

April 15, 2008

Special points of interest:

- Executive Fire Officer Award
- Website Updates
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- New Station Captain hired
- Computer Tips
- Annual Physicals
- Michigan's Child Restraint Law

Phone Extensions:

Chief Pat Parker 1235
 Asst Chief Flynn 1228
 Asst Chief Schnaidt 1226

Brian Belcher 1232
 Robert Casey 1233
 Mike Lince 1238
 Kathy Fordyce 1236

Robin Ehardt 1227
 Mary Griggs 1222
 Marcia Schwind 1221
 Troy Holliday 1231

Dave Lather 1229
 Randy Agruda vm 1240
 Mike Vaughn 1225

Brian Bloom vm 1241
 Tony Posey vm 1242
 Tom Henkel vm 1243

Admin Fire Office 3000
 Station One 3814
 Station Eight ****
 Station Nine 0299
 Station Eleven 7682

Beth Pryde 1244

The Metro Insider...



Executive Fire Officer Award

On Tuesday March 25, 2008, Chief Patrick Parker presented Assistant Chief Terry Flynn his Executive Fire Officer (EFO) certificate from the National Fire Academy . The EFO program spans a 4 year period with 4 core courses in executive development, fire prevention, fire operations, and executive leadership. Each class is 2 weeks in length as a resident at the National Fire Academy in Emmitsburg , Maryland . The EFO participant must complete an Applied Research Project that relates to their organization within 6 months after completion of each of the four courses.



Chief Flynn has the distinction of having all 4 of his research projects published in the National Fire Academy library. Links to two of his published projects can be found on our website.

The Grand Traverse Metro Fire Department is proud of Chief Flynn's accomplishments and congratulates him as an Executive Fire Officer.

Website Updates...

Our website has been updated to include new features available to all members. FF Cory Ellis has been working on requests to make our website better and include more information. Here are some of the updates:

Training Calendar: A calendar has been added to show all training dates, times, and locations. *Please check postings at stations for any time or location changes as the calendar may not be updated in time to reflect changes.*

Members Login: On the left hand side of the menu, there is a Members Login that will allow you access to restricted forms, member specific information, and we will be working on putting our Standard Operating Guidelines in this area. *Contact Troy Holliday to have your password setup.*

Station Information: Cory will be working on getting station pictures and training pictures online for each station. Contact Cory if you have any pictures to post.

Keep checking the website as it continues to change. Any suggestions or comments, please contact Troy Holliday at Tholliday@gtmetrofire.org or call the fire office. Cory and I are looking for feedback from everyone to make the website more user friendly.

The Metro Insider...

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Tribal Grant received for new radios...

Grand Traverse Metro Fire Department in association with the Grand Traverse Band of Ottawa and Chippewa Indians received funding to assist in overcoming a fire department budget shortfall. The purchase of 14 portable radio units replaces one third of the radios now in use (18 year old equipment). The Grand Traverse Band of Ottawa and Chippewa Indians approved the distribution of 2% gaming revenue funds at the February 2008 Tribal

Council meeting. Grand Traverse Metro response area includes the Grand Traverse Resort and the Turtle Creek Casino. In that it is critical the first responders be properly equipped to manage public safety and the new portable radios will greatly assist in this task. The average cost of a quality portable radio is around \$700. The department response area includes 96 square miles including townships: Acme, Garfield and East Bay.



Chief Parker wishes to express the gratitude of the staff, volunteers and the public to the Grand Traverse Band of Ottawa and Chippewa Indians in selecting the Grand Traverse Metro Fire Department grant request.

