



---

# EAST GRAND FORKS FIRE DEPARTMENT

---

2024 Year End Report



# East Grand Forks Fire Department

---

## 2024 Year End Report

### Table of Contents

A MESSAGE from Chief Boushee.....	2
MISSION / VISION.....	3
DEPARTMENT .....	4
Staffing .....	4
Organizational Chart.....	4
Department Picture.....	5
Firefighter of the Year.....	5
Fleet .....	6
Fire Stations .....	8
CALLS FOR SERVICE .....	9
ADMINISTRATIVE .....	11
Strategic Planning .....	11
Grants .....	11
Donation.....	11
Township Fire Service Contract.....	12
Insurance Services Office (ISO) .....	12
TRAINING..... Training Officer Paul Hansen .....	13
FIRE PREVENTION..... Fire Prevention Officer Austin Skjei .....	14
HEALTH & SAFETY..... Health & Safety Officer Ryan Swang .....	15
EMERGENCY MANAGEMENT .....	16
Spring Flood and Severe Weather.....	16
Emergency Management Training.....	16



# East Grand Forks Fire Department

---

A MESSAGE from Chief Boushee

## Welcome to the City of East Grand Forks Fire Department's 2024 Year End Report

On behalf of the members of the East Grand Forks Fire Department, I am pleased to present this 2024 year-end report. As we close out another year, it is a moment for reflection, gratitude, and pride in the work our firefighters do each day to keep our community safe. My hope is that in this report you will see a glimpse of the unwavering dedication and professionalism of our firefighters as they are at the forefront of every challenge and accomplishment we achieve.

This year, we responded to 1,222 emergencies, including fires, medical incidents, rescues, and other critical situations. Each call is a reminder of our purpose, to **serve** our citizens with a team of well-trained individuals who are "Always Ready". Our team's commitment to **serve** continues to be a source of pride. This commitment to serve is emphasized by our motto "Always Ready" which extends to the wellbeing of our firefighters both physically and mentally as well as maintaining our equipment in a ready state.

Looking ahead, we will continue to build on the successes of 2024. We are committed to continuously evolving to meet the needs of our community. We will focus on the wellbeing and safety of our firefighters. Ensure that our firefighters have the training and resources needed to handle the evolving challenges of the fire service. Additionally, we will be implementing plans to expand our fire prevention efforts as well as offering new educational opportunities.

In closing, I would like to thank our community, city leadership, and city departments for all the support we receive. Your support is essential to our success. I would also like to express my deepest appreciation to each member and their families for their dedication, teamwork and sacrifice. I am incredibly grateful to serve alongside each of you.

Sincerely,  
Jeff Boushee  
Fire Chief



# East Grand Forks Fire Department

---

## Mission

Our mission is to serve the citizens of our community and surrounding areas with a well-trained team of capable individuals who are “Always Ready”

## Vision

We will be an adaptive organization that leads the community in public service. Through continuous training, our department will provide fire suppression, emergency medical service, disaster relief, and public education.

## Values

Selfless – Putting others first  
Evolving – Develop and progress  
Reliable – To be trusted  
Vigilant – Watchful and alert  
Integrity – Strong moral principles  
Courageous – Very brave  
Educate – Teach others

## Motto

“Always Ready”



# East Grand Forks Fire Department

## DEPARTMENT

The East Grand Forks Fire Department serves the City of East Grand Forks as well as 7 surrounding townships, which is approximately 188 square miles. The services we provide are EMS, Fire Suppression, Technical Rescue, Hazardous Materials, Fire Code Education / Enforcement, Fire Prevention Education / Activities, and Emergency Management.

### Staffing

The department currently employs 1 Fire Chief, 9 Fulltime Firefighters/EMT's and 21 Paid-on-Call Firefighters/FR's. The department is divided into 3 shifts (A, B, C). Each shift has 3 full-time and 7 Paid-on-Call Firefighters. Our shift supervisors (Assistant Fire Chief's) have three options to handle emergency calls.

