



Winona Minnesota Fire Department 2020



## Winona Fire Department

Serving Since November 1, 1889

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January 1, 2021

Mayor, City Council, City Manager,

### RE: Winona Fire Department 2020 Annual Report

On behalf of the members of the Winona Fire Department, I proudly present the Winona Fire Departments annual report as a reflection of the dedication, professionalism and commitment to the departments' vision of reducing and mitigating fire, rescue and medical events in the community we serve.

The Winona Fire Department responded to 2,306 calls for help in 2020. Rescue and emergency calls account for 69% (1594) of our overall call volume. With a significant percentage of Winona citizens (baby boom generation) nearing retirement age, all projections point to continued increase in emergency medical response. With current staffing and paramedic licensure, the department will continue to provide advanced life support (ALS) engine response from both stations. The Winona Fire Department responded to 712 (31%) fire related calls in 2020. The department extinguished 50 fires of various types during the year; all but 12 (general pages) were handled by on-duty staff.

To help establish appropriate fire insurance premiums for residential and commercial properties, Insurance Service Organizations (ISO) provides that information through the Public Protection Classification (PPC) Program. The City of Winona continues to hold PPC rating of 2. Only a few cities in the state of Minnesota enjoy this prestigious classification. The classification is a direct reflection of continued council support for public safety and essential service provided to the citizens of Winona.

#### The Year of Covid-19...

A core mission of the Winona Fire Department is the protection of lives and property of the inhabitants of the city of Winona. The Fire Department has worked diligently in efforts to keep businesses open and its employees and patrons safe from covid-19. Our paramedics continue citywide flu and covid-19 vaccinations for our citizens.

This report contains detailed information and statistics of the department. You are encouraged to contact this office for any further explanation or to tour our facilities.

Respectfully Submitted,

A handwritten signature in black ink that reads 'Curt Bittle'.

Curt Bittle, Fire Chief

## Mission Statement

*The primary mission of the Winona Fire Department is to provide a range of programs designed to protect the lives and property of the inhabitants of the City of Winona from the adverse effects of fires, sudden medical emergencies, or exposure to dangerous conditions created by either man or nature.*

*The department will continue to provide for the expanding needs of the community beyond the extinguishment of fires.*

## Code of Ethics

*The Winona Fire Department is dedicated to the protection and preservation of life and property against fire, emergency medical conditions and other emergencies coming under its jurisdiction. Towards this endeavor, members of the department strive to live according to ethical principles consistent with professional conduct and shall;*

*Maintain the highest standards of personal integrity, be honest and straightforward in dealing with others and avoid conflicts of interest.*

*Place the public's safety and the safety of firefighters above all concerns; be supportive of training and education which promote safe living and working conditions.*

*Be mindful of the needs of others and assist them freely in developing their skills, abilities, and talents to the fullest extent; offer encouragement to those trying to better themselves, the Department and the Fire Service.*

*Be Supportive of the Minnesota State Fire Code, and the fire protection needs of the City of Winona.*

*Foster creativity and be open to consider innovations that may better enable the performance of the duties and responsibilities of the Winona Fire Department.*

