

# 2019 Annual Report





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## MESSAGE FROM THE CHIEF

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I am pleased to present the Glen Lake Fire Department's Annual Report for 2019. We appreciate you taking the time to review our activities and accomplishments for the past year.

As I conclude my first year as the Chief of the Glen Lake Fire Department, I continue to be impressed and humbled by the level of services our men and women provide to those who live, work and recreate in the Glen Arbor and Empire communities.

Over the past many years, our citizens and elected leaders have remained committed to making the investments in providing top notch equipment, facilities and training to ensure that our commitment to serve can be carried out quickly and safely. Our community is safer today because of the dedication and foresight of those decisions made in the past and present. I would like to especially thank Chief John DePuy for his guidance in my transition into the Fire Chief's role. Chief DePuy served as the department's Chief from 1995 to 2006 and recently as the Interim Chief for the first three months of 2019.

In the fall of 2019, the department held written testing and oral board interviews for four internal candidates to test for the role as Lieutenant. After the testing and interviews were complete, the department selected Jay Morse to assume the role of Lieutenant. Jay was officially pinned and sworn in in November and oversees the department EMS and Rescue Division.

The dedicated professionals of the Glen Lake Fire Department are devoted to your safety and wellbeing. It has been a pleasure to serve the community as Fire Chief this year, and we will continue to learn, improve and grow to meet the needs of our community.

I hope that the information provided in this 2019 Annual Report will provide the necessary information about department operations and its management. If you have any questions or concerns, feel free to contact my office at (231) 334-3279 or email at [bryanferguson@glenlakefire.org](mailto:bryanferguson@glenlakefire.org).

Respectfully submitted,



Bryan Ferguson  
Fire Chief

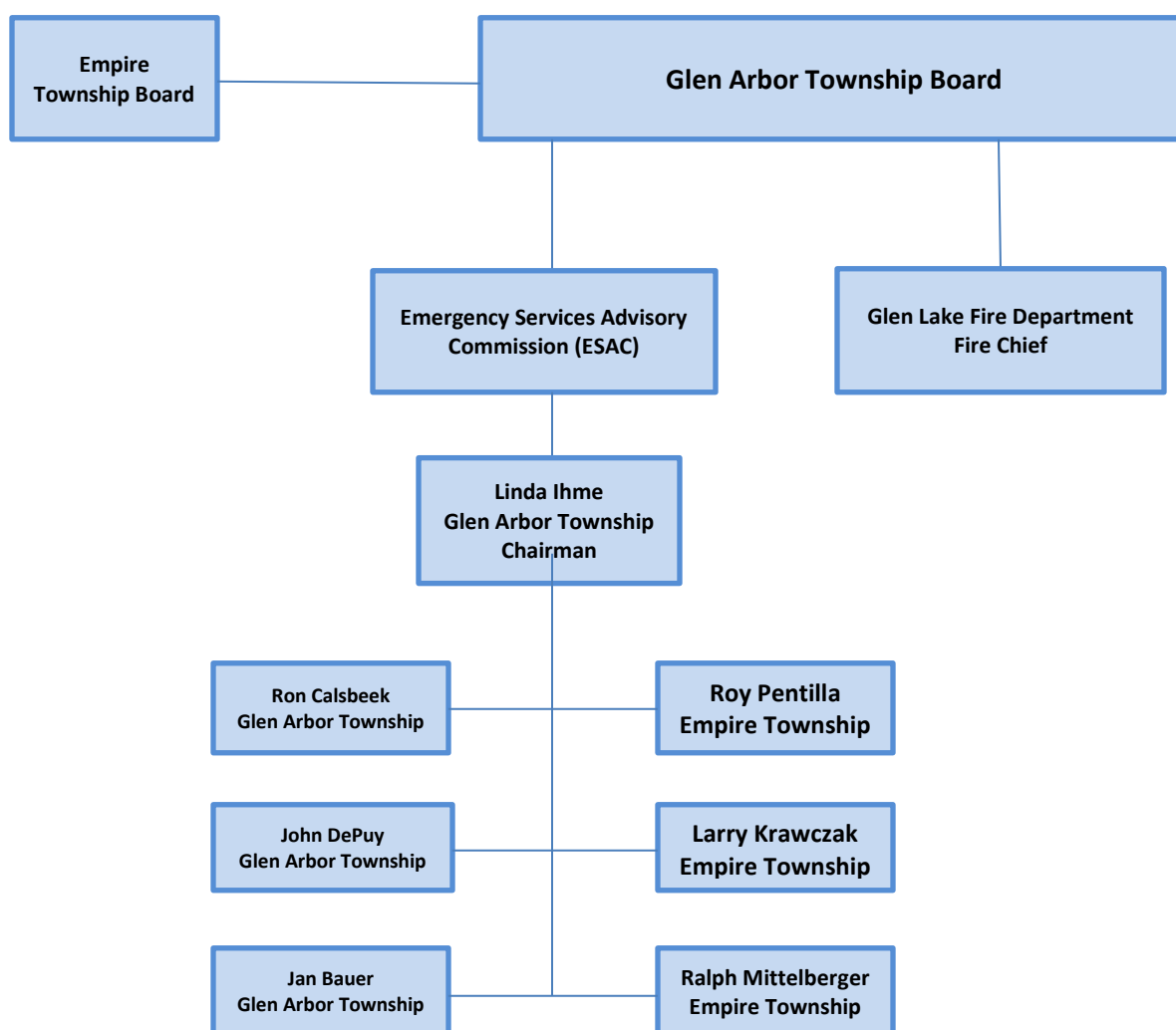
*\*After a nationwide search, Bryan Ferguson was sworn in as the Glen Lake Fire Department's fifth Fire Chief by the Glen Arbor Township Board on March 19, 2019. Chief Ferguson has been with the Glen Lake Fire Department since 2007 serving as a Lieutenant and in the fire/EMS service since 2002.*

