



EAST GRAND FORKS FIRE DEPARTMENT

2023 Year End Report



East Grand Forks Fire Department

2023 Year End Report

Table of Contents

A MESSAGE from Chief Boushee.....	2
MISSION / VISION.....	3
DEPARTMENT	4
Staffing.....	4
Organizational Chart.....	4
Fleet.....	5
Fire Stations	7
CALLS FOR SERVICE	8
ADMINISTRATIVE	10
Strategic Planning	10
Staffing.....	10
Grants	10
Donations	10
Township Fire Service Contract.....	11
Insurance Services Office (ISO)	11
TRAINING..... Training Officer Paul Hansen	12
FIRE PREVENTION..... Fire Prevention Officer Austin Skjei	13
HEALTH & SAFETY..... Health & Safety Officer Ryan Swang	14
EMERGENCY MANAGEMENT	14
Spring Flood	15
Emergency Management Training.....	15



East Grand Forks Fire Department

A MESSAGE from Chief Boushee

Welcome to the City of East Grand Forks Fire Department's 2023 Year End Report

On behalf of the members of the East Grand Forks Fire Department, I am pleased to present this 2023 year-end report. This report serves as a testament to the dedication and professionalism of our firefighters. Our firefighters are carrying out our mission, pursuing our vision and living by our core values.

When I look back at 2023 there are many things that stand out such as our first Junior Firefighter Academy or our Smoke Alarm / Carbon Monoxide alarm program, both have been very successful. I would also like to point out a couple of other accomplishments that stand out that you will not see in this report. One is the day-to-day productivity of our staff, which includes a wide variety of tasks, to list a few, vehicle/equipment repair and maintenance, buildings and grounds maintenance, housekeeping, administrative assistance, inspections, public education, training, and of course emergency response. Another accomplishment that stands out is the improvements made by our staff when operating during an emergency. Over the last year I have really noticed our whole department growing as a team and growing professionally, it shows in their performance on emergencies. I am extremely proud of each of our firefighters as they exceeded expectations. It is an honor to serve as their Fire Chief.

In closing, I would like to thank our community, city leadership, and city departments for all the support we receive. Because of this support our firefighters are motivated even more so knowing that their dedication, commitment, and service are appreciated. Your support is essential to our success. I cannot close without expressing my gratitude towards the families of our firefighters. **Thank you very much** for your sacrifices and support!

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.

1st Alarm = On duty fulltime staff

2nd Alarm= On duty fulltime staff plus 7 Paid-on-Call Firefighters

3rd 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

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 Crestline Boat
2017 Polaris Ranger
City