1<sup>st</sup> Alarm = On duty fulltime staff

2<sup>nd</sup> Alarm= On duty fulltime staff plus 7 Paid-on-Call Firefighters

3<sup>rd</sup> Alarm= On duty fulltime staff plus all off-duty Firefighters (Both fulltime and Paid-on-Call)

The department always maintains a minimum level of 2 Firefighters on duty. Our Paid-on-Call Firefighters are relied on to help maintain our minimum level of staffing if needed.

### Organizational Chart

	Fire Chief	
	Jeff Boushee	
"A" Shift	"B" Shift	"C" Shift
Assistant Chief	Assistant Chief	Assistant Chief
Austin Skjei	Paul Hansen	Ryan Swang
Engineer	Engineer	Engineer
Tanner Petterson	Hunter Olson	Thomas Hajicek
Firefighter	Firefighter	Firefighter
Parker Anderson	Austin Cooley	Nicholas Derrick
Paid On Call	Paid On Call	Paid On Call
Todd Grabanski	Kenny Nultemeier	Jim Benson
Seth Baune	Nate Altendorf	Neil Purcell
Jason Lillibridge	Jacob Cariveau	Nathan Veiergutz
Jeremy King	Troy Tretter	Casey Clement
Cody Wasylow	Andrew Robertson	Tyler Tretter
Chad Gunderson	Frank DeCouteau	Seth Merkens
Jack Chapusette	Catherine Brier	Casey Bergh



# East Grand Forks Fire Department

---

## Department Picture



## Firefighter of the Year

Our Firefighter of the Year was Andrew Robertson. Andrew deserved the distinguishment as his performance was excellent. His attendance to emergency calls and training were nearly perfect.



