



OLATHE FIRE DEPARTMENT

2023 PLAN OF ACTION PROGRESS REPORT

In 2023, the Olathe Fire Department focused on the following action items that supported objectives in the department's Strategic Plan and the Commission on Fire Accreditation International (CFAI)'s Accreditation Recommendations. This report documents progress made on the following initiatives:

Fire Administration

Receive future fire stations report and determine next steps (SP3.2.3)

Verification: Report received on feasibility of sites for future stations 9, 10, 11 and 12 and rebuilds of stations 1 and 4. Next steps identified included moving forward with design of Stations 9 (new) and 1 (rebuild) and to acquire property as needed for Stations 4 and 12.

Pursue CIP funding of Station 1 rebuild (SP3.2.2)

Verification: The rebuild of Station 1 was included in the 2024-2028 Capital Improvement Plan with a \$20 million allocation. \$2.8 million of that is available in 2024 to allow design to begin. Architecture and construction management firms were selected through a competitive process in late 2023.

Design Station 9 (SP3.2.2)

Verification: The City has budgeted \$13.4 million for the design and construction of Station 9 near College Boulevard and Woodland Road. Architecture and construction management firms were selected through a competitive process in late 2023. The design process kicked off in December 2023 and will continue through the first part of 2024.

Implement wildland certification pay (SP2.3.3)

Verification: This certification pay was not implemented in 2023. The certification pay and training requirements for Tier II Special Operations Group personnel were reviewed and updated.

Complete RMS implementation (SP3.3.1)

Verification: The fire department went "live" with a new records management system in June 2023. This transition included transition from a system that has been in place since 1998 for incident reports, training records, commercial inspections and pre-plans, staff records, etc. Training was provided to users of the system and will continue in 2024 as a user's group works to identify areas for continued improvement. The new system allows users to input information in the field and provides an updated user experience.

Develop Facility Use Agreement with Med-Act (SP3.2.5)

Verification: Floor plans for Stations 2, 3 and 6 were reviewed to identify space used by Med-Act including space that is shared with OFD members. An agreement was drafted and reviewed by City legal that requires the County to pay the City for this facility use. The agreement is expected to be finalized in early 2024.

Modify Ironwoods facility for fire department (SP3.2.4)

Verification: The modification of the Ironwoods facility for fire department use remains in progress.

Conduct joint command meetings with OPD (SP5.3.3)

Verification: OFD Senior Management Team members met with members of the police department command team on a variety of issues in 2024. However, no formal joint command team meeting was held.

Emergency Services

Complete transportability study and obtain CPAT license (SP4.3.1)

Verification: The department moved forward on CPAT licensure and plans to host its first CPAT opportunity in 2024.

Develop BSO position and staff as feasible (SP1.2.1)

Verification: The first three Battalion Support Officers (BSO) went in service on September 18, 2023. Currently, there is one for each shift. A BSO Academy was held in August for any fire captain that wanted to learn more about the new position which is intended to support incident command on calls and assist BCs with their daily responsibilities.

Implement CrewSense software (SP3.3.2)

Verification: CrewSense software has been fully implemented and is sharing information with Workday and FireWorks. Training was completed for appropriate staff and commissioned members are using it as their primary scheduling solution.

Place Squad 54 (24/7) and replacement Truck 52 in service (SP3.1.2)

Verification: Squad 54 was placed in service in November 2023. The replacement Truck 52 was an emergency purchase in February and placed in service.

Increase capabilities of squads (SP1.1.3)

Verification: Squads were outfitted with a variety of specialized equipment to support situations including mass casualty incidents (SQ55 and SQ53) and lighting to improve fire scene operations (SQ52).

Send firefighters to paramedic school (SP1.3.4)

Verification: Three OFD members graduated from paramedic school in 2023. Three more plan to begin school in 2024.

Continue development of acting engineers, captain, and battalion chiefs (SP2.3)

Verification: The department worked to build the bullpen of those who could serve as acting engineers, captains, and BCs in 2023. Several members met these qualifications this past year. An Engineer Academy and an Officer Development Program were offered. Four captains and two engineers were promoted. Three new BSO position was staffed. Additionally, 15 members participated in the Chief Officer Mentoring program.

