President Vicki Hoppe called the regular Sharonville Council meeting of January 31, 2017 to order at 7:00 p.m. A moment of silence was held followed by the Pledge of Allegiance led by Christopher Perrara from Boy Scout Troop 672.

ROLL CALL
♦ In attendance for Roll Call were Council Members: Rob Tankersley, Mike Wilson, Charles Lippert, Shayok Dutta, Dave Koch, Sue Knight and Paul Schmidt. Law Director Mark Piepmeier was absent with notice.

MINUTES
♦ The Minutes from the regular council meeting of January 10, 2017 were approved as written and distributed.

REPORTS AND COMMUNICATIONS
♦ MAYOR – KEVIN HARDMAN
  o Mayor Hardman introduced and administered the Oath of Office to the newly appointed City Treasurer, Kurt Irey.
  o The Governor’s initial budget was published yesterday and included a proposal to send municipal business income tax to a centralized collection and then redistributed throughout the State. State Representatives Dever, Brinkman and Thomas are not supporting the proposal; Mayor Hardman is not in favor of it.
  o Collection for items to go into a basket for raffle at the Annual Princeton Education Foundation Gala has begun.

♦ SAFETY SERVICE DIRECTOR – JIM LUKAS
  o A recently added section to the City’s website was announced, where residents or employees of the City can leave stories of services received that went above and beyond expectation. Stories are welcome.
  o Explanation of Legislation reviewed and approved by Law Committee:
    ▪ 2017-4-E made changes to the City codes to match that of the State code.
    ▪ 2017-5-E was presented by Jim Downton who explained the need for two new positions at the Convention Center given the current staff’s overtime.
    ▪ 2017-6 was presented by Jim Nesbit who recommended replacing one vehicle which has been out of commission and moving another older vehicle to a different department and replacing that one.
    ▪ 2017-7 and 2017-8 was presented by Kirk Mousa who recommended the disposal of the City’s last ambulance and replacing it with a new one; and the disposal of the Fire Department’s excess vehicles to purchase one new department vehicle and one new maintenance vehicle.
    ▪ 2017-R-3 extends the moratorium another six months on the marihuana laws.

♦ PRESIDENT OF COUNCIL – VICKI HOPPE
  o Welcomed Kurt Irey as the new Treasurer.
  o Reminder that the filing deadline to be on the ballot is nearing; contact Diane Rabe with questions.

♦ CLERK OF COUNCIL – TERESA BUCHEIT
  o No report.
♦ **AUDITOR – ED CUNNINGHAM**
  o The Auditor’s report for the month of December was submitted to Council.
  o The City was able to meet goal of the General Fund at 7.8 million; the 3 million annex will go a long way into doing the 5-year capital; the Fire Fund is ahead of schedule to desired fund capital, still setting aside for equipment; and income tax finished 2 million over the City’s best year ever.

♦ **TREASURER – KURT IREY**
  o The Treasurer’s report for the month of December was submitted to Council.

♦ **LAW DIRECTOR – MARK PIEPMEIER**
  o No report.

♦ **FIRE CHIEF – KIRK MOUSA**
  o The Fire Department Annual Report was provided and is attached to the minutes.
    ▪ Mayor Hardman raised question about the 54 overdoses in the City in 2016 and learned that 37 of those came during the August-September epidemic throughout the county. In response to Councilman Lippert’s question about the safety measures in place to keep first responders safe with overdoses and needles, Chief Mousa explained that everyone wears protective gloves and Narcan can be delivered by several methods (injection, spray, IV).
    ▪ Councilman Tankersley requested clarification on the decrease in employees and was told that the City lost 6 part-timers to other full-time departments; retirements are occurring faster than an individual can graduate school; interest is down.
    ▪ Councilwoman Knight commented and Nurse Ely and the superb job she is doing.
    ▪ Appreciation given from Councilman Koch for the open houses and also the assistance given to his mother.
    ▪ Thanks given by President Hoppe to all the men and women in the Fire Department.