***Firefighter of the Year "Andrew Robertson"***



# East Grand Forks Fire Department

---

## Fleet



Command Vehicle 400  
2019 Chevrolet  
City



Rescue 421  
2014 Ford F550  
City



Fire Engine 407  
2018 E-One Typhoon  
City/Township



Fire Engine 408  
2008 International  
City



Fire Engine 409  
2000 International  
Township



# East Grand Forks Fire Department

---



Aerial Platform T-1  
2007 Seagrave  
City



Tanker 406  
2010 Kenworth  
Township



Utility Vehicle 424  
2022 Ford F-350  
City



Utility Vehicle 420  
2010 Ford F-350  
City



Utility Vehicle 422  
2011 Chevrolet 2500  
City



# East Grand Forks Fire Department

---



Grass Rig 412  
1994 Ford  
City / Township



2009 Crestliner Boat  
2017 Polaris Ranger  
City



Snowmobile / Cutter  
2012 Arctic Bearcat  
City

## Fire Stations



Fire Station #1  
415 4<sup>th</sup> St NW



Fire Station #2  
243 5<sup>th</sup> Ave SE

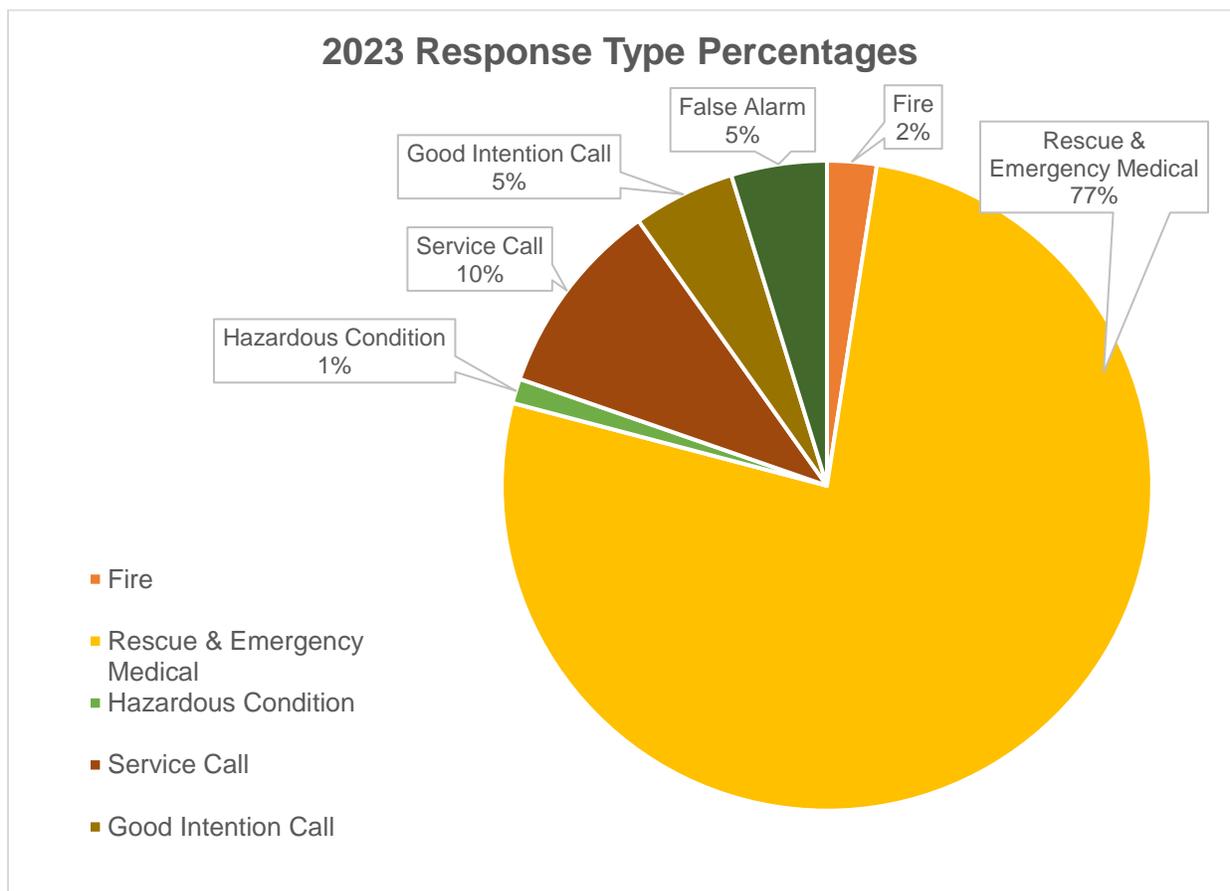


# East Grand Forks Fire Department

## CALLS FOR SERVICE

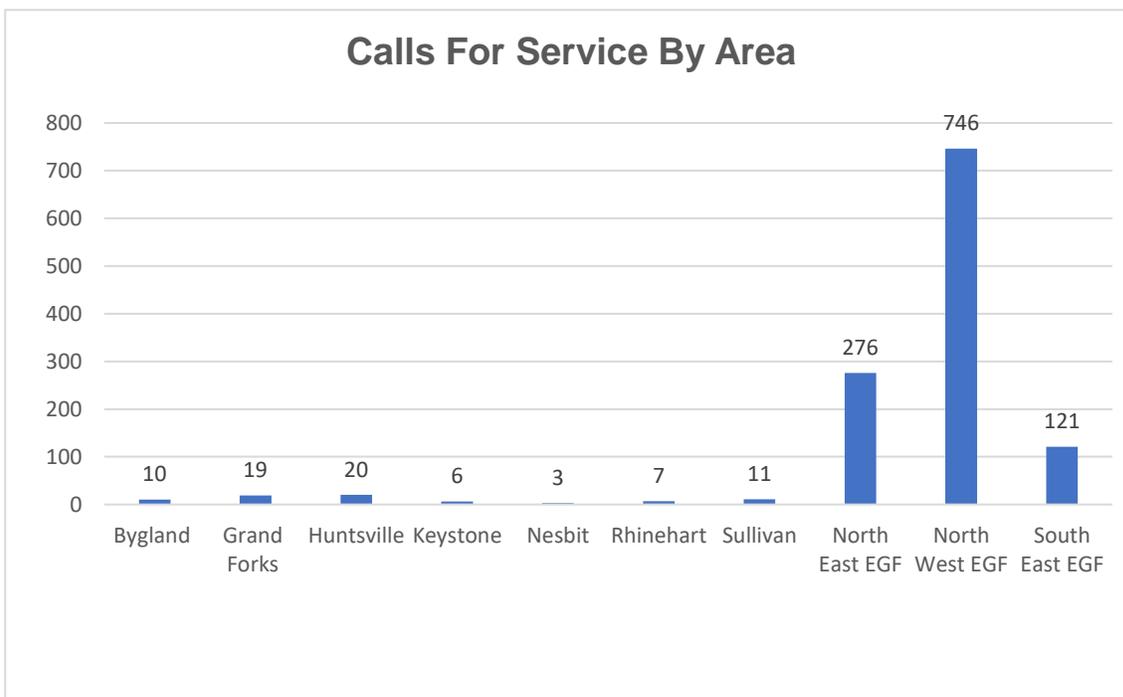
The East Grand Forks Fire Department responded to 1,222 calls for service in 2024. The following tables and graphs provide a breakdown of our 2024 calls for service. The calls are broken into 8 separate areas for reporting purposes. The following tables and graphs provide a statistical view of 2024 calls.