Conduct aerial training on new mid-mount

Verification: Initial mid-mount aerial training was completed in January. Additionally, this year's Engineer Academy focused on aerial operations. In June, Lt. Ciampo from FDNY delivered three days of hands-on aerial training to prepare for the mid-mount aerial apparatus.

Train on hostile events at Fire Administration Building (SP2.2.4)

Verification: Active Shooter Training and Preparedness was held for all Fire Administration staff on February 21, 2023.

Evaluate SCBA compressors (SP5.3.3)

Verification: A review was completed of current SCBA air packs and compressors which include technology that is no longer sold or supported by the vendor. The department will develop a purchase plan for new equipment in coming years.

Planning and Administration

Complete construction in Stations 1, 2, 3 and 4; Move Med-Act to Station 3 (SP3.2.2)

Verification: Several construction projects were completed in 2023 including significant remodels at Stations 1, 3 and 4. These projects helped to prolong the life of these aging facilities. Med-Act moved to station 3 in April 2023.

Ensure Fire Academy line in 2024 budget (SP3.1.10)

Verification: The 2024 budget process included the opportunity to "right size" budget line items to reflect the increase in personnel over the past several years. As the budget office transitioned to the Workday system over the year, the department's budget structure and categories changed. This transition work will continue in 2024.

Work with City on Fire Admin furniture rework and space needs (SP3.2.6)

Verification: The department contributed input into the plans for modifying some work areas at Fire Admin. The funding source has been identified and work will likely be completed in 2024.

Update CRMCS and ensure card printing (SP2.2.9)

Verification: The department continues to work to ensure continued access to the CRMCS and card printing. OFD staff are coordinating with the County on this project.

Document HazMat capabilities and update as feasible (SP1.5.1)

Verification: The Special Operations Division worked to review equipment and other resource requirements to maintain capability as one of the official UASI regional HazMat teams. Equipment was purchased to replace monitors and other items that were out of date. Annual program appraisals are completed to identify HazMat team needs.

Work to place additional MIH team in service (SP1.3.9)

Verification: Funding was secured through HRSA to support the addition of a second MIH team in 2024. These funds include a nurse practitioner (to be paired with an OFD FF/Paramedic) and an ambulance equipped with the tools needed to provide care during MIH visits in the community. This second MIH team will be placed in service in 2024.

Roll-out changes to continuous improvement work, include specialty teams/programs

Verification: The department's new accreditation manager worked with program and specialty team leaders to strengthen the annual program appraisal process. This work will continue in 2024 and include smaller projects/programs as well (radios, SCBA, small engine repair, etc.).

Implement vehicle check-out system

Verification: Department has continued to manage the use of light fleet vehicles by staff without a formal check-out system in place.

Update hostile event equipment as needed (SP5.3.2)

Verification: New helmets and ballistic vests were purchased at the end of 2023 and will be placed in service in 2024. The existing equipment was expired. Several members did research into different options available and recommend the new equipment, which is lighter, easier to wear and offers better protection.

Hire Fleet Technician (SP3.1.1)

Verification: This position was filled in 2023 to support the Logistics and Support Services Division. It is currently open.

Conduct EOC exercises (SP5.2.2)

Verification: A tornado exercise in conjunction with FEMA was held in the City's Emergency Operations Center. An after-action report was developed to identify areas for improvement. Exercises were also held on a dam incident and terrorist attack with regional partners. In early 2024, city council members will receive an orientation to the EOC and their roles and responsibilities during emergencies.

Community Risk Reduction

Host business owner forums on fire codes and inspections (SP1.6.6)

Verification: The CRR section is organizing business owner forums in 2024 to share information on code updates and routine fire and life safety inspection expectations.

Set-up RMS with pre-plan and mobile inspection capabilities (SP3.4.3)

Verification: With the full transition to FireWorks in June, inspections and pre-plans moved over to the new system. Work continued throughout the year to make improvements to ensure quality documentation and ease of use. These improvements will continue in 2024 and will include building familiarization pre-plans completed by crews.

Acquire inspector body cameras and BC in-car cameras (SP3.4.4)

Verification: Body cameras worn by inspectors are part of a larger project that includes in-car camera systems in BC rigs. In 2023, the fire department explored coordinating this purchase with the police department, but this option became cost prohibitive. Staff will work on other solutions in 2024.