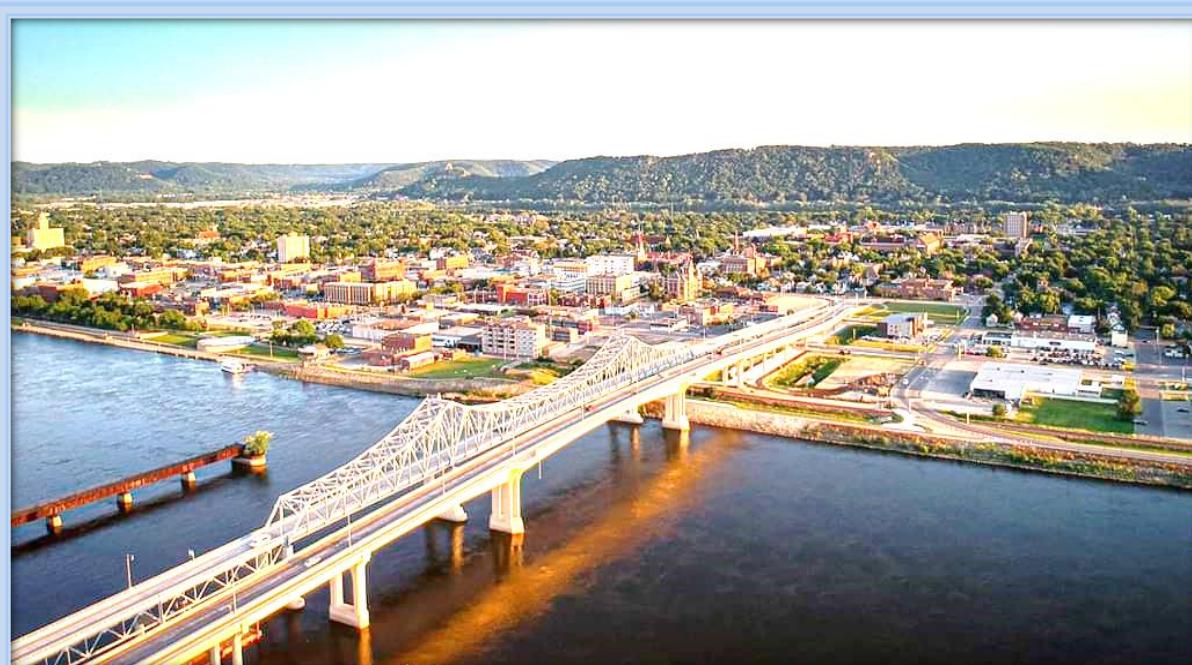
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## **Jurisdiction Protected**

The Winona Fire Department protects: 24 sq. miles in the city  
26,807 people in the city

Within the Winona city limits there is one airport, ten assisted living / nursing homes, one hospital, two universities with associated off campus student dwelling units and one technical college. The Winona Fire Department protects 18.84 sq. miles of land area and 5.29 sq. miles of water area. Winona Fire Department also has mutual aid contracts with other departments in the surrounding area.



**City of Winona**  
**Mayor: Scott D. Sherman**  
**City Manager: Stephen Sarvi**

Steve Young	1 <sup>st</sup> Ward
Eileen Moeller	2 <sup>nd</sup> Ward
Pamela Eyden	3 <sup>rd</sup> Ward
George Borzyskowski	4 <sup>th</sup> Ward
Michelle Alexander	At Large
Aaron Repinski	At Large

Winona Fire Department  
Organizational Statement  
Per OSHA 1910.156 and NFPA 1500 Chapter 2 (1992 Edition)

