



Category 5A. Community Risk Reduction Program

Summary

The Inspectional Services Division (ISD) implemented a new inspection software in 2020. The ImageTrend Software is a cloud based software that allows the inspectors to access the system from any desk or mobile device. The Fire Marshal determined that the old antiquated data base would not be transferred to the new system. The inspectors would go building by building, street by street to build an updated accurate data base. 2020 also introduced a new Customer Service Assistant (CSA) to ISD. The CSA assisted the Fire Marshal in developing a paperless plan review process; the CSA was also instrumental in the on line permit portal through the Accela program used by the Community Development Department. Now both Village departments can cross reference each other's permit and inspection data. The Compliance Engine an on line fire system reporting database has helped maintain compliance on all fire systems throughout The Village, even if an occupancy inspection was not completed by ISD. The testing contractor company is required to upload the reports to the website for review. An email is also sent to the Fire Marshal if an essential system is deemed out of service. This will expedite the notification process to correct the issues found and get the systems back in service. The smoke detector installation program instituted through a partnership with the Illinois office of the State Fire Marshal and the Illinois Fire Safety Alliance continues to prove a great community outreach program. A majority of the installs are being done by on shift personnel, with off duty staff scheduling some weekend installations.

Operational Performance

The Inspectional Services Division (ISD) conducted 2,094 Inspections from January 1, 2020 to December 31, 2020. 1,504 annual inspections / re-inspections, and 590 inspections specialty type inspections. ISD completed 1,154 inspections out of 3,558 inspectable businesses.

Inspection Type	Type count
Annual Inspections	1,154
Annual Re-Inspections	350
Total	1,504
Complaint	11
Consultations	61
Fire Alarm	140
Fire Alarm Re-Inspections	74
Fire Pump	5
Fire Pump Re-Inspections	0
Hood Suppression	8
Hood Suppression Re-Inspections	0
Knox Box	46
Knox Box Re-Inspections	0



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Misc	14
Misc Re-Inspections	0
Occupancy	56
Occupancy Re-Inspections	17
Sprinkler	94
Sprinkler Re-Inspections	28
Storage Racks	23
Storage Racks Re-Inspections	7
Underground Flush	6
Underground Flush Re-Inspections	0
Total	590

Total for Group: 2,094

Outcome Metrics

Smoke Detector Installations: The smoke detector installation program continues through a partnership with the Illinois office of the State Fire Marshal and the Illinois Fire Safety Alliance. A majority of the installs are being done by on shift personnel, with off duty staff scheduling some weekend installations. Currently the identified risk groups are the elderly and people with special needs. If someone else calls requesting a smoke detector they are put on a list and completed in a first come first served basis.

Fire Dollar Loss: Defined as the total loss of property involved in a fire. The total loss of property in 2020 was \$780,025. This is the second lowest dollar loss in the last 5 years. Defined as the total loss of property involved in a fire. Moving forward the department will strive to have a Fire dollar loss/save ratio of 90% of total value of properties involved in fires as well as containing the fire to the room of origin 90% of the time.

Fire Loss 2020	Property Loss	Content Loss	Total Loss
Residential Loss Planning Zone 7	\$400	\$0	\$400
Residential Loss Planning Zone 8	\$600	\$10	\$610
Residential Loss Planning Zone 9	\$0	\$0	\$0
Residential Loss Planning Zone 10	\$60,600	\$2,095	\$62,695
Total Residential Loss Department Wide	\$61,600	\$2,105	\$63,705
Non-residential Loss Planning Zone 7	\$23,720	\$1,300	\$25,020
Non-residential Loss Planning Zone 8	\$40,650	\$1,000	\$41,650
Non-residential Loss Planning Zone 9	\$137,050	\$510,600	\$647,650
Non-residential Loss Planning Zone 10	\$2,000	\$0	\$2,000
Non-Residential Loss Department Wide	\$203,420	\$512,900	\$716,320



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Total Loss Planning Zone 7	\$24,120	\$1,300	\$25,420
Total Loss Planning Zone 8	\$41,250	\$1,010	\$42,260
Total Loss Planning Zone 9	\$137,050	\$510,600	\$647,650
Total Loss Planning Zone 10	\$62,600	\$2,095	\$64,695
Total Loss Department Wide	\$265,020	\$515,005	\$780,025

Fire Civilian Casualties: Defined as the number of civilian fire deaths. The Department's goal is always to have 0 civilian deaths. In 2020, we had 0 fire related deaths.

