

**Staunton Fire Protection District
215 South Wood Street
Staunton, Illinois 62088**

2024 Decennial Efficient Committee Report

To: Honorable Members of the County Board of Macoupin and Madison Counties

From: Staunton Fire Protection District Decennial Efficiency Committee

Date: October 24, 2024

This Report is submitted in accordance with 50 ILCS 70/1 et seq., the Decennial Committees on Local Government Efficiency Act.

SFPD Decennial Committee Overview

The Staunton Fire Protection District Decennial Committee ("Committee") was formed by the Board of Trustees of the Staunton Fire Protection District (District). The initial committee was comprised of District Trustees Russell Alexander, Glenn Kellebrew and Bart Yakos. Due to a change in District Board membership, the District Trustee composition changed to include to Russell Alexander, Art Partridge and Bart Yakos. The Committee membership also include SFPD Fire Chief Rick Haase, District Resident Dennis Stiegemeier (City of Staunton Clerk) and Terry Tipler (City of Staunton Ward 4 Alderman).

District President Bart Yakos served as chairman for the committee and District Secretary served as secretary for the committee. Fire Chief Rick Haase developed the final committee report.

The Committee held meetings were held on February 17, 2024; July 17, 2024; and October 22, 2024. All meetings were held at the Staunton Fire Protection District station. Copies of the Committee's Meeting Agendas are attached with this report.

In connection with its work, the Committee examined or considered the following:

- District and Fire Department Policies and Ordinances currently in effect and the laws which apply to the District such as the Illinois Fire Protection District Act.

- District and/or Fire Department Bylaws, Standard Operating Procedures/Guidelines, Policies and Procedures.
- The District's current fire department rating (ISO rating) by the Insurance Services Office.
- The District's compliance with IL-OSHA requirements (Illinois Department of Labor)
- The District's compliance with the recommended Annual Calendar & Checklist promulgated by the Illinois Association of Fire Protection Districts
- The District's Budget and Appropriation Ordinances for the current and proceeding two calendar years.
- The District's real estate tax levy, tax extension, equalized assessed values (EAV), tax rate limits, and actual tax rates for the last three years.
- The District's Annual Financial Report (AFR) filed with the Office of the Illinois Comptroller for the last three fiscal years
- The District's Treasurer' Statement of Receipts & Disbursements for the last three years.
- The District's Annual Audit Reports, if an audit was performed, for the last three years.
- Annual fire / rescue / emergency medical services (EMS) call report information for the last three years.
- The location, condition, and adequacy of District's fire station.
- The District's inventory of fire apparatus and other emergency vehicles including the make, model, age, mileage and condition of each vehicle.
- The District's inventory of firefighting, rescue, and EMS equipment including firefighter personal protective equipment (PPE); self-contained breathing apparatus (SCBA); radio and communications equipment; rescue gear and equipment; and EMS equipment.
- Water supply sources and their sufficiency for fire suppression in all parts of the District.
- Dispatching services and radio communications utilized by the District for Fire Department communications and their adequacy or lack of adequacy.
- The District's current mutual aid agreements and other intergovernmental agreements and how those agreements relate to and effect the District's performance and needed updates to any of those agreements or arrangements.

Staunton Fire Protection District Management Overview

The Staunton Fire Protection District is a public fire protection district organized and operating pursuant to the provisions of the Illinois Fire Protection District Act (70 ILCS 705/0.01 et seq.).

The Staunton Fire Protection District was established in 1978. Prior to 1978, fire protection in the Staunton area was provided by a volunteer fire department associated with the City of Staunton. The volunteer fire department was funded by the City of Staunton and provided subscription fee services to residents living outside of the city limits.

The District is governed by an appointed Board of Trustees comprised of three members. The Trustees are appointed by the Macoupin County Board. The current Board of Trustees include President Bart Yakos (26 year board member), Treasurer Russell Alexander (2 year board member), and Art Partidge (6 month board member).

The District conducts regularly scheduled monthly business meetings. The meetings are conducted in accordance with the State of Illinois Open Meetings Act (5 ICLS 120/1).

A review of District management operations found required compliance with the following annual responsibilities:

- Appointment/re-appointment of fire district trustees was completed as per the requirements of the Illinois Fire Protection District Act. This includes the re-organization of the board (if needed) and required training for trustees.
- Preparation of annual budgets and appropriation ordinances were in compliance with 50 ILCS 330/1-330/5 requirements. This includes meeting required calendar dates, conducting budget hearings and posting adopted budget and ordinances.
- Annual tax levy ordinance policies were in compliance with 70 ILCS 705/14. This includes required tax hearings and filings.
- Annual Treasurer's Statement of Receipts and Disbursements were in compliance with 30 ILCS 15/1. This includes report development, county clerk filing and public notification.

Staunton Fire Protection District Financial Overview

The District income is primarily based on tax funding from both Macoupin and Madison Counties. The key elements of the tax funding include the following:

- The District's equalized assessed value is \$107,144,204.00 based on the most recent available information
- The District's most recent tax levy totaled \$439,404.00 and was comprised of the following levies:
 - Corporate Purposes - \$391,964.00
 - Insurance Purpose - \$20,000.00
 - Ambulance Service Purposes - \$27,440.00
- The tax extension on the foregoing levies totaled \$413,576.63
- The District's most recent budget and appropriation ordinance totaled \$448,000.00

It should be noted that the tax levy for ambulance service purposes is levied in Madison County only. Those tax funds are paid directly to the Staunton Area Ambulance Service to provide ambulance service to the Madison County residents of the District. The Staunton Area Ambulance Service levies a special service tax to the Macoupin County residents of the District. The special service tax provides ambulance services to those residents.