*Curt Bittle*

Fire Chief

January 1, 2021

Date

### Organizational Chart

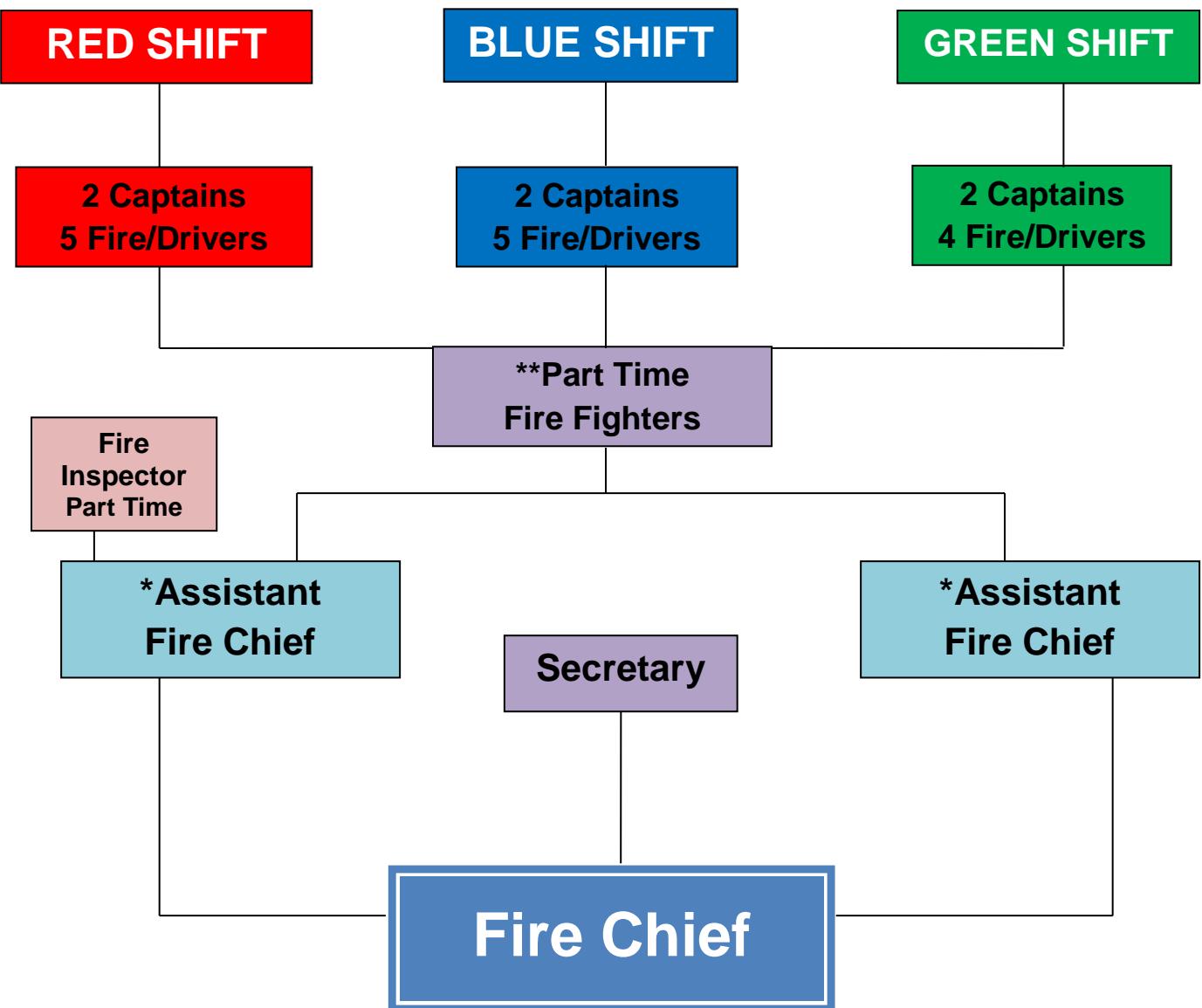
The organizational chart of the Winona Fire Department, as of January 1, 2020, is attached to this statement. As of that date, the department is authorized:

- 1 Fire Chief
- 2 Assistant Chiefs
- 6 Captains
- 14 Firefighter / Drivers
- 17 Active Part-time Firefighters

The Fire Chief and Two Assistant Chiefs work a 40-hour work week. One Assistant Chief is in charge of fire prevention and public education; and the other Assistant Chief is in charge of training and the part time program. Both Assistant Chiefs are of equal rank and answer directly to the Fire Chief. The 6 Captains and 13 career Firefighter/Drivers are normally assigned to 24-hour shifts averaging 56 hours per week. The 19 career personnel that are assigned to 24-hour shifts are divided into three shifts Red, Blue and Green. Each shift has two officers (Captains) assigned to it plus 4 or 5 Firefighter/Drivers. The Captain at the Central Station is the "Company Officer". The part time firefighters are paid on call.



## Winona Fire Department



- \* One Assistant Fire Chief is primarily responsible for Fire Prevention, Public Education, Investigations, etc.
- \* One Assistant Chief is primarily responsible for training, part time program, hazardous materials, etc.
- \*\* There are a minimum of 15 and a maximum of 30 part time firefighters authorized by City Council. The numbers will vary.