## DEPARTMENT OVERSIGHT

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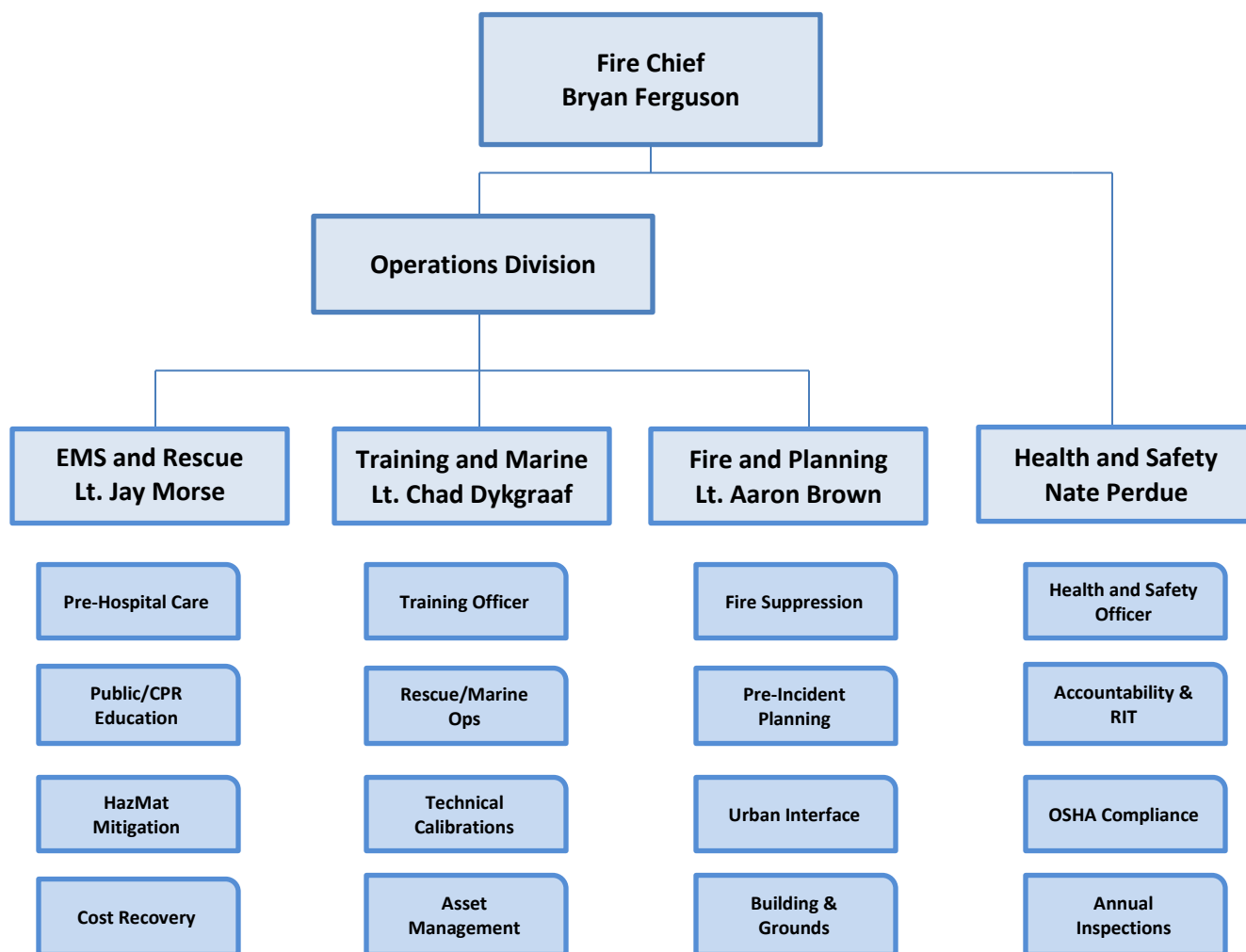
The Glen Arbor Township Board utilizes an advisory board, the Emergency Services Advisory Commission (ESAC), to keep it apprised on issues related to Fire and EMS operations in the two-township coverage area. The Commission reviews finances and hears operational reports. ESAC will provide recommendations to the Township Board for Board action.