<b>Fires</b>	Building, Cooking, Vehicle, and Wildland Fires	<b>29</b>
<b>Overpressure Rupture/ Explosion</b>	Explosion, Excessive Heat	<b>1</b>
<b>Rescue &amp; Emergency Medical</b>	Medical Assist, Vehicle Accident, Rescues	<b>935</b>
<b>Hazardous Condition (No Fire)</b>	Carbon Monoxide, Gas/Fuel Spills, Gas leaks	<b>15</b>
<b>Service Calls</b>	Assist Public, Assist Police, Water Problem	<b>121</b>
<b>Good Intent Calls</b>	No Incident Found, Cancelled, Smoke Scare	<b>62</b>
<b>False Alarm</b>	System Malfunction, Unintentional, Malicious	<b>58</b>
<b>Severe Weather</b>	Standby, Open Shelters	<b>1</b>
<b>Total Calls for 2023</b>		<b>1222</b>





# East Grand Forks Fire Department



<b>Three Year Calls for Service Breakdown</b>			
	<b>2022</b>	<b>2023</b>	<b>2024</b>
Fires	31	38	29
Overpressure Rupture/ Explosion	3	0	1
Rescue & Emergency Medical	840	842	935
Hazardous Condition (No Fire)	17	31	15
Service Calls	198	117	121
Good Intent Calls	56	57	62
False Alarm	63	60	58
Severe Weather	2	0	1
<b>TOTAL</b>	<b>1210</b>	<b>1145</b>	<b>1222</b>



# East Grand Forks Fire Department

---

## ADMINISTRATIVE

Despite some challenges we managed to operate within the approved 2024 budget. We have been fortunate to comply with standards maintaining our required replacement plan for personal protective equipment and maintaining other equipment to comply with standards. Our fleet has been well maintained, thanks to our city mechanics and fire dept. staff. As you will see grants, reimbursements, and donations have helped in many ways.

### Strategic Planning

Over the last few years, we have focused on career development, succession planning, and training. At this point we have made progress in these areas; this work continues and is ongoing. Another area we have been working on is facilities. We are still in need of the proposed station 2 renovation and a training tower addition to station 1.

As a result of strategic planning meetings, we have identified three new goals for 2025. We have created action plans to achieve each of these goals. The 2025 goals are as follows:

- Improve Medical Training – Reduce the amount of online training and replace with more in-person, hands-on training.
- Improve Mutual Aid Relations – Build mutual aid relations through training together, attend mutual aid partners functions when invited, include mutual aid partners to attend our functions.
- Improve Health & Fitness – Create health and fitness goals, use exercise room more often, gain knowledge about nutrition.

### Grants

Minnesota Board of Firefighter Training and Education (MBFTE): The department received a training reimbursement grant of \$28,221.67 for the fiscal year of 2024. This has been used to purchase updated curriculum, Target Solutions internet based learning system, cover tuition for outside training, and cover some overtime costs to back fill to accommodate for training. No local match required.

Oneok Community Investment Grant: The department received \$3,125.00 to purchase a Smart dummy for training purposes. This grant required no local match.

Greater Northwest EMS Grant: The department received \$1,250.00 to purchase medical equipment. This grant required no local match.

Walmart Community Grant: The department received \$ 2,000.00 to purchase CPR manikins and AED trainers. This equipment will be used to train staff and citizens in CPR and AED use.