# 2020 Full Time Roster

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**40 Hour Per Week Personnel**

	<b>Anniversary Date</b>
Fire Chief, Curt Bittle	8-18-92
Assistant Fire Chief, Jason Theusch	10-14-99
Assistant Fire Chief, Joel Corcoran	4-19-02

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**Captains**

Brandon Luehmann	11-5-05
Shawn Kohner	4-13-02
Matt Lisowski	12-23-05
Kirk Skogebø	3-26-09
Matt Yackel	12-15-10
Brandon Czaplewski	1-2-07

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**Firefighter / Drivers / Paramedics**

Mark Allred	12-24-04
Nathan Speltz	6-21-11
Shaun Bartelson	7-21-11
Derick Ritter	9-25-11
Brandon Czaplewski	4-29-12
Pete Brueggen	4-27-13
Mike Allred	5-11-14

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**Firefighter / Driver**

Mark Vieth	5-23-07
Charles Mayer	4-13-14
Tom Connell	5-21-16
Brad Bartelson	5-6-17
Tim Carlson	1-1-18
*Matt Brown	1-3-17
*Ryan Geiger	7-14-15
*Bailey Jensen	1-3-19

\*Entrance Firefighter

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**Secretary**

Crystal Stock	(20 Hours/Week)	8-13-12
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**Retired**

Duane Chadbourn	8-18-92 to 4-30-20
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## Training

Assistant Chief Joel Corcoran is the assistant chief in charge of training. Assistant Chief Joel Corcoran plans, schedules and monitors all training whether it is in house training or outside training at other facilities. Fire Department training is divided into several general areas including: firefighting, emergency medical services, hazardous material, and rescue. It is recognized that much of the training overlaps; however, these are general guidelines for record keeping purposes. Assistant Chief Joel Corcoran also maintains the training records of all the Winona Fire Department Personnel by keeping all the records and certificates in their own personal binders. These binders are available for inspection by any regulatory agency or the individual.



Prior to becoming a career firefighter, an individual must successfully complete Basic Firefighting training and be a certified Firefighter I by the State Fire Service Certification Board, and be Certified as an Emergency Medical Technician by EMS Regulatory Board.

Assistant Chief Joel Corcoran is also in charge of the part time firefighters. Part time personnel usually train on the first three Wednesday nights of each month for a total of three hours each night. They are also given opportunities to attend training outside of the department. In addition to regular training, part time personnel are encouraged to participate in the "ride along" program. To participate in the ride along program the part time employee must have prior approval of the Assistant Chief In charge of training. Other requirements are Successful completion of Basic Firefighter Training Program (to be allowed to combat and extinguish fires) and certified as a "First Responder" or "Emergency Medical Technician" (to be allowed to assist with emergency medical calls). A part time ride along can be conducted between the hours of 0800 and 2200. This is an opportunity for the part time fire fighters to become familiar with the apparatus and daily operations at the stations and to gain experience.



## Part Time Program

The part time program was started in June of 1992. Part time firefighters go through the same hiring process as the full time city employees, including a written test, agility test and interview. They are paid an hourly rate based upon their level of certification. Below is a listing of the various certification levels of part time personnel.



Last Name	First Name	Step	Certification Level	EMS / Paramedic	Haz/Mat
Auman	Mitchel	D	II	EMT	OPER
Barwald	Dustin	D	II	EMT	OPER
Brand	Reo	D	II	EMT	OPER
Cottrell	Daniel	D	II	EMR	OPER
Douglas	Paul	D	II	EMR	TECH
Harris	Jeffery	D	II	EMT	OPER
Johnson	Alex	D	II	EMR	OPER
Kramer	Matthew	D	II	EMT	OPER
Merchleowitz	Rodney	D	II	FR	TECH
Meyer	Andrew	D	II	EMT	OPER
Monson	William	D	II	EMR	OPER
Multhaup	Trevor	D	II	EMT	OPER
Paschel	Craig	D	II	EMT	TECH
Romine	Wesley	D	II	EMT	OPER
Van Brunt	Bill	D	II	EMT	OPER
Varner	Tyrell	D	II	EMT	OPER

## **Functions at the Workplace**

Career and part time personnel maintain fire department facilities, apparatus, vehicles, and equipment. Major repairs beyond the expertise and time constraints of personnel, are performed at the City of Winona Central Garage, or contracted out.