April – May Training Topics

April 15th – Fire Training (Sta. 1)

Fire Protection Systems

April 17th – [Pre-Incident Survey](#)

(Sta. 11) *Grand Traverse Cold Storage*

April 17th – Medical (TCFD)

Diabetic Procedures (2L) - 0730 hrs

April 23rd – Medical (Sta. 9)

Documentation / Communication (1L, 5 P) - 1900 hrs

April 24th – Fire Training (Sta. 1)

Multiple Truck Company Operations

May 7th – Medical (Sta. 11)

Oxygen Therapy (1L, 1P)

May 12th – Medical (Sta. 8)

Trauma / Facial Injuries (1L 1P)

May 15th – Fire Training

*High Rise Procedures 150 Pine St – 1000 hrs
2nd Evolution may be in evening–time TBD*

May 15th – Medical (TCFD)

Patient Assessment

May 17th – Medical (Sta. 9)

EMS Driving (Ops 1L)

Required Training

April 17th – [Pre-Incident Survey](#)

(Sta. 11) *Grand Traverse Cold Storage*

Pre-Incident Survey trainings are a required training but only 1 is required in 1 year. Attendance at all Pre-Incident Survey trainings are encouraged to further educate our firefighters on the hazards in our fire response area.

Update from Chief Parker...

As many of you may have heard, we have sold Tower 11 to the Flint Hill Fire Department in York County South Carolina. They will be here the week of April 13th to pick it up. I know that this issue is quite emotional for some and I appreciate the ownership that the Station 11 members have taken towards the Tower. I was in Indianapolis during FDIC and found spec and demo trucks that we can get here sometime in early summer. In the mean time, TCFD and Grand Traverse Rural FD have graciously allowed us the use of their trucks. The new truck will be a Quint with a 75' ladder and will operate out of Station 1.

It is now grass fire season. The first fire of the season was in Acme on Sunday afternoon. Remember there is no open burning of yard waste in East Bay and Garfield Townships. That means that all fires must be recreational in nature and is recommended to be in a fire pit. There shall be no burning of construction waste in any township. Household trash must be burned in an approved trash burner. Acme Township does allow for open burning of yard waste, but by permit only whenever the ground is not snow covered. The law reads that any burning must not create annoying odors or pose other nuisance or health threats. Unfortunately, we will get involved in the neighborhood squabbles concerning the interpretation of that last sentence. As in the past, if the fire is a safety concern, put it out. If we are in the middle of a neighborhood dispute, turn the complaint over to the sheriff's department. Usually by asking in a calm voice to put the fire out, the homeowner usually will.

It is firefighter physical time again. Physicals are due by June 1st, 2008. Please have your physicals scheduled before that date. Firefighters not scheduled or completed by June 1st will be placed on administrative suspension. The forms are available on the Metro web site under forms. Thank you all for your attention to this matter. We are concerned for the health and safety of all our members.

See last page of newsletter for more information on scheduling your annual physical.

I am very happy to see so many of you taking advantage of the wellness program. I think that we are up to almost 15 members who have participated and are working out on the new equipment. Until next time, be safe so we can all go home!

Pat

Full-Time Captain hired at Station One

Chief Parker is happy to announce that Jeremy Draper has been offered and he has accepted the position of Station One Captain and will assume this full time position on May 1st.

Jeremy is an 18 year veteran with this department and was number one on the eligibility list. Jeremy was a Lieutenant on the old Station 1 in prior to its closing in 1998.



Jeremy was hired as the full-time Firefighter at Station 11 in June 2007.

Jeremy will be participating in the process of choosing his officers and the firefighter openings at Station 1 & 11. If you are interested in becoming an officer at Station 1, please give Chief Flynn or me your letter of intent.

When you see Jeremy, please congratulate him! This department looks forward to his future leadership.



Not getting our Newsletter???

Send an e-mail to Troy Holliday at Tholliday@gtmetrofire.org to be added to our e-mail list.

computer tips

Tip #1: Shortcuts to speed up web browsing functions (All windows) ... submitted by Rich Pantano, GT MIS

The following tips work for Internet Explorer.

- A. To quickly scan previous sites you have visited, press and hold the [SHIFT] key and rotate the scroll wheel on your mouse.
- B. To change the font size on many (not all) web pages, press and hold the [CTRL] key and rotate the scroll wheel.
- C. [ALT][HOME] takes you to your home page.
- D. Enter just the domain name in the address. Press [CTRL] - [ENTER] and you browser will add both "www." in front of the name, and ".com" at the end of the name, and attempt to take you to that site.
- E. Use [F11] to toggle between Full screen and regular views of the browser page.

