It is my pleasure to present the 2008 Annual Report for the Henry County Fire Department. Included in this document are important facts and statistics related to the activities of all the divisions within the Fire Department. Also included are the numerous accomplishments that were made by our dedicated and professional personnel, as well as goals that have been established for the next calendar year.

As you will see, calls for assistance continue to increase from year to year. Our citizens have come to expect the highest quality of service from their Fire Department and we continue to strive to deliver the finest emergency services possible. Our personnel are “Committed to Community” and have performed numerous activities related to fire safety and fire prevention.

The Henry County Fire Department is committed to providing the highest level of emergency services possible to the citizens and visitors of Henry County. We will achieve this through continuing education and training, and through aggressively pursuing technological advances within the Fire and Emergency Services arena.

Sincerely,

Barry Jenkins
This document is a compilation of annual reports from each of the functional areas of the Henry County Fire Department during the 2008 calendar year. An annual report is a measurement of the work that has been delivered in a year’s time. That work supports the organizational values and mission that is directed by the community. The Organizational Values and Mission segment of the Henry County Fire Department Strategic Plan continues to drive the work that is completed on an annual basis and is included below as a reference for the 2008 Annual Report.

**Department Slogan**
“Committed to Community”

**Mission Statement**
The mission of the Henry County Fire Department is to provide safe, professional service through education, prevention, emergency services, and community relations.

**Philosophy of Operations**

**Values**
The Henry County Fire Department recognizes that its primary function is to provide for the safety and wellbeing of the citizens of Henry County. The most precious and valued resource of the Henry County Fire Department is its members. The Department values the contributions of these members and their families to the organization, the community, and the fire service profession.

**Service**
The Henry County Fire Department recognizes that the measurement of its actions is determined by the service its members deliver to the community. The Department strives to provide the best fire protection and EMS service to our community. The Department believes that the citizens of our community are safest when they receive preventive fire and life safety education programs. The Department also believes that both our members and our citizens are safest when our personnel constantly improve their knowledge, skills, and professional abilities by actively participating in training and education programs.

**Accountability**
The Henry County Fire Department recognizes that fire service professionals are accountable in the government they represent, and to the communities and personnel that they serve. Accountability applies not only to the professional manner in which the department meets its primary goals but also to the efficiency, effectiveness, and fiscal responsibility which guides all departmental actions.

This report summarizes the hard work and dedication that the personnel of Henry County Fire Department provided in service delivery to the citizens of Henry County in 2008.

Sincerely,

Bill Lacy
Deputy Fire Chief
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Operational Division of Operations
By: Deputy Chief Johnson

The operations division is charged with being “response ready”. Our goal is to respond to all calls for help in a timely, professional, and efficient manner.

Operations responded to 18,802 incidents in 2008. Emergency Medical responses were 77 percent of these response followed by fire and other related emergencies at 23 percent. We also responded to 22 incidents that involved hazardous materials or were of technical in nature.

There were several projects completed in 2008 that focused on firefighter safety.

- We added voice amplifiers to the firefighters breathing apparatus. These amplifiers will make communications between the firefighters more understandable while wearing their firefighting safety mask.
- We also enacted a new on scene accountability system. This new “Tactron” accountability system provides the Incident Commander with a systematic approach to scene management by tracking the firefighter’s every move on the emergency scene.

Both of these projects were completed with outside funding by either grants or contributions by civic organizations.

In 2009, we will continue to set high expectations for our personnel. We will complete:
1. Ladder Apparatus Operator Assignments
2. Multi-Company Performance Standards
3. Replace our outdated Automated Defibrillators
4. Command Officer Training

Henry County Fire Department will continue to provide the best possible service. NO EXCEPTIONS! This will be accomplished by our great professional personnel, who continue to do an exceptional job.

---

2008 Customer Satisfaction Survey

<table>
<thead>
<tr>
<th>Frequency</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Excellent</td>
<td>49</td>
</tr>
<tr>
<td>Good</td>
<td>2</td>
</tr>
<tr>
<td>Average</td>
<td>1</td>
</tr>
<tr>
<td>Needs Improvement</td>
<td>1</td>
</tr>
</tbody>
</table>

Our dedicated operational personnel that advanced in 2008 were:

- Ed Lewis - Captain
- Vincent Harris - Lieutenant
- Damion Vaughan - Lieutenant
- Brandon Mitchell - Captain
- Glenn Brooks - Lieutenant

Congratulations!
# Statistics

## Emergency Response Date

<table>
<thead>
<tr>
<th></th>
<th>2007</th>
<th>2008</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Unit Volume</strong>*</td>
<td><strong>36089</strong></td>
<td><strong>33683</strong></td>
</tr>
<tr>
<td><strong>EMS Calls</strong></td>
<td>13752</td>
<td>14646</td>
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<tr>
<td><strong>Fire Calls</strong></td>
<td>969</td>
<td>856</td>
</tr>
<tr>
<td><strong>Hazardous Condition Calls</strong></td>
<td>453</td>
<td>420</td>
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<tr>
<td><strong>Technical Rescue</strong></td>
<td>9</td>
<td>11</td>
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<tr>
<td><strong>Service Calls</strong></td>
<td>1808</td>
<td>989</td>
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<tr>
<td><strong>False Calls</strong></td>
<td>1098</td>
<td>1858</td>
</tr>
<tr>
<td><strong>Other</strong></td>
<td>151</td>
<td>149</td>
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<tr>
<td><strong>TOTALS</strong></td>
<td>18241</td>
<td>18802</td>
</tr>
</tbody>
</table>