## **Performance of Duties**

All personnel are expected to perform the arduous tasks of an interior structural firefighter. Additionally, members are expected to perform emergency medical services, rescue operations and certain corrective actions at hazardous material incidents.

It is the intention of the Winona Fire Department to ensure that its members are properly trained and equipped to perform the tasks expected of them, to provide for their safety and to be in compliance with all regulatory agencies. No member of the department is ever expected to perform duties beyond the scope and intention of their training, personal protective equipment and emergency response equipment.

## **Emergency Response**

Currently the Winona Fire Department maintains 5 Personnel on duty, 24 hours per day, every day of the year. The 5 personnel are divided between the two stations and come together for training, apparatus maintenance and certain social events.

Shift Captains are authorized to “page” off duty and part time personnel whenever the need is recognized and shall page all personnel for all confirmed structure fires.



## Emergency Medical Services Captain Matt Yackel

### Advanced Life Support Procedures (ALS) in 2020



King Airway	3
CPAP	1
Defibrillations	13
EKG Monitoring	62
IV / IO Therapy	26
Albuterol	5
Epinephrine	21
Nitroglycerin	1
Aspirin	6
Dextrose 50%	0
Oral Glucose	5
Naloxone	3

## Annual Service Testing of Fire Hose Captain Shawn Kohner

CL	Cross Lay–Precon
HR	Hi Rise Pack
HB	Hose Bed
MU	Make Up Line
B	Blitz Line–Precon

Hose Summary 2020	1 1/2 "	1 3/4 "	2 1/2 "	3"	5"
Engine 1		400' PC	800' HB		600' HB
		200' HR	400' PC		50' MU
Engine 2		400' PC	800' HB		600' HB
		200' HR	400' PC		50' MU
Truck 3		400' PC	800' HB		550' HB
		100' HR	200' PC		50' MU
Engine 4		400' PC	800' HB		600' HB
		200' HR	400' PC		50' MU
Truck 1		400' PC	800' HB		600' HB
		200' HR	200' PC		50' MU
Tanker 1	600' HB		500' HB	50'	
Boat	50'				
Hose Tower or Storage	450'	2,100'	1,250'	600'	250'
Bought New					300'
Retired			100'		400'

All Winona Fire Department fire hose on apparatus or in storage is inspected and pressure tested annually. The purpose of the service test is to insure the safety and reliability of the fire hose when it is used at each incident.



## **2020 Statistics**

According to the National Fire Protection Agency (NFPA), a Structural Fire is defined as follows: "any fire that requires the use of a 1 ½ inches or larger fire attack hose line and that also requires the use of self-contained breathing apparatus for members entering the hazardous area".

Recent history of this type of fire is:

2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
7	16	8	16	20	22	13	7	11	14	10

## **Overlapping Calls**

<b>2010</b>	<b>136</b>
<b>2011</b>	<b>165</b>
<b>2012</b>	<b>171</b>
<b>2013</b>	<b>179</b>
<b>2014</b>	<b>178</b>
<b>2015</b>	<b>204</b>
<b>2016</b>	<b>167</b>
<b>2017</b>	<b>188</b>
<b>2018</b>	<b>220</b>
<b>2019</b>	<b>232</b>
<b>2020</b>	<b>208</b>

When we receive calls for assistance prior to clearing the scene of a previous call, it is defined as an overlapping call. It would be extremely difficult to respond to this type of call in a timely manner with less than the mandated 5-person crew. The record for this type of call is shown in the chart.



## **Pages**

Fire Officers are authorized to page off-duty personnel and part time personnel whenever the need arises. They are to page for assistance at all confirmed structure fires.

*There were 12 General Pages in 2020*

2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
10	21	15	16	20	25	17	14	10	17	12

Average number of personnel responding to *General Pages*. These numbers do not include the minimum staff level of five (5) or the chief officers.