Tip #2: Keyboard Shortcuts ... submitted by Troy Holliday

If you are cruising along with key strokes in a document and want to quickly change to bold, or delete a paragraph only to put in a different area in your document, there are simple key strokes to speed this process up.

When using your mouse to scroll to the FILE or EDIT drop down menu, you will notice at the end of your choice there is a key stroke combination that is a shortcut. For example:

| | | | |
|----------------------------|----------|------------------------|----------|
| To Save your document | [CTRL]+S | To Open a New Document | [CTRL]+O |
| To Cut a word or paragraph | [CTRL]+X | To Paste what you cut | [CTRL]+V |
| To Undo your mistake | [CTRL]+Z | To Redo what you undid | [CTRL]+U |

If using multiple documents, and you are doing copying and pasting from different documents you can use the [ALT][TAB] to switch between those documents. If you hold the [ALT] key down, you will see a display of programs you have open. Then while holding the [ALT] key down, use the [TAB] key to toggle between your documents.

This is truly a time saving shortcut and will allow you to work more efficiently.

SCHEDULING ANNUAL FIREFIGHTER PHYSICALS

The annual firefighter physicals will be performed at Munson Occupational Health & Medicine building at 550 Munson Ave. You will park behind the building and go into the rear entrance. MOHC is directly to the right once inside the building.

Call 935-8590 ext. #1 and ask for Lisa or Judy to schedule your physical.

You will need to fast for 12 hours before your appointment. You may drink a small amount of water. If your appointment is late in the day, you may come in anytime before the appointment to get your blood drawn. If you would like to discuss the results of the blood draw while at your physical, you should get your blood drawn 48 hours prior to your appointment.

You must complete the short version of the Medical History Questionnaire as well as the Respirator Questionnaire. In order to speed up the physical, it is recommended that you complete these forms before arriving at the clinic. Both of these forms are found on the Metro web site under Forms – Annual Physical. Your station captain can also make copies for you at the station or they are available at the fire administration office.

The physical takes approximately 1.5 hours. The MOHC hours of operation are 7:30am to 5pm, Monday – Thursday and 7:30am to 3:30pm on Friday. If you are absolutely unable to schedule an appointment during those hours, please call Marcia or Mary at the fire administration office to make other arrangements. They can be reached at 947-3000 either extension 1221 or 1222.

Confidentiality will be respected and HIPPA adhered to. Metro Administration will only receive a pass or fail from MOHC. The physical will follow the NFPA 1582 standard.

MICHIGAN’S CHILD RESTRAINT LAW

Most recent changes will be effective July 1, 2008

Bolded Text indicates Michigan Law

*Smaller text indicates “best practice” recommendation provided by national safety advocates**



- **Children under 4 years: restrained in a child seat**

Safety advocates recommends restraining your child in a “5-point” harness system until they are at least 40 lbs. This harness provides the best protection for your child. Infants should ride rear-facing as long as possible for the best protection in a crash. Many “convertible” car seats will allow children to ride rear-facing 30-35 lbs. (refer to mfg instructions)*



- **Children 4 – 8 years AND under 4 feet 9 inches: must be secured in a child restraint**

Many child seats have forward-facing harness weight limits of 40-65 lbs. (refer to mfg instructions) Safety advocates recommend restraining your child in a “5-point” harness system until they are at least 40 lbs. before using a booster seat.*

Booster seats must be used with the vehicle’s lap and shoulder belt. Children should remain in a booster seat until they are about 4 feet 9 inches tall. A child’s height is the best predictor of proper seat belt fit.



- **Children 8 – 16 years, drivers and front seat passengers: must wear a safety belt**

Safety advocates recommend that everyone in the car, regardless of seating position, should always be properly buckled up, either with appropriate car seats, booster seats or vehicle seat belts.*

Safety advocates recommend children be at least 13 years old before sitting in the front seat.*

* Safety advocates include AAA of Michigan, American Academy of Pediatrics, the National Highway Traffic Safety Administration and Safe Kids Worldwide. GT Metro Fire Dept is a proud sponsor for these entities.

Car Seat Checks are offered to the public and scheduled at Station 11 on the last Friday of every month by certified technicians. Contact Troy Holliday at 231-313-7276 for more information on Child Passenger Safety program.