The primary items routinely budgeted within the annual District budget include the following:

- Legal and Audit Services – includes lawyer fees and financial audits
- Utilities, Office Expenses / Supplies – includes fire station utilities and day to day office operation expenses
- Health and Safety – includes annual firefighter physicals/exams, blood work, vaccines and similar medical evaluations
- Insurance – includes vehicle and all risk insurance premiums, accident and health premiums, and worker compensation premiums
- Logistics / Office Personnel – includes wages for part-time administrative assistant and part-time logistics/maintenance position
- Apparatus Replacement – includes ongoing funding for the replacement of apparatus
- Vehicle / Equipment Maintenance, Repairs & Replacement – includes preventive maintenance, inspection, testing and routine repairs of vehicles and major equipment as well as replacement of portable equipment

- Facility Maintenance & Repairs – includes preventive maintenance, inspection, and repairs equipment within the fire station
- Facility / Property Expansion – includes funding for future expansion of the current fire station

In addition to tax funding, the District routinely receives donations and grant funding. The SFPD chief has applied for several hundred grants over the last 25 years. Those grants include the FEMA Firefighter Assistance Grant, the Office of State Fire Marshal Small Equipment Grant, Illinois Department of Public Health EMS Grant, Illinois First Grant and ConocoPhillips/Phillips 66 Volunteer Grant. Both small equipment and major equipment was purchased as a result of the grants received. Significant purchases made as a result of grant funding includes the following:

- 2000 Pierce Rescue Engine/Tender
- 2006 Polaris All Terrain Vehicle
- 2007 Pierce Rescue Engine
- Self-contained Breathing Apparatus – entire inventory replaced two times
- Firefighter Bunker Gear – entire inventory replaced two times
- Hydraulic Rescue Tool Systems – 2
- Thermal Imaging Cameras
- Nozzles and Portable Monitors – complete replacement of entire inventory
- Automatic External Defibrillators – 8
- Pagers – entire inventory replaced two times
- Portable Radios – entire inventory replaced two times

The District also received monetary donations and direct equipment donations from various businesses and individuals. Additionally, the District received funding from the Staunton Volunteer Fire Department Organization to purchase equipment. Significant equipment donations and/or purchases made from the donations include the following:

- 1991 Four Wheel Drive 1 Ton Vehicle
- 1989 Marion Tender
- Desk Top and Lap Top Computers
- Industrial Floor Scrubber
- Rope, Confined Space and Machinery Rescue Equipment

Over the last 25 years, the District has received in excess of \$1,500,000 in grant funding and donations that has been directly used for equipment purchases.

Staunton Fire Protection District Operations Overview

District Geography

The Staunton Fire Protection District in Staunton, Illinois, is located approximately 40 miles northeast of St. Louis, MO and 60 miles south of Springfield, IL. The district covers 32 square miles of territory in southeastern Macoupin County and north central Madison County with an estimated population of 7,500. The largest portion of the population (5,500) resides in the city of Staunton, and the remainder lives in the rural farm area surrounding the city.

The city of Staunton boasts a small business district, a hospital (only hospital in twenty mile radius), a long- term care facility, an assisted living facility, two schools, eight churches, and some small industry.

The District contains a large number of critical infrastructure areas. The SFPD covers approximately 5 miles of I-55 which is a major interstate highway which connects St. Louis MO with Chicago, IL. Thousands of vehicles travel through the district response areas on a daily basis including an extremely large number of vehicles carrying hazardous materials. Approximately 10 miles of Illinois State Route 4 pass through the Staunton Fire Protection District. This major state highway is traveled by over a thousand vehicle a day and it carries a large number of commuters and delivery vehicles.

A small private airport is located in the rural area on the northwest corner of the fire district. This airport is used primarily for commuters traveling to purchase materials from the airplane dealership located at the airport. Two major rail lines pass through the center of the fire district response area. Approximately 15 trains a day transit through the district on the primary rail line. These freight trains carry all types of products including coal, crude oil, chemicals, steel and other products. The secondary rail line mainly provides a transportation route for coal.

There are four major pipelines that bisect the fire district. Three of the pipelines transport hydrocarbon products and the fourth pipeline carries natural gas. The natural gas pipeline also ties into a regional distribution manifold system within the district.

Three major electrical substations are located within the district. One substation is a regional substation that distributes power to several communities. The second substation is the primary substation for the city of Staunton. Third substation is the an electric cooperative that provides power for many rural customers.

The city of Staunton water plant and the Staunton Reservoir which is the primary potable water source for three towns are located within the fire district. The city of Staunton waste water treatment plant is also located within the district. Three other public water systems also serve rural areas of the District.

The telephone switching station and the cable TV receiving station for Madison Communications are located within the district as well as a cell phone tower for AT&T.

District Operations Staffing

Prior to the establishment of the District, the Staunton area was served all by an all volunteer fire department that was chartered by the City of Staunton. Throughout the history of the Staunton Volunteer Fire Department / Staunton Fire Protection District, the area has been served by a dedicated group of volunteer firefighters that receive absolutely no pay for their services.

