

**EARLY FIRE DEPARTMENT**

## **FIRE MARSHAL ACTIVITY REPORT**

**Prepared BY:**

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**EARLY FIRE MARSHAL**

**August12, 2021**

## **SUMMARY**

This report is prepared to outline the progress and activity of the Early Fire Marshal's Office. This report starts April 1, 2021 and ends June 30, 2021.

## **REPORTING INCIDENTS**

### **NFIRS INCIDENT REPORTS**

160 incidents were entered into NFIRS reporting system during this time period.

## **FIRE EDUCATION AND PREVENTION**

Funds in the amount of \$2120.00 were raised to purchase fire prevention materials for the students attending Early Primary School for fire prevention week.

## **SPECIAL PROJECTS**

### **Knox Box**

Purchased a secure key 5, key holder from Knox box company and installed in Engine 88. This unit will be used to secure the key for the Knox boxes located on Businesses in the city. Each firefighter will have their own numeric code to access the key. The unit keeps track of the time and person that removed the key and when it was returned. This key allows us to access a small secure box located on the exterior of businesses to access the business when we have an emergency call at night or when the business is closed, without waiting for a key holder or having to break a door or window. There are currently 13 buildings with Knox boxes. The unit is in the process of being programmed before it will be operational.

### **Radios**

Assisted with Overseeing the installation of the new radios in the fire trucks.

## **PLAN REVIEWS, INSPECTIONS, AND INVESTIGATIONS**

Plan Reviews-2

Inspections-30

Fire Investigatios-1

Incident Calls-160 (See attached report).

## **FIREFIGHTER DUTIES**

Performed station duties each shift. Responded to emergency calls. Assisted with coordinating truck repairs.

## **EDUCATION AND TRAINING**

Completed 12 hours of college courses towards an associate degree in Fire Technology.

Completed 29.5 hours of continuing education.