Create more fire department digital content (SP1.6.7)

Verification: Work is underway to expand the reach of OFD community education through use of YouTube and other sites including social media. Part-time positions were filled in public education and community services to support this effort.

Incorporate new Fire Safety House in educational offerings; evaluate opportunities for Safety House trailer replacement

Verification: The inflatable Fire Safety House has become a key part of the fire safety education for children provided by the department.

Roll-out Inspector Development Program to improve internal capacity

Verification: Training in 2023 was ongoing and alternated monthly for inspectors and investigators to help boost internal capacity. In 2024, the program will expand to require applicants to complete initial in-house training and practical work at fire scenes before attending the required month-long course.

Conduct investigator training in-house to meet ISO requirements

Verification: Four new fire investigators received certification in 2023. Training was ongoing and alternated monthly for inspectors and investigators to help boost internal capacity.

Begin evaluation of Fire Prevention and Building Codes changes to update codes in 2024 (SP1.6.1)

Verification: Review of new Fire Prevention and Building Codes is underway. This work will continue in 2024 when the department expects to present the updated codes for adoption by the City Council at the same time as other cities in the region.

Communicate Residential KnoxBox program to community (SP1.6.2)

Verification: The Residential KnoxBox website was updated to allow Olathe homeowners to purchase a KnoxBox for installation on their home. More information about the program will be shared in 2024. The first home in Olathe installed one for OFD use in January 2024.

The following tables of accomplishments are representative of the work of OFD staff. It is not intended to be all-inclusive.

2023 ACCOMPLISHMENTS

STRONG COMMUNITY PARTNERSHIPS

- Worked with MNU to establish scholarship program for children of members killed in line of duty
- Wildland Community Preparedness Day - Open House at Station 8
- Honor Guard to Wichita for LODD (January)
- Honor Guard at Chiefs game
- Blue Card training for other agencies
- Super Bowl Parade support (KCFD)
- Liaison between Exxon and Atmos for gas odor issue
- Trained more than 1,500 community members in Heartsaver CPR / AED and Sidewalk CPR.
- Collaboration with the Olathe Public Schools on public education programs and CPR training.
- Hosted Open house at the Fire Academy
- Hosted Scouting Open house day at Fire Station 1 / Fire Admin
- Hosted CERT Academy (Spring and Fall)
- Hosted session of Olathe Civic Academy (March)
- Rolled out residential Knox Box program
- Hosted interns in CRR, Public Education and Training
- MARC Regional Assembly Luncheon
- Worked with JoCo Airport Commission on hanger inspections.
- Provided numerous public relations events and presentations to community groups
- Participation in Johnson County Fire and Burn prevention and Youth Fire-setter Intervention Programs.
- Participated in Eastern Kansas Multi-County Arson Task Force
- Provided accelerant detection and explosives K9 support for several jurisdictions throughout the region.
- Provided free smoke alarms and battery replacements for residents of the community.
- Participated in selection process for new County Medical Director
- Hosted Olathe Chamber of Commerce coffee event
- ECC New Employee and Supervisor training (Anderson)
- Attended Olathe Prayer Breakfast at MNU
- State of the City luncheon
- Olathe Schools Foundation Breakfast
- Supported FBI on activities
- Participated in mentoring through Olathe Public Schools' the SPOT
- Partnership with Johnson County Department of Emergency Management and Communications
- Remembered fallen firefighters
- Presentation to various community groups
- Continued weather alerts and other key messages through social media
- Collected Toys for Tots
- Participated in Johnson County Public Safety Food and Toy Drive
- Supported Olathe Low Rider Bike Club
- Participation in numerous public events and presentations to community groups
- Compiled Pay Study of area fire departments
- Hosted Olathe Chamber of Commerce Networking Coffee
- Collaboration with the Olathe Public Schools on the Olathe West Public Safety Program, public education programs, CPR training and sports activity standbys
- Collaborated with OMC on MIH planning
- Planning and support for the Olathe fireworks display
- Maintained ISO Class 1 rating
- Participated in Communities That Care (CTC) Coalition to encourage positive youth development
- Served as sponsoring agency for Kansas Task Force 3
- Participated in Heart Safe Hero Awards
- Leadership in Kansas City Regional Fusion Center
- Encouraged citizen participation in PulsePoint application