From the inception of the Staunton Volunteer Fire Department (SVFD) in 1923 until approximately 2000, the organization routinely maintained an active volunteer roster of 50 personnel. Additional training and regulatory requirements and increasing time commitment of the volunteer organization has since led to a decrease in the number of volunteer firefighters on the active roster.

The District currently maintains a roster of 30-35 active volunteer firefighters and approximately 25 inactive and honorary firefighters. The department is structured into 4 companies with 1 captain, 1 lieutenant and 7-9 firefighters per company. A fire chief and two assistant chiefs oversee the overall department operations. A fire department chaplain and a junior firefighter program of 5-7 personnel round out the department roster. The current District Chief is Rick Haase (41 year member and 28 year chief).

The District also implemented a Fire Corps program that allows local residents to volunteer to serve the District in non-firefighting capacities. The SFPD currently does not have any Fire Corps members.

In 2022, the District established two part-time positions – administrative assistant and maintenance/logistics officer. These are hourly paid positions that are staffed approximately 20 hours per week. The part-time personnel conduct activities formerly performed by volunteer personnel, district board members, and/or contracted businesses.

District Response Services

The District provides quality fire and rescue services to the residents of the response area. The services include firefighting (structural, vehicle and wildland), operations level rescue services (vehicle and machinery, high/low angle, confined space, and water/ice), operations level haz mat response, investigative/support responses (alarms sounding, carbon monoxide investigations, gas/electrical utility emergencies, etc.) EMS – first responder emergency medical service assist responses and mutual aid responses.

The District only respond to EMS incidents when requested by the Staunton Area Ambulance Service (SAAS). The SAAS provides paramedic level emergency medical response and transport for the entire District response area.

Outlined below is a comparison of the District incident response statistics for the last three years and the first six months of 2024.

Type of Incident	2024 Responses Jan. – Sept.	2023 Responses	2022 Responses	2021 Responses
Residential Fires	4	5	9	16
Commercial Fires	0	0	3	0
Vehicle Fires	3	3	6	3
Brush/Grass/Trash Fires	15	9	12	10
Smoke/Odor Investigations	1	7	9	7
Alarms Sounding	5	8	9	8
Utility Emergencies	11	16	15	13
Carbon Monoxide Response	7	8	6	7
Hazardous Materials	0	0	1	1
EMS/Police Assist	15	16	13	18
Rescue – Vehicle Accident	13	20	14	16
Rescue – Other	3	4	0	3
Mutual Aid	14	17	11	14
False/Canceled	12	15	14	18
Total Calls	103	128	122	134

During the 101 year history of the SVFD / SFPD, the organization has responded to over 5,600 incidents.

District Facilities

Upon initial establishment of the District in 1978, the District was renting a facility at the Staunton City Hall Complex from City of Staunton. During 2002, the district entered into a design/build contract with H & H Construction Services of Carlinville, IL to construct the new station at 215 South Wood Street which was 1 block south of the former fire station.

The new station was dedicated on May 4, 2003. The station has a total footprint of 11,955 square feet with 6,900 square feet of truck bays and 8,550 square feet of finished office area. The building has a structural steel construction with an exterior composed of 14' masonry block and steel wall panels. The roof is also constructed of steel panels.

The bay area of the station provides sufficient parking for 9 apparatus. The bay area includes 3 double deep drive-through bays and 3 single deep standard bays. The apparatus bay area also includes an SCBA/compressor shop, a maintenance shop, a laundry room, a restroom, and a generator room. The second story above the shop area is a dedicated storage area.

The finished office area of the station encompasses two stories. The first floor consists of a radio/dispatch area, the district board room, two offices, a large training/meeting room, a kitchen, a storage/housekeeping room and two restrooms. The second floor includes a large recreation room / gym area, a training library, a locker room, female and male shower rooms, a storage room, a dayroom area and two mechanical rooms. The second story was designed to serve as living quarters for full-time if the District would ever expand to full-time personnel.

During the past three years, the District has spent significant funds conducting a number of station upgrades/improvements. They included the replacement of all HVAC systems, replacement of all light fixtures with energy efficient fixtures, painting of the apparatus bays and office areas and the replacement of major appliances. Two shipping containers were installed behind the station to provide additional needed storage.

Consideration has been given to the installation of solar panels on the roof of the station but currently no action has been taken due to concerns with possible leaks in the roofing system from the installation. Additionally, the District has actively been negotiating with the owners of the land next to the fire station to purchase land from them to expand the current fire station footprint.

