

# Tinley Park Fire Prevention Monthly Activity Report

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## *December 2015 – Noted Activity*

- **Public Education Coordinator Bill Proper** retired after 18 years of service.
  - **FIRECORPS**
    - Participated in the *Tinley Wish* program.
  - **SERVICE GOALS:**
    - 22% of inspection correspondence distributed within 7 business days.
    - Correspondence turn around time = 5.6 business days.
    - Plan review turn around time = 2.67 business days.
  - **Top Violations in December** (61 total violations noted)
    - Lack of Testing document for Fire Protection/Fire Alarm testing = 10.
    - Improperly working exit signs/emergency lighting = 31.
  - **Fire incidents/investigations**
    - NONE
  - 91% of all required fire evacuation plans have been submitted and approved.
  - **[WWW.FIREDOCS.ORG](http://WWW.FIREDOCS.ORG)**: 72.5% of all fire alarm, fire protection, fire pump, and fixed extinguishing system documents submitted in 2015 using **firedocs.org**.
  - **Training:** Annual Fire Inspector Meeting held on December 16<sup>th</sup>. Tour of the Tinley Park Convention Center was held.
  - **IAS Management Review Meeting** conducted on December 6<sup>th</sup>.
  - **Plan Review Activity** = 90 hours
  - **FIREHOUSE records management:**
    - 37 hours spent populating the Occupancy Module.
    - Began the process to create inspection forms.
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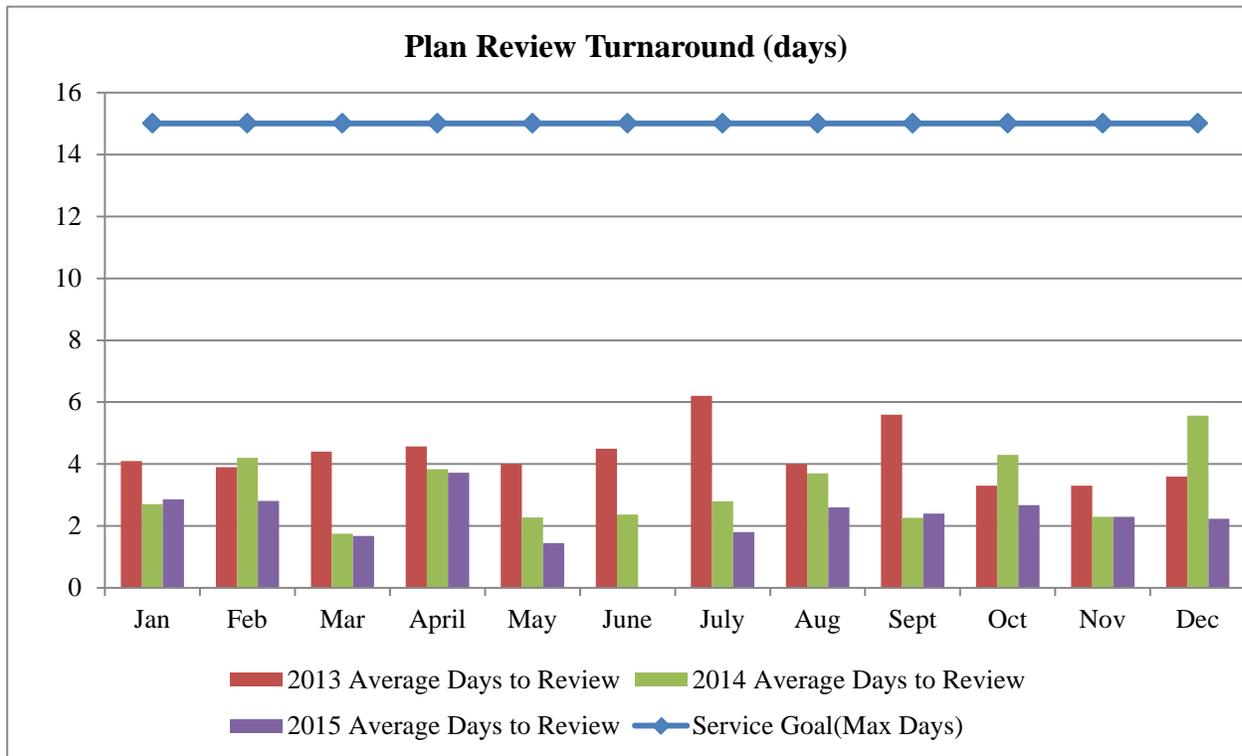
**Outstanding Fire Alarm Permits = 25**  
**Outstanding Fire Protection Permits = 32**