The Commission is represented by members from both Glen Arbor and Empire Townships. The organizational chart below provides the layout of the Commission:

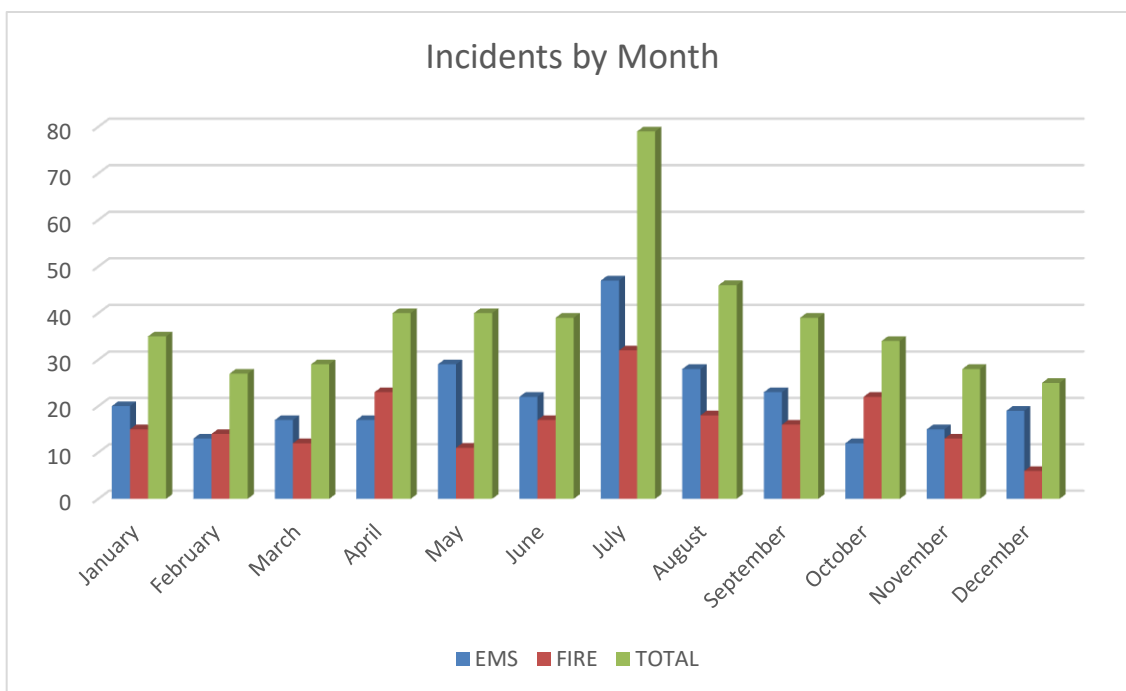
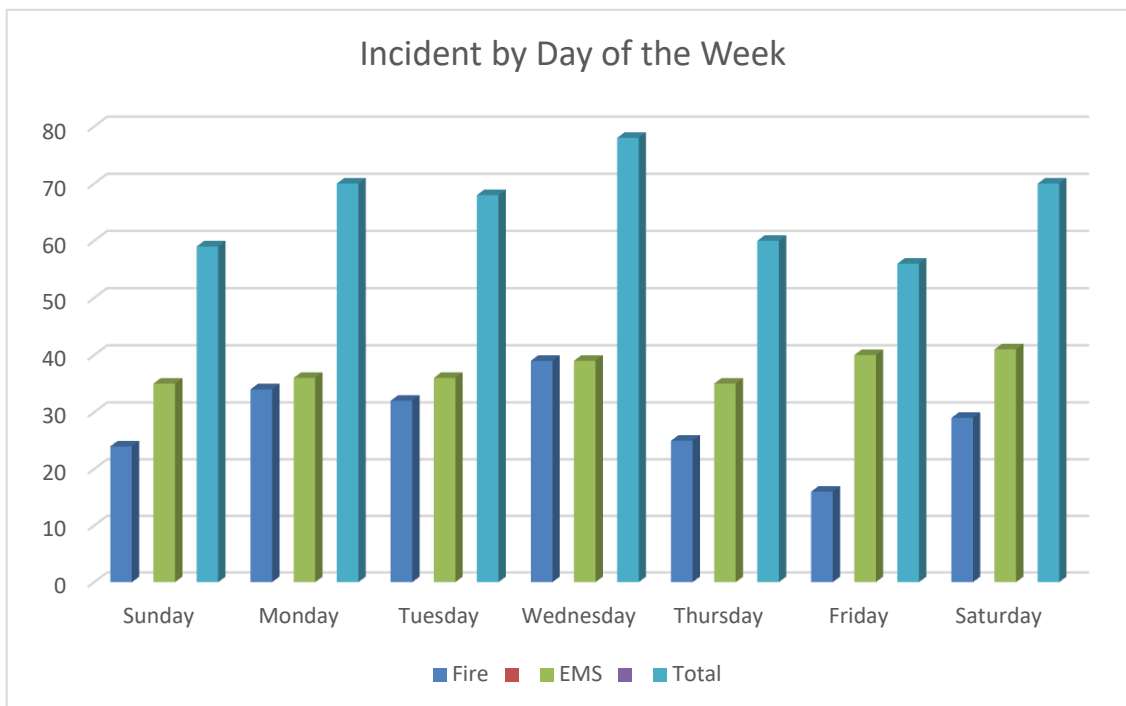