District Fire Apparatus Inventory

The District currently maintains a fleet of nine vehicles. The fleet includes the following apparatus:

- Engine 4911 – Engine 4911 is a 1985 Pierce Engine with a 1000 gpm pump, a 750 gallon water tank, a 750 gpm deck gun, three pre-connected handlines, 1000' of 5" supply hose and 500' of 3" hose. The Engine seats 4 personnel – two in the cab and two in the rear jump seat area. This Engine is currently in a reserve status but is maintained to be used in front line operation if needed.
- Engine 4912 – Engine 4912 is a 2007 Pierce Rescue Engine with a 2000 gpm pump, a 1000 gallon water tank, a 1500 gpm deck gun, three pre-connected handlines and a pre-connected portable monitor, 1100' of 5" supply hose and 500' of 3" hose. The engine carries a full hydraulic rescue tool system. The Engine seats 5 personnel in the fully enclosed cab area. This Engine is currently the primary response Engine for the District.
- Engine 4913 – Engine 4913 is a 2000 Pierce Rescue Engine/Tender with a 1000 gpm pump, a 1500 gallon water tank, a 1500 gpm deck gun, three pre-connected handlines and a pre-connected portable monitor, 1100' of 5" supply hose and 500' of 3" hose. The engine carries a full hydraulic rescue tool system. The Engine seats 6 personnel in the fully enclosed cab area. This Engine is currently the secondary response Engine for the District and the primary mutual aid response Engine.
- Engine 4914 – Engine 4914 is a 2022 Rosenbauer Engine with a 1500 gpm pump, a 1000 gallon water tank, a 1500 gpm deck gun, three pre-connected handlines and a pre-connected portable monitor, 1100' of 5" supply hose and 500' of 3" hose. The Engine seats 4 personnel in the fully enclosed cab area. This Engine is currently the primary response Engine for rural structure fires and brush fires.
- Squad 4951 – Squad 4951 is a 1994 Road Rescue medium duty rescue squad. The Squad is a walk-in squad vehicle which seats 7 personnel. The Squad carries a battery operated hydraulic rescue tool system, an air bag system, vehicle extrication equipment, a large cache of cribbing and rescue struts, rope rescue equipment, confined space rescue equipment, ice rescue suits, basic haz mat equipment, and firefighting support equipment which includes SCBAs, fans, saws, a cascade system and hand tools. The Squad is the primary Rescue for all response operations.

- Squad 4952 – Squad 4952 is a 2013 Ford light duty rescue squad. The Squad is a walk-around squad vehicle which seats 5 personnel. The Squad carries a small hydraulic rescue tool system, rope rescue equipment, incident management equipment, and basic hand tools. The Squad is capable of carrying pre-stocked pelican cases that carry incident command post equipment, SCBAs, ice/water rescue equipment, multi-injury management equipment, and ballistic gear for rescue task force operations. The Squad is used to carry manpower and tow trailers.
- Tender 4961 – Tender 4961 is a 2018 Midwest Tender. The Tender seats 2 personnel. The Tender has a 500 gpm pump, a 2450 gallon water tank, a pre-connected hand line, a pre-connected portable master stream, 600' of 5" supply hose and 400' of 3" hose. The Tender is a primary response vehicle for all rural fires where no hydrants are present.
- Brush Truck 4971 – Brush Truck 4971 is a 2013 Ford Brush Truck. The Brush Truck seats 2 personnel. The Brush Truck has a 500 gpm pump and a 300 gallon water tank. The truck has a pre-connected hose line and hose reel. The truck is the primary response vehicle for brush fires and is also used for trailer towing operations.
- ATV 4972 – ATV 4972 is a 2006 Polaris 6 x 6 All Terrain Vehicle. The ATV seats two personnel. The ATV is carried on a trailer which also carries a brush firefighting skid and patient care skid. The ATV is used for brush firefighting and EMS support operations.

The District also houses the MABAS 35 Light Tower. The Light Tower has a 20 Kw generator and four large flood lights. The District responds the Light Tower to MABAS incident across the state.

All apparatus receive annual preventive maintenance and inspections by a qualified maintenance shop that meet the requirements of NFPA 1911. In addition all apparatus receive monthly preventive maintenance inspections by District personnel.

The District is currently developing specifications to replace Squad 4952. The current Squad is 30 years old and nearing end of front line service. The replacement vehicle will be ordered during 2024 and should be delivered during late 2026 or early 2027.

After the new Squad vehicle is ordered, work will begin on the development of specifications for a new Engine. Engine 4911 will be placed out of service within the next two years due to age and inability to procure replacement parts.

District Portable Equipment Inventory

The District maintains an extensive portable equipment inventory. The portable equipment can be categorized into nine major categories: Personal Protective Equipment, Respiratory Protection Equipment, Engine Driven Equipment, Battery Operated Equipment, Rescue Equipment, Hoses, Nozzles and Fittings, Communication Equipment and Hand Tools.

Personal Protective Equipment (PPE) – The District issues basic firefighting PPE (bunker coat, bunker pants, boots, helmets, gloves and protective hoods) to each member. All gear is NFPA certified and has a maximum 10 year life span. An ongoing replacement program is in place to ensure any damaged gear and/or gear nearing maximum life span is replaced in a timely manner. The District also issues nomex coveralls, safety glasses, work gloves, extrication gloves and various other PPE to members.

Specialized PPE is also carried on key apparatus. That includes personal floatation devices (PFDs), ice rescue suits, rescue helmets, rescue harnesses, ballistic vests and helmets and chainsaw helmets and chaps. An ongoing replacement plan is also in place for this PPE as well.

Respiratory Protection Equipment – The District maintains 36 self-contained breathing apparatus (SCBAs), 72 SCBA bottles, 60 SCBA masks, and 3 rapid intervention team kits. An respiratory air grade compressor is maintained in the fire station to refill the SCBA bottles. An ongoing inspection and preventive maintenance program is in place to ensure all equipment is maintained per manufacturer's recommendations and OSHA requirements.