2023 ACCOMPLISHMENTS

LEADERSHIP

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| <ul style="list-style-type: none"> • Chief Officer Mentor Program (15 mentees participated) • Supported City's onboarding program • Accreditation Peer Review of other depts. • Provided Blue Card classes for other fire agencies in County • Weekly Executive and biweekly Senior Management Team Meetings • Hosted quarterly full-day Senior Management Team meetings • Johnson County Fire & Emergency Services Chief's Association meeting (monthly); and operations and training subcommittees • Kansas State Association of Fire Chiefs • International Association of Fire Chiefs • Various positions on local, regional, state, national and international boards, committees and associations • Provided staff to Kansas City Regional Fusion Center (KCRFC) on part-time basis • Served on KCRFC Executive Board • Provided staff on assignment to Joint Terrorism Task Force • Conducted Fire Officer Orientation program • Participated in City's supervisor forums • Participated in various regional committees through MARC: MEMC, LEPC, RHSCC, LEPC Training, Training and Exercise • Heart of America Accreditation Consortium • Served on various ECC committees • Regular Shift Officer Meetings • IAFC Elections Committee | <ul style="list-style-type: none"> • Co-Chaired Shawnee Mayday Review at request of Shawnee FD • Participated in Leadership Olathe, Emerging Leaders, KU CPM • Joint OFD and Lawrence Douglas County Fire Command Staff meeting • Peer Support – 5 new members • Established new Chiefs' Challenge Coins • Designed new Fire Department Challenge Coins • Awarded PDAB Accessible Community Award – MIH • Downtown Library opened with significant OFD support • Three members led Olathe 2040 teams • JoCo Contractor Licensing (Wassom instructed) • Hosted 9/11 Memorial Stair Climb • Hosted new City Council Orientation • Board member – Kansas Chapter of the IAAI (Linot) • Board member – Eastern Kansas Multi-County Arson Task Force (Linot) • IAAI Health and Safety Committee Member (Day) • President – Fire Marshal's Association of Kansas (Wassom) • ICC Fire Service Membership Council Governing Committee (Wassom) – Training and Education Working Group Chair • Fire Code Action Committee (Wassom) – Enforcement Working Group Chair • ICC Code Development Committee – Building Code Fire Safety (Wassom) • Membership on JCCC Fire Science Advisory Board and JCCC EMS Advisory Board (Hartig) |
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POLICY AND PLANNING EFFORTS

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| <ul style="list-style-type: none"> • APGs reviewed and updated as needed • New Numbered Memos developed • New Councilmember orientation • Completed land acquisition study for future fire stations • Advocated for state law change on detachments (Passed HB 2323) • SAFER grant awarded (new FF positions to be added in 2024) • Design and Construction management firms selected for Stations 9 and 1 • Implemented Phase 1 of Strategic Plan • Program provider for Kansas State Board of EMS • Participated in 2024 budget process • Participated in Kansas State Wildland Task Force • Maintained Continuity of Operations (COOP) plan for | <ul style="list-style-type: none"> • Provided NFORS system for exposure tracking • Special Event Planning – Incident Action Plans and Cost Estimates • Maintained OFD master vehicle inventory • Encouraged firefighters' wellness program participation • Finalized several County Model Procedures • Continued access to LACIE health information exchange for MIH and key EMS staff • Supported UASI funding requests • Career band compensation study • Annual FD Pay Study • SOG certification pay for BCs and Div Chiefs • Certification pay for Extended DISC trainers • Implemented first year of DROP retirement plan • Haz Mat Team an official UASI Regional Team |
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2023 ACCOMPLISHMENTS

<p>department</p> <ul style="list-style-type: none"> • Maintained MySidewalk Performance Dashboard • 2024 Plan of Action developed; reported progress on 2023 Plan • Transitioned to Workday (citywide)- payroll live in June • Evaluations – career band in Workday for first time • Used SharePoint for shared documents • EOP Update began • HRSA grant approval for MIH • Upgraded EnerGov system to improve online application and processing for construction and operational permits • Implemented a residential code change to better protect stairways from fire. • Improved records on commercial properties for inspection and pre-plan systems • Citywide change from oaltheks.org to .gov 	<ul style="list-style-type: none"> • Submitted proposal for City Opioid Settlement Fund use • Access to Mid-States Organized Crime Information Center • Implemented FireWorks – new records management system • Led Shawnee Mayday review and provided training to all OFD staff • Annual Compliance Report approval through CPSE • KFS Cooperator Agreement for Wildfire response • Started review of 2024 Fire Codes • Transitioned to new OFD Accreditation Manager • Implemented CrewSense – new scheduling software
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OPERATIONS

