

Hampshire Fire Protection District 2022 Strategic Plan





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From the Fire Chief



It is my privilege to present the Hampshire Fire Protection District's First Strategic Plan. With the development that lies ahead of the community, it was time the fire district created a strategic plan in preparation for the future. We cannot be the same fire department 5 years from now as we are today. Although I am extremely proud of the services the men and women of this great organization currently provide, we will not be able to provide the same level of service if we don't enhance those services. It is through planning and implementation that the department improves and continues to deliver the highest quality services to those we protect. It was an honor to lead this group of internal and external stakeholders who dedicated time and provided input for setting realistic goals for our future!

Sincerely,

Trevor Herrmann

Trevor Herrmann CFO

Fire Chief

Hampshire Fire Protection District



Board of Trustees



**President
Tim Thompson**



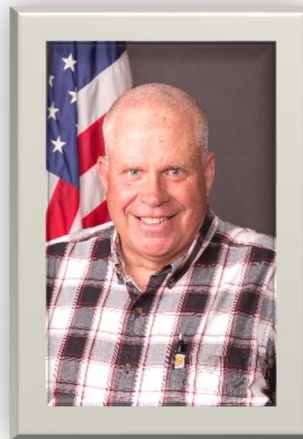
**Secretary
Brian Pechtold**



**Treasurer
Steve Gustafson**



**Trustee
David Scarpino**



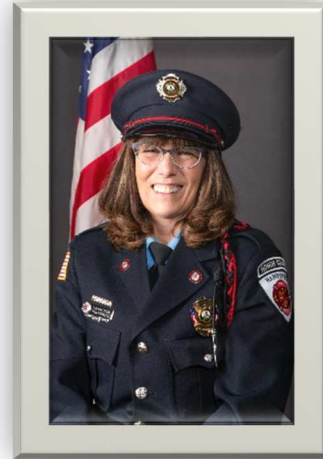
**Trustee
Richard Heine**

The Hampshire Fire Protection District Board is made up of five elected residents of the fire district. The Board's primary responsibility is to provide financial oversight and strategic planning to ensure the District's fiscal stability while providing the highest level of services possible to its residents. The Board meets on the second Wednesday of every month

Support Staff



**Financial Director
Jody Remakel**

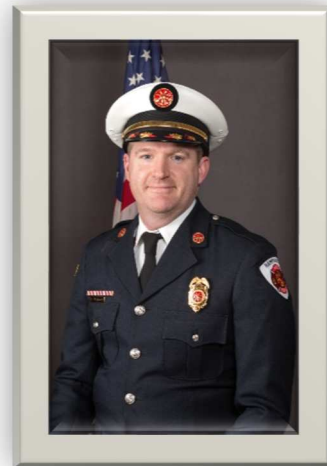


**Captain of EMS
Sheri Stadie**

Command Staff



**Fire Chief
Trevor Herrmann**



**Deputy Fire Chief
Eric Larson**

2022 Hampshire Fire Protection District Strategic Plan Committee

With the growth occurring in the Hampshire Fire Protection District, and the need to expand fire and EMS services, a 5 year Strategic Plan is essential to provide those services. The district has never had a strategic plan before. This plan has been developed by a committee made up of several employees of the fire district and input from external stakeholders. Fire District personnel on the committee:

Fire Chief Trevor Herrmann
Deputy Chief Eric Larson
EMS Captain Sheri Stadie
Financial Director Jody Remakel
Lt. John DePauw
Lt. Brian Marlowe
Lt. Zack Rice
FF Dave Ramirez
FF Josh Morgan
FF Martin Serrano
Fire Inspector Mark Clauss

Mission Statement

The Hampshire Fire Protection District will provide emergency medical services, fire suppression, fire prevention, and public education to save lives and protect property.

Vision Statement

We will strive to provide the highest level of service to our citizens by evaluating and enhancing our firefighting, Emergency Medical Services, fire prevention and public education services.

Department History

The Great Hampshire Fire occurred on September 15th, 1929 and burned down a third of the downtown businesses. In total, 9 businesses were destroyed equaling \$50,000 in fire loss. The town had no fire department at the time of the fire, a hose cart and bucket brigade were used but to no avail. Shortly after the fire, the Hampshire Fire Department received its charter in May of 1931. E.W. Gustafson served as fire chief. Chief Gustafson led 30 volunteer firefighters until his 1948 retirement. The original fire station was the current village hall located at 234 South State Street.

In 1961, the Hampshire Township Fire Protection District was formed with a board of trustees being established to oversee the affairs of the district. In 1962 the current fire station located at 202 Washington Ave was built.

On August 1, 1974, the Hampshire Fire Protection District began providing Emergency Medical Services as an EMS Division was established. The first ambulance which was a hearse was donated by Ron Fredrick and was staffed by nine volunteers. The department had their first trained paramedics in 1981. In 1993 the ambulance service and fire division merged into one organization with members cross trained as firefighters/paramedics and EMT's. Wayne Siegmann served as Fire Chief with Tim Thompson and Pete Wilcox serving as Deputy Chiefs.

In June 1995, Trevor Herrmann became Hampshire's first fulltime firefighter/paramedic. In 1997 Bill Robinson became the district's second fulltime firefighter/paramedic. The full-time firefighters were supplemented with volunteers until 2003 at which time volunteers were transitioned to paid part time employees. The fire station became staffed 24 hours a day on January 21st, 2007.

The current fire district staff consists of 1 fulltime Fire Chief, 1 fulltime Deputy Chief, 1 full time EMS Captain, 1 part time Financial Director, 6 fulltime firefighter /paramedics and 20 part time firefighter/paramedics/EMT's. The current Fire Chief is Trevor Herrmann with Eric Larson serving as Deputy Fire Chief. Current trustees are President Tim Thompson, Treasurer Steve Gustafson, Trustee Rick Heine, Secretary Brian Pechtold and Trustee Dave Scarpino.

The fire district serves a population of around 10,000, in a 42 square mile area in Kane and DeKalb Counties. It also protects 9 miles of Interstate 90 into McHenry County. The district responds to over 1,400 incidents annually.

The fire district's apparatus includes one paramedic fire engine, one fire engine, one pumper/tender, one 100' aerial platform, one brush truck, three staff vehicles – BLS response, 1 UTV, two advanced life support ambulances, and one reserve ambulance.

Development

We currently protect 42 square miles with a population of around 10,000, and we protect 9 miles of Interstate 90 out of one fire station. We currently respond to 1,400 calls per year. The fire district communicates regularly with the Village of Hampshire on proposed or approved developments. It is essential for fire district administration to be informed of these developments so there is proper planning for fire and EMS services. The following are in progress or proposed developments that lie within the Hampshire Fire Protection District:

Prairie Ridge – 1,700 homes (Allen / Harmony / Kelley Roads) – about 200 homes are currently built
Oakstead – 1,100 homes (Rt. 20 / Big Timber) 564 lie within our district / others in Pingree Grove FPD
Tuscany 2 – 360 homes (Romke Road / Tuscany Park)
Tamms Property – 187 Homes (Gast / Big Timber Road)
Tuscany 3 – Proposed Commercial Development (Romke and Rt. 72)
Hampshire Woods Business Park – 8 lots remain for Industrial / manufacturing
Rt. 20 / Gast – Proposed Commercial Development
Allen / Rowell Road – Manufacturing Development
Rt. 72 / French Road – 70 homes
Brier Hill Road / Allen Road – Industrial Park in progress
Loves Business Park (Rt. 20 / Loves Crossing) several lots remain
Brier Hill Crossing (20/Big Timber) – Proposed Commercial Development

These developments, when built out, will produce an additional 10,500 people living in our district taking our population to approximately 20,500. This population, with vehicle traffic, and the local work force, will create a call volume of approximately 2,700 calls annually.

Department Strengths and Weaknesses

The full time and the part time firefighters were asked to list the departments strengths and weaknesses. As an organization we will build on our strengths and we will work on our weaknesses. The following is what was submitted:

Weaknesses

Engineers / Operators – need more engineers, accident reduction, more operator training, annual evaluations completed

Staffing – short at times, more full-time and part time personnel needed

Inexperienced personnel – young department

Low wages

Response times in districts 21, 22 and 23

Communication amongst shifts at times

Apparatus repairs can be slow at times

More live fire training is needed

Extrication training

Equipment storage in compartments (organization)

Need more personnel on special teams

Need more Involvement in extracurricular activities

Training completion consistency by shift

We have outgrown the current fire station, lack of sleeping quarters, office space and storage

Very few come back for callbacks

Lack of union involvement with the community

Kanecom CAD recommendations at times

Following cancer prevention practices

Strengths

Public Education Programs

Community Involvement

Fire Inspection / Prevention Program

Adding four additional full-time firefighters in two years

Response times in districts 11 and 12

EMS Training

All shifts now have a full-time shift Lieutenant

Acting Officer Program

Standard Operating Practices (SOP's)

We've done a great job updating our apparatus fleet the last couple of years

Our Leadership / Administrative staff

Fire Training

Special Teams – We now have Personnel on each team

Fire equipment on apparatus

EMS equipment on ambulances

We hold critiques after major incidents to better our operations

Communication from Administration

We hold meetings regularly (daily shift, monthly staff, weekly administration, annual part time one on one with the chief, annual department)

Chiefs' open-door policy, supportive and involved with the employees

Fire Station upkeep program
Awards Dinner / recognition
Facebook Page
Morale
Internship Program
Auto Aid / Mutual aid System

Financials

As a District, 88% of our annual revenue comes from property taxes. The other 12% comes from EMS and fire service billing, grants, CPR, plan review fees and donations. In 2021, our budget was 2.25 million dollars in which 75% of our budget was spent on personnel services, the other 25% was spent on operations and capital expenditures. We have four primary funds; equipment fund – used to purchase new apparatus or firefighting equipment, building fund – used to maintain the station such as new roof, aprons, etc., also used for new station costs such as land and engineering, operating fund – used for day-to-day operations, pension fund – pension obligations.

A typical budget year for the Fire District results in a \$25,000 excess or deficit in spending. The district saw a significant decrease in tax revenues from the period of 2008 – 2018, and had to implement tight budgeting protocols. Wage increases and capital improvements were delayed. Our wages are significantly lower than the surrounding communities, making it difficult to hire part time and full-time personnel.

Currently, the district is able to transfer on average \$200,000 per year in to the equipment fund, and has a balance of approximately \$600,000, but that is far below the annually needed \$600,000 to maintain the entire apparatus fleet. Below are some examples of equipment, their life span and average cost.

Typical Capital Purchases

<u>Item</u>	<u>Life span</u>	<u>Average cost</u>	<u>Annual savings required</u>
Ambulance	6 yrs	\$300,000	\$50,000
Engine	15 yrs	\$750,000	\$50,000
Monitor	10 yrs	\$32,000	\$3,200
Ladder Truck	25 yrs	\$1,500,000	\$75,000
Power Cot	10 yrs	\$23,000	\$2,300
Power Load	10 yrs	\$58,000	\$5,800

The district is facing new financial challenges with the growth in the area. Call volume increases each year, putting more stress on equipment, apparatus, and staff. The district is in need of a second station on the northern end of the district. Unfortunately, due to the housing market correction referenced earlier, and increased building costs, the district was unable to adequately put aside enough savings to build a new station. There is currently \$700,000 set aside, but a new building will cost approximately

\$4,500,000. It is impossible for the district to save at the pace necessary to build a new station. In order to finance a new station, it would cost the district an additional \$300,000 from the operating budget for the next 20 years. This would significantly affect our ability to provide adequate services.

The district passed a referendum in 2018 which provided an additional \$300,000 annually. That funding was used to do as the district requested it for, we put a 5th firefighter on duty and updated an old apparatus fleet.

Communications / Dispatching

We are dispatched by Kanecom Dispatch Center in Geneva. All 9-1-1 calls are received by Kanecom and they dispatch us using a VHF system. Department personnel carry pagers and phones to receive the call. We pay a little over \$28,000 annually for their services. Within the last few years, Kanecom has added software that has improved fire department dispatching. The new software automatically displays which units are due to respond when the type of call is put into the system by the dispatcher. Each department was responsible for building their own response cards. This has been very beneficial as the commanding officer no longer has to request those resources as it automatically comes up. It also assists with multiple calls in progress as the system shows who is due to the next call. Each department is responsible for their own pagers, portable radios and iPads. The cost of a pager is approximately \$600 each and portable VHF radios are approximately \$900 each. The iPads which cost about \$500 are in the apparatus and they display the type of call, address and give you routing to the call.

We anticipate in the future that we will be switching to a Starcom System. It has been proven that communications are better with this system. Currently most of our neighboring departments that are not dispatched by Kanecom have already transitioned to Starcom. This has made it difficult for us to communicate with them when we respond mutual aid. Huntley, Marengo, Rutland Dundee, Elburn, Hampshire Police, and Kane County Sheriff have all gone to Starcom. The Starcom System will also be more costly as we will need to purchase portable and mobile radios and pay annual radio user fees. Estimated radio purchase costs are \$154,000 and radio fees are estimated at \$4,000 annually. In the short term, we have two portable Starcom radios and we will budget to purchase 2 more in the 2022/2023 budget year. This will help us communicate with our neighboring departments that are currently using Starcom. That cost will be approximately \$18,500 to purchase the radios and \$900 annually for the user fee.

Information Technology Department (IT)

Like most businesses we rely on a strong Information Technology System. Deputy Chief Larson oversees our IT Department with Tom Remakel serving as our IT employee. Almost everything we do involves data and information entry. Some examples would be EMS patient reports, fire reports, equipment records, paying bills, payroll, apparatus records, annual budget and contracts. The district owns approximately \$20,000 in IT equipment to include monitors, hard drives, software, licenses and server. Our server is in need of replacement and it will be replaced in the 2021/2022 budget year at a cost of \$10,000.

Administration

Our administrative staff includes a Full-time Fire Chief, Full-time Deputy Fire Chief, Full-time EMS Captain and a Part-time Financial Director. The Fire Chief is responsible for all aspects of the

organization to include budgeting, planning, administration, personnel and operations. The Deputy Chief is responsible for department training and overseeing many of the day-to-day operations and reports directly to the Fire Chief. The EMS Captain is responsible for EMS Operations and is also the Department Public Education Coordinator and reports to the Deputy Chief. The Financial Director works directly with the Fire Chief on the budget and is responsible for levy filing, budget appropriation, paying district bills, payroll, financial audit, personnel files, board meeting minutes and agendas, and other financial tasks.

Our administrative staff generally works Monday through Friday from 7 a.m. to 3 p.m. but are not strictly administrative, they respond to incidents in command, supervisor or operational roles. Our Chief Officers take call at nights and weekends and respond as the commanding officer for structure fires, accidents, multiple calls and other significant incidents as we do not have Battalion Chiefs. Our Chief Officers work in excess of 100 hours per week with this schedule.

Line Personnel

We are a combination fire department made up of full time and part time personnel. We currently have 6 full time and 19 part time personnel. Each shift has a full-time lieutenant, a full-time firefighter/paramedic/engineer and 3 part time firefighter/paramedic or EMT-B's. We have 2 part time lieutenants who act for the full-time lieutenants when they are off. We also have an acting officer program that allows those trained (5 personnel) as an acting officer to act for the full-time lieutenants when they are off and the part time lieutenants are not available. Our full-time line personnel work a 24 hour on and a 48 hour off schedule. Our part time personnel work either 24 hours on and 48 hours off or a 12-hour shift. Our line personnel are responsible for emergency response, housekeeping, station maintenance, training, public education, apparatus inspection and basic repairs, equipment inventory, and assigned projects and responsibilities.

