



Northville Plymouth Fire Advisory Board Meeting Agenda

Monday, July 15, 2024

4:00 p.m.

Plymouth City Hall 201 S. Main St. Plymouth, MI

1. Roll Call: Chair Brian Turnbull, Members Linda Filipczak, George Lahanas, Jim Rachwal, Paul Sincock
2. Approval of Meeting Minutes for May 6, 2024
3. Fire Inspection Report
4. Training Report
5. Personnel Staffing Report
6. Run Volume Report
7. Review Response Times
8. Next Meeting Date
9. Adjournment



Northville Plymouth Fire Advisory Board

Meeting Minutes

Monday, May 6, 2024 4:00 p.m.

Northville City Hall

1. ROLL CALL

Present: Chair Brian Turnbull, Members Linda Filipczak, George Lahanas, Jim Rachwal, Paul Sincock

Also Present: Fire Chief Matt Samhat

2. APPROVAL OF MEETING MINUTES

Sincock made a motion, seconded by Rachwal, to approve the minutes of the February 5, 2024 meeting.

MOTION PASSED

3. FIRE INSPECTION REPORT

Samhat reviewed the report for January through March of 2024. Filipczak asked for a year-to-year comparison

4. TRAINING REPORT

Samhat provided training hours for the first quarter of the year and noted that Station One had a total of 234 hours for the internal Thursday night sessions, and Station Two had 286 hours.

5. PERSONNEL STAFFING REPORT

Samhat said there were 45 total personnel, with 23 at Station 1 and 21 at Station Two. There was a discussion about the personnel on the roster who do not respond to the minimum number of calls.

a. New Position

As a response to the ICMA report, Samhat indicated that he would like to hire a deputy. Since he has not yet written a job description, decided on pay range, or proposed an application and interview process, it was agreed that a separate meeting would be held on this subject.

6. RUN VOLUME REPORT

Samhat reviewed the overall runs between the two stations, adding transport to the matrix.

7. REVIEW OF RESPONSE TIMES

Samhat showed response times for both stations, which the group agreed was excellent. There was discussion about personnel not using the I am Responding board to let everyone know who is on duty and responding to calls. Plymouth offered to provide clerical assistance to upload the shift coverage schedule from the Glide App to I Am Responding.

8. FINANCIAL REPORT

The group reviewed the financial report provided by the City of Northville.

9. SCBA PURCHASE

Samhat said that the department received a grant that would cover all but \$171,938 of the \$530,000 cost of the equipment.

10. OTHER BUSINESS

Samhat said Northville Township has expressed interest in purchasing the ladder truck. It was agreed that Lahanas and Sincok would meet to discuss this further.

11: NEXT MEETING DATE

The next meeting will be on Monday, July 15, at 4:00 p.m. at Plymouth City Hall.

12. ADJOURNMENT

Sincok offered a motion, seconded by Filipczak, to adjourn the meeting.

MOTION PASSED



Northville City Fire Department

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Fire Inspection Report

| <u>2024</u> | | | | | | | | | |
|----------------------------|------------|------------|------------|-----------|------------|------------|------------|-----------|------------|
| <u>Inspections By City</u> | <i>Jan</i> | <i>Feb</i> | <i>Mar</i> | <i>Q1</i> | <i>Apr</i> | <i>May</i> | <i>Jun</i> | <i>Q2</i> | <i>YTD</i> |
| Northville | 0 | 3 | 1 | 4 | 3 | 5 | 1 | 9 | 15 |
| Plymouth | 13 | 40 | 84 | 137 | 34 | 1 | 1 | 36 | 173 |
| <u>Inspections By Type</u> | | | | | | | | | |
| New Inspection | 2 | 22 | 29 | 53 | 8 | 0 | 0 | 8 | 61 |
| Re-Inspection | 10 | 15 | 55 | 80 | 25 | 0 | 0 | 25 | 105 |
| Complaint | 0 | 3 | 0 | 3 | 0 | 0 | 0 | 0 | 3 |
| Occupancy Measurement | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Plan Review | 0 | 2 | 1 | 3 | 2 | 2 | 0 | 4 | 8 |
| Internal Site Plan Review | 0 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 2 |
| Hydro | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Fire Suppression System | 1 | 0 | 0 | 1 | 1 | 1 | 1 | 3 | 4 |
| Other | 3 | 6 | 1 | 10 | 6 | 3 | 1 | 10 | 21 |