*** Unit volume is the most accurate reflection of our response because multiple units respond to most emergency calls.

**Fire Incidents**
- Structure Fires w/ Loss 158
- Estimated Property Loss $6,153,317.00
- Estimated Property Value $50,504,902.00
- Percent Saved 87.42%

**Personnel**
- Operational Shift Personnel 252
- Civilian Fire Related Injuries 6
- Civilian Fire Related Deaths 1
- Firefighter Fire Related Injuries 7

**Response Times (All Incidents)**
- < 2 Minutes 3.80%
- 2 - 4 Minutes 13.60%
- 4 - 7 Minutes 35.50%
- 7 – 10 Minutes 27.80%
- > 10 Minutes 17.40 %
- Average Response to All Incidents 8.07 Minutes

**Apparatus (Front Line)**
- Engines 12
- Quints 1
- Ladders 2
- Rescues (ambulances) 10
- Heavy Rescues 2
- Tankers 1
- Brush Trucks 1
- Mobile Command Vehicle 1
- Dive Truck 1
- Trench Rescue 1

**Incidents By Time of Day (All Incidents)**
- Midnight – 6 AM 14.49 %
- 6 Am - Noon 28.01 %
- Noon – 6 PM 34.35 %
- 6 PM - Midnight 23.02 %

**EMS Stats**
- Total EMS Incidents 14,646
- Total Patient Contacts 14,620
- Total Patient Transports 10,708
New to our family in 2008

- Phillip Baker
- Michael Beasley
- Michael Conaway
- Ed Cutter
- Justin Freeman
- Jason Harding
- Michael Hogan
- Benjamin Leverett
- Jeremy Matthews
- Jason Mullinax
- Joseph Peters
- Darlene Smith
- Justin Stroud
- Rodney Wiggins
- Kris Yasinski
- Eric Beasley
- Craig Brownfield
- Kristie Crowe
- Christopher Elliott
- Justin Ganes
- Matthew Henry
- Yarmond James
- Morgan Marshall
- Randolph Mays
- Luis Ontiveros
- Gerald Seabolt
- Danny Spohn
- Joseph Tammaro
- Chasen Wright
In February, we installed voice amplifiers on all of our self contained breathing apparatus. These units will increase the effectiveness of our communication on the fire ground. The purchase of these units was made possible by Glen Haven Baptist Church.

In 2008, we also implemented a new firefighter scene accountability system. This system uses the passport accountability process along with Tactron Scene management to track firefighter movements on the fire ground. This accountability system will help ensure our firefighters are safe on the fire ground. This equipment was purchased through and Assistance to Firefighters Grant award.

In December, we placed in-service new Engine 11. This 2004 Ferrarra Class A Pumper was purchased from a small town in Pennsylvania. This engine has a 1500 gallon per minute pump and carries 500 gallons of water. This unit will be located at Fire Station 11 on Flat Rock Road.
The year of 2008 was an exceptional one for the Emergency Medical Services of Henry County Fire Department. An expected increase in calls brought on new challenges. Several key additions were made to improve the quality of care that can be provided to our citizens.

The two largest changes made to EMS would be the change to an electronic patient care reporting system and the addition of a medical director to our payroll. The change to FireHouse EPCR was a long overdue process that has flowed tremendously well. This does not go to say that there were no bumps in the road, but our personnel handled the change very well and have become quite adaptive. The addition of this technology will allow for a more efficient billing system as well as increase the capabilities of our data management. Both of these features will afford better opportunities for Henry County in years to come.

A contract with EmergiNet made Dr. Charles Evans our medical director starting in July of 2008. Adding this as a paid position gives our department more time with the medical director, which will in turn create greater chances for the advancement of the medical care provided by our personnel. One such occasion is the creation of the Continuous Quality Improvement (CQI) team. This group meets monthly to review and discuss events from the last month, looking for opportunities for the growth of our department.

Other additions made:
- Replacement of Rescue’s 1, 8, 9, & 10
- Addition of Rescue 14
- Addition of Capnography to 6 Rescues
- Addition of Carbonoximetry via the RAD 57 to 6 Rescues
- Placement of EZIO’s in service for all Rescues
- Child Transport Safety Devices placed on all Rescues
EMS Responses by Month

<table>
<thead>
<tr>
<th>Month</th>
<th>Responses</th>
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</thead>
<tbody>
<tr>
<td>December</td>
<td>1239</td>
</tr>
<tr>
<td>November</td>
<td>1164</td>
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<tr>
<td>October</td>
<td>1216</td>
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<td>September</td>
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<td>August</td>
<td>1269</td>
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<tr>
<td>July</td>
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<tr>
<td>June</td>
<td>1197</td>
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</tr>
<tr>
<td>February</td>
<td>1239</td>
</tr>
<tr>
<td>January</td>
<td>1131</td>
</tr>
</tbody>
</table>

Medical Call Breakdown

- Abdominal Pain
- Breathing Problems
- Allergic Reaction
- Altered LOC/Unconscious
- Back Pain (non traumatic)
- Behavioral/Psychiatric Disorder
- Chest Pain/Cardiac Disturbance
- Cardiac Arrest
- Death
- Diabetic
- Diarrhea
- Fever
- Headache
- Hypertension
- Nausea/Vomiting
- OB/GYN & Delivery
- Other
- Seizure
- Stroke
- Weakness
In 2008, we received a pair of rescue dive boats. These boats have become a vital part of our water rescue operation. The boats are unique and are designed to be dive platforms. This unit was deployed to 8 water rescue emergencies last year.