Fire Station History

The current fire station located at 202 Washington Avenue was built in 1962. This fire station replaced the two-bay fire station that was located downtown on State Street where the current village hall is located. The Washington Avenue station was built as a volunteer fire station with 5 bays, an office area and a bathroom / storage room. Most of the station construction was completed by volunteer firefighters who were in the trades or who were handy. In 1975, when an ambulance division was started an addition was added on to the east end that included an office, lobby area, meeting room, 2 additional bays for ambulances, a men's and women's bathroom and a storage room. A kitchen was added to the existing building when a new office was added to the addition. In 1989, another two-bay addition was added to the rear side of the existing station to accommodate the numerous apparatus the department had. The department's apparatus fleet at that time consisted of 4 engines, a tanker, a brush truck, a ladder truck, a 1931 model A firetruck and two ambulances.

In 2003 the department remodeled the fire station in preparation for staffing it 24 hours a day. The \$500,000 project included adding offices, a training room, kitchen, dayroom, 3 bedrooms, mechanical room, fitness room, shop, new roof, a fire alarm system and a locker room. The station was staffed 24 hours a day in January of 2007. Overall, the fire station has been well maintained over the years and it is in pretty good shape, however we are extremely tight for space. We lack office space, we do not properly store firefighter bunker gear, we do not have enough bay floor space to accommodate the necessary apparatus for this day and age, we lack sleeping quarters, our day room is too small, there is

no dining area and we have outgrown our locker room. We also are providing the same level of service with this one fire station today with a district population of around 10,000 vs. a district population of 800 in 1962. The traffic and number of people working and passing through the district is significantly higher than in 1962.

Future Fire Stations

The fire district is currently served by one fire station that responds to an average of 1,400 calls annually in a district that encompasses 42 square miles plus 9 miles of Interstate 90. We break the district into 5 response areas, District 11 (old village), District 12 (rural southwest and southeast), District 21 (village north), District 22 (rural northeast and northwest), and District 23 (Tollway). The fire district is made up of residential in all areas, agriculture to the west, Industrial in the village limits and north, and retail / business in the village limits and north. Response times vary from 2 minutes in the village to as long as 20 minutes on the western part of the tollway. One of our busier Districts, District 21 and 22 have response time averages of 8-12 minutes. We respond to an average of 500 calls annually in those districts and to include District 23. This area is the future of Hampshire which will include additional residential subdivisions (approximately 1,000 additional homes), manufacturing and warehouse, and an additional school. This district already has four industrial parks, 2 schools, a hotel, several restaurants, several truck stops, and roughly 450 homes with a living population of 1,400. There are approximately 60,000 vehicles that travel through Districts 21, 22 and 23 daily.

We currently own land at Harmony and Melms Road (3 acres) and we owned land at Allen and Rowell Roads (2 acres) that was purchased in the late 80's but due to the close proximity to the current station and looking at call volume and projected growth, the Allen and Rowell Road land was not a good location so it was sold in 2021. The Harmony and Melms Road land is not a good location for a fire station, Crown Development will not have infrastructure (water / sewer) to that area for numerous years and it would be too costly for the district to install the infrastructure. It is also no longer a good location based on the new projected growth. The district should consider selling this land as well.

The district recently purchased land (2 acres) at Gast and Big Timber Roads for a second fire station. This location was based on a study that determined it to be a good location for a satellite station because of current call volume and projected growth. There is already water and sewer at this location because of a residential development currently being built. A fire station in this area will provide coverage to Districts 21, 22 and 23. That station is estimated to cost \$4,500,000.

It should also be considered outside of the 5-year plan to eventually build a new headquarters fire station on the south side of the district and abandon the current Washington Avenue Fire Station. Locations for a new headquarters station would be in the area of Rt. 72 and Centennial or in that general area. This would allow quicker response times and better coverage to the south and to the east (Tuscany Woods) and to the west (French Road, Hampshire Prairie and Hampshire Hills) as well as maintain good response times to the old village, downtown, and industrial park off of Keyes and Industrial Drives. By being on the main artery (Rt. 72) it allows us to quickly get to all areas of District 11 and 12 by going down side streets off of Rt. 72. We have out grown the current station and daily business and operations will be a challenge in the future. A new headquarters station is estimated to cost \$8,000,000.

Facility Maintenance

The fire station is cleaned daily to include vacuuming, dusting, cleaning bathrooms, cleaning kitchen and mopping floors. Weekly, washing windows, mowing (seasonal), cleaning refrigerator, and cleaning the bay floors are completed. We have monthly station duties that are completed to include, testing the fire alarm system, checking emergency and exit lights, checking fire extinguishers, cleaning the kitchen hood filters, air compressor maintenance, clean vents, change furnace filters, test CO detectors, and weed control in season. We take great pride in keeping our facility clean.

We implemented a fire station upkeep program starting in 2019. The station, which dates back to 1962 and was remodeled in 2003 was in need of some upkeep. This program is a scheduled 5-year plan that entails new aprons, new man doors, new shower, painting of the inside and outside, new parking lot, roof inspection and upgrade as required, more efficient heater units in the bays, bay floor resurfacing, and new carpet/hard wood in the required areas. Currently we have completed about half of the items on the list. We also have annual service contracts for HVAC, SCBA air compressor, fitness equipment and the Plymovent system.

Staffing History

In 1931, volunteer firefighters would respond to a call for help when the fire whistle would blow. The fire whistle which was located on top of the fire station on State Street would be set off by Ma Hartung at the candy store, or by an employee at the drug store. They answered the fire phone which was located in their stores and then they would activate the fire siren button. The volunteers who could hear the siren, would report to the fire station and would be given the type of call and location and then respond on the fire apparatus. When the new fire station was built on Washington Avenue, fire whistles would be installed at the new station and on State Street by Timber Lane. The whistle would blow 13 times when there was a fire call. This whistle was also used for tornado warnings and would be activated from the fire station. The tornado whistle was a different sound than the fire whistle. The fire chief would also have a fire phone (683-2121) at their home, they would take the call, respond to the fire station and then blow the whistle. Volunteers would eventually be assigned plectrons and pagers and they would be paged for a call and they would report to the fire station to respond to the call. Prior to the district starting EMS, a medical call would be called into the funeral home where the undertaker would respond to the call with a Hearse and provide very little medical treatment and transport the patient to a hospital. When the district started EMS in the early 1970's, the EMS emergency number was (683-3131). Volunteer EMS personnel would be called and then they would respond to the fire station and would respond with the ambulance. Eventually they would be issued pagers. In the 1980's, 9-1-1 would become the emergency phone number.

In the early 1990's the district would hire one full-time paramedic who would respond with one volunteer during weekdays from 8 a.m. to 4 p.m. Volunteers from home would continue to cover nights and weekends. In 1995, the full-time paramedic was terminated and a full-time firefighter / Paramedic was hired. The full-time firefighter / Paramedic would respond with one volunteer during weekdays from 8 a.m. to 4 p.m. until 1997. The fulltime firefighter would also cover from home from 6 a.m. to 8 a.m. and 4 p.m. to 6 p.m. In 1997, a second full-time firefighter was hired and two full time firefighter/Paramedics would work at the fire station during weekdays from 8 a.m. to 4 p.m. The full-time firefighters would cover from home from 6 a.m. to 8 a.m. and from 4 p.m. to 6 p.m. on weekdays as well. Volunteers that responded from home would cover all other hours. In 1999, the full-time

firefighters would split shifts and work from 5 a.m. to 1 p.m. and 10 a.m. to 6 p.m. with one part time firefighter working from 5 a.m. to 6 p.m.

In 2003 two additional full-time firefighter/Paramedics would be hired. Two full time firefighters and a part time firefighter would work from 5 a.m. to 6:20 p.m. Monday through Saturday. Volunteers would cover from 6:20 p.m. to 5 a.m. and all-day Sundays. A fulltime Fire Chief would be hired in 2004. In 2007, 5 additional full-time firefighters would be hired. 3 full time firefighters and a part time firefighter would work 24/48-hour shifts. In the poor economic times in 2009 we were down 2 full time firefighters so we supplemented the other positions with part time firefighters. In 2020 we went to 4 personnel on day shift with 3 administrators who continue to respond to calls and 5 personnel on shift at night with a combination of full time and part time firefighters.

Future Staffing

In 2021, we went to 5 personnel on shift 24 hours a day. This gave us a 3-person engine company and a 2-person ambulance company. It also allowed a second ambulance being staffed more regularly as the jump firefighter from the engine responded on the ambulance for critical calls and left 2 firefighters back for secondary calls. When a second fire station is opened, 7 personnel will need to be on 24 hours a day, four firefighters in station 1 and three firefighters in station 2. Station 2 will be a jump company; a jump company responds on either the fire engine or ambulance based on the nature of the call. We rely heavily on part time personnel but hiring part time personnel has become more difficult. We currently have two full time and three part time personnel on daily. However, as of late, due to a shortage of part time firefighters we have been staffed with 4 firefighters more frequently and 3 firefighters occasionally, which reduces our level of service.

We have also been spending a significant amount of money on full time overtime to assure shifts are covered appropriately. We attempt to hire additional part time personnel advertising with our Facebook Page. We also use Blue Line for advertisement, word of mouth by our firefighters, and we use Elgin Community College's Internship Program. We have also lost part time personnel to neighboring departments because they pay more per hour. Unfortunately, at this time we cannot compete with those departments. Many departments around us have been hiring full time so we have lost quite a few of our part time personnel who have taken those full-time jobs. Our department has been somewhat of a stepping stone for many part time personnel. We provide them with training, gear, and uniforms only to see them leave in less than 3 years. The district will need to consider hiring more full-time firefighters in the future due to the difficulty in hiring part time personnel and to have personnel that are more committed to our department. A reasonable short-term goal of four full time firefighters and three part time firefighters per day would be ideal.

Shift Scheduling

We currently use a scheduling program called Aladtec to assure all of our shifts are properly covered each day. Personnel sign up for shifts monthly using this program. The program costs us \$3,000 annually. A full-time lieutenant is responsible for scheduling. All employees have access to sign up for shifts using their phones or other internet source. This makes scheduling easier as personnel do not have to physically report or call in to sign up. If an employee calls in sick, the open shift is immediately sent out, where all personnel have immediate access to take the open shift.

Wages

Currently our part time firefighters make 2 to 6 dollars an hour less than many of the departments in the area. Our full-time firefighters including lieutenants and chief officers make 20,000 to 30,000 dollars less than those same departments annually. In order to retain personnel, this will need to be addressed in the future.

Fire Prevention Bureau

Fire Prevention is one of the most important aspects of a fire department. Our department takes great pride in fire prevention and it has paid off. We can be titled a fire safe community! The district hired a plan review consultant in 1995 that would review all new building plans, and complete final occupancy inspections. The district adopted the BOCA code at that time and would enforce that code. Lt. Trevor Herrmann who was hired as a full time Firefighter / Paramedic in 1995, began the annual fire inspection program in 1997. He conducted approximately 100 fire / life safety inspections annually. This program over the years has been instrumental in preventing fires in our community. There were many violations that were corrected, that without a doubt saved property. Lt. Herrmann would be certified as an Illinois Fire Prevention Officer and an NFPA Fire Inspector, Plans Examiner and Illinois Certified School Inspector.

In 2008, the district would adopt the 2006 International Building and Fire Codes. It would include amendments that fire alarm and or sprinkler systems be installed in all new or renovated commercial properties. The Village of Hampshire would hire a Building Inspector in 2006, they would complete all plan reviews and final occupancy inspections. Captain Herrmann would work directly with the village building Inspector. As additional full time and part time firefighters were hired, Captain Herrmann would train those personnel. They would be trained to perform business life safety inspections and the annual inspections were split up amongst the shifts. Inspections would grow to over 300 in 2020. In 2014, Lieutenant Jeanne Maki became the Fire Prevention Bureau Coordinator. She would oversee all inspections, plan reviews and pre-plans, and she reported directly to Deputy Chief Herrmann. She left the organization in 2018 and Deputy Chief Herrmann took back her duties. In 2020, the district would hire Mark Clauss as a part time fire inspector who would complete all annual inspections. Inspector Clauss works directly with Chief Herrmann and the villages building department. He currently assures all plan reviews; final occupancy inspections and annual inspections are completed. Although this is a part time position, it will need to be a full-time position in the future as the district continues to grow. Currently the part time inspector is responsible for plan reviews, annual life safety inspections, complaints, final occupancy inspections, alarm / fire protection repair follow up, and pre-incident planning.

All businesses were pre-incident planned starting in 1995. This would include vital information such as building construction, utility locations, hazards, fire protection system locations and a drawing of the business layout. Firefighters would have this information in the event of a fire or hazardous situation in the building. All of these pre-plans were kept in a binder and were carried on the apparatus. Currently all pre-plans are entered into our Emergency Reporting System and can be viewed in the field with our apparatus IPADs. A hard copy of all building pre-plans remains in our primary apparatus.

Out the Door Times / Turn Out Time

We have standards for our personnel / apparatus getting out the door in order to have efficient

response times. For medical calls during the daytime, we expect our ambulance to be enroute within 60 seconds and for fire calls we expect our engine to be enroute in 90 seconds. Our night time standard is 90 seconds for an ambulance and 120 seconds for an engine. Engine responses have longer out the door times due to donning firefighter gear.

Emergency Medical Services (EMS)

We Provide (ALS) Advanced Life Support Services to our community. Advanced Life Support services entail BLS (Basic Life Support) vital signs, spinal immobilization, bandaging, etc. plus, IV and drug administration, intubation, chest decompression, cricothyrotomies, heart monitoring, defibrillation and cardioversion. Per state guidelines, an ALS ambulance must have at least one Paramedic and one EMT-B in order to respond to medical emergencies. Current department EMS personnel include; 18 Paramedics and 10 EMT-B's. 4 of those EMT-B's are currently in Paramedic class. To be licensed as a Paramedic, over 1,200 hours of education must be completed, and then the student must pass the class and national registry exam. EMT-B's must complete 150 hours of education and pass the class and state exam.

Our EMS fleet includes 2 ALS Ambulances, a reserve ambulance and an ALS Fire Engine. Our staff vehicles carry BLS equipment to include AED's, oxygen, and airway equipment. For a critical EMS call we respond with an ALS ambulance and ALS Engine to provide the most efficient patient care. If our primary ambulance is out of service on a call and our engine company is in quarters and a second ambulance call occurs, the engine company jumps to our secondary ambulance and responds with the duty chief and a mutual aid engine company if needed. If we have no units available, the duty chief will respond as a first response unit until a mutual aid ambulance arrives. The committee highly recommends two paramedics staff the primary ambulance daily in the future. This provides more efficient patient care as EMT-B's are limited to what they can do. This puts tremendous stress on the Paramedic.

To keep our skills sharp, our firefighters complete EMS training almost daily. Our EMS Captain assigns training that all shifts must complete. Our resource hospital (Sherman Hospital) requires continuing education as well. The hospital comes out 6 months annually for classroom training and they assign all other training to be completed on line. Numerous topics are covered during the year to include cardiac arrest scenarios, heart rhythm recognition, trauma, pediatrics, stroke, geriatrics, mass casualty and equipment familiarization to name a few.

We have made some purchases in the last couple of years to improve our EMS operations. We have purchased a CPR Lucas Device. This device does automatic compressions during CPR which are much more efficient than people doing CPR. It frees up personnel to focus on other medical procedures during a cardiac arrest. It is extremely helpful when we are short staffed. We currently have one of these devices which is carried on our primary ambulance. The cost of this device is \$16,000. Our intention is to purchase a second Lucas Device in the next couple of years for our secondary ambulance.

We recently updated our cardiac monitors for both ambulances at a cost of \$62,000. A power load cot was purchased and placed in service in our newest ambulance, the power load cot reduces firefighter back injuries by automatically loading the patient into the back of the ambulance. The cost for the cot and power load system is \$60,000. Our intention is to purchase another auto cot for our secondary ambulance in the near future.