Snowmobile / Cutter
2012 Arctic Bearcat
City

Fire Stations



Fire Station #1
415 4th St NW



Fire Station #2
243 5th Ave SE

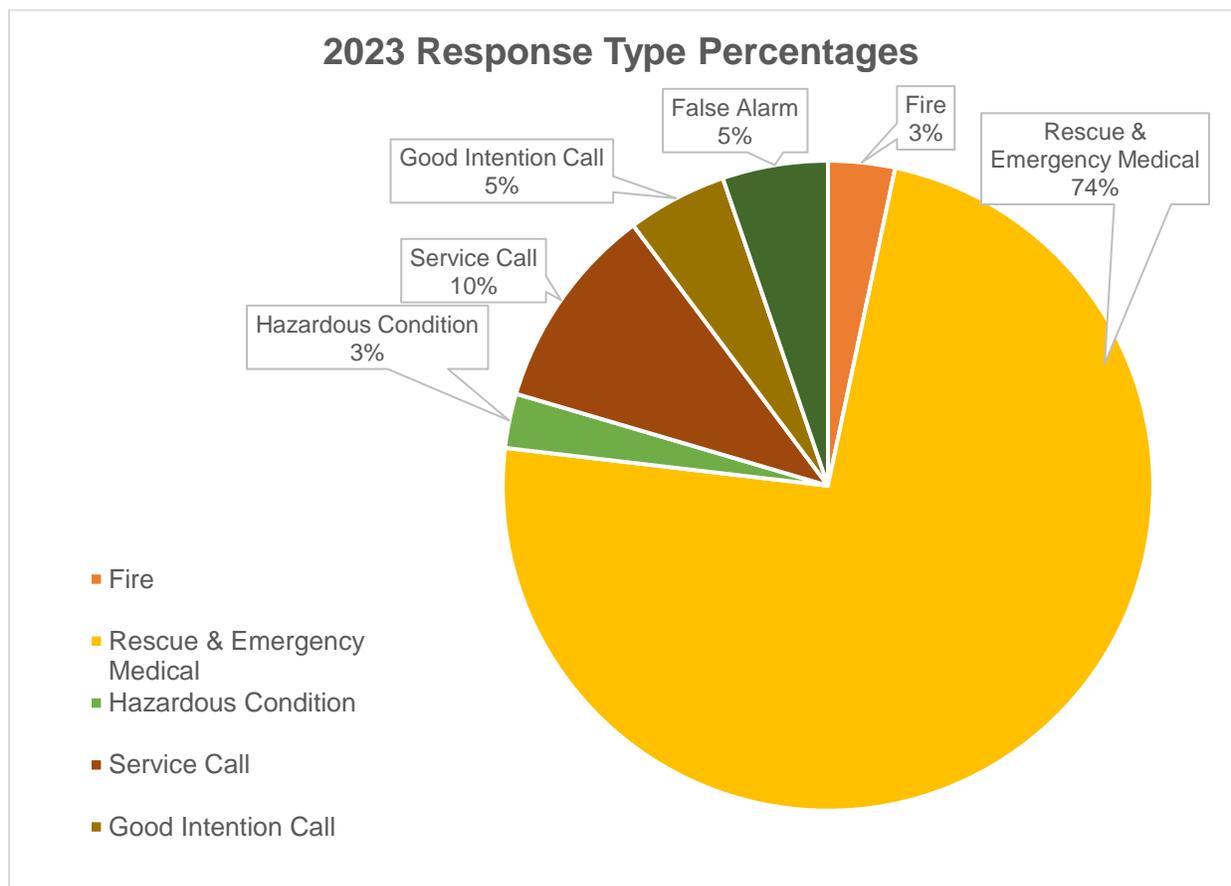


East Grand Forks Fire Department

CALLS FOR SERVICE

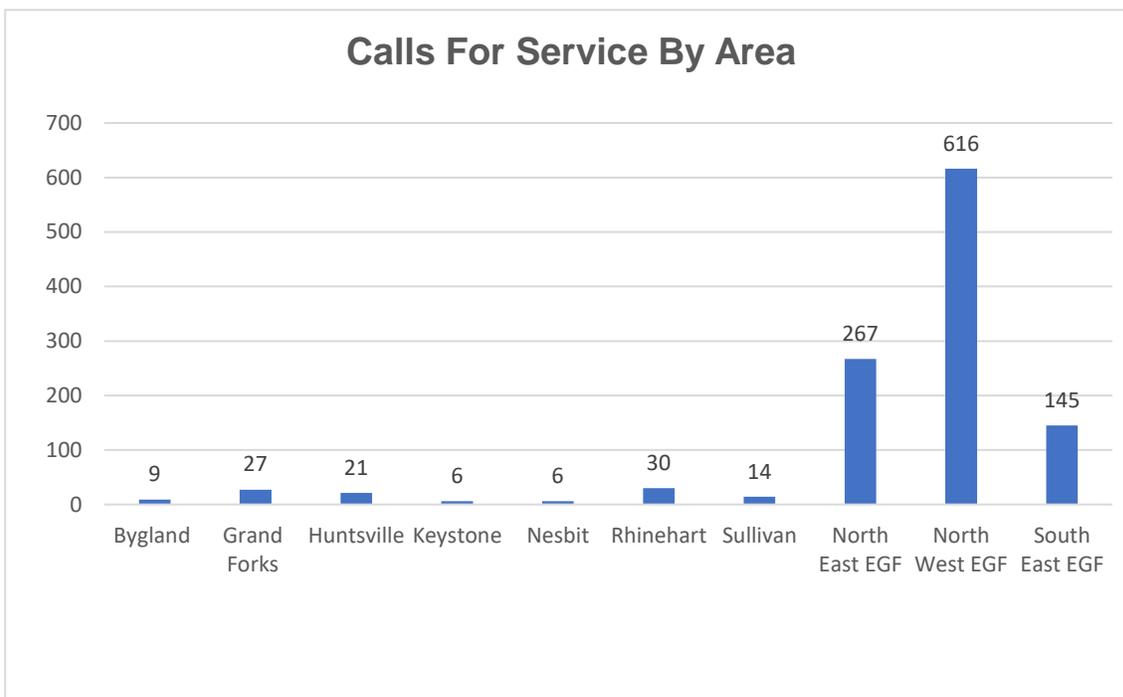
The East Grand Forks Fire Department responded to 1,145 calls for service in 2023. The following tables and graphs provide a breakdown of our 2023 calls for service. The calls are broken into 8 separate areas for reporting purposes. The following tables and graphs provide a statistical view of 2023 calls.