Engine Driven Equipment – The District has an extensive inventory of portable engine driven equipment. The equipment includes chain saws, rescue saws, ventilation fans, generators, and portable pumps. An ongoing inspection and preventive maintenance program is in place to ensure all equipment is maintained per manufacturer's recommendation.

Battery Operated Equipment – The District has an extensive inventory of battery operated equipment. The equipment includes thermal imaging cameras, multi-gas analyzers, hand lights, drills, saws, and ventilation fans. Equipment is charged on an ongoing basis and multi-gas analyzers are calibrated on a monthly basis.

Rescue Equipment – The District carries two types of rescue equipment – extrication equipment for vehicle rescue operations and technical rescue equipment for elevated and confined space rescue operations. The extrication equipment includes hydraulic rescue tool systems, an air bag system, air chisel systems and various other specialized tools. The technical rescue equipment includes rescue rope, rope hardware, specialized stretchers, a tripod system and various other specialized equipment. Hydraulic rescue tools are calibrated on an annual basis. Technical rescue equipment is replaced per existing NFPA standards.

Hoses, Nozzles and Fittings – The District maintains an inventory of approximately 14,000' fire hose. This includes 5", 3" 1 ¾" and 1" attack hose and 6" and 3" suction hose. All hose is carried on apparatus with the exception of a small quantity that is maintained in the fire station for replacement purposes. All hose is inspected and tested on an annual basis per NFPA requirements.

A standard inventory of nozzles and fittings are carried on Engines and the Tender. Specialized lower volume nozzles and fittings are carried on the Brush Truck for wildland firefighting operations.

Communications Equipment – All District apparatus have mobile radios installed in them. All fireground officers (11) are issued a portable radio and an additional 24 radios are either carried on apparatus and/or in chargers in the fire station. All radios are programmed with both area emergency service frequencies and statewide interoperability frequencies. All active personnel are also issued alerting pagers. The District maintains approximately 40 pagers and chargers. A local radio vendor conducts any communication repairs.

Hand Tools - The District maintains an extensive inventory of hand tools. This includes mechanics tools, axes, pry bars, pike poles, ladders and miscellaneous tools. Standard hand tool inventories are carried on all apparatus. The fire service ladders require annual testing and inspection to meet NFPA requirements.

Due to the specialized nature of the required for the testing and inspection of many of the pieces of portable equipment, the District contracts the work with various companies that perform the services at the Station.

District Support Operations

The District provides a wide variety of support services to the district residents. This includes a public education program, a pre-planning program, an extensive firefighter training program, an equipment maintenance program, a fire prevention program, and disaster planning program.

District personnel conduct public education classes for the local schools as well as local community groups. Newspaper public education articles, cable television advertisements, radio announcements and messages on the Station digital sign are used to share public education information with the general public.

Pre-plans of area businesses and large assembly buildings are completed by District personnel. The district recently implemented the use of a new software system to document pre-plan information.

An extensive training program is used to ensure District personnel are ready to respond to incidents. A weekly training class is conducted for all firefighters. The training is instructed by qualified district firefighters, instructors from the Illinois Fire Service Institute or other area instructors. Firefighters also attend training classes at other fire departments, local community colleges and the Illinois Fire Service Institute. The District encourages personnel to obtain Office of the State Fire Marshal certifications. An on-line training system is also used to supplement in person training.

As outlined in previous areas of this report, the District maintains an equipment maintenance program for all apparatus and portable equipment. The maintenance program is completed by qualified District staff and personnel from contract maintenance companies. All maintenance and inspection work is documented.

The District has not adopted a formal fire code. Any code issues are therefore referenced to the fire code currently in use the Illinois Office of the State Fire Marshal. Any requests for fire code prevention/enforcement are initially referred to the Office of the State Fire Marshal. Several District personnel have basic fire prevention training and are tasked with basic inspection operations if requested by local businesses or schools.

The District coordinates the disaster planning process for the area. District personnel attend the Staunton Area Emergency Management Council meetings, Community Hospital of Staunton Preparedness Committee meetings, Chamber of Commerce meetings and Regional Illinois Emergency Management Agency meetings.

District Dispatch and Communication Operations

The District dispatching operations are primarily conducted through the Macoupin County 911 Center (Mac 911). Mac 911 is county wide dispatch center that dispatches all fire and emergency medical service agencies within the county. The Mac 911 dispatch center has multiple telecommunicators on duty and uses a CAD system to dispatch agencies. A county-wide dispatch channel is used to dispatch all agencies.

Since the District also serves portions of Madison County, a call transfer system is required to dispatch District resources for Madison County calls for service. Any District request for service in Madison County are transferred from the Madison County 911 Dispatch Center to the Mac 911 Dispatch Center who in turn dispatches District resources. This process has caused some issues but due to relatively low call volume in the Madison County area it is not a significant problem.

The Staunton Police Department (SPD) Dispatch Center also has the ability to dispatch District resources. The SPD Dispatch Center is also a great resource to support communication and support operations during incident operations.

District Water Supply Systems

The District response area is currently served by four different water supply systems – City of Staunton Water System, Litchfield Rural Water System, Benld/Sawyerville Water System and Fosterburg Water System.