**RESIDENTS DESIRING TO BE HEARD BEFORE COUNCIL**
♦ None.

**COUNCIL COMMITTEES**
♦ **COMMUNITY SERVICES – ROB TANKERSLEY**
  o The next Community Services Committee Meeting will be Wednesday, February 01, 2017 at 4:30 p.m. in the Administration Conference Room.

♦ **COMMUNITY DEVELOPMENT – MIKE WILSON**
  o No report.

♦ **BUDGET & FINANCE – DAVE KOCH**
  o The next Budget & Finance Committee Meeting is scheduled for Monday, February 06, 2017 at 5:30 p.m. in the Administration Conference Room.

♦ **HONORED CITIZENS – SUE KNIGHT**
  o No report.

♦ **LAW & PUBLIC SAFETY – PAUL SCHMIDT**
  o The next Law Committee meeting is scheduled for Tuesday, February 07, 2017 at 4:00 p.m. in the Administration Conference Room.
RULE SUSPENSION MOTIONS
♦ The motion by Mr. Tankersley for the suspension of the regular rules of Council to allow for a first and only reading on Ordinances 2017-4-E and 2017-5-E with immediate effectivity, and Ordinances 2017-6, 2017-7 and 2017-8 with a 30-day effectivity was seconded by Mr. Lippert. Voice Vote on passage. Motion approved unanimously.

UNFINISHED BUSINESS
♦ ORDINANCE 2016 – 1, Authorizing the Safety/Service Director to Enter Into a Contract With CT Consultants to Provide Engineering and Site Plan Review for Calendar Year 2017 and Approving CT Consultants’ 2017 Fee Schedule. Clerk of Council gave the second reading of this ordinance.

NEW BUSINESS
♦ ORDINANCE 2017 – 4 – E, Amending Sharonville Codified Ordinance 513.121 (Marijuana Drug Paraphernalia) Changing Mandatory Driver's License Suspension to Discretionary Driver's License Suspension and Declaring an Emergency. Clerk of Council gave the first and only reading of the ordinance. The motion for passage by Mr. Tankersley was seconded by Mrs. Knight. Roll Call Vote on passage. Motion approved unanimously.

♦ ORDINANCE 2017 – 5 – E, Authorizing the Creation of a New Part Time Custodian Position and a New Part Time Event Service Assistant at the Sharonville Convention Center and Amending the Salary Ordinance and Declaring an Emergency. Clerk of Council gave the first and only reading of the ordinance. The motion for passage by Mr. Lippert was seconded by Mr. Koch. Roll Call Vote on passage. Motion approved unanimously.

♦ ORDINANCE 2017 – 6, Authorizing the Safety/Service Director to Enter Into a Contract to Purchase Two Patrol Cars and Dispose of Excess Vehicle. Clerk of Council gave the first and only reading of the ordinance. The motion for passage by Mr. Lippert was seconded by Mr. Wilson. Roll Call Vote on passage. Motion approved unanimously.

♦ ORDINANCE 2017 – 7, Authorizing the Safety/Service Director to Enter Into a Contract for the Purchase of a New Medic Unit and to Dispose of a 2009 Chevy Medic Unit. Clerk of Council gave the first and only reading of the ordinance. The motion for passage by Mr. Dutta was seconded by Mr. Koch. Roll Call Vote on passage. Motion approved unanimously.

♦ ORDINANCE 2017 – 8, Authorizing the Safety/Service Director to Enter Into a Contract for the Purchase of New Fire Department Vehicles and to Dispose of Other Fire Department Vehicles. Clerk of Council gave the first and only reading of the ordinance. The motion for passage by Mr. Tankersley was seconded by Mrs. Knight. Roll Call Vote on passage. Motion approved unanimously.

♦ RESOLUTION 2016 – R – 3, A Resolution Extending an Existing Moratorium for a Period of One Hundred and Eighty Days on the Granting of Any Permit Allowing Retail Dispensaries, Cultivators, or Processors of Medical Marijuana Within the City of Sharonville, Ohio. The Clerk of Council read the Resolution. The motion for passage by Mr. Wilson was seconded by Mr. Schmidt. Roll Call Vote on passage. Motion approved unanimously.