Fire Service Injuries: Defined as the number of firefighter injuries that occurred during fire incidents and caused the individual to miss work. The Departments goal is to have 0 days of work missed due to injury. In 2020, we had 3 individuals that were injured during fire suppression activities and missed work.

Building Inspected/Code Violations: The Inspectional Services Division (ISD) conducted 2,094 Inspections from January 1, 2020 to December 31, 2020. 1,504 annual inspections / re-inspections, and 590 inspections specialty type inspections. ISD completed 1,154 inspections out of 3,558 inspectable businesses.

Vacant Building Identification/Notification Program: Currently there is no formal program for vacant building identification/notification.

Strategic Plan Goals and Objectives

Goal # 1 set forth by the strategic plan is to review the effectiveness of the Inspectional Services Division, and by second quarter of 2019, make the adjustments deemed necessary to increase the number of fire inspections completed in the community. In completing the FY22 3rd Quarter report for Community Risk Reduction, there is ample confirmation that the number of completed fire inspections continues to decline. Year-to-Date, we have completed just under 1,700 inspections, which roughly reflects 500 specialty inspections (alarms, sprinklers, occupancies), 700 annual inspections, and 472 annual re-inspections. We are far below our goal of inspecting each building in the Village every year per the Continuous Improvement Plan. At the rate of 700 out of 3,500 inspections per year, we might get to each business once every 5 years. In June 2020, the number of inspections completed rose significantly due to the hiring of additional part-time (7G) Inspectors. The number of annual inspection was going strong until April 2021. From July 2020 through March 2021, the average number of regular inspections per day was 147; for the last 6 months, the average is now 36, a decrease of approximately 75%. Most of this reduction is attributable to changes in shift staffing levels has resulted in greater overtime availability at a rate of pay that is 2.5 times higher than the 7G rate. The Fire Marshal will continue to evaluate the ISD, and report his findings to the Fire Chief along with his recommendations to better the ISD.

Training

The Office of the State Fire Marshal (OSFM) mandates that each Fire Inspector is to receive



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100 hours of continuing education every 4 years. The Department Fire Inspectors receive annual continuing education training as required by attending annual conferences and seminars to improve their knowledge and maintain efficiencies in fire inspection practices. Fire Inspectors may also improve their knowledge by attending classes pertaining to Fire Prevention. Continuing education will continue to be maintained by following requirements of the SOP Fire Inspector Continuing Education and Re-certification Requirements, Fire Inspector job description, and requirements by OSFM. By meeting the state and AHJ requirements ISD will continue to provide funds for inspector training in the annual budget. The fire department management analyst will evaluate the annual cost to maintain skills and education.

Equipment

The Inspectional Services Division (ISD) is currently utilizing ImageTrend Software to conduct and maintain inspections and records. ISD also utilizes the ImageTrend Software to maintain the Villages Fire Risk Analysis and Pre-Incident Survey records.

Staffing

The Inspectional Services Division (ISD) is currently staffed with one (1) Full Time Fire Marshal that is certified as a Fire Prevention Officer, one (1) Full Time civilian Fire Inspector certified, and supported by 5 (5) Part-Time Fire Inspectors. Currently none of the part time (7G) Inspectors are active in the ISD. The Fire Marshal and all Inspectors are certified with the Illinois Office of the State Fire Marshal at the minimal level of Fire Inspector 1. The Fire Marshal is responsible for overseeing all functions of ISD and its staff. The Fire Inspectors are responsible for occupancy inspections and code enforcement. The ISD has further assistance and support from one (1) full time civilian Customer Service Assistant (CSA) person. The CSA manages the Accela on line permit portal, FOIA requests, inspection scheduling, and much more. The Village also contracts with a third party plan review company to assure all construction projects comply with ordinances and codes. The need for additional inspectors is prevalent; ISD has not reached the goal of inspecting each inspectable property annually or biennial.

Program Improvement Plan

The Fire Marshal has proposed to budget in FY 23 for 2 additional Full Time Inspectors.