.00	0.00	48.00	0.00	24.00	24.00	0.00	0.00	0.00	0.00
21-Oct-11	132.00	69.50	48.00	24.00	0.00	36.00	0.00	0.00	0.00	0.00	24.00
22-Oct-11	201.00	144.00	0.00	0.00	0.00	0.00	0.00	24.00	0.00	0.00	12.00
23-Oct-11	144.00	168.00	0.00	48.00	0.00	8.50	24.00	0.00	0.00	0.00	0.00
24-Oct-11	120.00	96.00	0.00	24.00	0.00	24.00	0.00	0.00	0.00	0.00	0.00
25-Oct-11	144.00	96.00	0.00	0.00	0.00	0.00	0.00	24.00	0.00	0.00	0.00
26-Oct-11	105.00	192.00	24.00	48.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
27-Oct-11	156.00	96.00	16.00	48.00	0.00	0.00	0.00	0.00	0.00	0.00	8.00
28-Oct-11	168.00	120.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	24.00
29-Oct-11	216.00	144.00	0.00	48.00	0.00	1.75	0.00	0.00	0.00	0.00	24.00
30-Oct-11	120.00	72.00	24.00	48.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
31-Oct-11	144.00	72.00	0.00	0.00	0.00	34.00	0.00	0.00	0.00	0.00	0.00
<b>Totals</b>	<b>4329.00</b>	<b>3373.00</b>	<b>352.00</b>	<b>597.50</b>	<b>0.00</b>	<b>299.00</b>	<b>120.00</b>	<b>48.00</b>	<b>6.00</b>	<b>60.00</b>	<b>166.50</b>
<b>Average</b>	<b>139.65</b>	<b>108.81</b>	<b>11.35</b>	<b>19.27</b>	<b>0.00</b>	<b>9.65</b>	<b>3.87</b>	<b>1.55</b>	<b>0.19</b>	<b>1.94</b>	<b>5.37</b>
<b>Avg Last Period</b>	<b>128.90</b>	<b>87.73</b>	<b>20.00</b>	<b>10.40</b>	<b>0.41</b>	<b>17.33</b>	<b>8.00</b>	<b>7.20</b>	<b>1.27</b>	<b>0.00</b>	<b>0.93</b>

# Monthly Status Report

DATE	OVERTIME	OFF-DUTY
1-Oct-11	0.50	281.00
2-Oct-11	24.00	360.00
3-Oct-11	2.25	226.00
4-Oct-11	0.00	197.50
5-Oct-11	24.00	336.00
6-Oct-11	0.00	301.50
7-Oct-11	0.00	192.00
8-Oct-11	0.00	253.50
9-Oct-11	55.00	366.50
10-Oct-11	0.00	241.50
11-Oct-11	0.00	177.00
12-Oct-11	21.50	357.00
13-Oct-11	0.00	258.00
14-Oct-11	0.00	240.00
15-Oct-11	84.25	384.00
16-Oct-11	0.00	301.50
17-Oct-11	26.50	338.75
18-Oct-11	0.00	295.50
19-Oct-11	0.00	296.00
20-Oct-11	96.00	360.00
21-Oct-11	22.00	333.50
22-Oct-11	21.00	381.00
23-Oct-11	128.25	392.50
24-Oct-11	0.00	264.00
25-Oct-11	0.00	264.00
26-Oct-11	93.00	369.00
27-Oct-11	19.25	324.00
28-Oct-11	0.00	312.00
29-Oct-11	122.50	433.75
30-Oct-11	0.00	264.00
31-Oct-11	0.00	250.00



# Monthly Status Report

## Daily Staffing Statistics (continued)

ACTIVITY	HOURS	PERCENT
REGULAR & UPGRADE	33345.00	78.10%
VACATION	4329.00	10.14%
SICK	3373.00	7.90%
OFF DUTY INJURY	352.00	0.82%
ON-DUTY INJURY	597.50	1.40%
JURY DUTY	0.00	0.00%
EMERGENCY FAMILY LEAVE	299.00	0.70%
FUNERAL LEAVE	120.00	0.28%
OFF CITY BUSINESS	48.00	0.11%
COMP TIME OFF	6.00	0.01%
MILITARY LEAVE	60.00	0.14%
PERSONAL LEAVE	166.50	0.39%
<b>TOTAL</b>	<b>42696.00</b>	<b>100.00%</b>