Northville City Fire Department

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Training Report

| 2024 | <u>Jan</u> | <u>Feb</u> | <u>Mar</u> | <u>Q 1</u> | <u>Apr</u> | <u>May</u> | <u>Jun</u> | <u>Q 2</u> |
|----------------------------------|------------|------------|------------|------------|------------|------------|------------|------------|
| Thurs Training Hrs | 202 | 159 | 159 | 520 | 142 | 215 | 116 | 473 |
| Sessions | 8 | 8 | 6 | 22 | 7 | 10 | 8 | 25 |
| <i>Station 1 Hrs</i> | <i>98</i> | <i>62</i> | <i>74</i> | <i>234</i> | <i>93</i> | <i>103</i> | <i>88</i> | <i>284</i> |
| <i>Station 2 Hrs</i> | <i>104</i> | <i>97</i> | <i>85</i> | <i>286</i> | <i>49</i> | <i>112</i> | <i>28</i> | <i>189</i> |
| Probationary Training Hrs | 27 | 11 | 42 | 80 | 22 | 39 | 1 | 62 |
| Sessions | 2 | 4 | 7 | 13 | 4 | 5 | 1 | 10 |
| Outside Training Hrs | 0 | 0 | 0 | 0 | 7 | 13 | 0 | 20 |
| Sessions | 0 | 0 | 0 | 0 | 1 | 2 | 0 | 3 |
| USAR Training Hrs | 8 | 16 | 8 | 32 | 8 | 16 | 16 | 40 |
| Sessions | 1 | 1 | 1 | 3 | 1 | 1 | 1 | 3 |
| HazMat Training Hrs | 7 | 6 | 16 | 29 | 7 | 8 | 5 | 20 |
| Sessions | 1 | 1 | 2 | 4 | 1 | 1 | 1 | 3 |
| Total Training Hrs | 244 | 192 | 225 | 661 | 186 | 291 | 138 | 615 |



Northville City Fire Department

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Staffing Report

| 2024 Staffing Report | | | | | | | | | |
|----------------------|------|------|------|------|---------------|------|------|------|------|
| Total Staffing | | | | | Admin | | | | |
| | 2024 | 2023 | 2022 | 2021 | | 2024 | 2023 | 2022 | 2021 |
| FF/Paramedic | 5 | 4 | 4 | 3 | FF/EMT | 1 | 1 | 1 | 1 |
| FF/Specialist | 0 | 0 | 1 | 1 | | | | | |
| FF/EMT | 19 | 19 | 24 | 28 | Total | 1 | 1 | 1 | 1 |
| FF/MFR | 4 | 4 | 5 | 6 | | | | | |
| FF | 9 | 8 | 11 | 11 | | | | | |
| Paramedic | 1 | 1 | 1 | 2 | | | | | |
| EMT | 5 | 4 | 3 | 3 | | | | | |
| Cadet | 2 | 3 | 1 | 1 | | | | | |
| Total Personnel | 45 | 43 | 50 | 55 | | | | | |
| Station 1 | | | | | Station 2 | | | | |
| | 2024 | 2023 | 2022 | 2021 | | 2024 | 2023 | 2022 | 2021 |
| FF/Paramedic | 2 | 2 | 2 | 2 | FF/Paramedic | 3 | 2 | 2 | 1 |
| FF/Specialist | 0 | 0 | 0 | 0 | FF/Specialist | 0 | 0 | 1 | 1 |
| FF/EMT | 11 | 11 | 11 | 12 | FF/EMT | 7 | 7 | 12 | 15 |
| FF/MFR | 0 | 0 | 0 | 0 | FF/MFR | 4 | 4 | 5 | 6 |
| FF | 4 | 3 | 7 | 5 | FF | 5 | 5 | 4 | 6 |
| Paramedic | 1 | 1 | 1 | 2 | Paramedic | 0 | 0 | 0 | 0 |
| EMT | 3 | 2 | 1 | 3 | EMT | 2 | 2 | 2 | 0 |
| Cadet | 2 | 3 | 1 | 1 | Cadet | 0 | 0 | 0 | 0 |
| Total | 23 | 22 | 23 | 25 | Total | 21 | 20 | 26 | 29 |



Northville City Fire Department

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Run Volume Report - Detailed

| Station 1 | Jan | Feb | Mar | Q 1 | Apr | May | Jun | Q 2 |
|-----------------------------------|-----|-----|-----|-----|-----|-----|-----|-----|
| Medical - St. 1 | 39 | 44 | 43 | 126 | 33 | 53 | 47 | 133 |
| Fire/Other (Including MA) - St. 1 | 35 | 10 | 13 | 58 | 29 | 16 | 19 | 64 |
| Medical Standby - St. 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Mutual Aid Given - St. 1 | 14 | 3 | 3 | 20 | 5 | 3 | 5 | 13 |
| Mutual Aid Received - St. 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Transports - St. 1 | 14 | 8 | 6 | 28 | 7 | 10 | 6 | 23 |
| # Of Calls - St. 1 | 74 | 54 | 56 | 184 | 62 | 69 | 66 | 197 |
| Station 2 | | | | | | | | |
| Medical - St. 2 | 68 | 76 | 55 | 199 | 63 | 66 | 65 | 194 |
| Fire/Other (Including MA) - St. 2 | 28 | 19 | 20 | 67 | 19 | 21 | 24 | 64 |
| Medical Standby - St. 2 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 1 |
| Mutual Aid Given - St. 2 | 1 | 4 | 1 | 6 | 5 | 2 | 2 | 9 |
| Mutual Aid Received - St. 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Transports - St. 2 | 8 | 13 | 13 | 34 | 5 | 6 | 8 | 19 |
| # Of Calls - St. 2 | 96 | 95 | 75 | 266 | 82 | 87 | 89 | 258 |
| Special Teams | | | | | | | | |
| HazMat | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 1 |
| USAR | 0 | 0 | 1 | 1 | 0 | 0 | 0 | 0 |