## DEPARTMENT ORGANIZATIONAL CHART

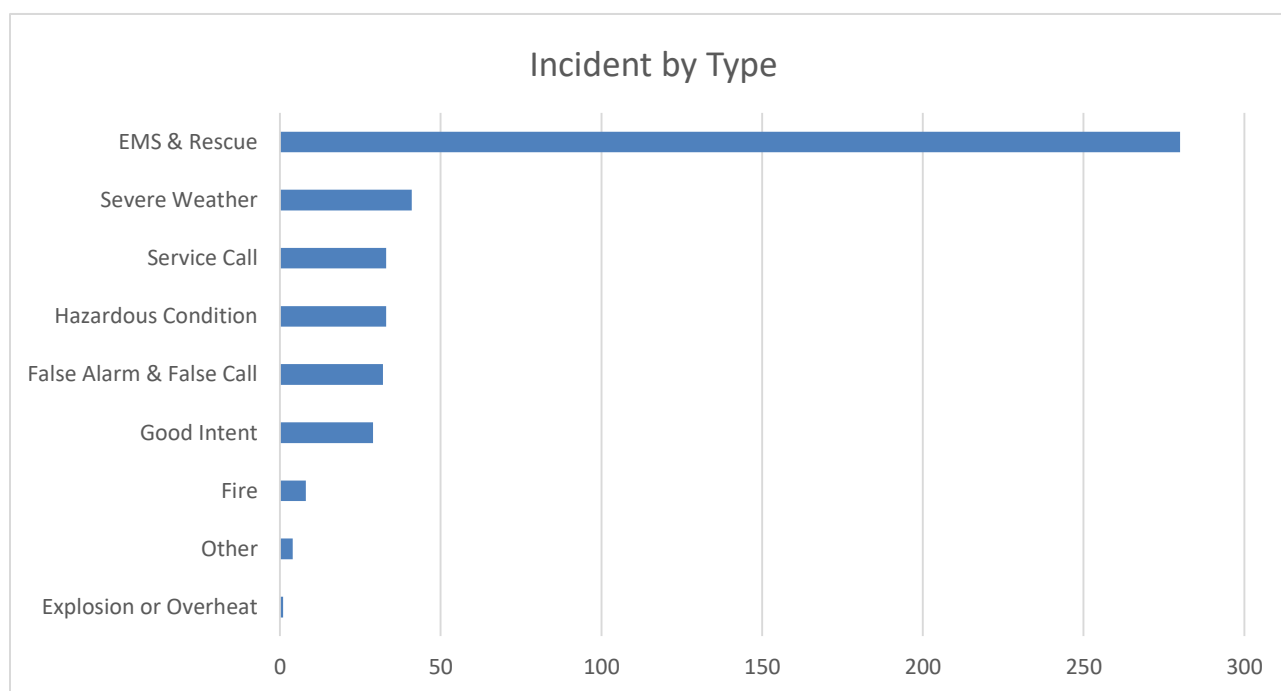
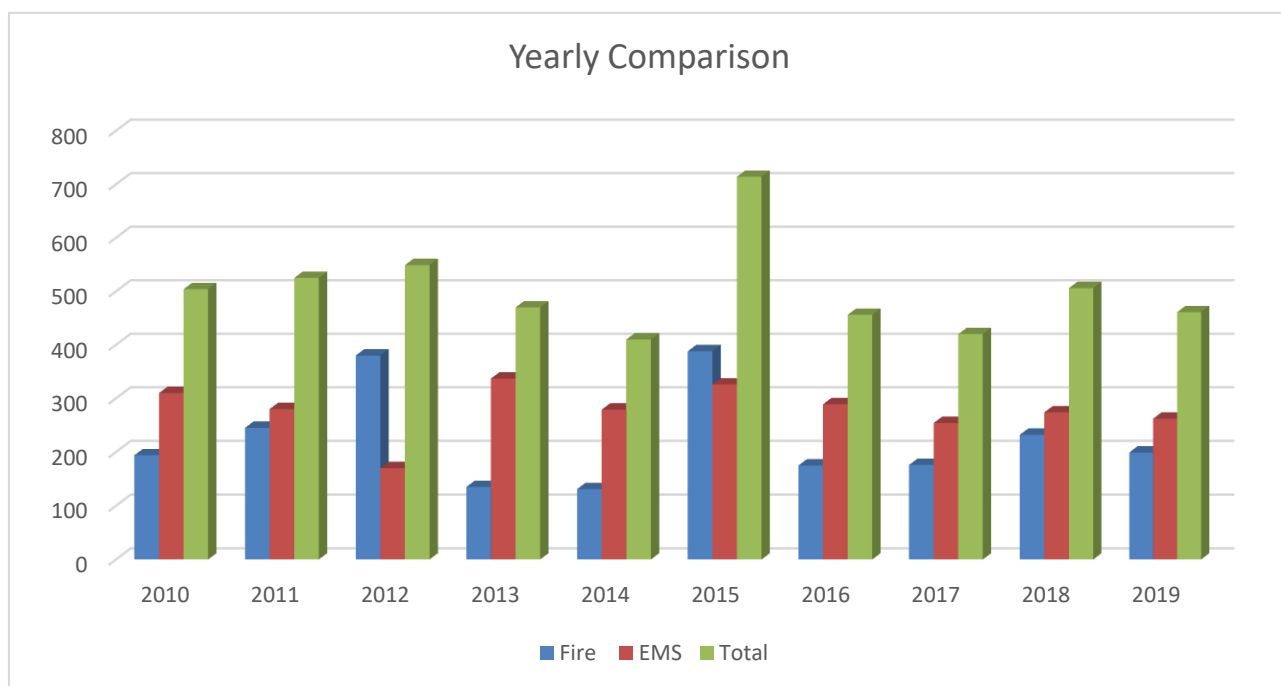
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## DEPARTMENT INCIDENT RESPONSES



## DEPARTMENT INCIDENT RESPONSES





## DEPARTMENT OFFICERS

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**Bryan Ferguson**  
Fire Chief