<ul style="list-style-type: none"> • Responded to more than 15,000 emergency calls for service. • First BSO's promoted (in service Sept. 18) • Brought back the "Cleaning Calendar" • 24/7 squad at Station 4 • Med-Act moved to Station 3 (April) • Three new paramedics completed paramedic school • Promotions - 4 captains, 2 engineers • Added BC Godbold on NFFF Memorial Wall • Distributed Deterra packs for safe disposal of drugs • Completed all NFPA ladder testing (ground and aerial) • NFPA Pump testing completed • NFPA Hose testing completed; new hose and nozzles • Aerial Engineer Training Academy • ODP Academy • Placed new recruits on shift • Transitioned to electronic pre-planning • Special Events support (Old Settlers, Garmin marathon) • Fireworks shows at CBAC and Mahaffie • Deployments – Alaska, California, Nebraska, Kansas • Excellent Utstein Cardiac Arrest Survival Rate • Snowplow operators training (2 new people) • Completed more than 4,725 fire and life safety inspections on commercial properties in Olathe, including initial inspections and re-inspections • Performed more than 4,120 fire code plan reviews for construction, open burn, blasting and hazardous materials permits • Issued 468 annual hazardous materials permits • Supported issuance of commercial building permits • Completed runway inspections and airport Hangar inspections 	<ul style="list-style-type: none"> • Managed several major severe weather events • Reviewed response matrix • Conducted morning shift conference call in MS Teams • Increased number of wildland team members • Supported Old Settlers and Garmin Triathlon • Encouraged reporting of potential patient safety issues in VERGE system for follow-up • Supported many special events in community (high school graduations, etc.) • Continued leadership in County Tender Task Force • Conducted several Post Incident Analysis on various incidents using scene video from Battalion Chief vehicles • Used Everbridge/Notify JoCo to notify staff and community of key messages • Completed PPE checks • Operated under Incident Action Plans • Disseminated Daily Information Report and Weekly Activity Report • Continued Mobile Integrated Healthcare unit • Completed FF interviews for 2024 Academy (24-01) • Conducted annual physicals of commissioned personnel • Continued PulsePoint Verified Responders program to inform off-duty OFD members of cardiac arrests near them • Worked with ECC to analyze and improve alarm handling time by implementing rapid posting • Obtained KS Board of EMS Director license • Obtained KS Pharmaceutical license • Obtained CLIA license
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2023 ACCOMPLISHMENTS

EQUIPMENT AND FACILITY INVESTMENTS

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| <ul style="list-style-type: none"> • Supported City’s effort on implementation of new Workday software • Station 9 approved in 2024-2028 CIP Plan • Station 1 approved in 2024-2028 CIP Plan • Westnet Upgrades - upgrade at Station 1, and full install at Station 4 • New HazMat equipment purchased • TR52 Emergency Purchase (February) • Station 1 remodel • Station 4 remodel • Individual bunkrooms now at all facilities • Station 7 – floors refinished • Replaced generator at Station 6 • Garage doors at Station 2 • AEDs installed in community spaces at stations • CR57 operational (Halotron) • Added BE58 in service (April) • Rebranded artwork on all vehicles • New Ambulance purchased - MIH (in service in 2024) • New black bunker gear • New gloves and boots | <ul style="list-style-type: none"> • New tool kits for all shift investigators • Ballistic vests and helmets purchased (in service in 2024) • HAAS Responder-to-Responder upgrades • Outfitted S55 and S53 with MCI equipment • Encryption of radios (February) • New first aid boxes in all facilities • T Card software and accessories purchased • Zello – radio on the internet • Fire Academy improvements – CPAT, workshop containers, training tower repaired • Fire Admin Ping Pong table, Blackstone, Popcorn Machine • Storm Siren update • Used web-based uniform management solution • Resurface portion of admin parking lot • Replaced inspector body armor • Inspector body cameras in service • Trained in FASTER system for City fleet management |
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WORKFORCE DEVELOPMENT AND EMPLOYEE ENGAGEMENT