Our Hazardous Materials Team responded to 11 incidents that involved a release of chemical and/or other hazardous materials.
Our Mobile Command Unit has been deployed to several large events within Henry County and the State. It is a useful tool for our command staff at large events. Listed below is a list of deployment for 2008.

- March Race at AMS
- FF Weekend GPSTC
- NASCAR Training Class
- October Race at AMS

We are also very proud of our Bike Medic Team. This medical support group takes first response to a new level. They provide quick response to highly populated areas where normal responses are delayed. This year events the team responded to were: NASCAR Events, March of Dimes, Geranium Festival, Stockbridge Days and a Rodeo held in McDonough.
Henry County Fire Department
Fire Prevention Division

2008 Yearly Report
The Fire Prevention Division is headed by the Fire Marshal, Division Chief of Prevention, Joe Kelley. The Prevention Division is charged with enforcing "Rules and Regulations for the State Minimum Fire Safety Standards" as adopted by the State Fire Commissioner. The Prevention Division is the authority having jurisdiction (AHJ) in these matters for all of unincorporated Henry County and the cities of Hampton, Stockbridge and Locust Grove. The Fire Marshal's Office has five major responsibilities:

- Conduct fire & life safety inspections of existing buildings and structures.
- Review plans and specifications for proposed buildings and structures, issue joint building permits with the Henry County Building Department when plans are approved, and conduct fire & life safety inspections of such buildings and structures.
- Issue joint, permanent and temporary certificates of occupancy with the Henry County Building Department.
- Conduct cause and origin investigations of fires, and if criminal activity is determined, initiate criminal investigations to include arrests.
- Provide code enforcement to ensure compliance with the county's burn ordinance.

The Fire Prevention Division is currently divided into 2 branches, the New Construction Inspection Branch and the Existing Inspection / Investigation Branch. The division is currently staffed with 2 captains, 6 Lieutenants and an administrative assistant.

With the economic changes to the County, Fire Prevention has made some changes in the division. In anticipation of a downturn in commercial construction, the Prevention Division was reorganized and personnel were moved to existing inspections. Due to this restructuring, the Division inspected all of the existing businesses in Henry County within a year's time for the first time ever. We also completed the following high hazards target inspections:

- Schools (Public and Private)
- Churches
- Apartments
- Day Cares
- Hotels
New Construction Inspection Branch

Captain Dale Hutchison currently supervises this Inspection Branch, which is responsible for handling plan reviews and conducting inspections of new commercial buildings. The primary responsibility of this branch is to ensure the life safety of all occupants of new buildings throughout the County. This inspection branch is staffed with 1 Lieutenant/Inspector, and 1 Lieutenant/Plan Reviewer. This Inspection Branch is very actively involved with development efforts in the county. Personnel in this Inspection Branch regularly participate in due-diligence meetings, on-site consultations, pre-review meetings, and work hand-in-hand with other county development agencies such as the building department, tax commissioner, planning & zoning, and the county’s water authority. All certified Fire Inspectors are members of the Georgia Fire Inspectors Association, and the International Building Code Council.

This inspection branch reviewed 810 building and site plans and inspected 1,773 new buildings in 2008. In 2007, 907 building and site plans were reviewed and 2,215 new buildings were inspected. In 2006, 1136 building and site plans were reviewed and 2,457 new buildings were inspected.

<table>
<thead>
<tr>
<th>Plan Reviews</th>
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<tbody>
<tr>
<td>2008</td>
</tr>
<tr>
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<tr>
<td>November</td>
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<tr>
<td>December</td>
</tr>
</tbody>
</table>
Captain Ron Reagan currently supervises the Inspection/Investigation Branch, which is responsible for investigating the cause and origin of fires which may be suspicious in nature, fires involving high-dollar loss, or fires where cause cannot be determined. This branch is also responsible for inspecting all existing commercial buildings. If there is a situation where criminal acts are involved the scene is considered the responsibility of the fire departments and the investigator of that scene handles the case in its entirety from the fire scene to the courtroom. The Investigation Branch works closely with the law enforcement elements in the county, such as the county Police Department, Sheriff’s Department and the District Attorney’s Office (for both adult and juvenile courts). Investigators also work closely with Insurance companies and their respective investigators, and when needed provide assistance to the State Fire Marshal’s Office. The Existing Inspection/Investigation Unit is staffed with 4 Lieutenant/Investigator/Inspectors. In addition, the Fire Marshal and 5 of his personnel are cross-trained, and certified as Fire Investigators. The Fire Marshal and both Captains are also certified police officers, allowing them to apply for search and arrest warrants. All the branches have certified investigators who are members of the Georgia Fire Investigators Association and the International Fire Investigators Association. The Fire Marshal and both Captains also are members of the Metro Arson Task Force (headed by the Bureau of Alcohol, Tobacco & Firearms). Captain Reagan was also instrumental in the creation of the County’s Juvenile Fire-setter Program. Once juveniles are identified, the investigator works in conjunction with Fire Safety Educators, juvenile court officials and mental health professionals, to provide counseling and treatment.
In 2008, the Arson Unit investigated 105 fires including one fire death and one arson arrest. In 2007, the Arson Unit investigated 129 fires with no fire deaths and four arrests. In 2006, the Unit investigated 151 fires including, six fire deaths and seven arrests.
Existing Inspections