### Operations Officers

**Lt. Aaron Brown**  
-Fire Suppression  
-Pre-Incident Planning  
-Urban Interface  
-Buildings & Grounds



**Lt. Chad Dykgraaf**  
-Training Officer  
-Rescue/Marine Ops  
-Technical Calibrations  
-Asset Management



**Lt. Jay Morse**  
-Pre-Hospital Care  
-Public/CPR Education  
-Grants  
-HazMat Mitigation  
-Cost Recovery



**HSO Nate Perdue**  
-Health and Safety  
-FF Accountability/RIT  
-OSHA Compliance  
-Annual Inspections



## DEPARTMENT PERSONNEL

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<u>Name</u>	<u>Title</u>	<u>Serving Since</u>
Bryan Ferguson	Fire Chief	March 2007
Doug Lake	Firefighter/EMT-B	August 2007
Peter Stern	Firefighter/EMT-B	January 2008
Jay Morse	Lieutenant/Paramedic	June 2008
Aaron Brown	Lieutenant/Paramedic	December 2008
Chad Dykgraaf	Lieutenant/EMT-B	January 2010
Steve Lienard	Firefighter/Paramedic	February 2011
Zak Yanska	Firefighter/Paramedic	June 2011
Pablo Cevallos	Firefighter/EMT-B	August 2011
Nate Perdue	Safety Officer/EMT-B	May 2015
Chase Showers	Firefighter/EMT-B	March 2017
Nathaniel Feldpausch	Firefighter/EMT-B	December 2018
Morgan Chalup	EMT-B	March 2019
Shane Dunklow	Firefighter/EMT-B	May 2019
Ian Durand	Firefighter/EMT-B	July 2019
Mike Ball	Firefighter/Paramedic	September 2019
Bill Mills	Firefighter/EMT-B	September 2019
Anthony Forton	Paramedic	November 2019
Jeff Hester	Firefighter/Paramedic	December 2019
Ressa Borkovich	EMT-B	February 2020
	<b>Auxiliary Staff</b>	
Tim Nichols	Support	March 1984
Dena Smith	Support	February 2003
Jim Wendels	Support	March 2004
John Friend	Support	July 2007
Brian Clark	Support	May 2019
Scott Sheehan	Marine Division Coordinator	September 2019

### Shift Organization

#### A-Shift

- Lt. Jay Morse
- Zak Yanska
- Chase Showers
- Nathaniel Feldpausch
- Shane Dunklow

#### B-Shift

- Lt. Chad Dykgraaf
- Steve Lienard
- Nate Perdue
- Peter Stern
- Jeff Hester

#### C-Shift

- Lt. Aaron Brown
- Doug Lake
- Pablo Cevallos
- Mike Ball
- Bill Mills

-The department has a minimum staffing of 5 personnel daily. A part-time shift is open daily to bring staffing to 6.

## DEPARTMENT PERSONNEL

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Lt. Jay Morse



Zak Yanska



Chase Showers



Nathaniel Feldpausch



Shane Dunklow



Lt. Chad Dykgraaf



Steve Lienard



Nate Perdue



Peter Stern



Jeff Hester



Lt. Aaron Brown



Doug Lake



Pablo Cevallos



Mike Ball



Bill Mills

### Part-Time Personnel



Morgan Chalup



Ian Durand



Ressa Borkovich



Anthony Forton



# DEPARTMENT OPERATIONS

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## Training

By Lieutenant Chad Dykgraaf

The Training Division is responsible for conducting and scheduling the majority of the Department training. In-service training is accomplished in a number of ways, including: outside instructors, on-duty shift training, monthly staff training, in-house and on the water training. Personnel are also sent to classes and conferences outside of the Department for Specialized training. All

Department training is done in compliance with standards established by the Michigan Firefighting Training Council (MFFTC) and the National Fire Protection Association (NFPA).

### **Highlighted course delivery from 2019**

- The Departments ongoing utilization of its Continuing Education (CE) Sponsor Location
- Ice Rescue training in conjunction with Cedar Fire Department and NPS
- ATV and Sand Dune operations with NPS
- Annual HAZMAT refresher
- Technical Rescue operations conducted at Sugar Loaf
- MI-PEERS study (Michigan Pediatric EMS Errors Reduction Study) final year
- Multiple CPR and First Aid classes

Overall, staff completed 3612.32 hours of training in 2019. One individual, Firefighter Nate Feldpausch, is recognized for his accomplishment of achieving the most training hours with 265.9.



## **Marine Division**

The Department's Fire/Rescue Boat covers all our inland lakes, Lake Michigan as well as North and South Manitou Islands. Again, this year we have a contract in place with Leland Township Fire Department to cover their areas of Lake Michigan and adjacent shorelines. Fire/Rescue Boat 371 responded to 5 incidents this year. Most of incidents were quite minor; however one required a rescue on North Manitou Island.



## **New Assets**

In 2019 the Glen Lake Fire Department purchased new turnout gear for all full-time members. This included: helmets & shields, nomex hoods, coats, pants and boots. The department also purchased new all season "High Visibility" reflective parkas. Four portable LED Streamlight scene lights were purchased and placed on various vehicles. Lastly, the department replaced the chiefs 2007 Expedition with a 2019 Ford F150 pick-up truck.



The turnout gear, helmets and parkas were purchased to replace gear that was purchased over 12 years ago and was due for replacement according to NFPA 1851.

## **Health and Safety**

By Safety Officer Nate Perdue

The department ended 2018 on a very strong note in regards to health and safety and pushed through for a greater 2019. To start 2019, each member of the department gets an annual, NFPA-compliant physical done through our department physician. This assessment includes blood draws, ear and eye tests, strength tests, an EKG of our hearts, and flexibility tests. Because our job can be strenuous at times, we must perform these assessments at a level that's greater than your standard physical.