The City of Staunton Water System serves the largest portion of the District. The Staunton system has relatively new water plant but only a single water tower on the south end of the city. The city of Staunton has replaced the majority of the water mains within the distribution network over the last 10 years and the network has been expanded into areas outside the city limit. The other older areas of the network are scheduled to be replaced in the next 4 years. An additional water tower is also planned as a future upgrade.

The Litchfield Rural Water System serves the eastern section of the District response area. This system is a high pressure/low volume water system and the hydrants in the area served cannot be used for water supply operations.

The Benld/Sawyerville system serves the northern section of the District response area. The distribution network within the District is a dead end line with minimal flow. The hydrants in the area served can only be used to supplement water supply operations.

The Fosterburg Water System serves the southwest section of the District response area. The distribution network within the District is a dead end line with moderate flow. The hydrants in the area served can only be used to supplement water supply operations.

There are areas of the District response area with inadequate water supply. As a result, the District initiated the installation of dry hydrants in various lakes within the district. Approximately 10 dry hydrants have been installed and are maintained by the district. Consideration for the installation of other dry hydrants are considered when new construction is planned in rural areas.

District Mutual Aid Program

The District has developed a well-defined automatic mutual aid program that is coordinated with fire departments in Macoupin, Madison and Montgomery counties through the Illinois Mutual Aid Box Alarm System (MABAS). The District has developed an extensive list of box alarm cards which pre-defines mutual aid resources that will automatically be dispatched to specific incidents within the district.

The District has adopted many of the statewide MABAS operational guidelines to streamline mutual aid operations. This includes accountability processes, radio designators, radio frequency usage, incident evacuation signals, and incident response staffing guidelines.

The District is an active member of MABAS Division 35 and regularly attends the Division meetings and training events. Division 35 has a state deployable hazardous materials response team, a regional technical rescue team and maintains an inventory of specialized state deployable equipment in the region. District personnel currently serve as members of both the haz mat team and the technical rescue team. The District Chief serves as duty officer for the haz mat team.

The District is also a member of the 3M Firefighters Association (a 36 department mutual aid organization) which serves departments in Macoupin, Madison and Montgomery Counties. The district also participates in the recently established Southwest Incident Management Team program which provides incident management resources during large-scale incidents. The District Chief serves as the coordinator for the team.

District Documentation, Standard Operating Guidelines, Policies and Procedures

The District has developed an extensive documentation program to document operations and programs. The District contracts with ESO to provide a software system to document incident responses, personal information, training, and pre-plans. The system provides extensive documentation operations but the District is not currently using it to its' full potential.

The District has developed an extremely extensive library of standard operating guidelines over the last 20 years. The District Chief develops all guidelines based on current regulatory requirements and fire service best practices. The guidelines are regularly reviewed and integrated into the District training operations. Currently over 470 guidelines have been developed and other guidelines have been identified that will be developed in the near future.

The District has also developed specific forms for documenting operations, references sheets, tactical worksheets and policies and procedures. This is an ongoing process and development of additional documentation

The District does need to enhance the documentation of district management operations, enhance the computer file management system, and the personnel file management system.

District Illinois OSHA Compliance

The District safety and health program meets and exceeds the requirements of the Illinois OSHA Compliance program. The District is currently one of five fire departments in the State of Illinois that has been issued the Safety and Health Achievement Recognition Program (SHARP) by Illinois OSHA. The other four fire departments are full time paid fire departments. The District received the original certification in 2012 and have received re-certification three times over the past 12 years.

Key elements of the District Health & Safety Program include the following:

Department Health & Safety Officer - A Health and Safety Officer coordinates the District safety program. The duties of the SFPD safety officer has been clearly defined and is outlined in a standard operating guideline.

Health and Safety Committee - The current health and safety committee is comprised of the safety officer, a chief officer, a captain or lieutenant, the training officer, the maintenance officer, a senior firefighter, and two younger firefighters. The duties of the health and safety committee has been clearly defined and is outlined in a standard operating guideline. The committee meets on a quarterly basis.

Safety First Program - Several years ago, the SFPD implemented a "Safety First Program." This program requires the leader of each SFPD activity (training, meeting, social function, etc.) to conduct a briefing on a safety topic prior to the start of the activity. The safety topic may be a review of near miss, a line of duty death, a seasonal safety topic, or a myriad of other potential safety topics. This program has become a routine operation during SFPD activities to the point that personnel conduct it as second nature.

Monthly Safety Bulletins - In 2003, the SFPD instituted a monthly safety bulletin program. Each month a one-page safety bulletin is developed and distributed to every SFPD member. The bulletin is also posted on the SFPD safety bulletin board. The topic is chosen based on current safety issues being seen within the department. The bulletin topics are reviewed during a later training session.

Incident Investigations - Over 10 years, the SFPD initiated an incident investigation program. This program requires that all accidents, near misses, and potential safety incidents be investigated and reviewed. The investigations are conducted not to lay blame but rather to find the root cause of the incident. Incident findings are shared with all SFPD as well as the SFPD board of directors. The elements of the investigation program have been clearly defined and are outlined in a standard operating guideline.

Safety Bulletin Board - The SFPD has established a dedicated safety bulletin board within the station. All safety related materials are posted on this bulletin board. The materials are updated on a regular basis. The elements of the safety bulletin board program have been clearly defined and are outlined in a standard operating guideline.