Auto aid / Mutual aid

As our neighboring fire districts rely on us, we rely on them. When we respond to certain incidents such as structure fires, standards require a certain number of firefighters be on the scene within an allotted time. There is no way we as a department can provide the required manpower by ourselves. This is why we have several fire departments responding on automatic aid to us when we are dispatched to a structure fire. This is also why we respond to numerous fire departments around us when they are dispatched for a structure fire. There are many tasks that need to be completed at a structure fire simultaneously to assure efficient fire suppression operations. Initial attack line deployed and put into operation, search and rescue operations, water supply established, Rapid Intervention Team in place (OSHA/IDOL requirement), ventilation, back up suppression line in place, utility isolation, incident command, safety officer and EMS standby. On an average size house fire in order to accomplish these tasks it requires 16-20 firefighters. A commercial fire, large residential structure or large agriculture building fire will require more firefighters than the average size house fire staffing. In those cases, a box alarm would be struck bringing in additional fire departments outside of our automatic aid departments.

Besides structure fires, anytime we have both of our staffed units out on a call or calls, when the next call comes in, it automatically goes to the next closest town as we have this built into our dispatch centers computer aided dispatch system. This scenario currently happens more often than it ever has. There were 307 times in 2021 that we had multiple calls in progress. We frequently get back-to-back ambulance calls or have two units out on an accident, fire call or critical medical call. Because we only have one fire station covering 42 square miles, we also have auto aid agreements with Huntley, Pingree Grove and Burlington to respond to medical calls, fires or accidents in areas of our district that they may get there quicker than us due to the geographics of their station being closer than ours. They respond first in until our arrival. Unfortunately, these departments are getting busier as well and we cannot depend on them being available at all times when we need them.

We also receive auto aid for vehicle accidents with entrapment. These types of incidents can be overwhelming if you do not have the proper staffing and equipment. We respond with an engine, ambulance, chief officer, Pingree Grove Squad, and Burlington Ambulance to entrapment calls. There are many tasks that need to be completed from patient care, extrication, hose line deployment, multiple patient treatment, landing a helicopter, and an incident command system. Since we have gone to this response, we have been more efficient on these incidents.

For incidents that have the potential to become serious such as commercial fire alarms and gas leaks, we respond with a fire engine, tower ladder, chief officer and an auto aid ambulance from Burlington. This gives us the proper resources initially in the event there is a confirmed fire, injured occupants, ill patients, or evacuation is required. This system has proven to be effective since it was implemented a year ago as we have had several incidents requiring those resources.

As discussed in our EMS Division report, most Advanced Life Support calls require an ambulance and fire engine company to provide efficient patient care. We have an auto aid agreement with the Burlington Fire District that sends a Hampshire Fire Unit to assist them with their medical calls as they do not have staffed fire apparatus and they generally only have two personnel on their ambulance. This has been beneficial for them and it returns the favor for their response to us for assisting us with our fire responses. It also gives personnel on both departments more hands on patient experience. The departments also train together on a regular basis which has been a benefit to both organizations.

Our auto aid response is stronger now than ever which is extremely beneficial to all communities! The auto aid departments that we work with on a regular basis are: Burlington, Pingree Grove, Huntley, Genoa, Marengo, Fox River and Sycamore.

Disaster Plan / Emergency Operations Center

In the event of a large-scale incident such as a tornado, earthquake or major flood we require an Emergency Operations Center (EOC) where a joint unified command system can be established. The EOC will have personnel from the fire department, village administration, police department, public works and township in it. These incidents require multi agency planning to assure these incidents are properly mitigated. There are many tasks that have to be coordinated during these incidents from evacuation, search and rescue, patient treatment, fire suppression, road closures, utility isolation, debris clearing, sheltering of citizens, financial planning, hazardous material mitigation, and personnel belonging collections (clothes, food, toiletries, etc.). Currently we use the fire station training room for the EOC. We currently have mobile radios, computers, and phones that are set up when there is a threat of these situations. We still lack equipment in which we will have to plan and budget for in the future. A permanent EOC will need to be considered in the future so it does not have to be set up and that it is located in a more appropriate room. The Village and Fire District have a joint disaster plan that is reviewed and updated every two years. To assure efficient operations; joint training will need to be scheduled as this is an area that we have lacked in recent years.

The Village of Hampshire has several tornado sirens that are strategically placed around the village neighborhoods. These sirens are activated by the Hampshire Police Department from their vehicles when a tornado warning is issued for the immediate Hampshire area. The sirens are tested the first Tuesday of every month at 10 a.m. The Village of Hampshire is responsible for the activation and maintenance of the sirens.

Public Education / Relations

Our department takes great pride in public education and public relations. We have numerous programs we offer that benefit our citizens. We are heavily involved in the community and schools and we participate in community events as much as possible. These programs can be scheduled by contacting the fire station, going to our website or reaching out on our Facebook Page. We offer the following programs:

Residential Knox Box:

Our department will place a Knox Box (vault) on the home so the FD can gain quick access to the home in the event of an emergency. The house key or door code is secured in the Knox Box and the FD has the only access to the box. Many elderly people who live alone and have medical alert alarms request these. We do require a deposit of \$20.00 and the box needs to be returned when it is no longer needed.

Fire Extinguisher Training:

Our department will instruct employees of businesses on the proper operation of fire extinguishers. The employees get hands on experience.

Fire Evacuation Drills:

Our department conducts fire evacuation drills upon request of a business to assure employees and occupants efficiently evacuate the building and to assure there is an accountability plan in place. We require all of our schools to conduct 3 fire drills annually.

Block Parties:

Our department attends block parties with our fire engine and ambulance to show adults and children our equipment and we have goodies to hand out to the children.

Smoke and Carbon Monoxide Detector (CO) Program:

Our department will come to your home to assure your smoke and/or CO detectors are properly placed and are working properly. We will change the batteries and assure your detectors are not expired.

Blood Pressure Checks:

Our doors are always open for citizens to stop in and have their blood pressure checked. We will even document the information so they can track it for their doctor. We will also attend senior events and conduct blood pressure screenings there.

School Fire Safety Program:

We may be a little biased but we have one of the best school fire safety programs around. For over 20 years we have had thousands and thousands of children come to the fire station and learn about fire safety. Our program focuses on pre-school through 5th grade students. Each grade has its own curriculum that is specific to that age group. The topics covered include: Dress up the firefighter, Stop/Drop/Roll, learning about hazards in the home, calling 9-1-1, firefighter combat challenge, smoke detector testing and maintenance, good fire – bad fire, developing a home escape plan, and how to escape a burning home using the fire safety house. Our 5th graders get to see a real fire with the use of our burn rooms that are set up with furniture and other furnishings and a fire is set in the couch and they watch until flashover occurs. The fire is then extinguished by firefighters and each student gets to see the damage up close. This teaches them the significance of having working smoke detectors and why it's important to have an escape plan.

Unfortunately, due to the size of our schools, our call volume and our daily staffing we will not be able to continue with the program the way it is. We will need to start going to the schools and make the curriculum smaller so we can accommodate all of the children.

Through the National Fire Safety Council and local businesses, we bring in over \$6,000 annually to purchase fire safety materials for the children. These materials are distributed to the kids during Fire Prevention Week.

During Fire Prevention Month, we have a coloring and home escape plan contest for all schools with grades pre-school through 3rd grade. The winners for each grade attend an awards ceremony at the fire station where they receive a trophy, and gift cards to local restaurants.

Fire Station Tours:

Our department gives fire station tours. These can be scheduled in advance or citizens will stop by. A tour includes viewing the layout of the station, apparatus and equipment familiarization and goodies for the kids.

Fire Truck Ride Home from School:

Our department will provide each elementary school one fire truck ride home from school annually through their fundraising efforts. The lucky recipient gets a ride home from their school in the tower ladder or fire engine and they are escorted into their subdivision with lights and sirens. The program has been a hit for years!

High School Career Academy:

This two-day program gives high school students an opportunity to see firsthand what a firefighter does. Students report to the fire station where our firefighters teach the very basics of EMS, vehicle extrication and firefighting. The students then use our EMS mannequin to perform skills, they go to the Elgin Community College Fire Training Tower to perform fire operation skills and they get to extricate a mannequin from a vehicle. We have been doing this program for 20 years and we have had numerous students that have gone on to become firefighters.

Operation Prom Program:

Every other year since 1993 we have conducted Operation Prom where we simulate a vehicle accident with serious injuries and death as a prevention method to keep high school students from driving under the influence. The program has been very successful.

CPR/AED Training:

Our department will teach American Heart Association Cardio Pulmonary Resuscitation (CPR) and Automated External Defibrillator (AED) training to citizens and employees of businesses.

First Aid Training:

Our department will teach American Heart Association First Aid to citizens and employees of businesses.

Event EMS Standby:

Our department provides EMS Standby and first aid at several community events during the year:

Hampshire High School football games
Coon Creek Festival
Park District Colour Me Lucky Run
Park District Coon Creek Run
Coon Creek Parade
Hampshire Police Department Officer Testing
Other Events as requested

Birthday Party Visits:

Upon request our department will stop by a home for a child's birthday, we will show the fire engine, let the child sit in it for a photo or two and we will bring a goodie bag.

Adopt A Hydrant:

A family can adopt the fire hydrant near their home, they can paint it and it is their responsibility to keep it clear of snow in the winter. The family receives an adoption certificate and they get their photo taken by the hydrant which goes on our Facebook Page.

File of Life:

This is a form containing patient information such as medical history, medications, or other pertinent medical information that is filled out and it goes in a marked sleeve that says File of Life on it. It is magnetic and it goes on your refrigerator so our Paramedics can find it easily during a medical emergency.

Miscellaneous

Our department always goes above and beyond for our community. We escort our high school sports teams when they go to state or place in the state. Over the years our baseball team, cheerleaders, cross country team, football team, basketball team and individual track members have received an escort. We're a big supporter of our Whip-purs and we are proud of their accomplishments.

We attend our Farmers Market and Christmas on State events where we hand out safety information and distribute goodies to the kids.

We lead our Memorial Day, Coon Creek and Veterans Day Parades. We fill the park districts ice skate rink and cheerleaders dunk tank with water. We deliver Santa Claus and the Easter Bunny to their destinations. Whatever we can do to help, we're there!

Training / Education

Our department requires our part time personnel to be state certified as Basic Operation Firefighters (BOF) and EMT-B's prior to being hired and working shift. The BOF certification course is 200 hours. These hours include Hazardous Materials Operations and Courage to be Safe. The EMT – B course is another 150 hours. Prior to a new hire working shift they are required to complete our orientation program. This program entails familiarization with numerous aspects of our department to include apparatus, equipment locations and operation, policies, hose loads, drivers training and day to day operations. The orientation can take up to 40 hours to complete. When the orientation is complete and the training officer and shift Lieutenant feel the employee is ready, they can start working on shift and respond to calls. After working a year on shift and getting experience, the FF/EMT-B can request to go to Paramedic School. Based on the employees' skills and experience, administration will decide whether they are ready for Paramedic school.

All of our personnel that are hired full time must be certified Firefighter/Paramedics. Personnel hired full time must complete the state statute required testing process and are hired off of the eligibility list

in order of finish as regulated by statute. The testing process entails an application, orientation, written exam, physical ability test, oral interview and preference points based on military and firefighting experience. Prior to hire, a psychological exam, background check and medical exam are completed.

Our department trains regularly Monday through Saturday. Each day a fire and EMS training topic are assigned to be completed. The fire topics vary from hose lead outs, to ladders, search operations, ventilation, extrication, equipment review, and hazardous materials to name a few. The EMS topics were discussed earlier in this report. We have several organizations we must comply with their regulations: Illinois Department of Labor, National Fire Protection Association, Office of the State Fire Marshal, Illinois Public Risk Fund, Insurance Service Office, Sherman Hospital and Mutual Aid Box Alarm System. There are certain trainings that must be completed annually. Examples of these would be respiratory protection, policy review, lock out – tag out, Bloodborne pathogens, personal protective equipment, live fire training, pump operator, driving and trenching/shoring.

The Office of the State Fire Marshal has 35 certifications that can be obtained. Examples: Advanced Firefighter, Rope Operations, Fire Apparatus Engineer, Vehicle Machine Operations, Hazardous Material Technician, Fire Inspector. This is a small list of the certifications. Once the firefighter has the certification, they must maintain it by getting the required continuing education hours for the certification. Our full-time personnel are mandated to obtain certain certifications. We also reimburse our full-time personnel for each class they take to receive their Associates Degree in Fire Science as long as they get a grade of B or higher. On average we complete over 9,000 training hours annually.

Insurance Service Office (ISO)

Every fire department is evaluated by the Insurance Service Offices (ISO) and is given a rating that determines the quality of service the department provides to its community. The rating is from 1-10 with 1 being the best. The rating is used by insurance companies to determine what the homeowner/businesses building insurance costs will be. The following is what is reviewed by ISO to give the department the rating: communications, training, response times, apparatus, equipment, water supply, fire station locations, staffing, fire prevention and public education. The Hampshire Fire Protection District currently has a rating of 4 in most of the district. We do have areas that unfortunately are a 10 and that is because their location is more than 5 miles from a fire station and they have no water supply. Those areas are Brier Hill Road, Aileron Ave., Chandelle Drive, Dietrich Road, Factly Road, Hackman Road, Hemlock Road, Immelman Lane, Melms Road, New Lebanon Road, and O'Brien Road. We will not be able to reduce the 4 or 10 ratings until an additional station is built and there is more staffing. We do well on all other categories of the rating system.

Apparatus

Our first fire engine was a 1931 Model A Fire truck. We purchased it from Peter Pirsch for a cost of \$6,000. We still have the Model A today as it is used for parades and show.

Our current apparatus fleet includes 1 ALS Engine, 1 Engine, 2 ALS Ambulances, 1 Reserve Ambulance, 1 Tender/Pumper, 1 BLS Brush Truck, 1 Tower Ladder, 3 command / staff vehicles with EMS first response capabilities, 1 UTV and 1 Utility truck. Our apparatus fleet is valued at \$3,500,000.

In the last 3 years, we have done a great job updating our fleet to include a new Tender/Pumper, ALS Engine, Brush Truck, ALS Ambulance, 2 Command Vehicles and we refurbished an Engine. Our next

anticipated purchase would be an ambulance in 2025, and a Fire Engine shortly thereafter. The Tower Ladder will more than likely need to be replaced in the next 6-years. The district should look into other options to reduce costs and to be more efficient with staffing it. A Tower Ladder will continue to be important for the future as more and more large commercial structures are built, and because of the numerous multi family structures that we have in the community.

We budget \$100,000 annually for apparatus preventive maintenance and repairs. All of our apparatus receive preventive maintenance twice a year. This entails oil change, greasing the chassis, chassis inspection and any necessary repairs. All fire apparatus pumps are tested once a year per NFPA Standards.

A certified Emergency Vehicle Technician (EVT's) must work on fire apparatus, this entails completing several courses and passing the state exam. The courses focus on apparatus mechanics, electrical systems, brakes, etc. We currently have two certified EVT's on the department. Our EVT's do preventive maintenance, change light bulbs and complete minor repairs. For any major repairs the apparatus is sent out to an outside vendor.

Our primary apparatus (Engine / Ambulance) receives a daily inspection. This includes fluids, lights, fuel, tire pressure and inspection of the equipment. The secondary apparatus receives the inspection weekly or after any response to an incident. Fire apparatus equipment inventory is completed once a month, and ambulance equipment inventory is completed weekly. Our primary apparatus is washed almost daily and the secondary apparatus as needed. All of our apparatus is waxed twice a year.

A permanent traffic Light will be installed at Rt. 72 and State Street, and preliminary plans for a permanent traffic light at Rt. 20 and Big Timber Road are in progress. We have been working with the Illinois Department of Transportation (IDOT) to have pre-emption lights installed at both locations to assure we get traffic light priority on our apparatus when we are responding to emergencies. It is our responsibility to pay for the lights, emitters for apparatus and the spare parts. We anticipate more permanent traffic lights will be installed in the future with the planned growth for the community. The cost for this work is approximately \$5,000 per traffic light.