### *General Pages (all shifts)*

Within 5 Minutes	2.5 Personnel
Within 10 Minutes	5.3 Personnel
Within 15 Minutes	6 Personnel
Within 20 Minutes	2.3 Personnel

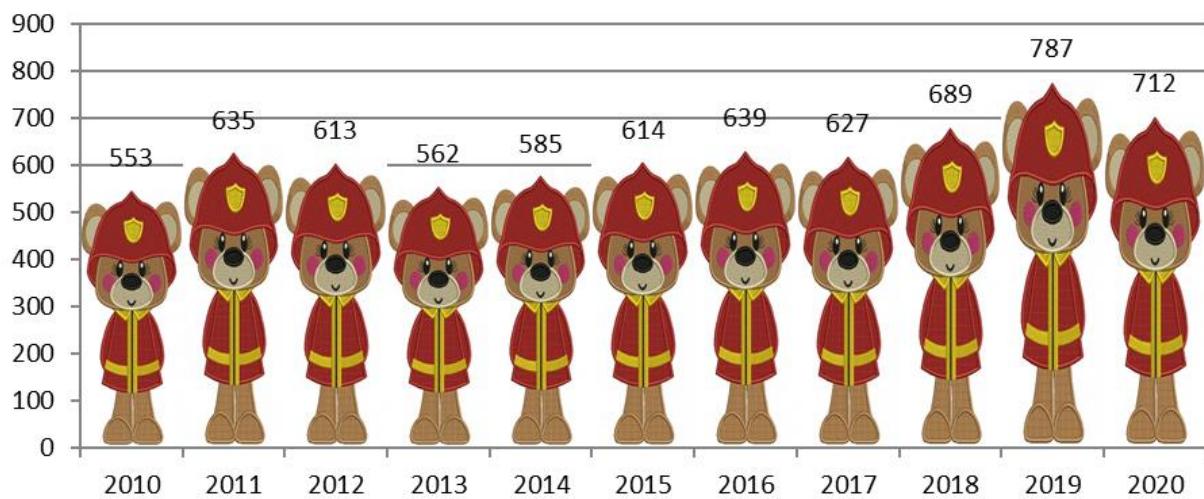
Accumulative totals of off duty personnel responding to a *General Page*

Within 5 Minutes	2.5 Personnel
Within 10 Minutes	7.8 Personnel
Within 15 Minutes	13.8 Personnel
Within 20 Minutes	15.3 Personnel

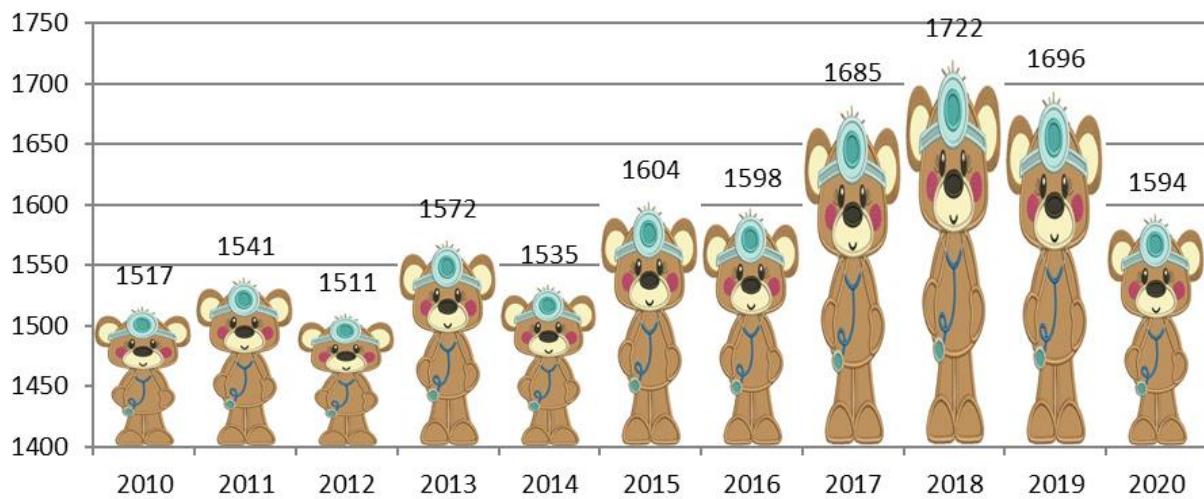
## Emergency Record

Year	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Fire/Fire Related	553	635	613	562	585	614	639	627	689	787	712
EMS Rescue	1517	1541	1511	1572	1535	1604	1598	1685	1722	1696	1594
Total	2070	2176	2124	2134	2120	2218	2237	2312	2411	2483	2306

### Fire Calls



### NonFire, EMS, Rescue Calls



## **Injuries**

There has been no recorded fire death in the City of Winona in the past year.