Safety Audit Program - This program is aimed at involving all SFPD personnel in the safety program. A monthly safety audit is conducted and the members of the audit team are rotated throughout the entire SFPD roster. Each month a different safety topic is audited. Standard forms have been developed to document to audit results. The elements of the safety audit program have been clearly defined and are outlined in a standard operating guideline.

Safety Orientation Program - In order to ensure new members understand the importance of safety within SFPD operations, the SFPD implement a safety orientation program. This orientation program is the first training that all new members receive. The program reviews key safety elements and provides the recruits with key information regarding the SFPD safety policies. The elements of the safety orientation program have been clearly defined and are outlined in a standard operating guideline.

Driver/Apparatus Safety Programs - Several specific driver safety programs have been established and implemented to help ensure driver safety. Those programs include the following:

- New apparatus drivers must obtain an appropriate Class B exempt license within 1 year of joining the department.
- All new apparatus drivers must complete SFPD standardized vehicle driver training program which includes elements of the VFIS program, the State of Illinois apparatus driver program, the SFPD driving SOGs and elements from several other driver safety articles.
- All new apparatus drivers receive behind the wheel training which is conducted by key SFPD officers.
- Annually all SFPD apparatus drivers must complete a driver safety training program and test.
- Annually all SFPD apparatus drivers receive behind the wheel training including a vehicle obstacle course.
- Specialized training is provided in the driving of the ATV and the Brush Truck.
- Guidelines have been established to allow SFPD apparatus to travel "on the quiet" for non-emergency situations such as CO calls, alarms sounding, and other minor incidents.
- All personnel operating blue lights in their personal vehicles must be approved by the SFPD chief and the district board president.
- Numerous public education programs aimed at making the public aware of emergency response apparatus have been placed in local newspapers and aired on local cable TV and radio stations.

Safety Milestone Recognition Program - Each six-month period that the SFPD works without a recordable injury, the SFPD District Board, recognizes all SFPD firefighters with a gift. The gifts have included shirts, sweatshirts, coats and similar apparel and catered meals have also been provided. As a result of the safe operations, the SFPD have received rebates from their insurance company.

Critical Incident Stress Program - The SFPD has recognized the necessity of a critical incident stress management program as one of the elements of its overall safety program. The SFPD maintains very strong ties with the Greater St. Louis Critical Incident Stress Management Team including having one of its' member as a certified member of the team. The SFPD chaplain has also received CISM training and routinely checks on members after significant incidents. The SFPD maintains a very proactive approach to stress management including annual training on critical incident stress management and regular family oriented activities (bowling nights, picnics, holiday parties, etc.) to help relieve the stressors of the emergency service activities.

National Fallen Firefighter Initiative Plan - After receiving information on the National Fallen Firefighter Initiatives, the SFPD developed its' own plan to meet the elements of the national plan. This formal plan has been adopted and elements of the plan are worked as part of the annual goals process. The SFPD is working proactively to ensure they are working to decrease the possibility of a line of duty death within our department.

Health and Wellness Program - The SFPD volunteers have purchased exercise equipment for the station so members can engage in physical fitness activities on a regular basis. The SFPD provides annual physical evaluations that include blood tests and lung capacity testing.

The District Health and Safety Program has resulted in reaching the following safety milestones through August 31, 2024:

Last recordable injury – 07/29/10
Days since last recordable injury – 5205
Our record is 5205 days

Last lost time injury – 06/14/12
Days since last lost time injury – 4489
Our record is 4489 days

Last vehicle accident – 03/31/24
Days since last vehicle accident - 183
Our record is 1665 days

Last Safety Incident
03/31/24 – Vehicle damage while crossing railroad track – damage to
Tender 4961 wheel chock mounting bracket

District ISO Rating

The District was most recently audited by the Insurance Service Organization in 2019. Prior to the audit process, the Staunton Fire Protection District was rated as a class 4 fire protection category. The class 3 rating will apply to all properties with 5 road miles or less of the fire station. The new class became effective July 1, 2019. The change provides a decrease for many building insurance rates within the district depending upon the type of building construction, the hazards of the occupancy and other factors.

The Staunton Fire Protection District worked tirelessly for the past 10 years to complete projects to help lower the ISO rating classification. The projects included the purchase of a new fire apparatus; purchase of numerous pieces of firefighting and rescue equipment; implementation of maintenance and inspection programs; development and implementation of an automatic mutual aid program; coordination of an extensive training program; development of standard operating guidelines; and coordination of a computer documentation program. The ongoing installation of new water mains by the City of Staunton and the installation of new water mains in rural areas of the fire district by both the City of Staunton and other water companies also played a significant role in the lowering of the SFPD ISO rating.

Even though the SFPD's rating has dropped to a 3, they are already working on other projects to try to drop the rating even lower. These projects include the installation of dry hydrants; enhancing the current pre-plan program; development of a fire department master plan for the next seven years; working with the City of Staunton to develop and implement enhancements to the water system; and working with Macoupin County to implement additional mutual aid dispatching protocols.