Northville City Fire Department

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Run Volume Report

| Department Totals | Jan | Feb | Mar | Q 1 | Apr | May | Jun | Q 2 |
|---|-----|-----|-----|-----|-----|-----|-----|-----|
| Medical - Dept Total | 107 | 120 | 98 | 325 | 96 | 119 | 112 | 327 |
| Fire/Other (Including MA) - Dept Total | 63 | 29 | 33 | 125 | 48 | 37 | 43 | 128 |
| Medical Standby - Dept Total | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 1 |
| Mutual Aid Given - Dept Total | 15 | 7 | 4 | 26 | 10 | 5 | 7 | 22 |
| Mutual Aid Received - Dept Total | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Transports - Dept Total | 22 | 21 | 19 | 62 | 12 | 16 | 14 | 42 |
| # Of Calls - Dept Total | 170 | 149 | 131 | 450 | 144 | 156 | 155 | 455 |



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Response Times

| <u>Avg Run Times (Metrics)</u> | Jan | Feb | Mar | Q 1 | Apr | May | Jun | Q 2 |
|-----------------------------------|---------|---------|---------|---------|---------|---------|---------|---------|
| Alarm Processing Time | 0:00:44 | 0:00:52 | 0:00:45 | 0:00:47 | 0:00:46 | 0:00:48 | 0:00:41 | 0:00:45 |
| Turnout Time | 0:01:55 | 0:01:38 | 0:01:40 | 0:01:44 | 0:02:10 | 0:02:03 | 0:02:06 | 0:02:06 |
| Travel Time | 0:04:19 | 0:04:09 | 0:04:10 | 0:04:13 | 0:04:24 | 0:04:08 | 0:04:04 | 0:04:12 |
| Call-Arrival Repose Time | 0:06:58 | 0:06:39 | 0:06:34 | 0:06:44 | 0:07:19 | 0:06:59 | 0:06:50 | 0:07:03 |
| Disp-Arrival Response Time | 0:06:14 | 0:05:47 | 0:05:49 | 0:05:57 | 0:06:34 | 0:06:11 | 0:06:10 | 0:06:18 |
| Emergent Time (D-A) | 0:06:12 | 0:05:27 | 0:05:56 | 0:05:52 | 0:05:44 | 0:05:42 | 0:05:30 | 0:05:38 |
| Non-Emergent Time (D-A) | 0:06:17 | 0:06:29 | 0:05:39 | 0:06:08 | 0:07:52 | 0:07:36 | 0:07:09 | 0:07:32 |
| Northville Emergent Time | 0:06:05 | 0:05:27 | 0:05:55 | 0:05:49 | 0:06:23 | 0:05:30 | 0:05:16 | 0:05:43 |
| Plymouth Emergent Time | 0:06:07 | 0:05:06 | 0:05:53 | 0:05:42 | 0:05:18 | 0:05:39 | 0:05:01 | 0:05:20 |



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Response Times – Yearly Comparison

| <u>Dept Times</u> | <u>2021</u> | <u>% Change</u> | <u>2022</u> | <u>% Change</u> | <u>2023</u> | <u>% Change</u> | <u>2024</u> |
|-----------------------------------|-------------|-----------------|-------------|-----------------|-------------|-----------------|-------------|
| Alarm Processing Time | 0:01:07 | -9.7% | 0:01:01 | 7.4% | 0:01:05 | -30.8% | 0:00:45 |
| Turnout Time | 0:05:26 | -10.4% | 0:04:52 | -42.0% | 0:02:50 | -25.7% | 0:02:06 |
| Travel Time | 0:02:17 | 17.2% | 0:02:40 | 24.7% | 0:03:20 | 26.3% | 0:04:12 |
| Call-Arrival Repose Time | 0:08:19 | 2.9% | 0:08:34 | -15.4% | 0:07:15 | -2.6% | 0:07:03 |
| Disp-Arrival Response Time | 0:07:42 | -2.1% | 0:07:32 | -18.3% | 0:06:10 | 2.3% | 0:06:18 |