District Apparatus Replacement Matrix (Year to be replaced and approximate cost)

Engine	1411	2037	\$800,000
Engine	1412	2026	\$600,000
Tender	1421	2038	\$350,000
Brush	1438	2041	\$150,000
Amb	1451	2025	\$300,000
Amb	1452	2030	\$300,000
Amb	1453	2035	\$300,000
Tower	1431	2026	\$1,500,000
Staff	1401	2029	\$70,000
Staff	1402	2031	\$70,000
Staff	BT 14	2023	\$70,000
UTV	1455	2035	\$10,000

Fire Equipment

The amount of fire equipment that we must carry is overwhelming and expensive. Some examples of that equipment: fire hose, ladders, gas monitors, extrication equipment, air bags, self-containing breathing apparatus (SCBA's), saws, axes, pike poles, haligan bars, hose fittings and adapters. Standards require all of our ladders be tested annually in which an outside vendor performs. Our SCBA air compressor is tested and inspected quarterly and our SCBA's are inspected and tested annually. All of our gas monitors are calibrated monthly. Our fire equipment is inspected, cleaned and inventoried on a regular basis. Overall, our fire equipment is in good shape and we only have a few items that will need to be purchased in the near future. We need to replace our extrication air bags as they are well past their expiration date, the cost for new airbags is approximately \$10,000. It is also our intent to purchase battery operated extrication tools as this is a much more efficient way to perform extrication because of less set up time specifically when you are short staffed. The cost of the battery tools is \$35,000. Our fire equipment is valued at \$510,000.

Our Self-Contained Breathing Apparatus (SCBA's) were updated with grant funding in 2020. This was at a cost of \$207,000. This included 28 SCBA packs, 58 air bottles and 2 Rapid Intervention Packs. SCBA's have a life span of 15 years, these will be due for replacement in 2035. Our station SCBA air compressor was also replaced in 2020 with donation money that we received; the compressor cost was \$41,000.

(Quartermaster) Firefighting Gear and Uniforms

The district has an assigned quartermaster who is responsible to assure all of our firefighters have the proper firefighting gear and uniforms. The quartermaster is responsible for inventory and inspection of all gear and uniforms. Gear includes: helmet, bunker coat, bunker pants, gloves, boots and hood. Uniforms include: shirts, pants, coat, sweatshirt, hats, Class A uniform, badge, shoes, and nametags. Standards require firefighting gear is replaced every 10 years for safety purposes. The cost for one firefighter set of gear is approximately \$4,000. The cost of initial uniforms is approximately \$900 per firefighter. We inspect all firefighting gear at least once annually to assure there are no defects and we require our firefighters to wash their gear after every structure fire or as needed. All full-time firefighters get a \$600 annual allowance to replace uniform items. All part time firefighters must have quartermaster approval for uniform replacement.

Special Teams

Special Teams are made up of Water Rescue Team, Hazardous Material Team and Technical Rescue Team. Due to the cost of training and equipment we are part of the MABAS Division 2 Special Teams as individual departments cannot afford to have these teams by themselves. The Division team is made up of several fire department members who train together on a monthly basis. The equipment is purchased with our annual dues that is paid to the Division or through grant funding. Our annual dues to the Division are about \$5,000. When there is an incident involving any of these types of calls, the team is activated and responds to the location of the incident. The equipment is stored at a central location within the Division and the fire department that stores it is responsible for responding with the equipment. Our department for the first time has a member on each team. Our goal is to have 2 to 3 department members on each team within the next 5-years. Our department is responsible for initial certification training and equipment for our personnel.

Hazardous Material Technician – 90 hours of training for certification

Technical Rescue Technician – 320 hours of training for certification (TRT Equipment \$4,000)
Water Rescue Technician – 120 hours of training for certification (Dive Equipment - \$10,000)
Fire Investigators – 120 hours (Our department has 2 fire investigators that are part of the Kane County Task Force).

Fitness / Health

Fitness and mental health are essential for firefighters. We have a fitness room that includes several cardio machines and a full complimentary of weightlifting equipment. Our full time and permanent part time firefighters are required to work out a minimum of one hour per shift. The physical and mental stress of the job can lead to heart attacks or strokes so being fit is extremely important.

Firefighters see things or deal with situations that the average person would never understand, this can lead to Post Traumatic Stress Disorder (PTSD). Unfortunately, there are numerous firefighter suicides across this country annually. We have a support program in place for our firefighters to receive assistance if needed. We have two Chaplains and a Peer Support Officer that can be reached 24 hours a day.

Firefighters have a 65% greater chance of getting cancer than the average person. This is due to the toxins that firefighters encounter at structural and vehicle fires. As a prevention measure, we require our firefighters to use wipes to clean high-profile areas of the body following a fire, they clean their gear after each fire and take a shower immediately after returning to the station.

All of our full time and part time personnel are required to have an annual physical at the cost of the district. The physical entails blood work, pulmonary function test, back test, eyes and hearing test, stress test for anyone over the age of 40 and an exam by a doctor. The doctor must determine that the firefighter is fit for duty.

Fire Hydrants

There are approximately 800 fire hydrants within our district that the Village of Hampshire maintains to include annual flushing and repairs. As part of the Insurance Service Office (ISO) rating system, records must be kept on fire hydrants. The fire district assigned a number for tracking purposes to all fire hydrants. Using our Emergency Reporting System we record flushing, repairs and flow records. Our personnel complete flow testing of fire hydrants in all areas of the district.

Fire Sign Program

Historically, it's been the fire districts responsibility to put up the address (fire number sign) for all rural properties within our district. The county sends us a letter with the assigned address, we keep the materials in stock and we assemble and install the sign. We currently have over 700 fire number signs that we maintain. These signs generally fade or are damaged over time and we must replace them. In 2018, we started a more formal program so we don't get overwhelmed with too many replacements at once, we now replace about 100 signs annually. The cost of each sign to include the post, numbers, and sign is approximately \$30.00. We budget \$3,000 annually for fire number sign replacement.

Fire Hydrant Flag Program

In 2016 the fire department approached the Village of Hampshire about starting a fire hydrant flag program. The fire hydrants did not have flags which makes it very difficult finding them in the winter months when we have lots of snow. The village agreed and we have been joint purchasing flags annually since 2016 with the fire department installing the flags. In 2021, the program was completed with over 800 fire hydrants now being flagged. As new subdivisions are developed, additional flags will be purchased and placed on the fire hydrants. We will also periodically check the hydrants to assure the flags remain on the hydrants. The fire department will continue to clear fire hydrants when they are buried with snow to assure efficient fire suppression operations.

Grants

We apply for grants every opportunity we get. Although these are very time-consuming projects, and can be very frustrating as we are denied much more than we receive, it helps offset the fire district budget when we do get them. Over the last 15 years, we have received roughly 1.2 million dollars in grant and assistance funding. We have purchased SCBA's twice, a new fire engine, a brush truck, a UTV, grain bin rescue equipment, iPads, smoke detectors, EMS training mannequin and gas monitors. We have attempted several times to hire additional full-time firefighters with the FEMA Safer Grant, unfortunately we have not been successful. We will continue to apply for grants whenever they are available.

Foreign Fire Insurance Tax Board (FFITB)

Our FFITB receives about \$20,000 revenue annually from out of state insurance companies that issue fire insurance policies in the State of Illinois. Our FFITB board has made numerous purchases that have benefited the district and our members. The money by statute is to be spent on benefiting the members. In recent years our FFITB has purchased or is paying for; monthly apparatus IPAD phone fees, fitness equipment, floor scrubber, department banners, kitchen table, washer and dryer, podium, conference table, fitness equipment maintenance contract, TVs, uniform patches, Class A uniforms, pots and pans, Honor Guard uniforms, pagers, challenge coins, SCBA mask bags, bath towels, flashlights and assisted with a cardiac monitor purchase.

Fire/EMS Association

Our Fire / EMS Association consists of retired and current members who volunteer time for fundraising. The money from fundraising is used to purchase equipment. The Association hosts an annual Brat Dinner / Open House which has been a great public relations event for years. Not only do we serve a brat dinner with several side dishes, we have model A fire truck rides, face painting, a bouncy house and we have also done fire demonstrations. The Association has also held t-shirt sales and golf outings. We also receive donations and memorial money. The Association has made several purchases over the years that helps the district. We have purchased cardiac monitors, intubation equipment, other EMS equipment, firefighter grave markers, and bricks for the firefighter memorial.

Honor Guard

Our Honor Guard has 6 members on the team and they are led by Honor Guard Commander John DePauw. The Honor Guard trains several times annually and posts colors at fire department ceremonies,

parades, firefighter wakes, firefighter funerals, and sporting events. Our Foreign Fire Insurance Tax Board has been kind enough to purchase the Honor Guard uniforms that are approximately \$400 per member.

Department Chaplains

We have two chaplains with one of them being on call daily. They respond when requested for incidents involving a death or a critical patient to notify or comfort family. They will assist citizens with living arrangements, clothing or other needs after a fire, disaster or flood. They assist our firefighters who may struggle mentally after a serious incident or have personal issues. They lead our department in prayer at any of our special events. Our chaplains are an essential part of our organization and we appreciate what they do! Our chaplains respond to an average of 15 incidents annually.

External Stakeholders

We held an external stakeholder meeting on Saturday November 13th, 2021 at the fire station. There were 26 citizens and 3 fire district trustees in attendance. The citizens who participated were reached through our Facebook Page or by word of mouth. The topics listed below were presented in detail to the stakeholders and then each stakeholder received a questionnaire to complete and return to the district. They were asked to rate the district on each of the categories presented using a 1-5 rating scale with 5 being the best. They also could comment on each category. The following are the responses:

Public Education Programs 1 = 0 2 = 0 3 = 0 4 = 2 **5 = 14**

Comments:

“Outstanding Educational Programs!”

“It was impressive to see what you do for this community!”

“Great community outreach programs!”

“Anytime I stop at the station, you answer all my questions.”

“Whenever there is a community event, the FD is there.”

“We appreciate everything you do for our schools!”

“So many programs and opportunities for the community.”

“Huge part of our community!”

“Based on my knowledge, I feel there is a high level of service and dedication from this department.”

Community Involvement 1 = 0 2 = 0 3 = 0 4 = 1 **5 = 15**

Comments:

” We see the FD everywhere!”

"The HFPD is at every event in this town!"

"I am so impressed and appreciative of what you guys do."

"The HFPD is doing an excellent job serving our community."

"Your Facebook Page is Great!"

"HFPD is amazing!"

"Outstanding!"

"Straight A's on this report card!"

"I was blown away with everything you guys do from training, to response, to maintenance and public education."

"Extremely enlightening to learn what you do every day!"

Response Times 1 = 0 2 = 0 3 = 2 4 = 7 5 = 7

Comments:

"As good as they can be without a second fire station."

"Need another fire station."

"I feel this is somewhat out of your hands, with only one station it's hard to improve, definitely need more personnel and a second station."

"It is what it is, but you need a second fire station."

"With the expected growth and railroad tracks, you need another station north."

"Great for those who live in town, not so much for those up north, need another station."

"Could be better with a second station."

Daily Staffing 1 = 0 2 = 0 3 = 4 4 = 6 5 = 7

Comments:

"Should be at 5 at all times right now."

"More money is needed for more full-time personnel and competitive wages."

"More multiple calls require more personnel."

"We need more staffing for a town this size."

"I see a need for more full-time firefighters."

"Sad that your short staffed and can't be more competitive with other towns."

Department Training 1 = 0 2 = 0 3 = 0 4 = 2 5 = 15

Comments:

"Appear to be doing a very good job in this area."

"Very impressed with your training."

"Seems like you're always training."

"Every day some kind of training, excellent!"

"I had no idea how much training you do."

EMS Division 1 = 0 2 = 0 3 = 0 4 = 2 5 = 14

Comments:

"Having a Reserve ambulance is great."

"Great job keeping up with the technology."

District Financial Status 1 = 0 2 = 0 3 = 5 4 = 5 5 = 7

Comments:

"District seems to be doing a lot with a little money, great job!"

"The district is fiscally responsible with our tax dollars."

"District does a great job with grants."

"Doing your best with what's available."

"More growth equals more money but also more calls, you will need more money in the future."

"Would like to see your pension fund be supported by the taxpayers."

Fire Prevention/Inspections 1 = 0 2 = 0 3 = 1 4 = 1 5 = 14

Comments:

"It was nice to understand the significance of inspections."

"Amazing one guy can do all of this."

Apparatus / Equipment 1 = 0 2 = 0 3 = 1 4 = 4 **5 = 11**

Comments:

“Great job of updating apparatus in recent years.”

“Very solid maintenance and replacement plan.”

“Amazing how much everything costs, seems like you take care of what you have.”

“Your equipment always looks good!”

Facilities 1 = 0 2 = 1 3 = 4 4 = 5 **5 = 6**

Comments:

“Very clean and organized facility.”

“The existing station could use an update.”

Disaster Planning 1 = 0 2 = 0 3 = 0 **4 = 8** **5 = 8**

Comments:

“The Village needs to be more involved with this.”

“It is good to see planning and better communication is occurring with the village.”

Special Teams (Water Rescue, Hazardous Material Response, Technical Rescue)

1 = 0 2 = 0 3 = 0 **4 = 9** 5 = 7

Comments:

“I would say progress has been made by having personnel on the teams but you should have more people in the event someone is not available.”

“Need more personnel on Special Teams.”

“For the size of the department, very good job!”

Do you feel it is necessary for the HFPD to have a second fire station? **Yes = 16** No = 0

“Absolutely!”

“With so much growth, you have no choice.”

“Absolutely, it’s the difference between life and death!”

"Need another station to decrease response times."

"So badly needed."

"100%"

"Response times and growth require it."

"Yes, growth, response times and railroad tracks justify it."

Do you feel the HFPD should hire more full-time firefighters? Yes = 16 No = 0

Would you support a tax increase to make that happen? Yes = 15 No = 1

"You're the second highest on my tax bill behind the school district, new growth will increase your levy, more taxes are painful specially for the seniors."

"Yes, how much is the safety of your family worth."