**Plan Review Summary by Type**

Plan Review Type	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL
Commercial/Residential	4	5	15	10	11	6	10	11	15	19	6	17	129
Life Safety Systems	10	6	4	7	5	9	13	4	14	17	24	13	126
Pyrotechnic	0	0	0	0	0	0	5	3	3	0	0	0	11
Tent/Special Event	0	0	0	1	2	2	2	4	3	1	3	0	18
													284

*3 plan reviews sent to ICC*  
*0 tent permits in for review*

*0 pyrotechnic displays*  
*4 quick permits reviewed*



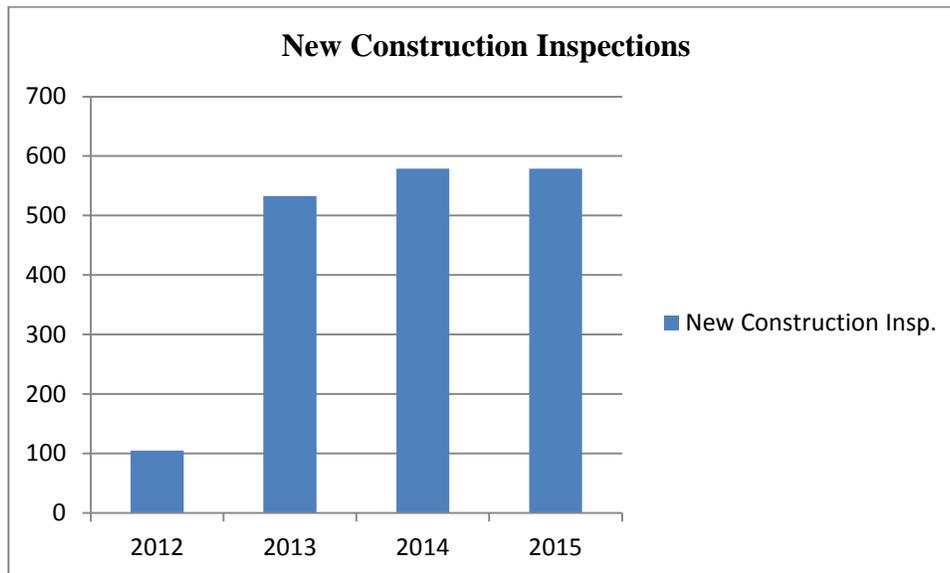
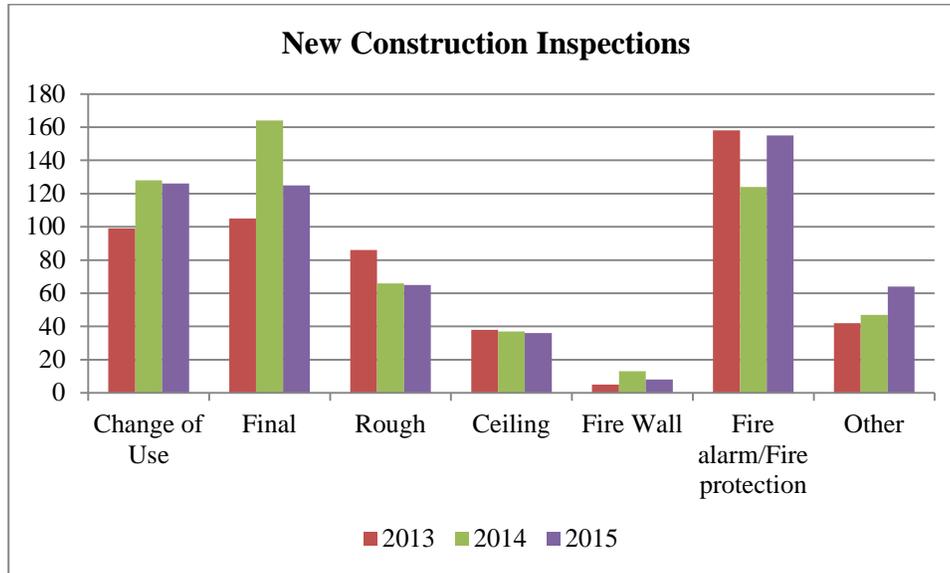
**Plan Review Summary by Occupancy, Square Footage and Time Reviewed (initial review only)**