RESIDENTS DESIRING TO BE HEARD BEFORE COUNCIL
♦ None.
OTHER MATTERS TO BE HEARD BEFORE COUNCIL
♦ Mr. Tankersley noted the passing of Mary Haimerl, an active member of the City.
♦ Reminder that Mayor Hardman is collecting gift cards, to avoid duplicating gift cards, please communicate what is purchased.

ADJOURNMENT
♦ The motion by Mr. Tankersley to adjourn the meeting was seconded by Mr. Lippert. President of Council Vicki Hoppe adjourned the meeting at 7:52 p.m.

ATTEST

Teresa Bucheit, Clerk of Council Date Vicki Hoppe, President of Council Date
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From the Chief

Dear Mayor, City Council Members and Citizens of the City of Sharonville:

As Chief of the City of Sharonville Fire Department, I am pleased to present our 2016 annual report.

I am honored to serve the city, its citizens and the highly trained professionals that comprise this organization. These professionals go about their day with integrity and compassion.

We strive to operate within our economic constraints, use goals and standards to improve efficiency, and make our service more effective. Quality is and will be our focus. Quality of life, quality of service, and quality of character.

Although 2016 has brought about significant changes in our fire department, we the fire department will continue to place the citizens needs and desires foremost in our minds and deeds. The fire department will continue to provide and improve upon the excellent services you have come to enjoy and expect.

Sincerely,

Kirk Mousa, Fire Chief

Mission Statement

“The Sharonville Fire Department is committed to improving the quality of life of those in need of our services by delivering exceptional Life Safety, Public Education, and Fire Prevention by all means possible”
Who We Are

Sharonville Fire Department proudly serves and protects the residents and businesses in a roughly **10 sq. mile** area

**Active Fire Department Personnel:**

1- Chief
1- Assistant Chief
9- Lieutenants
27- Full Time Fire/Medics
1- Full Time Fire/Basic
7- Part-Time Fire/Medics
4- Part-Time Fire/Basics
1- Full-Time Fire Inspector
1- Part-Time RN
1- Part-Time Admin Assistant
Who We Are

Sharonville Fire is proud to have promoted the following personnel in 2016:

Marcus Roose
Promoted from Part-Time to Full-time Firefighter/Paramedic on August 2, 2016.

Tim Gory
Promoted from Part-Time to Full-time Firefighter/Paramedic on November 8, 2016.
Call Types

What type of calls do we respond to, and how many did we respond to this year?

Sharonville Fire Department Responded to 3799 calls for service in 2016.

Averaging almost 11 calls per day with an average call time of 43 minutes, we spent over 3020 hours on emergency calls in 2016. We actually operate at 8 personnel or less 6.2 hours per day. Which means 26% of each day we operate at a two station manpower level.

Run Volume 2014-2016

Total Call volume increased by 4.8%

47% of the day we have at least one medic on a call

Fire Call Volume increased by 5.9%

39 times in 2016 we used mutual aid EMS units

EMS Call Volume increased by 4%

1.78 hours per average day all 3 medics are on a call
Emergency Response Times

What happens when you call “911”?

‘911’ Call  Dispatch  Station Time  Travel
Call is taken by a dispatcher and then the fire or ems unit is notified
Time period following notification until crew is dressed and leaves the station
Time in transit from the station to the scene

Fire Department Response Time

Fire:
First unit on scene inside the city  5 min 37 sec
First Unit on scene to Highway or Mutual Aid calls  7 min 31 sec
First Unit on scene Average all areas  6 min 37 sec

EMS:
First unit on scene inside the city  4 min 43 sec
First Unit on scene to Highway or Mutual Aid calls  10 min 42 sec
First Unit on scene Average all areas  6 min 8 sec
Emergency Medical Services

Sharonville Fire’s largest service area, providing the highest quality emergency medical care

**Patients**
- 2298

**Transports**
- 1721

**Blood Pressure**
- 2012

**IV**
- 457

**Intraosseous**
- 27

**Intubations**
- 32

**Medications**
- 660

**Cardiac Monitoring**
- 981

**Common Medical Call Types**

*SFD was dispatched to an average of 7 EMS calls per day:

- Heart Attack/chest pain: 153
- Cardiac Arrest: 58
- General Trauma: 451
- Overdose: 54
- Auto Accidents: 294
- Psychiatric: 131
- Abdominal Pain: 75
- Lift Assist: 55
Emergency Medical Services

Sharonville Fire’s largest service area, providing the highest quality emergency medical care

Sharonville Fire Dept.
Uses High Performance CPR

Our EMS crews strive to do their best in many difficult situations. One of the most difficult is when a patient is found in cardiac arrest.

Based upon the latest research, SFD crews now practice high performance CPR. Oftentimes doubling the chances of a cardiac arrest patient walking out of the hospital.

Using Technology to Improve our Service

Video Laryngoscope with a full color screen allowing for easier visualization of the vocal cords increasing the chance of success during intubation procedure.

Device allowing direct continuous feedback during CPR. Increasing chance of the return of spontaneous circulation and overall survivability.

Lithium Ion powered drill that allows quick access into the bone marrow in the patient where rapid deployment of medicines is essential.
**Fire Prevention**

Sharonville Fire saves lives and property by stopping fires before they start

**Inspections**

Inspector Kevin Willman heads up our inspection division and is the primary point of contact for all of our larger businesses. He has decades of experience and is actively involved in plan review for new or renovating businesses. Last year SFD performed over 950 inspections working to ensure the businesses are safe for employees and customers while remaining respectful of the business operation.

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**Sharonville Certified Fire Investigators**

Wayne Messerschmitt

Lt. Chris Ellis

Gregg Shewbridge

---

**2016 Fires by Type**

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<th>Count</th>
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<tr>
<td>Building</td>
<td>29</td>
</tr>
<tr>
<td>Vehicle</td>
<td>27</td>
</tr>
<tr>
<td>Brush/Mulch</td>
<td>7</td>
</tr>
<tr>
<td>Dumpster/Rubbish</td>
<td>19</td>
</tr>
<tr>
<td>False Alarms</td>
<td>397</td>
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**Fire Investigations**

Sharonville Fire Department uses certified fire investigators on our staff to determine the cause of fires in our jurisdiction. The team determined that four major incidents required investigation in 2016, including apartment fires, commercial fires and a school bus fire. Many other minor incidents were also investigated. Our team also utilizes their talents on the area investigation team, assisting or directing the investigation in another 23 incidents. These investigations are not only to determine if the fires were deliberately set, but they help determine if a product is faulty or malfunctioning.
Fire Prevention

Sharonville Fire saves lives and property by stopping fires before they start

Pre Plans

Sharonville fire department employs a part time individual to work on Pre Plans for the city’s business’s. Pre Plans are designed to help responders effectively and efficiently manage emergency incidents at that structure or business. This helps to maximize protection of not only the fire department personnel, but also the occupants, property and environment. This is an ongoing task that requires constant effort and attention. For instance, one of our preplans covers a building with over 1,000,000 square feet.

Ben Casteel

Hydrant Maintenance

Fire hydrant maintenance is another task performed by our staff and several subcontractors. It is important to ensure that the fire hydrants in your neighborhood or place of business are functional and will operate properly when we need them. This year we performed a spring and fall service on over 900 fire hydrants. We also had the hydrants pressure tested by a local company to locate flow problems before an emergency. Last year we had to replace several hydrants after they were struck by vehicles at an average cost of over $7750 per hydrant. We must budget for these repairs and multiple others that are less costly. We spent $43,414 dollars in repairs in 2016. Fortunately we are able to recover some of the costs from insurance, this year we recovered $27,947.