We thank the following individuals who were on the external stakeholders committee and provided great input:

William Albert
Bruce Burklow Jr.
Carmen Burnham
Roger Burnham
Jeff Ehardt
Jim Feld
Terry Feld
Melanie Grovel
Jill Holtz
Kristi Kittel
Nathan Looman
Bill Misner
Jenny Misner
Jeff Montanari
Linda Morris
Lionel Mott
Bryan Mroch
Laura Pollastrini
Mike Reid
Lindsay Salgado
Eddie Saunders
Laura Schraw
Diane Smith
Mark Stanley
Paul Tegtmeier
Jim Woodside

Fire District Trustees in attendance

Steve Gustafson
Rick Heine
Brian Pechtoldt

Summarizing The Goals for The Next 5 Years:

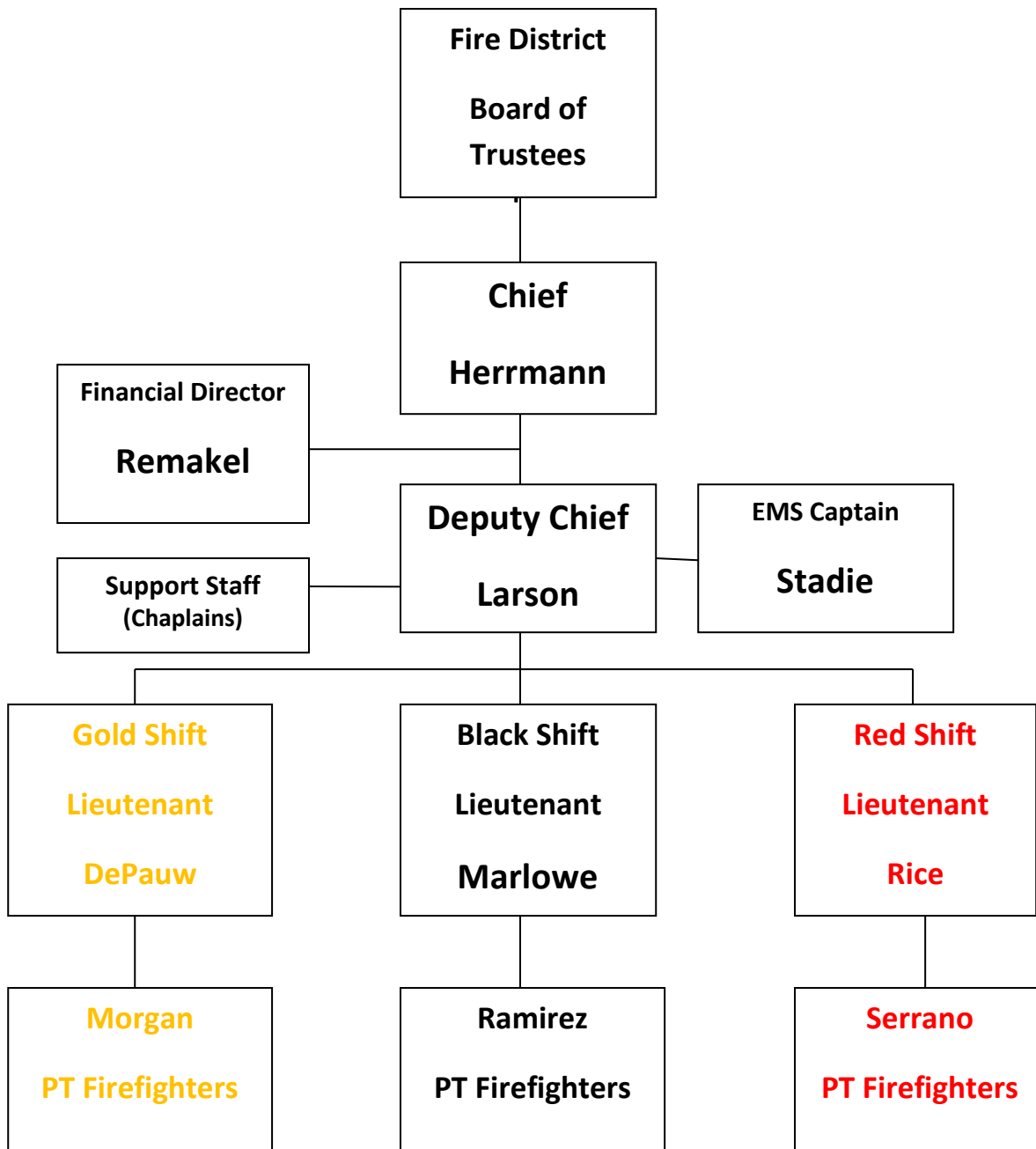
1. Build fire station 2.
 - a. \$4,500,000
2. Hire six (6) more full-time firefighter/paramedics.
3. Continue hiring and recruiting part time personnel to assure 30,000 shift hours are covered annually.
4. Have 4 full time firefighters and 3 part time firefighters on per day. 4 firefighters in station 1 and 3 firefighters in station 2.
5. Have a minimum of 2 personnel on each special team (Water/Haz Mat/Technical Rescue).
 - a. Minimum cost
6. Increase our wages to be more competitive and to retain personnel.
 - a. Full time Firefighter \$75,000 per year
 - b. Full time Lieutenant \$85,000 per year
 - c. Part time Firefighter/EMT \$19.00 hour
 - d. Part time Firefighter/Paramedic \$21.00 hour
7. Hire a full-time fire inspector.
8. Purchase an ambulance to replace the 2008 reserve ambulance.
 - a. \$300,000
9. Purchase a staff vehicle to replace the current 2007 Ford Explorer.
 - a. \$70,000
10. Consider purchasing a new fire engine for station 2. This would give the district 3 engines; Engine 1412 (2006 refurbished in 2022) would be a reserve for when the primary engines are out of service for repairs or maintenance.
11. Consider remodeling station 1 when station 2 opens.
12. A ladder truck is necessary for the district and surrounding area. Our current ladder truck is 21 years old and will need to be replaced more than likely in the next 6 years. Due to numerous multifamily homes, large single-family homes, several schools, large commercial buildings and an old connected downtown business district, justification for a ladder truck exists. The district should consider a joint purchase and staffing program with another fire department. This would be our best option financially for apparatus cost, maintenance, and staffing.

This strategic plan is a vision of where the district should be in the next 5-years based on a study. This plan by no means is set in stone as it's based on revenue. As the district board is aware, a referendum is needed to make this plan a reality, specifically station 2 and the staffing. If community growth occurs as predicted, we should see an increase in our tax levy which would allow the district to complete some of the other goals listed. The ambulance and staff vehicle can be purchased with equipment fund money which should be at approximately \$1,000,000 by 2024.



Hampshire Fire Protection District

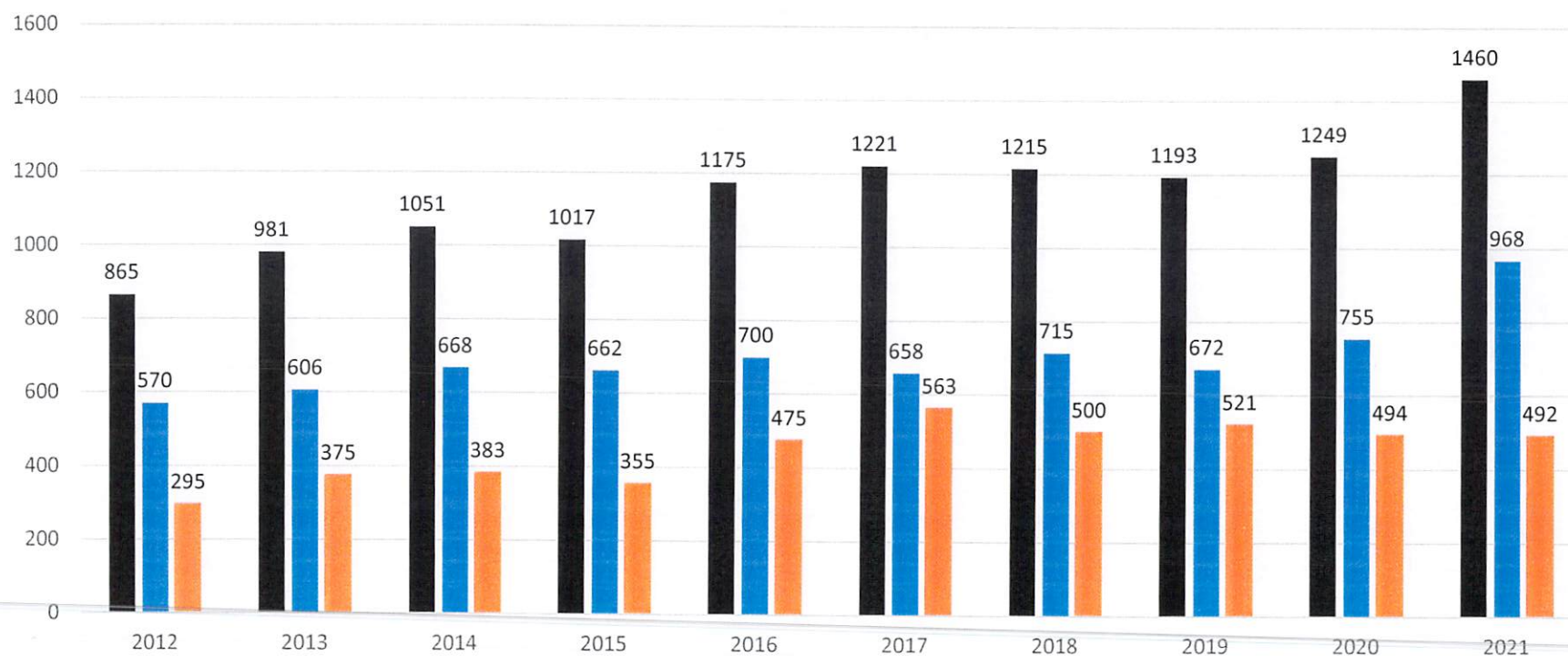
Organizational Chart



Appendix B

Incidents 2012 – 2021

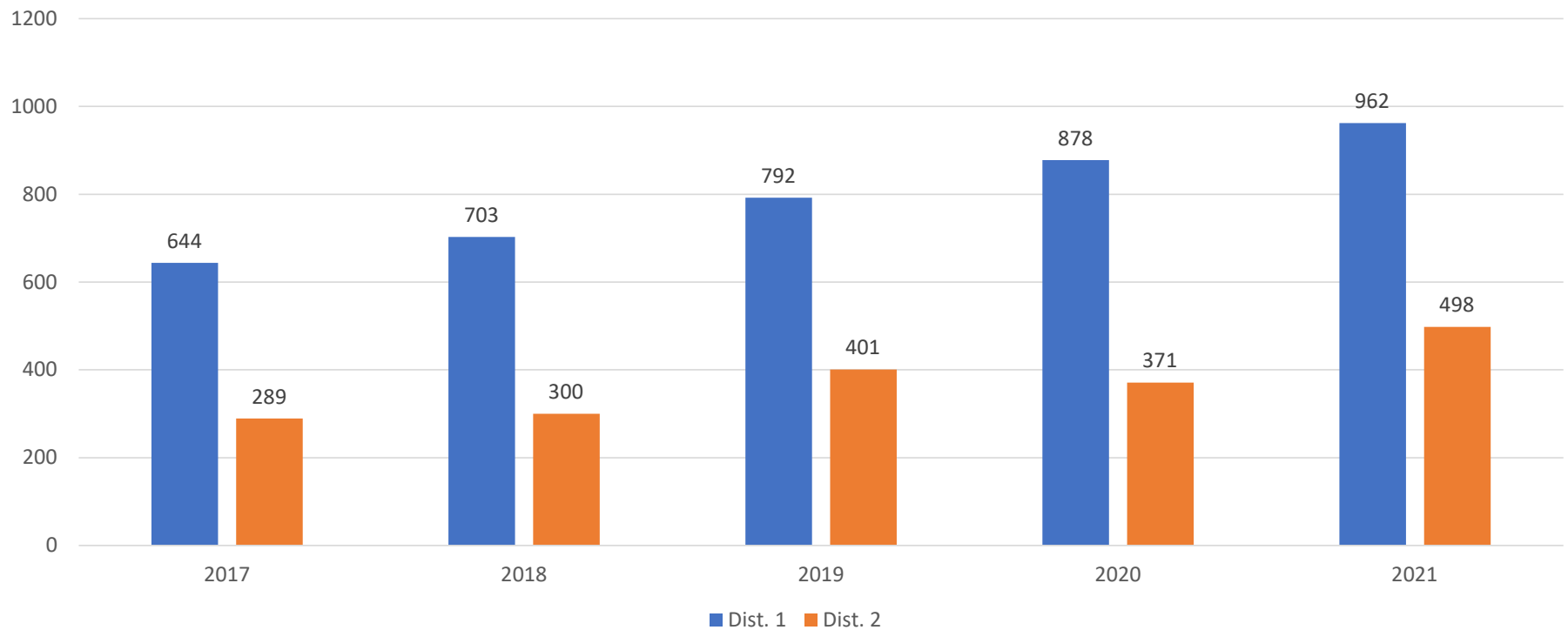
(Black – Total Calls, Blue – EMS Calls, Red – Fire Calls)



Appendix C

Calls By District

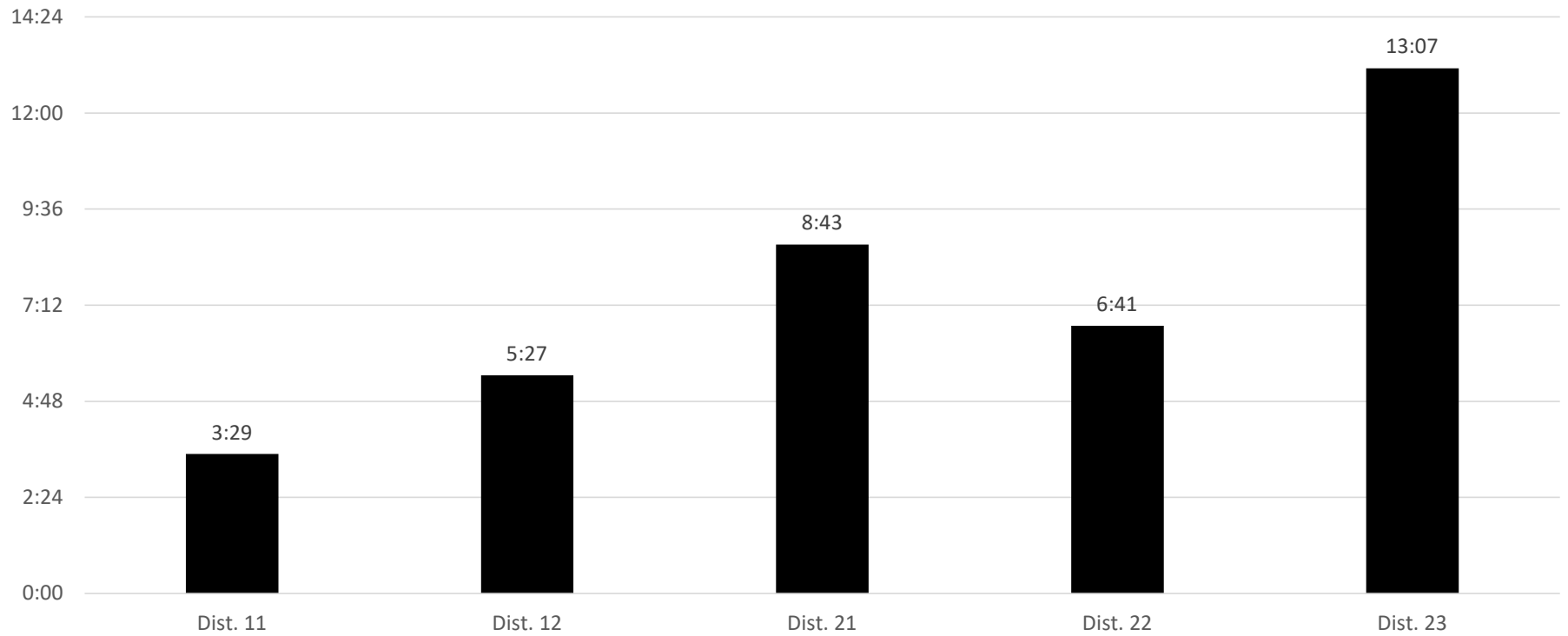
(Note: Non Emergency Calls Not Included in 2017 and 2018)