This inspection branch inspected 6,675 existing buildings in 2008. In 2007, the Division inspected 1,673 existing buildings. In 2006, 2,193 existing building were inspected. The dramatic increase in existing building inspections was due to both the addition of an additional inspector and the aforementioned restructuring of the Division.

In 2008 Lt. Ricky Rudesal retired on December 19, 2008 from Fire Prevention after 30 years with the Department.
HCFD Training Division
2008
Annual Report

Report Prepared By:
Division Chief Ike McConnell
Administrative Assistant Abby Pruitt
Captain Austin
Captain Farmer
Captain Russell
Captain Spradlin
Operational Summary

2008 Can best be described as a dynamic year. In January Stan Tarnowski resigned his position as Division Chief of Training. Captain Farmer assumed that role in an interim capacity until June. In June Ike McConnell was promoted the Division Chief of Training. He took over in that role on June 16th.

There had been several “Academy Style” classes taught up to June and there were a few on the books but overall Chief McConnell did not schedule anything new for the division. The plan was to let work slowdown in order to get an accurate assessment and to create a plan for 2009.

It is believed that the slowdown was successful. It gave us the ability to close out any projects that were in progress and concentrate on the future of this division. In January 2009 a work plan was published for 2009. This was based on the Training Division’s capabilities and the needs of the other Divisions of the Fire Department.

Some specific areas will be discussed in the sections to follow and a summary of accomplishments will complete this section.

New Hires

On January 14th, 2008 we had twenty new hires start their first day of recruit training. These recruits went through fourteen weeks of firefighter training with nineteen of the twenty completing this training. At the end of fire training, three of the recruits went to the line because they were already EMT’s. The remaining sixteen started EMT school for the next seventeen weeks. All nineteen of our new hires successfully passed their EMT training. A new procedure was implemented when the recruits completed EMT school. We termed it a “probie hand off”. We sat down with the recruits and with their new officers and did a face to face hand off with the recruits. It seemed to be a very successful process.

In January Captain Spradlin continued and completed an EMT bridge program for the EMT B’s that was started in December ’07.

In January we assisted with a Fast track class. These were mostly Paramedics. This was a weeklong orientation.

In December we welcomed another fast track group. This group consisted of Paramedic / Support Firefighters and one FF / Paramedic.

2008 Paramedic School

In January we started our annual Paramedic school. Two classes were provided in 2008, one on A Shift and one on C Shift. We had 10 HCFD personnel start class and 7 of them completed the class in December.
In Service Training

We assisted the line as we could with in service training.

Core Competency Training – In January the Core Competency task books were issued. These were completed by most personnel by the end of March. 100% of our personnel completed their required core competencies in 2008.

Continuing Education – 100 % of our personnel obtained their yearly required Continuing Education Credits for 2008.

EMS Training – Department personnel participated in the “Prime-Net” online training as well as other assigned EMS Training.

A total of 78,301 hours of training were recorded in the Firehouse database in 2008.