Recorded Injuries Year	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
<b>Civilians</b>	0	5	1	0	1	1	1	3	1	0	1
<b>Firefighters</b>	5	9	6	11	3	3	3	1	0	8	4
<b>Total</b>	5	14	7	11	4	4	4	4	1	8	5

## **Mutual Aid**

The Winona Fire Department received mutual aid one time in 2020.

Winona Fire Department gave mutual aid One time to surrounding communities throughout the year.

## **Response Time**

Winona Fire Department measures response time from the time we get the call until the first unit is on scene. The Winona Fire Department average emergency response time for the year 2020 was 3:49

## **Comparable Fire Loss**

Year	Fire Alarm Calls	Fire Loss \$ Amount
2010	553	\$560,050
2011	635	\$2,000,585
2012	613	\$1,028,301
2013	562	\$2,068,439
2014	585	\$1,760,381
2015	614	\$1,466,714
2016	639	\$673,000
2017	627	\$675,900
2018	689	\$376,250
2019	787	\$643,000
2020	712	\$393,625



## **Bureau of Fire Prevention**



Assistant Chief Jason Theusch is in charge of fire prevention programs, plan reviews and facility maintenance. Assistant Chief Jason Theusch works with building officials, architects, and designers to ensure that new construction meets the State Fire Code. Additionally Assistant Chief Jason Theusch reviews all plans for fire protection systems to help ensure compliance with current codes.

## **Building Inspections**

An important part of fire prevention is that of conducting fire inspections. The Winona Fire Department has been updating the way these inspections are tracked and filed for future needs. The Winona Fire Department conducted a total of 100 inspections this year. In both existing properties and new construction, there were 38 plans reviewed for construction projects, automatic suppression systems and fire alarm systems.



## **Permits, Licenses & Certificates**

Last year, the bureau issued a total of 165 permits, licenses and certificates, for the purpose of flammable liquid installations, extinguishing system installations, maintenance of portable extinguishers and extinguishing system and burn authorizations.



## **Fire Investigations**

A total of 7 formal cause and origin fire investigations were conducted by the bureau, with 7 being determined accidental.

## **Prevention Through Education**

While basing our program on the importance of public relations, our primary objectives continue to emphasize the prevention of fire, public education and the investigation of fire. It is through these objectives that enhanced attitudes and safer properties can be produced, with the occurrence and severity of fires being greatly reduced.

## **Public Education**

Fire education continues to be an important part of the Fire Prevention program. Last year our program looked a little different. Due to COVID-19 most of our programs had to be postponed. Members of the Winona Fire Department made a guided station tour video and posted it on the Internet; at the time of this writing, the video has more than 1400 views. The fifth grade Junior Fire Inspector program included approximately 298 students and was also conducted online.

This program is conducted by firefighters with direction provided by Firefighter/Driver Mark Vieth. Success of the program has been realized by safely evacuating from fire, and increased effective public use of fire extinguishers.



## 2020 News



### Captain Duane Chadbourn

Captain Chadbourn was hired in August of 1992. He was promoted to Captain in June of 2011. For years Captain Chadbourn oversaw and maintained our hose inventory. Captain Chadbourn's last day with the department was April 30, 2020.



### Brandon Czaplewski

Brandon Czaplewski was promoted to Captain in May of 2020. Captain Czaplewski currently oversees our structural collapse team for the city.



### Ryan Geiger

Was promoted to fulltime in April 2020. He is currently assigned to Central Station on the green shift.



### Matt Brown

Was promoted to fulltime in February 2020. He is currently assigned to Central Station on the red shift.



### Brad Bartelson

Completed Paramedic Certifications



### Tim Carlson