### Donations

Scheels “Give Back Program” Donation: Scheels donated \$750.00. This was used to purchase one iPad and accessories for a response vehicle.

Ultima Bank: The East Grand Forks Ultima Bank provided pizza for the EGFFD staff on our November drill night.



# East Grand Forks Fire Department

## [Township Fire Service Contract](#)

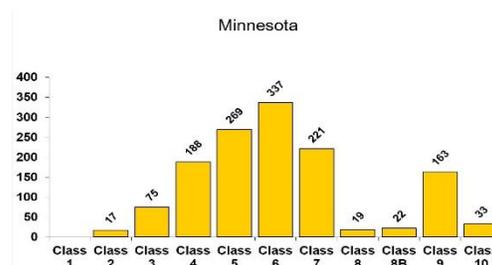
The City of East Grand Forks provides fire services through a contract with seven townships (Bygland, Grand Forks, Huntsville, Keystone, Nesbit, Rhinehart, and Sullivan). The townships and the City of East Grand Forks have a long history of partnering to provide fire protection and emergency services to the citizens of the surrounding area. This partnership has benefited both the townships and the city. To keep this partnership strong the fire dept. hosts an annual meeting (chili feed) between township officials, city officials, and fire dept. staff. This meeting is used to update all stakeholders with fire department business, review the past year, discuss future plans, look at equipment, and discuss any concerns. This meeting is also an opportunity to show our appreciation and thank the townships for putting their trust in our fire dept. and the services we provide.

2025 is a contract renewal year. The new contract has already been negotiated and approved by the townships and city council; this is a 5-year contract. The East Grand Forks Fire Dept. looks forward to serving the townships and building on the already great relationship.

## [Insurance Services Office \(ISO\)](#)

The ISO's Public Protection Classification Program (PPC) plays an important role in the underwriting process at insurance companies. In fact, most U.S. insurers use PPC information as part of their decision making when deciding what coverages to offer or prices to charge for personal and commercial property insurance. The ISO uses a 1 to 10 number system for its classifications with "1" representing the best.

The East Grand Forks Fire Department Completed an ISO assessment in 2019. As a result of that assessment the EGFFD improved from a class 4 to a class 3 rating.





# East Grand Forks Fire Department

---

## TRAINING..... Training Officer Paul Hansen

2024 brought our department into new directions with training. The acquisition of new equipment leads us into some new areas of training within the department. We took a dive into not only structural collapse, but also into trench rescue. With the help of the street department a trench was dug for us to train in, the weather hampered our efforts, however we made the best of it in the building. We plan to try again in 2025.

We are continuing the use of computers to aid in our EMT and first responder re-certifications as well as our OSHA mandated training. Altru paramedics conducted evening training sessions in January, February, and March. We attended active threat training in conjunction with emergency management and several outside fire, law enforcement, medical, and dispatch partners; this training was a huge success. A special thank you goes to Northland Community and Technical College for the use of a large portion of their building for a week.

2024 saw us bring on two new paid on call firefighters, which required over 100 hours of training on their part. We continue to encourage members to improve themselves though outside the department training. We saw members attend weekend schools and weeklong conferences, which improves them and helps network with peers.

Our technical rescue team continues to be prepared when the time arises by meeting and training quarterly. They focus mainly on all things rope; rigging, repelling, lowering rescuers and patients, and everything that goes with confined space rescue.

As we look forward to 2025, we will continue evolve through education with a reliable group of vigilant individuals who are "Always Ready".





# East Grand Forks Fire Department

---

## FIRE PREVENTION.....Fire Prevention Officer Austin Skjei

The East Grand Forks Fire Department has been busy this past year with fire prevention and public safety; for both children and adults.

With Fire Prevention Week, this year's theme was "Smoke Alarms: Make them work for you". We focus on fire prevention throughout the month of October. To start the month off we have our annual open house; the open house is a busy night with several events going on.

1. Cooking fire demonstrations with how to put them out and how not too.
2. We used our fire extinguisher training prop for everyone to try and hopefully get comfortable using a fire extinguisher.
3. There is a physical agility course for the kids, which always seems to be a hit!
4. A fire hose to spray water at some targets.
5. All our trucks were open for anyone to walk through and see the inside.
6. Our mascot Sparkie made an appearance as well.