Other Accomplishments

- PHTLS – Conducted on 7/10 and 7/11 (30 Students)
- Paramedic Preceptor – Conducted on 7/24 and 7/25 (12 Students)
- BLS Instructor – July 26 and 28 (23 Students)
- NPQ Evaluator Class – Conducted on July 3 ( 20 Students)
- Haz Mat Technician Class – Conducted July 28 – 31 ( 5 Students)
- Conducted Pre Test for the Basic SCUBA class in August.
- Fire Safety Educator Class – Conducted on Aug 11-15 ( 7 Students)
- Classic SCUBA – Conducted Aug 18-28 ( 7 Students)
- Incident Safety Officer – Conducted Aug 18 and 19 (15 Students)
- Conducted ACLS Recertification for six personnel
- Hosted an Emergency Pediatric Care class for 25 students.
- Assisted Fayette County with an EPC class.
- Attended the EMS CQI Committee Meetings.
- Monitored 2 CPR Instructors for recertification
- Tutored FF Beasley for EMT I Test.
- Assisted with fire extinguisher training at Ola High School for 175 students.
- Assisted C Shift with CPR recertification
- Ran 52 personnel through driver’s awareness cone course.
- Taught a confined space awareness class to 26 Storm Water Personnel
- Delivered a class to Prevention Division on State Certifications and Training Requirements.
- Captain Russell instructed CPR to 35 individuals outside the fire department.
- Tested six B shift personnel for Aerial FAO with five successful.
- Tested several C Shift personnel for Pumper FAO.
- Captain Russell assisted with a Trench Class on Nov 18 and 19.
- Conduct search and rescue drills for the shifts on Nov 10, 11, 12, 13, 14, and 17. During this we reached a total of approximately 90 personnel.
- Conducted a 12 Lead Class with six participants on Dec 9.
• CPAT Proctor class was held on December 15 and 22 with a total of 20 participants.
• Captain Russell taught a BLS Provider Update to the Friends House and the HC Health Dept. These classes were done as a courtesy and the only cost was the cards. There were 27 attendees between the two.
• Chief McConnell attended the Training Program Manager Class at the National Fire Academy.
• Captain Farmer attended the WMD Course in Nevada.
• Chief McConnell met with the directors of GFA and GFFSTC on July 29. We discussed many topics but the most important of which both agencies have offered 100% support to our division as well as our department.
• New Signs were installed on front of building.
• Supported HCPD’s annual SWAT week. We did this by hosting a four hour meth class and assisted them with several evolutions on our training ground. The Training ground evolutions were limited to the SWAT team but we opened up the meth class for outside enrollment. We had a total of 48 students in the meth class.
• CPAT Orientation was conducted on October 24 and 27. We had 274 applicants attend.
• CPAT Mentoring continued. We offered a mentoring session each Tuesday and Thursday twice a day. We averaged 20 people per session.
• CPAT Testing was conducted on December 29, 30, and 31. We had a total of 141 candidates take the CPAT. 115 candidates passed the assessment and 26 failed. This showed an 18% failure rate and was one of the lowest since we started using the process. Statistically the ones who failed participated in little to none of the mentoring that was offered.
• Chief McConnell attended an eLearning seminar in Nashville on Oct 10 – 12.
• Conducted the written portion of the Lt’s and Capt’s test.
• Mod One Hand off class to bring our PMO’s up to Paramedic / Support Firefighter was completed and the change to the job description was approved.
• Completed the Emergency Contact SOG and Worksheet.
• Captain Austin Attended the International Trauma Conference in Mexico.
• Captain Austin Attended the EMS Leadership Conference.
• Emergency Contact SOG and Worksheet was approved and issued in November.
• Training Division assisted with the CERT class November 4 – 6.
• Conducted the assessment center for the Lt’s and Capt’s test. The results were compiled and turned into the Chief on November 25.
• We assisted in the development and delivery of the 2008 Lt’s In Service. This class was delivered on December 9, 10, and 11 and was successful in reaching all but one Suppression Lieutenant.
• Training Division assisted with the CERT class December 2 – 4.
• We did after actions with the recent promotional candidates as they were requested.
• We assisted the Sheriff’s Department with a photo detail. They had the Southeastern K9 S&R Team do a demonstration after the annual shop with a cop detail. We took pictures at the event and provided them to the SO.
• Completed the 2009 Training Plan and Catalog of Academy offerings.
Facilities Report

In 2008 the new public safety annex opened on South Zack Hinton Pkwy. With its opening most of the Fire Department administration moved to that facility. The Training Division did not change facilities, but did take over the entire Administrative side of 664 Industrial Blvd.

The training staff relocated their offices from the cramped spaces on the second floor to the offices on the first floor. The old reception area was converted into a conference room and the mail room was converted to the file / supply room.

The “Red” room down stairs was converted to a class room and we began the preparations to remodel it into a class room. It was named Class Room “A”.

We have developed plans to remodel the two class rooms upstairs, “B” and “C” Rooms. We intend to work on one class room at a time until all three are completed.

Station 5 and 11’s training rooms are in functional condition. We do have a few incidental items we are repairing at each of them but neither room has any major issues.

We added a classroom this year at Station 10. Construction on it was completed in the fall and its set up mirrors the EMS Training Room at Station 5. We are in the process of obtaining all of the furniture and A / V equipment for this class room.

2009 Goals

Our number one goal is to provide the best and most beneficial training to our personnel in as flexible manner as possible.

Complete Core Competencies by end of March.

Provide Courage to Be Safe Class to all Department members.

Update all Curriculums we use.

We intend to succeed with the first six months of training we have offered and based on the participation and reviews we will have similar offerings for the second half of the year.

The FireHouse training database is being reconfigured so that it is more beneficial.

We are developing a filing system that is in line with the retention schedule.

Update our Promotional System

Update classrooms “B” and “C”
Ensure Training Division Staff meets minimum qualifications.

Remodel burn building.

Conduct Paramedic School.

Complete hiring process and run a recruit school.

Change our eLearning platform to a different service.

Conduct drop drills for core competency efficiency.
During the year of 2008 I continued my worked on several ongoing projects including the Strategic Planning process and the Self Assessment Manual, ISO information disbursal, training, HCFD Awards Banquet, Deccan and Fire TAME Software Applications, and several other projects.