After each member completes their physical, the department Physician will provide the department with the member who showed the greatest improvement on general wellness and overall health. The improvements are based on the physicals performed on a year-to-year basis. The person who showed the greatest year-to-year improvement and was awarded the 2019 Health and Fitness Award was Nate Perdue.

In March of 2019, the department received our new turnout gear. Each member received the following: a new bunker coat, bunker pants, fire boots, new helmets with custom helmet shield, new protective fire hood, and a custom, dual-liner EMS jacket. These are all significant improvements from the previous gear and jackets the members were wearing. Upon receiving our new gear, the department had a significant collection of old-style turnout gear, helmets, and gloves. That spare gear was generously donated to a fire department in Wexford County.



B-Shift performing physical fitness training

With cancer becoming the overall #1 killer of firefighters, Glen Lake Fire has made significant strides to help protect the firefighters. The first thing we did was turn all of our previously worn gear into backup sets. The objective of the spare gear is to provide each member a clean, fully decontaminated set of turnout gear if their main gear becomes soiled or contaminated at a fire. All each member has to do is put their soiled gear in the gear washer and pick up their backup set at St. #2. This not only provides



each member with a clean set of gear but it assists the member by giving them gear quickly so they can be ready to respond to any incidents instead of waiting a full-day or two for their main gear to be washed and dried.

The second task that was completed was the introduction of decontamination kits. Each Engine, the Ladder Truck, and Heavy Rescue was complimented with a custom decontamination kit. Each decontamination kit contains the following: three heavy-duty trash bags to put soiled gear in, baby wipes for wiping our face, neck, and hands free of soot and debris, two scrub brushes for brushing



down soiled gear at the scene, hand soap and wash rags for washing our hands on scene, and a protective facemask and gloves for the Operator of the truck for when they wipe down the firefighter with soiled gear.

During the year, we realized there were some trucks that didn't have enough traffic cones or reflective Chevron on the rears of the truck. We made sure each truck had a minimum of five traffic cones and reflective chevron on the rear to help bystanders see the trucks from a distance.

The last but potentially most significant improvement the department made was in relation to Firefighter Health and Wellness. The department teamed up with Dr. Bear Total Body Health Care of Glen Arbor for a new and custom Wellness Program. This program was created by Dr. McBride of Dr. Bear, Chief Bryan Ferguson, and Safety Officer Nate Perdue. The program was designed to help improve overall health and fitness for all Glen Lake Firefighters. The program is focused on workouts that mimic the movements firefighters make while on scenes of incident. In addition to the custom workouts, each member is given direction on nutrition, muscle recovery, flexibility, and physical therapy. Once per week, Dr. Bear leads the on-duty shift with a one-hour workout. Each quarter, employees are reevaluated and given a new overall fitness score. Within the first month of the wellness program, the department has collectively lost 68lbs. This is a program that no other department in the in our region has and we're very fortunate to be able to help each firefighter achieve their fitness goals.