Appendix D

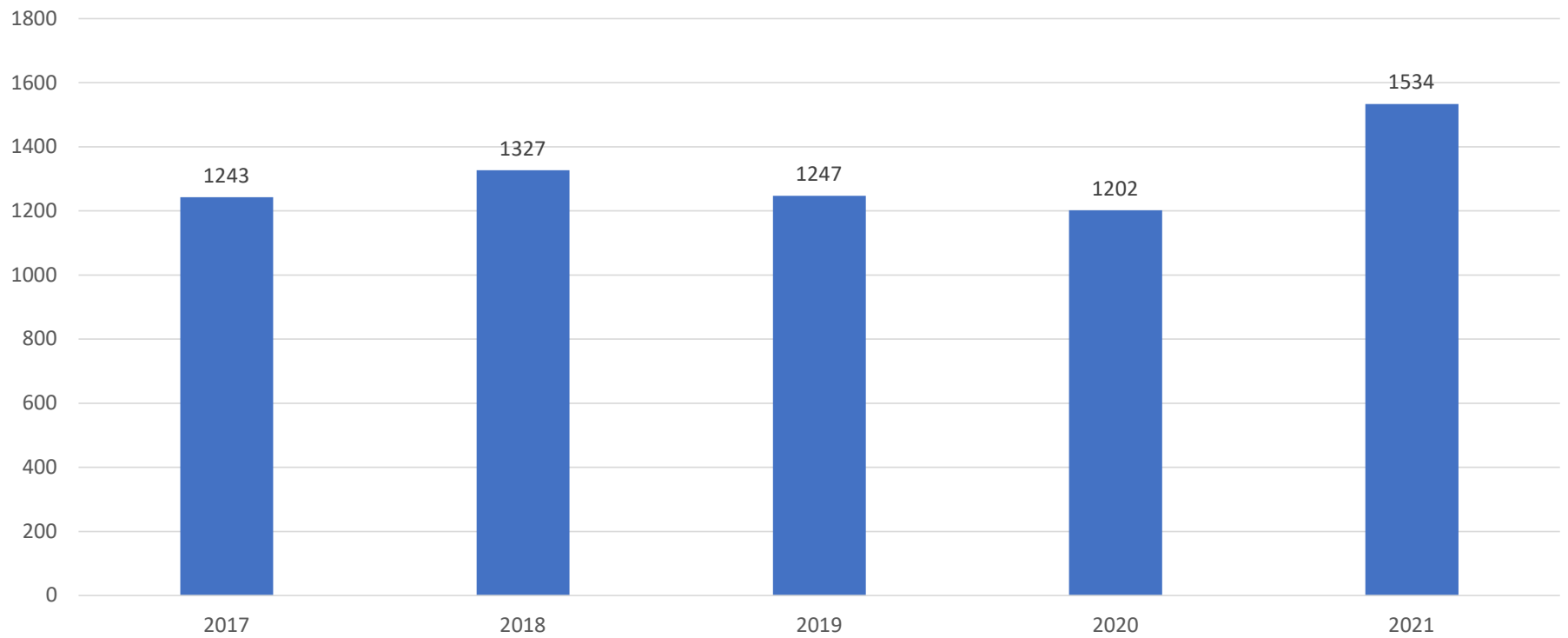
Average Response Time

(Emergency Calls District 1 and 2)