Fires	Building, Cooking, Vehicle and Wildland Fires	38
Overpressure Rupture/ Explosion	Explosion, Excessive Heat	0
Rescue & Emergency Medical	Medical Assist, Vehicle Accident, Rescues	842
Hazardous Condition (No Fire)	Carbon Monoxide, Gas/Fuel Spills, Gas leaks	31
Service Calls	Assist Public, Assist Police, Water Problem	117
Good Intent Calls	No Incident Found, Cancelled, Smoke Scare	57
False Alarm	System Malfunction, Unintentional, Malicious	60
Severe Weather	Standby, Open Shelters	0
Total Calls for 2023		1145





East Grand Forks Fire Department



Three Year Calls for Service Breakdown			
	2021	2022	2023
Fires	43	31	38
Overpressure Rupture/ Explosion	1	3	0
Rescue & Emergency Medical	791	840	842
Hazardous Condition (No Fire)	12	17	31
Service Calls	177	198	117
Good Intent Calls	55	56	57
False Alarm	38	63	60
Severe Weather	2	2	0
TOTAL	1119	1210	1145



East Grand Forks Fire Department

ADMINISTRATIVE

2023 was like previous years as we experienced increased costs to operate. With the unpredictability in the economy, it is difficult, at best, to plan a budget for the following year. This year we were able to hold the line except for repair and maintenance. This year was the year of repair and maintenance on our trucks, as the cost of repairs challenged our budget.

As you will see below the grants and reimbursements we received helped in many ways.

Strategic Planning

With our mission/vision driving the point of a service to our community, provided by well-trained individuals working as a team we will continue to provide quality training that challenges our firefighters. Our career development plan is in place to ensure growth of our leaders to provide for future succession. The next part of our planning is facilities. We have proposed a renovation plan for Station #2 to our city council, which is pending. Our training facility plans have taken the initial steps with Widseth donating a rendering concept drawing and a cost opinion.

Staffing

Our Firefighter of the Year was Hunter Olson, Hunter deserved the distinguishment as his performance was excellent, his attendance to emergency calls and training were nearly perfect. Firefighters Parker Anderson and Austin Cooley have successfully finished probation. Both Parker and Austin have been a great addition. In Dec. 2023 we hired two Paid on Call Firefighters, Catherine Brier, and Jack Chapusette, who will start training in Jan. 2024. We are excited to add Catherine and Jack to our team. Our roster is currently 31 firefighters.

Grants

We have been fortunate to receive \$27,498 in grants.

Minnesota Board of Firefighter Training and Education (MBFTE): The department received a training reimbursement grant of \$24,591 for the fiscal year of 2023. 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 \$1,872 to purchase CPR/AED training equipment. (CPR manikins and AED trainers) This grant required no local match.

Greater Northwest EMS Grant: The department received \$1,035 to purchase batteries for pagers and portable radios. This grant required no local match.

Donations

I would like to recognize and thank the families and organizations for their generosity.

“Jim King Memorial Bell” which is a ceremonial bell donated by the Jim King Family.

The “Jim King Memorial Bell” was dedicated in 2023 to past, present, and future men and women who serve through the Fire Dept. Firefighter Jim King’s legacy continues.

Scheels “Give Back Program” Donation: Scheels donated \$1,000. This was used to purchase three iPad’s that are used in our fire trucks.



East Grand Forks Fire Department

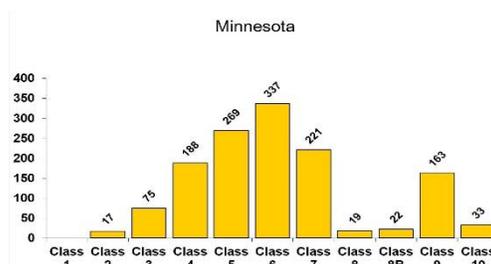
Township Fire Service Contract

The City of East Grand Forks provides Fire Services through a contract with 7 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 past year, discuss future plans, look at equipment, and discuss any concerns.

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

2023 we saw another successful year of training in our department. We continued to hone our skills on the 11 core elements of firefighting. We focused more of our time on firefighting skills this year, we utilized city owned facilities in town to conduct those drills, we could not conduct effective training without their support. We continue to look for new and better ways to improve firefighters. Of course, we cannot be an all-hazards fire department without spending some time training on rope rescue, auto extrication, hazardous materials response, and water rescue.

With changing technology, we saw the department adapt using computers to aid in our EMT and First Responder re-certifications. This was the first time in the history of the department that we have not had a weekend long refresher. Instead, we now bring in Altru Paramedics to conduct evening training sessions in January, February, and March. The balance of the training hours required are conducted in an online format.

We are always encouraging our staff to better themselves; we encourage them to certify themselves in categories to improve their careers. This year again we saw members obtain certifications; Firefighters, Nick Derrick, Parker Anderson, and Austin Cooley obtained their Fire Instructor I Certification. Assistant Chief Austin Skjei and Engineer Tanner Petterson obtained their Fire Officer I Certification.