## Annual Inspections

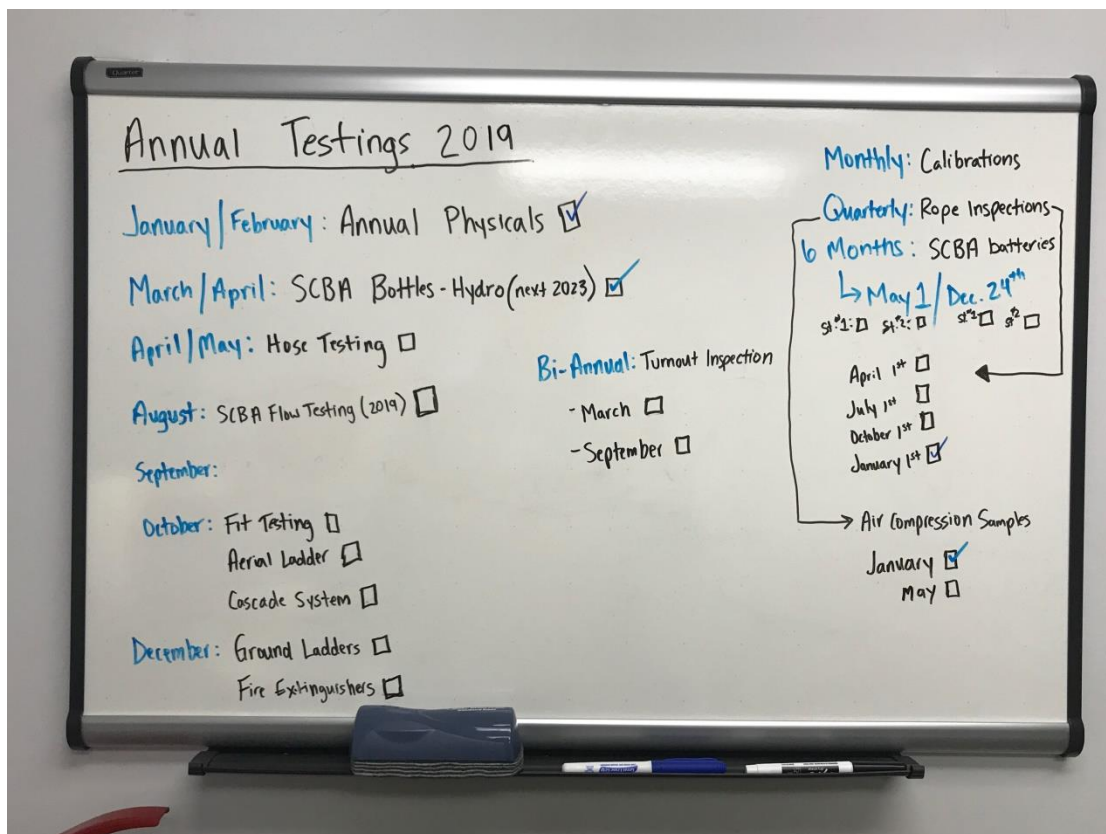
By Safety Officer Nate Perdue

2019 had a rather routine year of annual inspections. Each year, a plethora of equipment has to be tested and calibration to maintain performance requirements. All of our Self-Contained Breathing Apparatus (SCBA) Packs were flow tested and passed with flying colors. This assures the user the pack is ready to be used at a moment's notice.



All ground ladders were tested and inspected. The 4-Gas monitors were calibrated monthly with one hiccup in September. Two of our four monitors had to be sent in for additional testing. The error in the testing was due to faulty calibration gas. The department purchased new calibration gas and has had no issues since.

Each quarter, the station compressor that fills our SCBA bottles is tested to make sure it's not introducing any unwanted gasses, such as Carbon Monoxide, into the filling station. There was one failed test for CO but a retest was administered and it passed. No additional issues have been reported.





## **Building and Grounds**

By Lieutenant Aaron Brown

The employees perform maintenance and repairs on a monthly basis surrounding the building and grounds of the department. For bigger repairs, we use outside contractors. In 2019, the following repairs and maintenance occurred at both stations:

- Snow removal during the winter months
- During the warmer seasons, our staff is working on keeping weeds pulled, bushes trimmed, and making sure the grounds are looking nice
- Keeping the 9/11 Memorial in working condition by cleaning and adding chemicals as needed
- Annual maintenance on the overhead garage doors were serviced by Northern Garage Door
- This summer, the staff erected a small building behind Station #1 for our fuel tanked to help keep it out of the weather
- Station #2 (Empire) was power washed and painted
- All garage doors at Station #2 were painted and had new weather stripping installed
- New ceiling lights were installed at Station #2
- The dry hydrant at the boat launch at Little Glen boat launch was fixed and replaced with a metal pipe to stop the ice damage during the winter months



Due to the age and fading of the exterior of Station #1, we will be looking to have a company to come and wash and paint the whole building. They will fix any building defects that need to be replaced.

## **Apparatus Maintenance 2019**

By Fleet Maintenance Manager Steve Lienard

2019 was a larger than expected apparatus maintenance and repair year for the department. Halt Fire was in for several visits this year to start catching up on long overdue maintenance. Many pump valves were replaced across the whole fleet. Electrical issues were fixed on Rescue 251. Halt is struggling to figure out and fix a High Idle issue on the both Tankers.

Other repairs and maintenance included:

- Usual oil changes completed as needed
- Pioneer Diesel Service performed maintenance on Engine 311 for brake issues
- Valley Truck handled some alignment issues on Ambulance 292, Rescue 352, Ladder 331, and Engine 211
- Tredroc replaced the tires on Engine 211



## COMMUNITY SERVICES

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### **Public Education- CPR/AED/First Aid Classes in 2019**

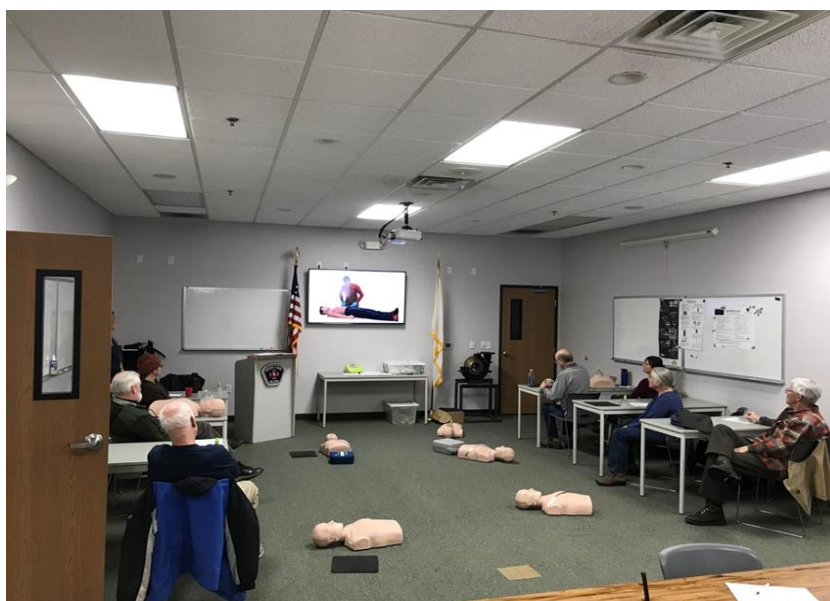
By Lieutenant Jay Morse

The Glen Lake Fire Department, for the first time in our history, has eclipsed the 200 persons trained mark with a grand total of 208 people trained during the calendar year. We continue to excel in the area of Public Education as we were able to again offer American Heart Association Courses. These courses teach lifesaving CPR and First Aid techniques which were offered by any of our 5 certified instructors. The Glen Lake Fire Department also hosted a BLS Instructor Course in November 2019, which added 5 new CPR instructors for a total of 10. Other new instructors were from Cedar Area Fire Department and Munson Healthcare – Manistee.