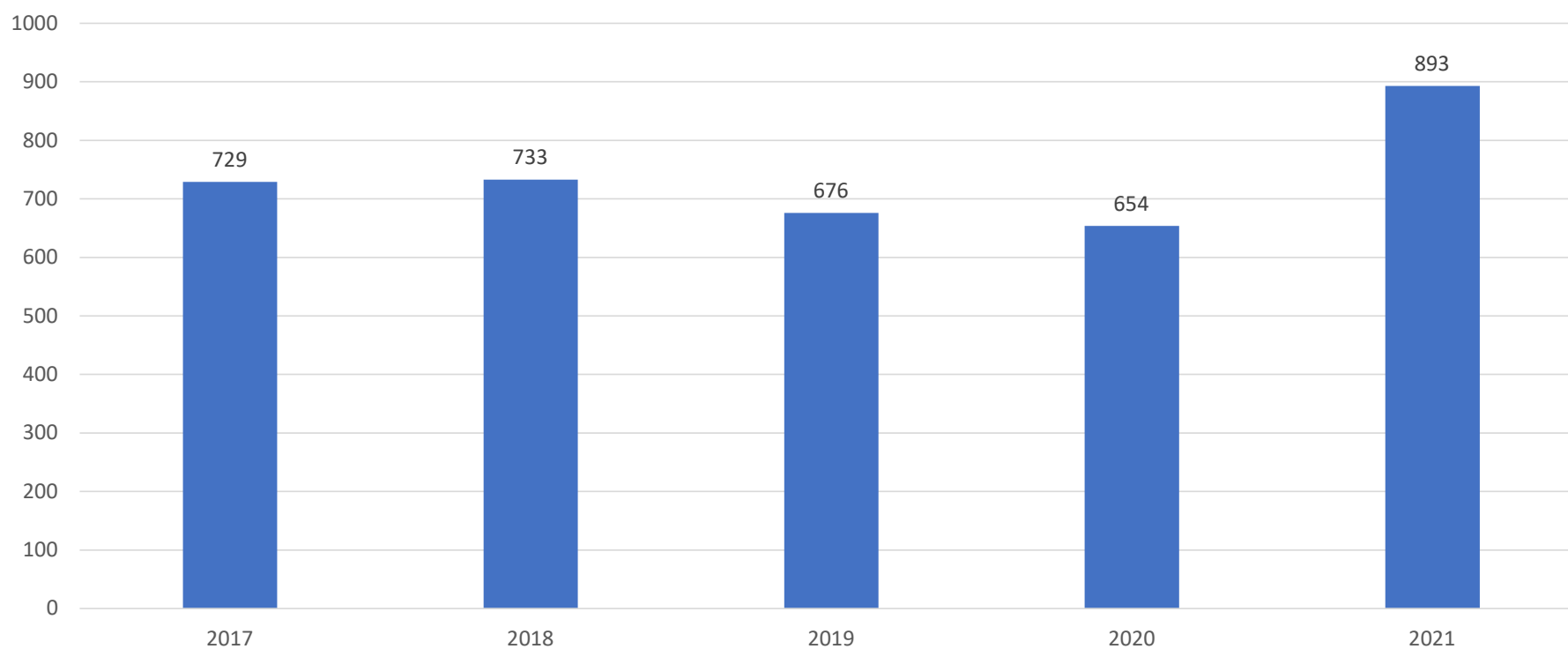
Appendix E

Incident Hours



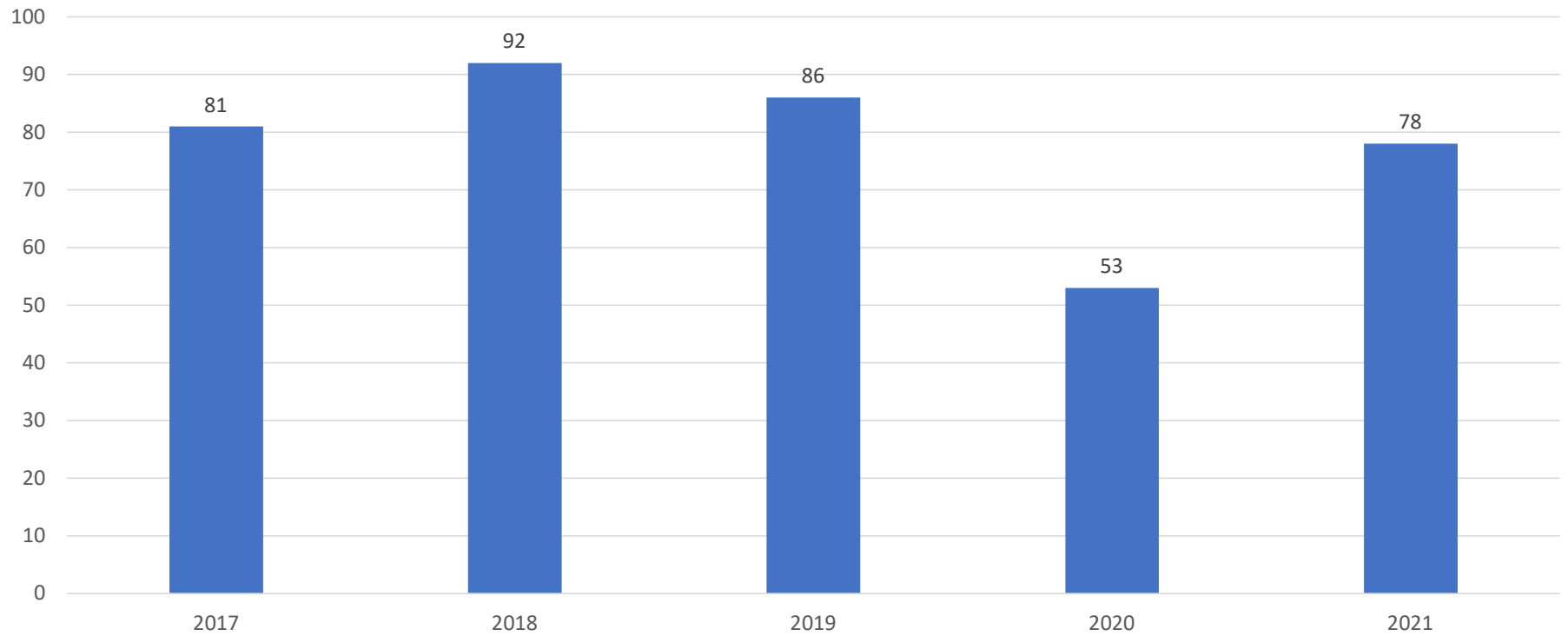
Appendix F

Patients Treated and/or Transported



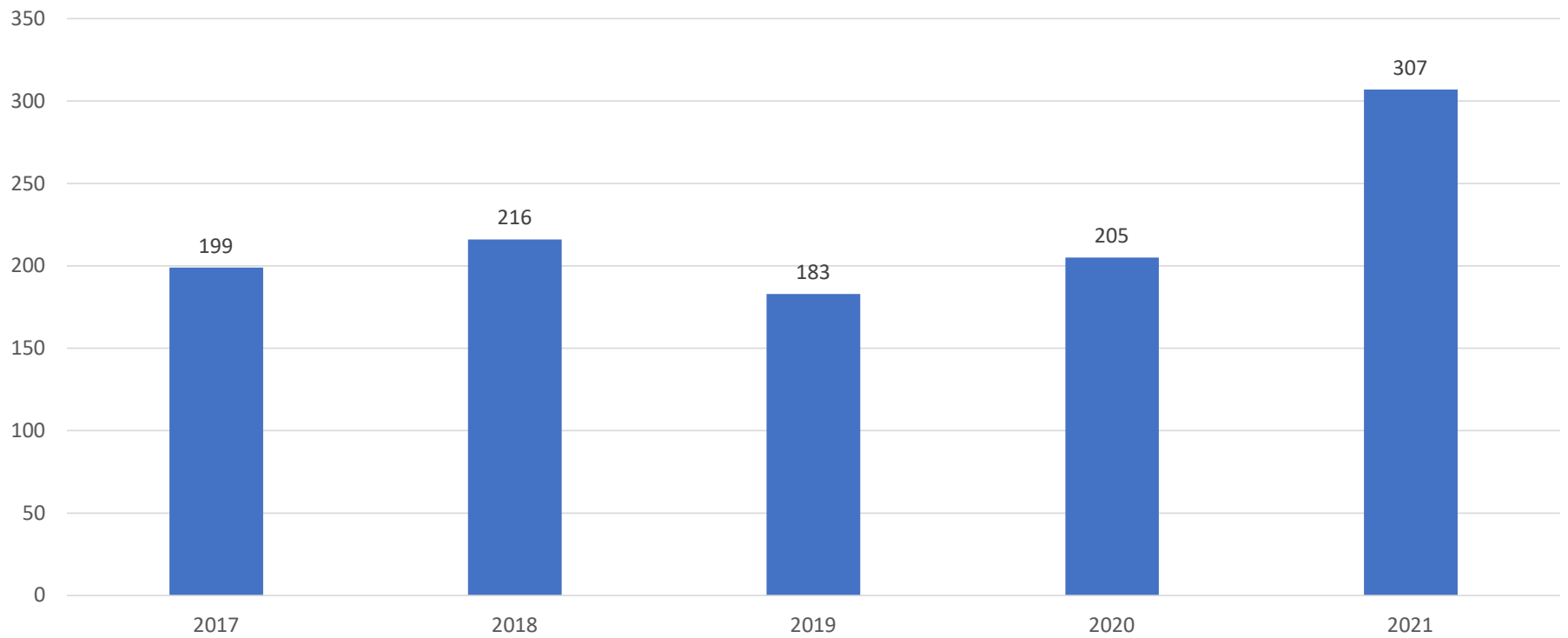
Appendix G

Vehicle Accidents 2017 to 2021



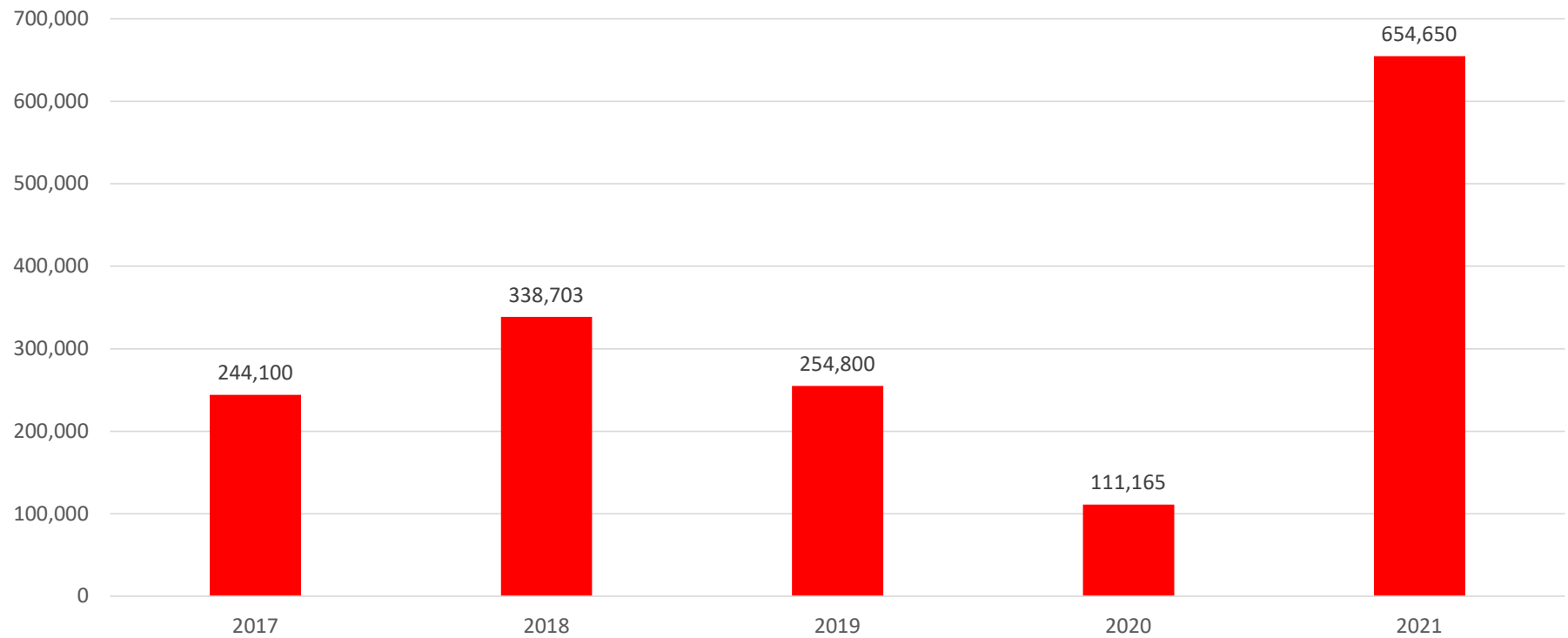
Appendix H

Multiple Calls in Progress



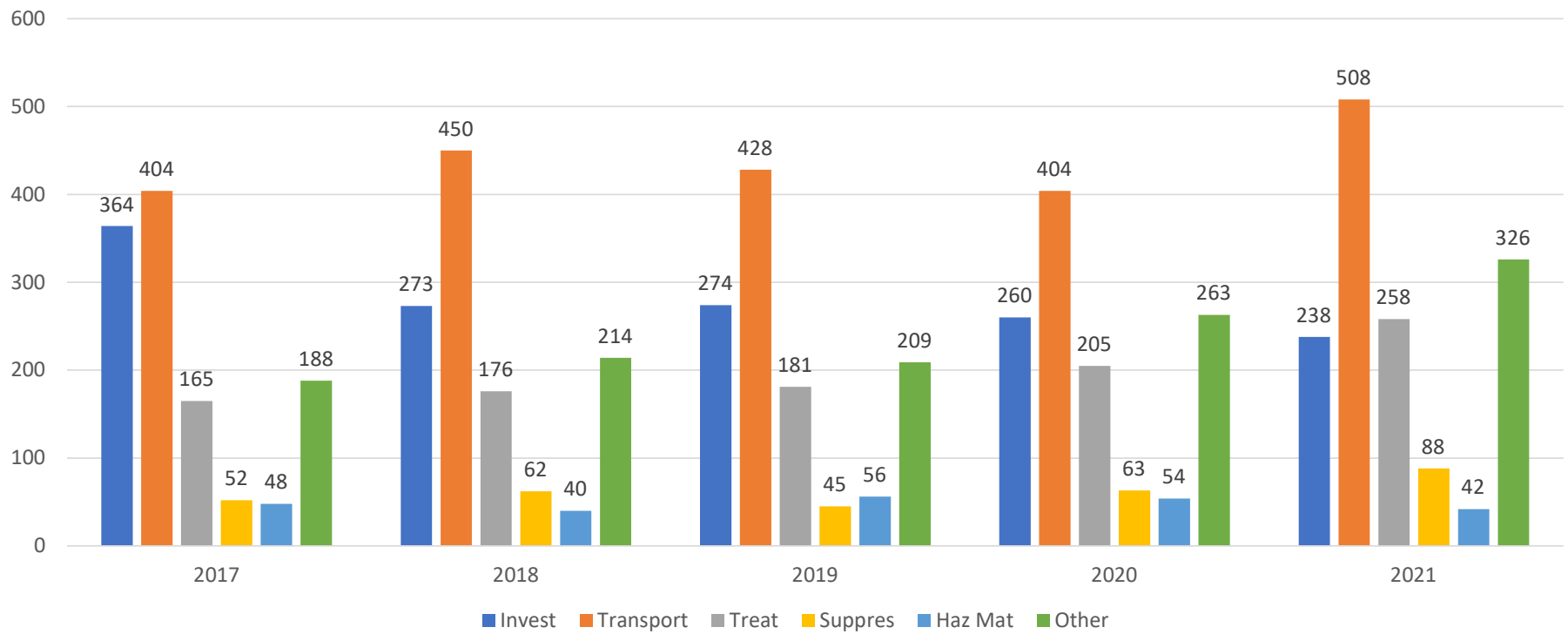
Appendix I

Fire Dollar Loss 2017 to 2021 (Structure, Vehicle, Equipment, Contents)



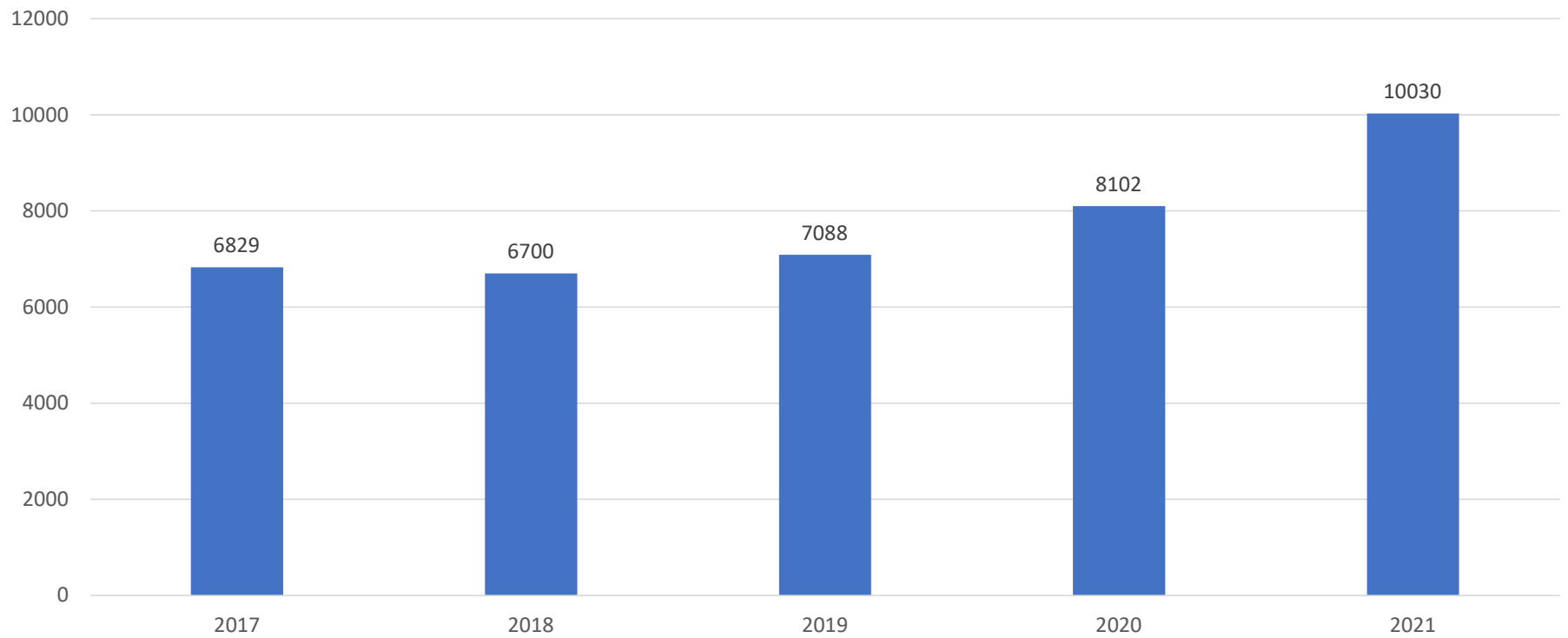
Appendix J

Incident Action Taken



Appendix K

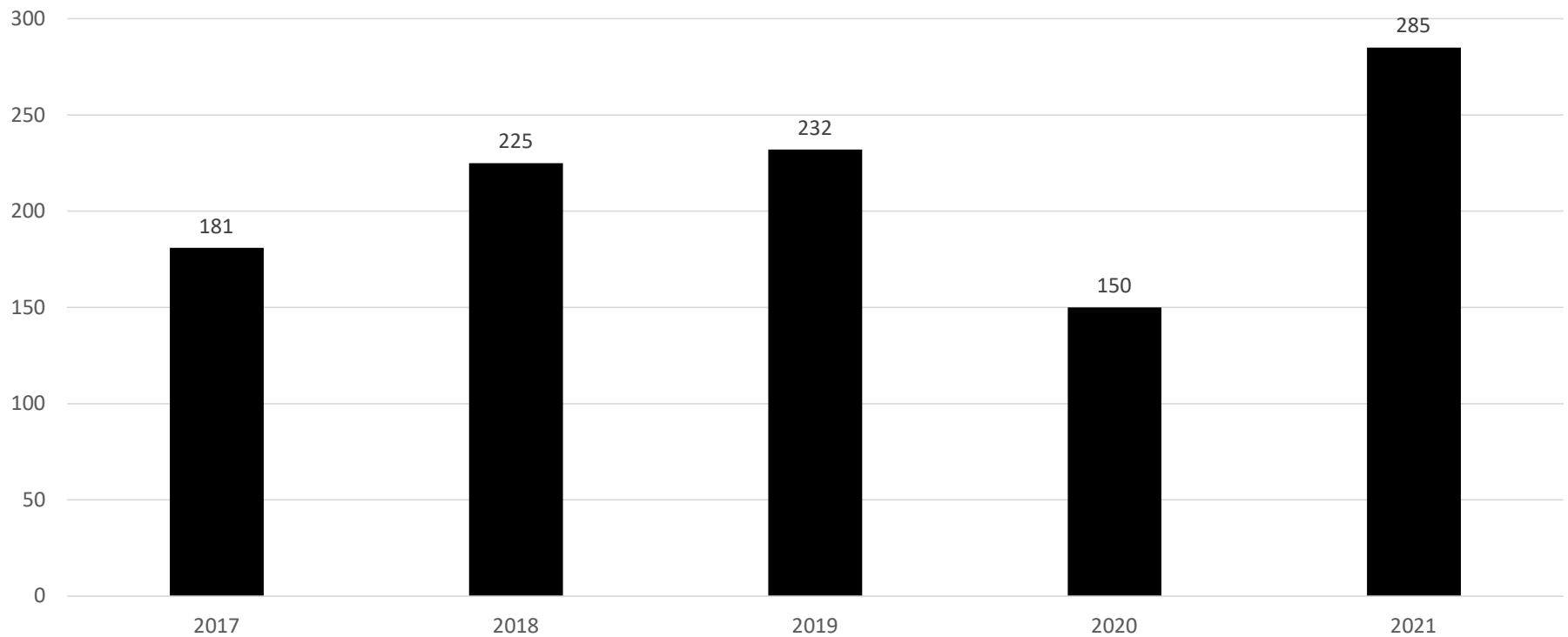
Training Hours 2017 to 2021



Appendix L

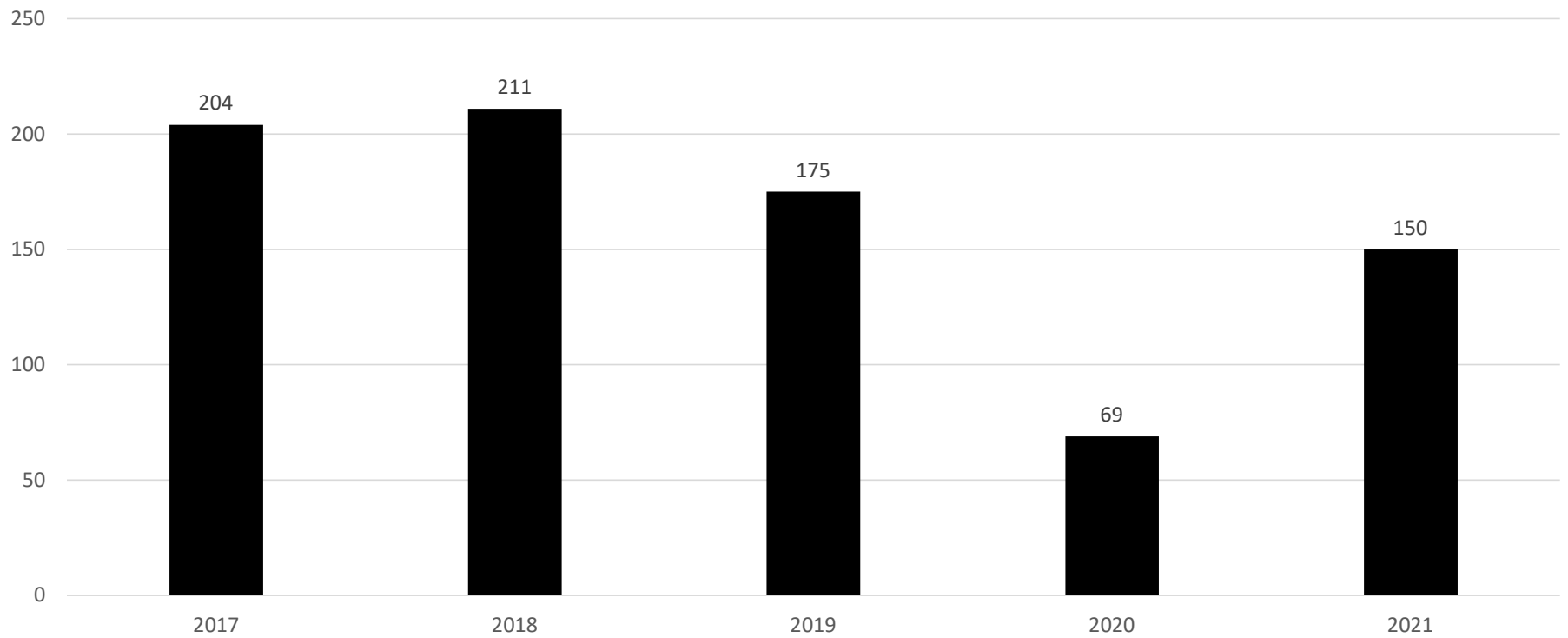
Fire Prevention Bureau Hours

(Fire Inspections, Complaints, Plan Reviews, Final Occupancy Inspections, Alarm Repair Follow Up)