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| <ul style="list-style-type: none"> • Hired six firefighters (began in Jan 2023) • Promoted 3 Battalion Support Officers • Promoted 4 Captains • Promoted 2 Engineers • Sent 3 FFs to Paramedic school • Two new FF FTEs in 2024 budget – new squad • Hired (2) part-time civilian fire inspectors • Hired (1) part-time public education specialist • Hired (1) Public Education Supervisor • Participated in numerous career fairs • Changed PT Training Admin to FT • Created PubEd tech position • Hired part-time Fleet Technician • Hired new administrative positions to support work at Fire Admin • Conducted LifeScan physicals for commissioned employees • Hosted French fire service student and three summer interns • Helped coordinate Olathe West Public Safety program • Provided onboarding presentations for new city employees and external partners | <ul style="list-style-type: none"> • Celebrated service of retirees • Supported Public Service Recognition Week • Honored department’s line-of-duty deaths on anniversaries • Peer Support team responded as needed for employees • Recruit Academy held in Spring 2023 (6 FFs) • Hosted a Recruit Fire Academy Graduation Ceremony • Held candidate information night for potential firefighter applicants • Encouraged personnel to receive flu shots and annual health screenings • Supported firefighter development by hosting Engineer Academy • Hosted Officer Development Program Academy • Held annual holiday luncheon for OFD family • CRR Staff completed fire inspector training • Completed Health Screenings • Completed EMS credentialing program • Participated in Leadership Olathe • Participated in Emerging Leaders program • Participated in KU Certified Public Managers program • Hosted Hero Day for young women interested in firefighting |
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2023 ACCOMPLISHMENTS

PROFESSIONAL DEVELOPMENT AND TRAINING

- Olathe firefighters completed 28,485 total hours of training (as of late November 23)
- 125 training classes conducted in-house
- More than 580 Requests for Training approved
- New Training Captain added to division
- Hosted a 12-week Recruit Fire Academy
- Numerous live burns for OFD firefighters
- Completed Foundry training
- Delivered two-week Engineer Academy
- Delivered two-week ODP Academy
- Participated in JoCo Training Chiefs meetings
- Completed many Acting Engineer, Acting Captain, and Acting Battalion Chief qualifications
- Completed extrication training at stations
- Driver Simulator training
- Collaborated with City Learning and Development Team on course development and delivery
- Completed Educational Reimbursements for members
- 3 department members completed Paramedic School
- Participated in Advisory Board Meeting for Olathe West Public Safety Program
- Safety Committee met
- Acquired Structure training delivered
- 2023 Training Plan developed
- Tower, trench, and swift water training for tech rescue
- Tasks books items completed by several wildland members
- Participated in Olathe West Public Safety Program Open House
- September 11th Stair Climb held at OFA
- Mental Health for First Responders with JoCo Mental Health Department
- Held academy for new BSOs
- Hosted NFPA 1403 Course
- NFPA 1700 Course for SMT (Dec 2023)
- Five new Blue Card Instructors (September)
- HarassMat training – training in Recruit Academy, Chief Officer Mentors, and video to dept
- Career Survival Lunch and Learn
- Lt. Mike Ciampo, FDNY – truck training
- CO191 EOC Course
- NIMS Training for all City Directors
- EOC Drill
- Dam Incident Exercise with FEMA
- City Sustainment Exercise with FBI and DOE
- EMS Symposium (offered for free for first time in 2023)
- Joint Hazardous Assessment Team Training
- Certified 4 fire investigators
- Delivered bi-monthly Investigator Training
- Delivered bi-monthly Inspector Training
- Hosted regional Investigator training classes
- Hosted 3-day IAAI Vehicle Fire Investigation Course
- Provided training courses for Johnson County Contractor Licensing
- Provided 2024 International Fire Code update class for the International Code Council Annual Conference
- ALICE Training for Fire Admin staff
- Hosted IAAI Vehicle Fire Investigation class
- Haz Mat incident Command Course (Parrish and Aldridge) May
- Transforming Local Government Conference
- ESF 4 and 9 WebEOC training
- Orion Disaster Assessment training
- Countywide hostile event training
- Tornado ESF Exercise
- MARC CCTA Terrorist Event Drill
- Live burns with night drills (multi-jurisdictional)
- MCI night drill (multi-jurisdictional)