**STRATEGIC PLANNING**
The Strategic Planning Committee met 5 times this year to review and revise the 2007-2008 Strategic Plan. The committee made several revisions to the plan and updated areas of the plan which had been completed throughout the year. The new 2009 version of the plan has been completed and will be disbursed to the internal and external stakeholders of the department. The plan will assist with the department’s planning and operational decisions throughout the coming year. The committee will meet again beginning mid-year to revise and make changes to the plan if necessary.

**SELF ASSESSMENT MANUAL**
The Self Assessment Manual (SAM) has made good progress this year with work being completed on several sections including, EMS, Hazardous Materials, Human Resources, Training, and Financial Resources. I have also been working on an extensive database of references which document all of the findings in the SAM. Some of these are electronic files and others are housed in binders in my office. During the year 2009 I will complete the Self Assessment Manual and prepare the department for an on-site review by the Commission on Fire Accreditation International.

**ISO**
Throughout the year I handled many requests for information regarding the verification of ISO ratings, hydrant information, and distances to local fire stations. I handled approximately 250 requests for this type of information. These requests are managed using several formats including, writing letters, faxing department information, emailing information, and over the phone verifications. The department has not been reviewed by the Insurance Services Office (ISO) since 2000 and the department has not been notified of another review pending in the near future.
**TRAINING**
I attended several training classes throughout the year to further my education regarding fire department operations. The classes attended are listed below:
FETN Monthly EMS Training (Jan-Dec)
NPQ Fire Officer I (April-May)
Juvenile Firesetter Intervention Specialist I (July)
Alternative Teaching Methods (September)
Basic Public Information Officer (October)
EMS/CPR Update (December)
I also assisted in teaching several classes to members of the department and community. These included the following:
NPQ Public Fire and Life Safety Educator I (August)
Union Grove Middle School Career Day (March)
Union Grove High School Mock Job Interview (November)

**HCFD AWARDS BANQUET**
The department hosted its annual awards banquet on May 10, 2008 at the Merle Manders Conference Center. Ginger Foshee and I, planned and organized this event during January-May 2008. Planning for this event included fundraising, finalizing event location & catering, awards procurement, program and invitation design, table decorations and linens, ticket sales, acquiring door prizes, and any other miscellaneous items regarding the event. There were 170 people in attendance for this year’s formal event and many of our personnel were honored for their hard work throughout the year. The planning for the next banquet is already underway and some fundraising has already been completed. The tentative date for the next banquet will March 28, 2008. There are plans to scale back the event this year due to the lack of funds raised to date.

**DECCAN- CAD ANALYST AND ADAM SOFTWARE APPLICATIONS**
Deccan International provided the department with 2 downloads of information this year, one in March and one in September. I assisted Deccan in coordinating the retrieval of the appropriate information from GIS, 911 Communications, and IT department for use in the CAD Analyst and ADAM applications. This software has been used throughout the year to calculate response times and determine future deployment possibilities, as well as a host of other applications. I will continue to work with Deccan to ensure that all downloads are completed each year and advise them of any assistance needed with the use of the applications. I would also like to determine a set list of reports that should be generated after each download for use by the leaders of the HCFD. The type of
reports to be generated will be determined by chiefs Jenkins, Lacy, Johnson, McConnell, and Kelley.

**FIRE TAME SOFTWARE APPLICATION**
The Fire TAME software application that we purchased in late 2007 has proved to be very effective in housing the Self Assessment Manual for accreditation, as well as personnel information, and demographics of the department. The program has been well worth the money spent on it and the $100 per year for technical support from PSCSNW has been definitely been worth it as well. I have contacted the company (PSCSNW) at least 10 times, needing help or troubleshooting, this year and have always gotten the help I needed. I will continue to use this application to document the Self Assessment Manual. I will also work with PSCSNW to make sure that all updates to the application are completed on a regular basis.

**OTHER**
During the month of November I worked on updating the Apparatus Checklists that are found on the intranet. All station personnel utilize these checklists each day to ensure and document the inventory and status of their apparatus. These checklists are updated from time to time and this process is still underway and should be completed in January 2009. The HCFD has been printing its own map books, for the last several years, due to budget restrictions. I have worked closely with the GIS department to retrieve the appropriate and current files to create these map books and print them on our printers. The map books are now disbursed, through my office, on an as needed basis. The map book will be updated again in the first quarter of 2009.

~JMR
The Community Relations Division is made up of two personnel, Captain Sabrina Puckett and Lieutenant Wanda Maddox. This division’s purpose is to “Prevent the Preventable” of fire and life safety incidents to the residents of Henry County. We support the department’s mission statement in all aspects of what we do internally and externally. It is our goal to provide the community with education and information to protect citizens from tragedy. It is also our goal to provide the firefighting personnel with the same information as well as provide them instruction in teaching fire safe practices to the community.

The department’s efforts to improve public awareness about fire safety through education have been successful. For the three year period from January 2006-December 2008, Henry County has only had one person to perish in a fire. Messages are being spread among the community through fire safety education and public information now more than ever before.