Also, in October we host all the kindergarten classes in town with a tour of Station 1, which includes teaching basic fire safety for children. The kids get to see a firefighter in all their turnout gear. They also get to crawl through a fire truck and get to see the station.

Last spring we conducted our second annual Junior Firefighter Academy. This academy is for juniors and seniors who are interested in firefighting, be it for a career or as a paid-on call. Our three fulltime firefighters from the three shifts run this program. We had three participants in the program this past year. They are issued their own set of turnout gear. We then put them through training which included CPR, Auto extrication, rope/ technical rescue, and other various activities that is conducted during a fire. This program was a great success, and we look forward to doing this again this year.

Also, in the spring we visit with all the 3<sup>rd</sup> Grade students. We visit their classrooms and teach more advanced fire safety, through a program called Community Safety Net. This program is funded by businesses within the community. With the donations from the business, we can send each student home with their own book and a link to share the fire safety videos and they can teach what they learned to their family.

In closing, we continue with our bi-annual fire inspections for all the businesses within our community. Our smoke/CO alarm program is year-round and is still operating. This past year we have completed five surveys. With the installation of two smoke alarms and six CO alarms.

Be safe!!!

Fire Prevention Officer  
Assistant Chief Austin Skjei



# East Grand Forks Fire Department

---

## HEALTH & SAFETY.....Health & Safety Officer Ryan Swang

Over the past year the fire department has been moving forward on many fronts. In 2024, the fire department purchased and trained on the use of six sets of ballistic protective equipment. Each set includes a bullet proof vest, ballistic helmet, eye, and hearing protection. As our response environment evolves and the potential for acts of violence become more common in society, this PPE will give our employees the protection necessary to respond to and treat the injured in a timelier manner than in years past.

In 2024, the fire department became aware of changes that are going to come to OSHA in the form of a new emergency response standard. This is new due to the fact that when the original fire brigade standard was enacted in 1980, it only pertained to industrial and private fire brigades. The new standard will cover emergency response as a whole and is going to potentially require some new requirements, especially in the way that we do record keeping and employee right to know reporting. We may also be required to do more training of certain areas within the fire service annually.

The city's early warning sirens were replaced last fall, one was repurposed and added downtown at the Fire Station. This project now gives us a total of five early warning sirens, giving the city and campground full coverage. From this project we were able to donate two of the replaced sirens to Polk County Emergency Management who then planned to install them around the Maple Lake area.

We also continue to replace turnout gear to remain compliant with the lifecycle outlined with the NFPA.

We are happy to report that we made it through 2024 without any work-related injuries. This is testament to the continued use of our SOG's and SOP's being followed and the commitment from all our staff of having a safety-first attitude.





# East Grand Forks Fire Department

---

## EMERGENCY MANAGEMENT

The Fire Chief is responsible for performing the duties of the Emergency Manager for the City of East Grand Forks. I have included a summary of Emergency Management activities for this past year.

### Spring Flood and Severe Weather

The National Weather Service 2024 spring flood outlook anticipated minor flooding across the region. This was the case as the Red River of the North crested at 27.35 on May 29<sup>th</sup>. This level is just under minor flood stage of 28ft. This was really a none event in terms of spring flooding.

For severe weather events in the summer of 2024, we opened storm shelters one time on August 29<sup>th</sup> due to tornado warnings and high winds. We sheltered 15 people from the state campground.

### Emergency Management Training

The East Grand Forks Emergency Management Team continues to prepare through training. Each section of our team met individually for section specific training; this went very well. We also had five members of our team attend a Full Scale EOC exercise in Mahnomen. The East Grand Forks Team performed very well and gained good knowledge and experience.

This year Assistant Fire Chief Paul Hansen and Fire Chief Jeff Boushee achieved their Basic Emergency Management Certificate from the State of Minnesota Department of Public Safety. This certificate required 90.25 hours of online classes and 52 hours of in-person classes.





# East Grand Forks Fire Department

---



“Junior Firefighter Academy 2024”





# East Grand Forks Fire Department

---



*“Always Ready”*