We brought in outside instructors from the State Fire Marshal's Office to conduct evidence preservation training and instructors for firefighter health and wellness. We saw members of our department attend outside training; this always proves to be valuable training both from the classes as well as the networking that happens. We saw staff attend courses from basic firefighter all the way to emergency management. Again, this year our staff logged nearly 2,000 hours of training; we will continue to see growth in our department in the coming years.





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.

This year's fire prevention week theme was "Cooking Safety starts with You". We stretch fire prevention week throughout the month of October with a few different events. To kick it off we have our annual open house. We have a lot going on that night including.

1. Cooking fire demonstrations to follow with the theme of cooking safety.
2. Fire extinguisher training prop for everyone to try and put out the fire.
3. There was a physical agility course for the kids to burn off some energy.
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. Altru was here with an ambulance as well for everyone to see.

Also, in October we host all of the kindergarten classes in town with a tour, teaching basic fire safety, and kids getting to see a firefighter in all of their gear.

This year we started a new class for our older adults in our community at the library, called "Steps to Safety". This class is set up through NFPA and is about fall prevention and safety in the home. We received good feedback from this class.

This year our CO detector program took off. This program ties into the smoke detector program of the American Red Cross. When a citizen calls for a smoke or CO detector, we go to their home and assess their needs for detectors. This past year we completed 19 surveys, resulting in the installation of 17 smoke and 21 CO detectors.

New this year, in conjunction with Northland Community and Technical College was our Junior Fire Academy. This academy consisted of eight juniors and seniors who are interested in firefighting be it for a career or as a paid-on call. Our three firefighters ran this program; all students were issued their own set of turnout gear. The eight-week program included training in CPR, auto extrication, rope/ technical rescue, and other various jobs that are conducted during a fire. This program was a great success and look forward to doing this again this year.

In closing we have also been busy with our bi-annual fire inspections for all of our businesses in town and the rural areas as well.

Be safe!!!



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 2023 the State of Minnesota approved Public Safety funding for municipalities and counties throughout the state. The city of East Grand Forks received \$398,000 to be used between the Police Department, Fire Department, and Emergency Management. Below I have listed some of the highlights of purchases made with that money along with a few other things the Fire Department did on the Health and Safety front.

- Six sets of ballistic gear, which include a bulletproof vest and helmet, were purchased using some of the public safety funds. These will be delivered towards the end of March 2024.
- Tornado sirens will be updated throughout the city. With the addition of one siren being added to Station 1 to ensure better and complete coverage of the city in the event severe weather. This too was paid for using the public safety funds.
- Attended training department wide on cancer awareness and the first responder community.
- Purchased particulate hoods for every member of the department after the cancer awareness class, to better protect everyone from the wide array of carcinogens that are released as a byproduct of combustion.
- Continue to replace turnout gear to remain compliant with the lifecycle outlined with the NFPA.
- New Opticom emitters have also been purchased for all of our fire trucks and support vehicles to help ensure safer passage through intersections controlled with a traffic light. These will be installed in 2024.

Again, we can report that we made it through 2023 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 of 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

2023 spring started off with 22" of snow from March 10 through April 4th. With this snow fall the NWS Outlook was predicting a 50% chance of 44.4 flood crest (Moderate Flooding). The spring warmup started April 8th and by April 18th we were at flood stage (28 ft). Mayor Steve Gander declared a state of emergency on April 18th. As City departments engaged in flood operations following an action plan, things went well. The river crested at 40.8 ft on April 24th. The river receded below the flood stage on May 10th.

As a result of the spring storms and flood the City of East Grand Forks has been approved for State Disaster Public Assistance by Governor Tim Walz. East Grand Forks is currently working with Minnesota HSEM to recover some of the costs related to the storms and flooding.

Emergency Management Training

Training is a large part of preparation. This past year East Grand Forks emergency management team attended several training events. Our Public Information Officers attended an 8-hour course at the UND. Our team had 3 members attend a Family Assistance Center class then followed up with 2 members attending an 8-hour Family Assistance Center exercise. We also attended a Tornado Awareness class and The Minnesota Emergency Managers Conference. We currently have two Fire Dept. personnel working to achieve emergency manager certifications through the state of Minnesota.

Planning is another large part of preparation. This year we worked with Sacred Heart School to develop part of their emergency plan which included several walk-through exercises including evacuation and reunification. This was a great opportunity to not only create a template for future implementation but also to connect with Sacred Heart staff.





East Grand Forks Fire Department



“Always Ready”



East Grand Forks Fire Department



“Firefighter of the Year”



“Junior Firefighter Academy 2023”



East Grand Forks Fire Department