For four years running Henry County has had multiple winners in the Georgia Insurance and Safety Fire Commissioner’s Statewide Fire Safety Poster and Essay Contest. Having just a single winner is an honor to those who teach and influence children about fire and life safety, but having multiple winners is a statement of dedication to the fire and life safety education in Henry County.
The effects of the economy were felt by everyone during 2008 and fire safety education was no exception. Both schools and daycares were forced to reduce the amount of travel for field trips impacting the number of station tour requests we received. This is evident by the numbers of schools and daycares the fire department visited versus the numbers of schools and daycares that have visited visiting the fire department. Nevertheless, the goal of this division is to deliver quality fire and life safety education to as many citizens, both the young and the old, no matter the location. The fire department contact, for many, may be the only exposure to fire and life safety education some will ever experience.

**Programs**

Despite the state of the economy, fire and life safety education was still delivered at 255 events educating over 44,000 people. Presentations and education sessions were conducted for schools, daycares, churches, private businesses, Cub Scout groups, Girl Scout groups, community groups, home school groups, and senior citizen groups.

There were 121 presentations made to schools and daycares. Thirty presentations accounted for career day presentations. There were sixty-five station tours and educational presentations conducted in fire stations. Health and safety fairs and other special events accounted for thirty events with exposure to approximately 19,700 people. Community Relations also attended three job fairs distributing over four-hundred Henry County Fire Department Career brochures and applications as well as other various fire and life safety brochures.

Various stations were visited by Boy and Girl Scouts of all ages this year. One of the events with the Boy Scout was a mock disaster (automobile accident) where Station Seven personnel assisted the boys and monitored as they learned proper bandage techniques on the patients involved in the accident.

Over 17,000 pieces of educational materials were distributed at the various fire safety events. Materials are obtained through the Fire Safety Contributions Account and from incentive monies from boot drives conducted for the Georgia Firefighter’s Burn Foundation. Health and Safety Fairs are an opportunity to not only get safety in the hands of the community but also an opportunity for the public to meet the firefighters. Some of the Safety Carnivals and/or Health Fairs were held at the following locations: A Step Ahead Learning Center, the Sam’s Club on Jonesboro Road, Lake Dow subdivision, Best Buy on Jonesboro Rd., Community Bible Church, Hampton United Methodist Church, Bright Star Learning Center, Home DePot, Mt. Carmel Baptist Church, Hampton City Park, Spivey Community Church, Ragdoll Boutique, Austin Road Elementary School, Timber Ridge Presbyterian Church, Chick Filet, Bethel United Methodist Church, Bright Generations Daycare, Paradise Empowers, Henry County Senior
“National Night Out” was August 5, 2008 and it was a huge success with an estimated three thousand in attendance. This year’s event was the largest “National Night Out” event since its inception. Many adults and children visited our table. On display and performing were “Buzz E. Smoke Alarm” and the Hazard House. A display board displaying Henry County Fire Department at work on various scenes was also set up for viewing. Due to the high temperatures, “Sparky” was only mingling among the crowd for a short period of time. Lieutenant Maddox was our only fire safety clown, but was well received among those in attendance.

Henry County Fire Department participated in two Memorials held in honor of those that have lost their lives either due to terroristic bombings or by way of serving this country. One was at Heritage Park the other at Timber Ridge Elementary School. Emergency unit standbys were conducted at the following locations: Henry County High School, Truett’s Restaurant, Hampton’s 5K Fun Run hosted by Hampton 1st Baptist Church, Atlanta Motor Speedway for three nights of “Thursday Night Thunder”, the Henry County Fair, Salem Baptist Church, Eagle’s Landing High School and Union Grove High for the Relay for life event.

Working smoke alarms in every residence in the community continues to be a goal as well as a project. Smoke alarms increase ones chances of survival in a fire by more than fifty percent and we continue to educate citizens on the importance of having working smoke alarms in their homes. We hope with continuous education and safety messages we will prevent all deaths due to fire. In 2008, there were sixty alarms donated to families in need. The fire department installed many of the alarms as a service to the residents who need assistance with the installation. It is projected that a smoke alarm project sponsored by the Brant Chesney Grant of the Georgia Firefighters Burn Foundation will be up and running in the first quarter of 2009. This project will equip all HCFD Pumpers with the necessary equipment and alarms to donate and/or install at any given time. If the units are on a scene and determine that the resident is not protected by an early detection device, the unit will have a bag that will consist of smoke alarms, necessary forms, extra batteries and all tools necessary to for the installation of a smoke alarm. These kits will also contain various fire and life safety materials and fire hats for any children that may be present.

Juvenile Firesetting

Juvenile firesetting continues to be of concern for the year of 2008, but not due to an increase in reported juvenile set fires but that the reports have drastically dropped. That is concerning to the Juvenile Firesetter Intervention Specialists of Henry County.
Fire Department because our training tells us that it may be an indication that parents are either oblivious to fire play by their children or they do not want to contact us out of fear it may give their child a negative label. Our goal is to evaluate and assist children who are involved in fire play and to prevent loss of life or property which may result. Ultimately we hope to help troubled children who are setting fires in our community.

**Senior Citizen Community**

An extra effort to reach our meals-on-wheels and our shut-in’s in our senior community was a huge success in 2008. Over 350 brochures with information about changing the batteries in smoke alarms and the importance of having working smoke alarms was distributed through the delivery of meals and the in-home care visits. Information on how to obtain a smoke alarm and assistance with installation was also included. Twenty-one of the alarms donated and/or installed for citizens were a direct result of the flyers distributed through this effort. Plans are in place to continue to distribute safety information to our senior community that we do not come in contact with through the fire and life safety education we deliver at the Senior Centers.