CPR/AED/First Aid courses were attended by our entire staff, as well as staff and students from the following organizations and businesses: Sleeping Bear Dunes National Park Service, Friends of the Sleeping Bear, Leelanau School, Homestead Resort, Top Line Electric, Grand Traverse Area Catholic Schools, Glen Lake Community Schools, Empire Lions Club, Munson Medical Center, Glen Lake Community Library, Manitou Transit, Cedar Area Fire & Rescue, a few private daycare agencies and the Northwest Regional Firefighter Training Center. As well, numerous private citizens took the time to learn these lifesaving skills, not only in a course, but also during each one of our departments Open Houses. The Glen Lake Fire Department is continually looking to empower and educate the citizens that we serve and protect.

Please let us share these invaluable lessons with you or your group today!

Please contact Glen Lake Fire Department - Station 1, to schedule your course today.



## Home Safety Surveys

Glen Lake Fire Department offers a free Home Safety Survey for any resident of Glen Arbor and Empire Townships. This is a free, no-penalty assessment of the interior and exterior of your home. The firefighters will conduct a thorough walk through of your home, checking for safety recommendations as well as working smoke detectors and/or carbon monoxide alarms. There is no penalty if correctable items are found. Have a smoke detector but it isn't working? No problem! The department has an inventory of smoke detectors and we will install or replace them at no charge.



## Call 9-1-1 For Emergencies

Remember, if you believe you or someone around you is having a medical or fire emergency, please call **9-1-1** instead of the fire department directly. We understand you may think your call does not warrant a call to **9-1-1** but if you're calling the station because you'd like someone or something checked out, you should have called **9-1-1**. Although our stations are staffed 24/7/365, we perform several out-of-station exercises and inspections weekly. If you call the station to report an emergency, ***there is a chance your phone call may not be picked up.*** Calling **9-1-1** is not only the fastest way to reach us, it allows Dispatch to send the appropriate resources to your incident and it assures the duty staff will receive notice of your assistance even when they are away from the station. Remember, ***if something feels like an emergency, treat it like an emergency and call 9-1-1!***



## FREQUENTLY ASKED QUESTIONS

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- **How do I get a copy of a medical or fire report?**
  - Call the Department at (231) 334-3279 to obtain instructions on how to obtain your report. Our website also has the appropriate forms for requesting a report.
- **Who do I call to learn CPR?**
  - Call the Department at (231) 334-3279 and ask to speak to Lt. Jay Morse or the shift Lieutenant.
- **What should I do with hot fireplace ashes?**
  - Do NOT remove hot ashes from the fireplace until they're cooled down; 2-3 days. Make sure there are NO hot embers within the ashes prior to removal. Once cooled, place ashes in a metal container with a lid and store them away from the home and all combustible materials.
- **Where should I place smoke alarms in my home?**
  - Homeowners should install smoke alarms on every level of their home and outside of all bedrooms or sleeping areas. They should also be placed inside every bedroom where people sleep. If you have any questions, call the Department and request a free Home Safety Survey.
- **I want to burn brush in my yard. How do I obtain a burn permit?**
  - The Department does not issue burn permits. The county follows the Michigan DNR Burn Restrictions List. Visit <https://www2.dnr.state.mi.us/burnpermits/> and click on 'Leelanau' to see if your township is allowing burning for the day. If you choose to burn, you MUST be tending to your fire at all time. If you need to leave, put the fire out.
- **I see a neighbor is burning brush but I do not see anyone attending it. Who should I call?**
  - Call **9-1-1**. This ensures the Department will respond with the appropriate resources to handle the situation.
- **I have a Fire Extinguisher that is old and outdated. Does the Fire Department collect or recycle them?**
  - No. The Department does not collect expired extinguishers. Call the Department and ask for assistance on how to properly recycle old fire extinguishers.
- **I locked my keys in my car. Can the Department come and force entry into my car?**
  - No. The Department does not assist with gaining access into a vehicle for locked keys in a car. Calling a locksmith is the best option.
- **How often should I get my chimney inspected?**
  - According to NFPA 211, "Chimneys, fireplaces, and vents shall be inspected at least once a year for soundness, freedom from deposits, and correct clearances. Cleaning, maintenance, and repairs shall be done if necessary." Call the Department if you have any further questions.
- **Do you give station tours?**
  - Yes! We're always happy to provide a station tour. Stop by at any time and if we're available, we will give you a tour of the station and the fire trucks.



## CONTACT US

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For any emergencies, do not call the station directly. Call **9-1-1!**

Non-Emergency Services/Fire Department Main: (231) 334-3279

- CPR and First Aid Training
- Incident Reports
- Paramedic Service Questions
- Fire Code and Fire Protection Systems Questions
- Home Safety Surveys
- Fire Station Tours
- Brush Burning

Visit our website for more useful information:

[www.glenlakefire.org](http://www.glenlakefire.org)

### **2020 Calendar of Events**

- Pancake Breakfast at the Glen Arbor Town Hall
  - Sunday, July 5<sup>th</sup>
- Station #1 Open House
  - Saturday, July 25<sup>th</sup>
- September 11<sup>th</sup> Memorial Service at Station #1
  - Friday, September 11<sup>th</sup>
- Station #2 Open House
  - October (in conjunction with Empire Heritage Days)