LT. Brian Burns
Public Education and Outreach

Sharonville Fire helps keep the community safe through education and awareness

LT. Scott Holland  John Eichelbacher  Suzanne Casteel

Smoke Detectors  CPR Classes  Car Seats

Our Public Education and Outreach Offerings

Fire Extinguisher Class  Safety Camp
Sharonville Fire helps keep the community safe through education and awareness

The Many ways SFD helps the Community

In 2016 the Sharonville firefighters were out in the community helping to make a difference. The department held our annual Touch a Truck Event, Safety Camp and Open Houses. In addition the Firefighters:

- Installed 188 Car seats
- Visited 26 homes and installed 39 new smoke detectors
- Replaced batteries in the smoke detectors in 38 homes
- Held 34 CPR classes issuing 321 Certifications
- 16 First Aid classes with 160 Certifications

Making the Holidays
Brighter for Everyone

Sharonville Fire
Open Houses 2016
Firefighters in our Community

Sharonville Fire helps keep the community safe through education and awareness

The Many ways SFD helps the Community

The Sharonville Honor Guard is present at many functions throughout the year including parades, city functions, and funeral details.

The firefighters also help out the citizens of the community by helping the indigent, elderly, or homebound with items that they are unable to do themselves. In the picture below the firefighters help by removing nuisance brush and repairing gutters on an elderly person's home.
Emergency Management

Helping the community prepare and assisting citizens in their time of need

RAIN Program

The Resident Assistance and Intervention Nurse is active in the community. Her primary focus is operating the food pantry and assisting residents in their time of need. She works as a liaison between the resident and social assistance programs such as the Council on Aging. She performs home visits after being requested to by the resident or their family. Other agencies such as the fire and police department can also make referrals to the RAIN program. She is involved in the Sharonville Christmas fund and actively assists the Hamilton County Health Department.

Christmas Fund

The Sharonville Christmas fund is the source of financial assistance for the food pantry and the indigent requiring temporary assistance in the city. In 2016, the RAIN program and Christmas Fund assisted 205 families including 176 adults and 155 children with food and basic supplies. The fund along with the help of 28 sponsors provided Christmas gifts and necessities for 33 families. In addition 32 Thanksgiving food baskets were delivered and 17 families including 35 children received Christmas food baskets.
Training, Special Teams, and Safety

Keeping the Firefighters safe and prepared for any situation

Acquired Structure Training

This year we were very fortunate that Mallard Cove Retirement Center donated 3 structures on Lippleman Rd. These structures provided valuable learning opportunities for hose deployment, basement fire, search, and fire attack evolutions. Although we were unable to actually burn the structures, it provided invaluable experience in basic techniques for our firefighters.

Live Burn Structure

Through our partnership in the Northeast Fire Collaborative, we will be able to provide live burn training in a modern class A burn building. While the building is located in downtown Loveland, it is important that firefighters receive actual live burn experience. This structure and our partnerships will allow us to do this training several times per year.

Flashover Training

Sharonville Fire Department hosted the State Fire Academy Flashover simulator this fall. This gave the firefighters a chance to see life threatening flashover conditions with temperatures in excess of 1200° Fahrenheit in a safer environment. They learned how to recognize the environment, how to prevent or remedy the situation and were able to practice using thermal imaging cameras.
New Equipment

New Equipment in 2016

28 Firehawk SCBA’s and Masks
Obtained through a joint AFG grant with our NEFC Partners

4 K65 Flir Thermal Imaging Cameras
16 K33 Flir Thermal Imaging Cameras
2 K2 Flir Thermal Imaging Cameras

125’ Smeal Aerial Ladder
2500 GPM Pump
350 gallons water
50 gallons Class A Foam
84,000 lbs
Planning for the future involves looking at the past. While the past year has been a turbulent one with many changes, we understand that our core mission remains intact. We are here to serve and protect the citizens and businesses in the City of Sharonville. We will begin to formulate a plan to address the changes that are on the horizon for our department. We must do this to ensure that the level of service the citizens have come to expect and that we have delivered remains and improves. We will place a significant focus on training, the health and wellness of our members, and of our community in the upcoming year.

In the year ahead we will order a replacement Ford Medic unit to replace our 2009 Chevy unit. We will develop a succession plan to address the significant future retirements of key positions in the department. We will also focus on a strategic plan to address part-time manpower shortages and empowering our members to perform at their peak levels.