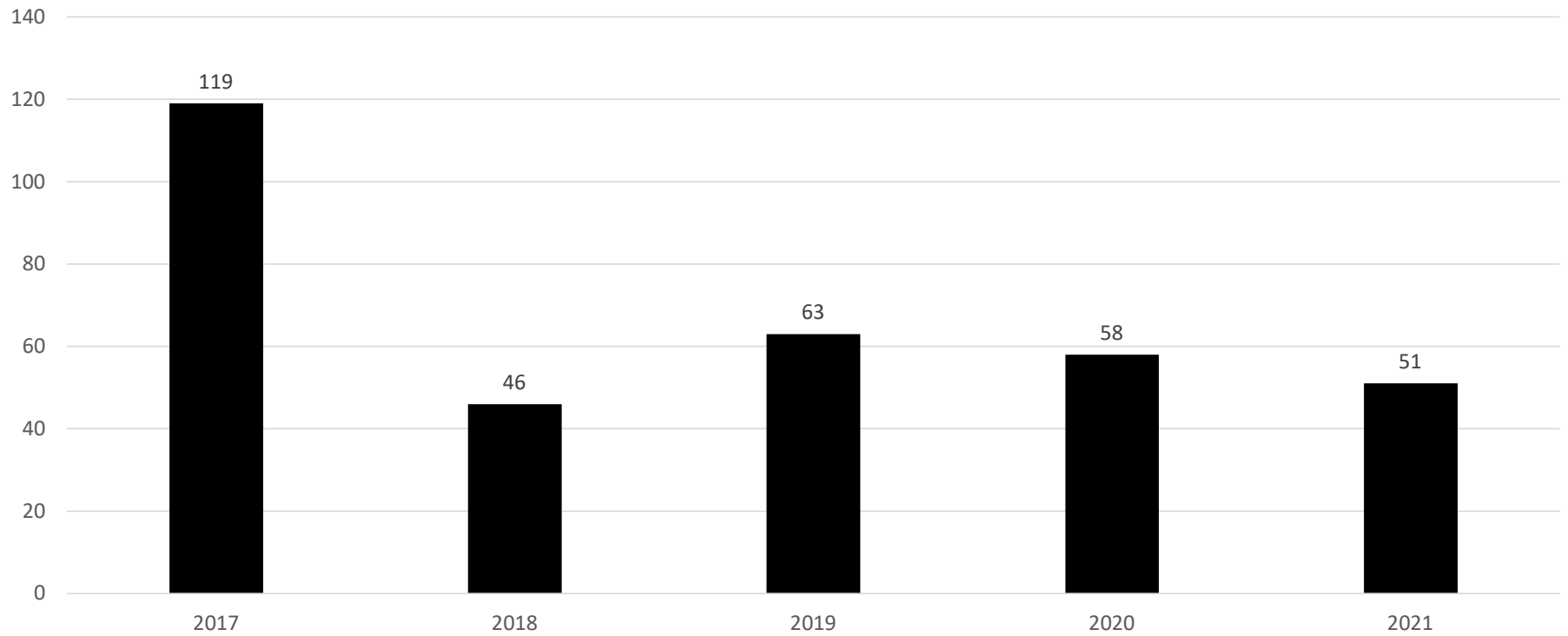
Appendix M

Public Education Hours 2017 to 2021



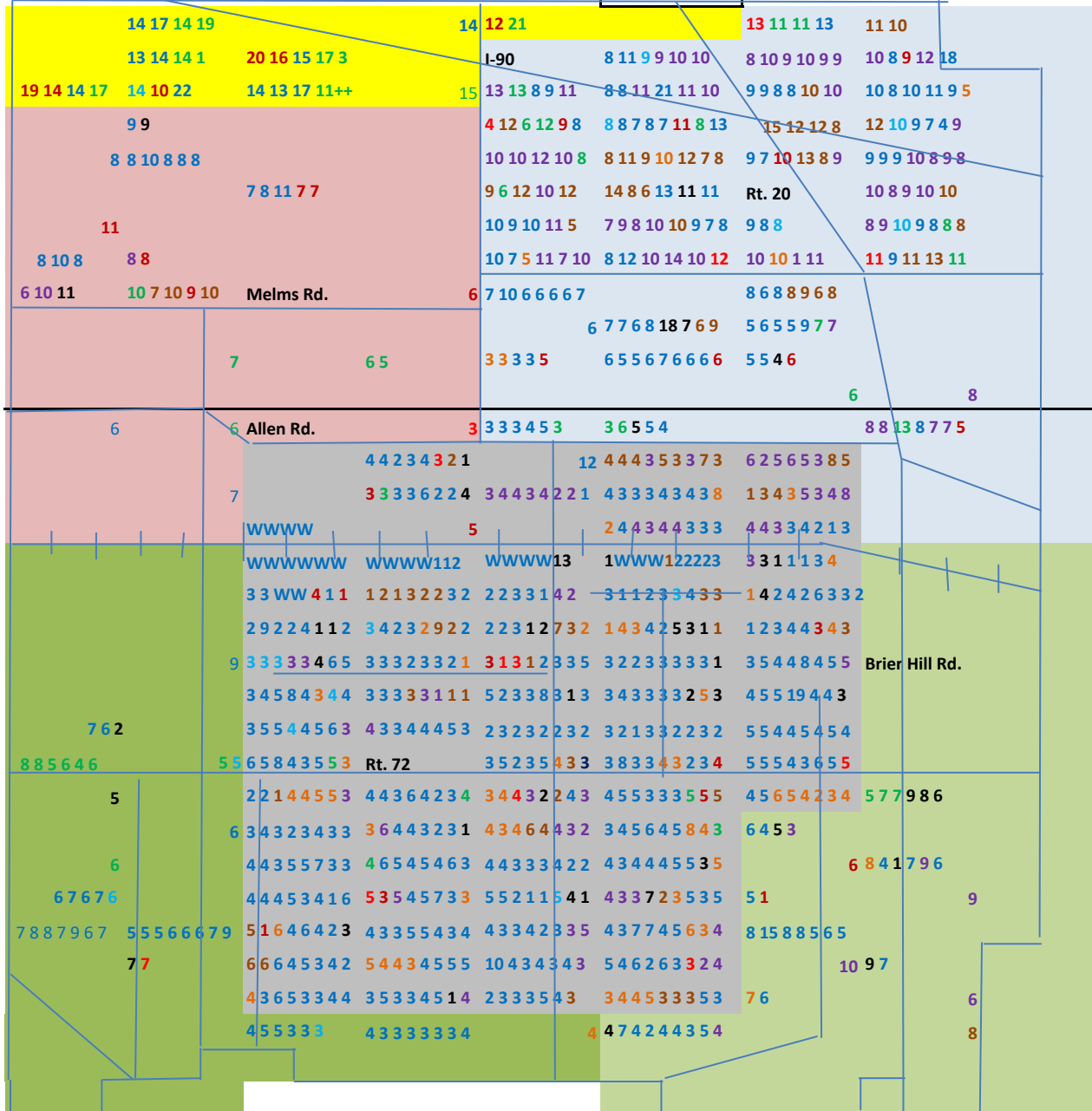
Appendix N

New Building Permits



2020 Response Times by District

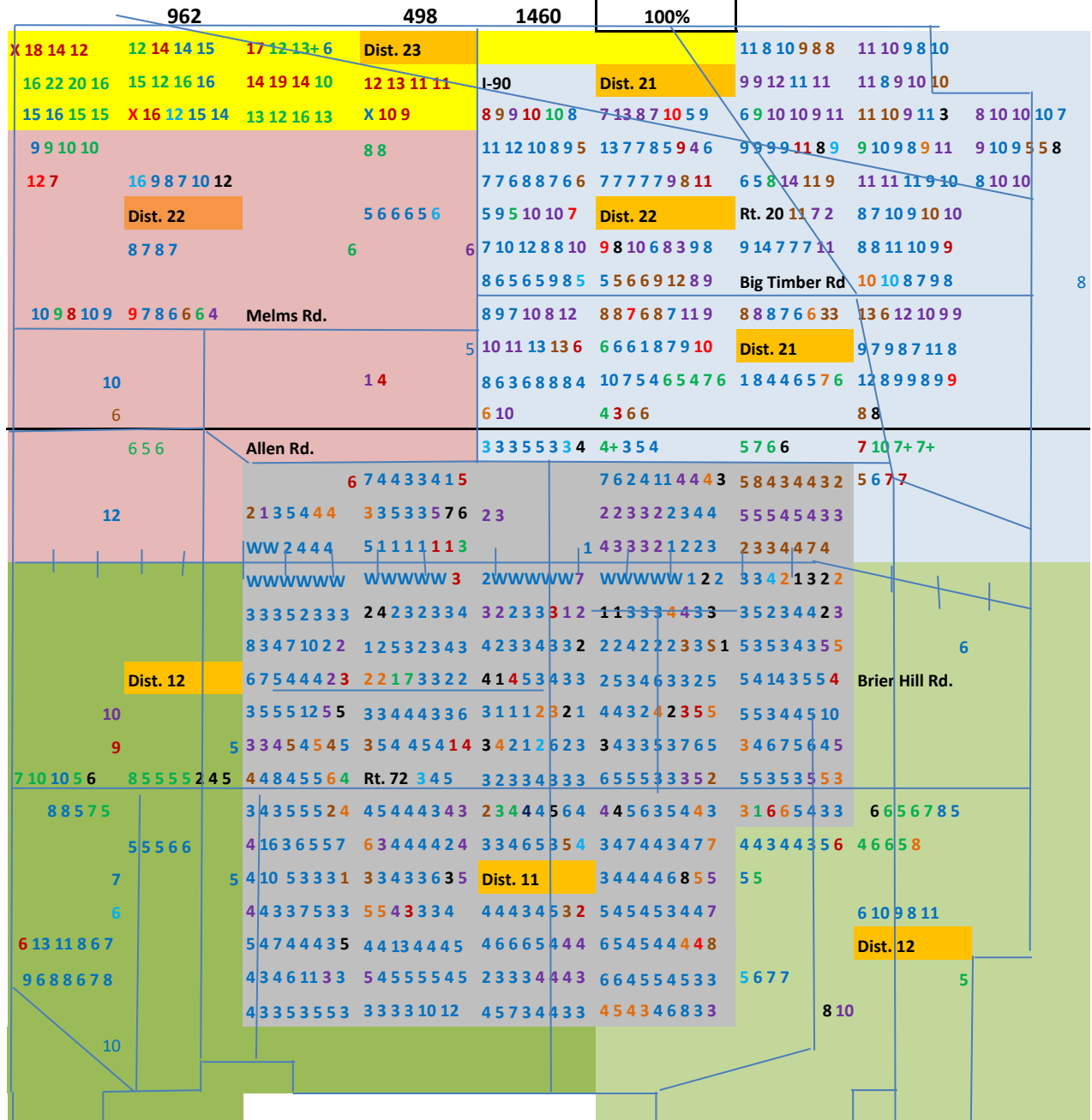
District 1		District 2		Total	Call Type by Color			
EMS Calls	457	EMS Calls	109	566	45%	Medical	Misc. fire call	fatal Accident +
Accidents	18	Accidents	35	53	4%	Accident	Fire Alarm	Non Emerg
Fire Calls	165	Fire Calls	92	253	21%	Haz Mat	Cardiac Arest	
AA / MA	174	AA / MA	97	271	22%	Structure fire	Other fire	
Non Emerg	64	Non Emerg	38	102	8%			
878		371		1249	100%			



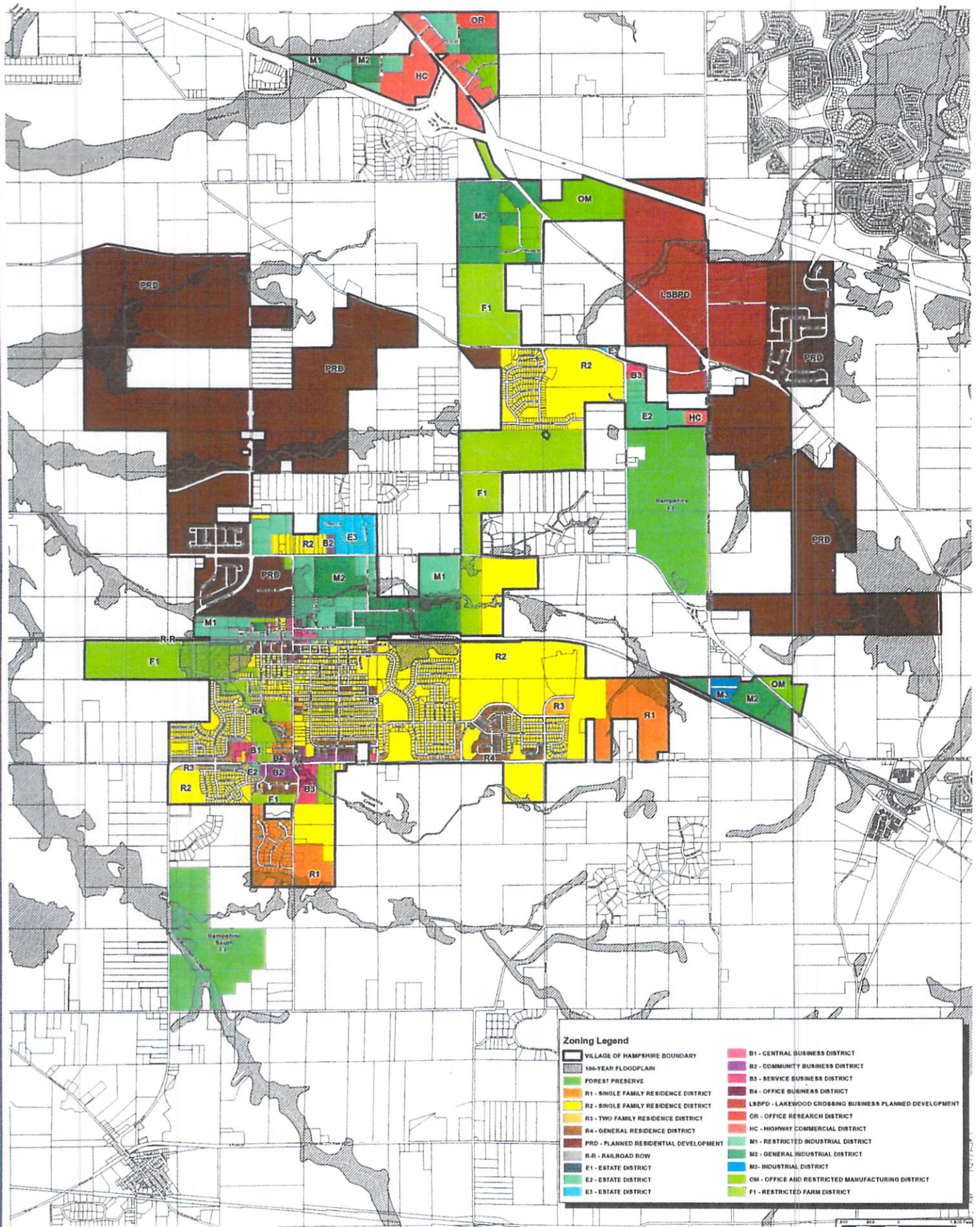
	Genoa (1)	Marengo(2)	Hunt (2)	Burl (1)	Burl	Pingree	Other
Town / Village	11 8 17 4 13	24 29 23 22	6 18 7 9 4	11 7 6 8 10 9 12	11 6 10 13 12	13 10 7 8 9	32 28 32 15
Rural Northwest	5 16	3 11 13 14	22 7 8 9 39	15 10 16 16 11	13 13 7 4 17	12 7 8 10 13	26 24 27 27
Rural Northeast		15	18 5 6	10 12 9 11 12 16	9 16 8 14 16	8 11 9	32 18 11 29
Rural Southeast				18 7 8 8 9 15 10	12 12 10 9 10		22 19 23 25
Rural Southwest				8 10 12 8 13 11	8 10 2 8 11 13		
Tollway				9 7 18 7 8 7 9 9	9 12 12 8 18		

2021 Response Times by District

District 1		District 2		Total	Call Type by Color			
EMS Calls	465	EMS Calls	172	637	44%	Medical	Misc. fire call	fatal Accident +
Accidents	31	Accidents	47	78	5%	Accident	Fire Alarm	Non Emerg
Fire Calls	140	Fire Calls	112	252	18%	Haz Mat	Cardiac Arest	
AA / MA	280	AA / MA	119	399	27%	Structure fire	Other fire	
Non Emerg	46	Non Emerg	48	94	6%			



	Genoa	Marengo	Huntley	Burlington		Pingree	Fox River
Town / Village	C C 7 12 15 12	18 28 18 C C	C C C 11 10	11 15 7 7 7 12	9 8 10 11 9 7	10 C 15 5 6	26 29 C 29 11
Rural Northwest	21 18 12 6 8	18 33 19 20	7 13 8 16 11	9 8 14 19 13 11	9 11 11 8 12	12 8 10 10 1	21 C 5 6 4 11
Rural Northeast	Sycamore	8 10 3 12 21	C 9 19 25 6	17 11 8 8 21 6 7	14 8 9 12 9	9 12 6 8 10 6	Other
Rural Southeast	30 20 30 23	10 15 9 7 7 10	6 15 8 9 17 9	7 10 9 12 13 8	11 8 8 6 7 7 6	10 7 8 6 10	C 32 20 11 14
Rural Southwest	7 13 20 19 18	8 15 8 6 15	10 15 14 7 13	13 10 8 10 14	13 18 13 10	13 11 10 C 10	20 61 9 10 7
Tollway	10 8 11 12 10	8 7 12 20 10	9 12 3 9 10 7	11 11 8 11 10	13 15 12 12	8 9 8 13 17 8	12 7 17 18 10



Zoning Legend

- | | |
|---|---|
| <ul style="list-style-type: none"> — VILLAGE OF HAMPSHIRE BOUNDARY — 100-YEAR FLOODPLAIN — FOREST PRESERVE R1 - SINGLE FAMILY RESIDENCE DISTRICT R2 - SINGLE FAMILY RESIDENCE DISTRICT R3 - TWO FAMILY RESIDENCE DISTRICT R4 - GENERAL RESIDENCE DISTRICT PRD - PLANNED RESIDENTIAL DEVELOPMENT R-R - RAILROAD ROW E1 - ESTATE DISTRICT E2 - ESTATE DISTRICT E3 - ESTATE DISTRICT | <ul style="list-style-type: none"> B1 - CENTRAL BUSINESS DISTRICT B2 - COMMUNITY BUSINESS DISTRICT B3 - SERVICE BUSINESS DISTRICT B4 - OFFICE BUSINESS DISTRICT L9BPD - LAKEWOOD CROSSING BUSINESS PLANNED DEVELOPMENT OR - OFFICE RESEARCH DISTRICT HC - HIGHWAY COMMERCIAL DISTRICT M1 - RESTRICTED INDUSTRIAL DISTRICT M2 - GENERAL INDUSTRIAL DISTRICT M3 - INDUSTRIAL DISTRICT OM - OFFICE AND RESTRICTED MANUFACTURING DISTRICT F1 - RESTRICTED FARM DISTRICT |
|---|---|



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DATE: JULY 2021
PROJECT NO: 143006
BY: [Signature]
TITLE: 2021 ZONING MAP

2021 ZONING MAP

VILLAGE OVERALL
ZONING MAP

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