Nationwide, there are over 49,000 communities graded by the ISO. Less than 12% of the fire departments in the graded communities have a ranking of class 3 or less. In the State of Illinois, ISO has graded over 1890 fire departments and less than 17% of the departments rated obtained a class 3 rating or lower. The Staunton Fire Protection District has the lowest ISO rating of any fire department in Macoupin County. Even though the Staunton Fire Protection District is staffed by an all volunteer force, the department's rating is equal to or better than larger area fire departments that boast fully paid and/or combination volunteer/paid departments including Edwardsville, Hillsboro, Litchfield, Collinsville, East Alton, and Granite City. The only fire departments in the area with lower ISO ratings than the SFPD are Alton (class 2), Belleville (class 2) and Springfield (class 1) and all of those departments are fully paid departments.

Summary of Committee Findings

General

The committee reviewed all general aspects of the Staunton Fire Protection District operations from both a management perspective and a fire service operations perspective. The general consensus of the committee is that the SFPD provides an excellent level of service in an a very cost effective manner.

District's Strengths and Efficiencies

- The SFPD is well managed at both the district board and fire department levels. The district board and the fire department officers ensure that the SFPD are operated in accordance with local, state and federal regulations.
- The SFPD has developed extensive documentation of operations. This includes standard operating guidelines, policy and procedures, and other required records.
- The SFPD is operated in a very fiscally responsible manner. The SFPD board does a very good job of managing district tax funding. The SFPD has taken great advantage of grant funding over the last 25+ years. The grant funding has provided the SFPD with state of the art equipment while minimizing the need for the SFPD to borrow funds for major purchases. Additionally, the funds raised by the volunteer organization has provided additional equipment and resources.
- The SFPD operates with extremely high regard to the health and safety of its' personnel. The current safety statistics demonstrate the high emphasis the SFPD places on the safety of personnel.
- The SFPD has placed a high priority on training. The SFPD has developed a thorough in-house training program that includes both regular weekly in-house training, on-line training and off-site training.
- The SFPD has developed a large inventory of state-of-the-art emergency response equipment. This includes apparatus, portable equipment, rescue tools, communications gear and personal protective equipment.
- The SFPD has implemented a strong mutual aid response program to supplement the available in-house resources. The mutual aid program has been designed to provide additional resources for larger-scale incidents as well as specialized resources (aerial apparatus, technical rescue response, hazardous materials response) that are not available in the normal SFPD resource inventory.

- The SFPD provides an excellent public education program. This includes public education newspaper articles, cable television ads, and other community outreach activities.
- The SFPD has a very dedicated volunteer staff that continues to provide many hours of service to the community at no cost. The efforts of the volunteer are many times overlooked and these volunteer members should be commended for their outstanding service.

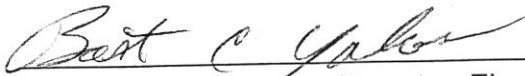
District's Weaknesses and Inefficiencies

The committee identified the following SFPD weaknesses and inefficiencies:

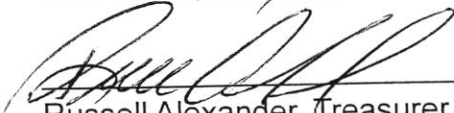
- Like many other all volunteer fire departments, the SFPD continues to struggle to obtain sufficient volunteer staffing. As an all volunteer organization, the SFPD relies on volunteers to respond to all incidents 24 hours a day, 7 days a week. Volunteer staffing during the Monday through Friday during the day time periods can be limited at times. The SFPD continues to conduct targeted recruitment activities to obtain volunteer staffing. The current funding base does not allow for the addition of paid personnel.
- Continued state and federal regulatory requirements continues to stretch the limits of the SFPD resources. Regulatory required training, equipment maintenance and inspection, medical monitoring and documentation continues to require additional volunteer time resources and funding. The SFPD needs to identify and implement new programs and processes to meet the existing and future mandated regulatory requirements.
- The continued increase of the cost of emergency response equipment is stretching the current SFPD budget to the limit. Even though the SFPD operates in a very fiscally responsible manner, significant annual cost increases in routinely required equipment purchase (personal protective equipment, hose, small equipment, etc.) makes maintaining required equipment inventories difficult. Major equipment purchases (apparatus, rescue tools, etc.) is even more difficult. Even though those purchase are made much less frequently, the costs of this type of equipment is rising at even a higher rate. The SFPD needs to develop and implement an ongoing master plan and budget to ensure equipment replacement and other required funding is always available.

- Regulatory requirements and best practices dictate the need for strong documentation operations. Although the SFPD has documentation systems in place, the documentation program needs to be expanded and streamlined to provide the best possible documentation with the least amount of volunteer manhours. The SFPD needs to develop effective electronic documentation system that can be maintained by a part-time staff member.
- The SFPD needs to devote more time and resources to the pre-planning program and the community risk reduction program. Although both of these programs will require more volunteer time, they are both critical to ensure operational effectiveness and help the SFPD continue to excel in the ISO rating process.

This report is respectfully submitted by:



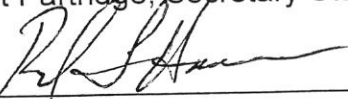
Bart Yakos, President Staunton Fire Protection District



Russell Alexander, Treasurer Staunton Fire Protection District



Art Partridge, Secretary Staunton Fire Protection District



Rick Haase, Fire Chief Staunton Fire Protection District



Dennis Steigemeier, Resident / Staunton City Clerk



Terry Tipler, Resident / Staunton City Councilman Ward 4

Being all of the Members of the Staunton Fire Protection District Decennial Efficiency Committee

Dated: October 22, 2024