**Member Training & Certification**

Members of the Community Relations division met the requirements of FETN “PULSE” training, CPR recertification and an EMS update for 2008. Captain Puckett recertified in ACLS. She participated in a Pandemic Tabletop Exercise as well as an ammonia release drill. Puckett also attended two weeks of Incident Information Training through Georgia Forestry. Lieutenant Maddox achieved her certification as a NPQ Level I Instructor. Both Captain Puckett and Lieutenant Maddox attended the 2008 Fire and Life Safety Symposium at the Georgia Public Safety Training Center. The Symposium was full of valuable information for fire and life safety educators. Lieutenant Maddox took part in the Roundtable with the Chiefs that attended the symposium. Captain Puckett and Lieutenant Maddox also attended a mandatory discrimination class taught by Ms. Zebe for all lieutenants and above. Both Captain Puckett and Lieutenant Maddox completed a forty hour Life Safety Code course at the training center. Many thanks go out to the Georgia Firefighters Burn Foundation for a sponsorship that afforded both members of the Community Relations Division the privilege of attending the Southeastern Fire and Life Safety Conference in South Carolina. The conference was a five day conference and a plethora of information.
was brought back to be used in our department. Other various training was attended by both members of this division throughout the year.

Community Relations delivered instruction for the required fire and life safety portion of the fire recruit schools. Fire and Life Safety Educator I classes was offered twice during the year through the Henry County Fire Academy. Community Relations provide the instructors for those classes as well.

**Boards and Committees**

Captain Puckett served as a member of the Fire Department Strategic Planning Committee. Captain Puckett and Lieutenant Maddox were approached and asked to serve on the State Board of Juvenile Firesetter Intervention Program with the Georgia Firefighters Burn Foundation, Commissioner Oxendine’s office, members of Department of Juvenile Justice, and Chief Shuman, the State Fire Marshall, and the person in charge of the program board. Both members serve on other various boards. Community Relations was also approached by a video production company to review a new product of theirs and give them feedback. The information they received prompted them to give us the set of nine educational DVD’s to use at no cost.

Six members of the Henry County Fire Department including the members of this division along with many other firefighters from all over the United States traveled to Minneapolis to support the fire service and vote in favor of residential fire sprinklers. There was a huge fight in the vote for and against the passing of residential sprinkler laws. The Builders Association was present and they too were voting, however, their votes were against the law being mandatory. The firefighters were heard and their vote outweighed that of the Builders Association. Mandatory sprinklers in residential homes was passed, which is a huge step for the fire service and the life safety of all firefighters.

Due to the state of the economy the Georgia Public Safety Educators’ Association conducted two small Fire Safety Blitzes versus one large one as in the past. This was done in effort to reduce the financial burdens on the departments. Members of the Educators’ Association working south of Forsyth traveled to Mitchell, Ben Hill, Irwin and Wilcox counties for the first blitz and educated approximately 6,000 people. The second blitz was covered by members of Educators’ Association working north of Forsyth. Those members traveled to Rabun, Townes and Union counties where approximately 6,000 more people were educated there as well. As always, thanks to the permission of the Chiefs of over some 25 departments across the state, the Georgia Firefighters Association for paying for the lodging, and the State Fire Marshall’s Office this collaborative effort that continues to save lives as was witnessed in Irwin County, where an entire family was saved due to a student applying what he had learned during an “E.D.I.T.H” skit. The
skit teaches what do if your house ever catches on fire. Sadly, his house did catch on fire and everyone escaped without injury. The child had shared with his family the information he had learned earlier that day while attending the fire safety blitz. This is just one example of the benefits of fire and life safety education.

**Public Information**

Fire and life safety messages were displayed all year on various signs in the county as well as in the county pay check stubs, various newspapers, a few select magazines, on the county website, and three local cable TV channels. A new fire safety event request form and a smoke alarm request form were developed to provide the citizens with added convenience and are now available to the public on the website. This has proven to be helpful in fielding requests as the information is completed when emailed to our division.

Another service that Community Relations provides is assistance with child safety seats. Captain Puckett is trained at the Technician Level and is approved to assist citizens with the installation of their child safety seats. Over forty citizens requested and received assistance with their child safety seat.

In summary our mission remains to “Prevent the Preventable” through education and information to the citizens and visitors of Henry County.
Conclusion

As this report demonstrates, 2008 brought a number of challenges to Henry County and to the Henry County Fire Department. The most notable of those was the significant decrease in the economy predicated by the collapse of the housing industry. In anticipation of this economic downturn, the Henry County Fire Department has proactively scrubbed its budget with the intent of focusing on core mission. Fire Department personnel are well trained and well equipped to meet ever increasing service delivery needs. The Department is expanding methods of Continuous Quality Improvement to manage all areas of service delivery. Both internal and external stakeholders are providing input concerning methodologies for gaining efficiencies and for gaining revenue during these challenging times. The work that Henry County Fire Department performed in 2008 is indicative of the professionalism and tenacity of its personnel. It is clear that this level of performance will only increase in the future.