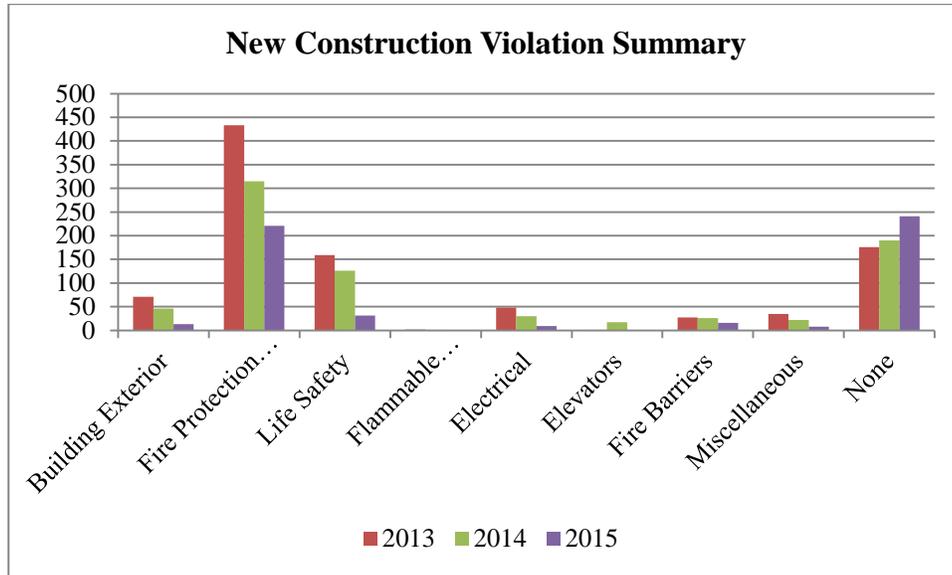
Occupancy Type/Hours	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL
<b>Assembly</b>													
# square feet	0	2,700	5,300	0	4,200	1,200	2,400	23,200	12,200	58,500	16,700	2,692	<b>128,892</b>
# of hours	0.5	0.5	4	0.5	0.5	0.5	1.25	3.5	2.75	5	3.75	1.75	<b>24.50</b>
<b>Business</b>													
# square feet	3,009	16,600	5,706	9,670	7,850	7,590	7,200	50,855	27,548	5,984	5,873	51,618	<b>199,503</b>
# of hours	4.25	3.5	3	3.75	9.25	7	7.5	7.5	10.5	6.25	7.25	9	<b>69.75</b>
<b>Education</b>													
# square feet	0	0	0	0	0	0	0	0	6,000	0	0	0	<b>6,000</b>
# of hours	0	0	0	0	0	0	1.0	0	2.0	.75	0	0	<b>3.75</b>
<b>Factory</b>													
# square feet	0	0	0	0	0	0	0	0	0	0	0	0	<b>0</b>
# of hours	0	0	0	0	0	0	0	0	0	0	0	.25	<b>.25</b>
<b>High-Hazard</b>													
# square feet	0	0	0	0	0	0	0	0	0	0	0	0	<b>0</b>
# of hours	0	0	0	0	0	0	0	0	0	0	0	0	<b>0</b>
<b>Institutional</b>													
# square feet	0	41,606	45,125	0	0	0	0	0	0	0	0	0	<b>86,731</b>
# of hours	0	5	6	0	0	0	0	0	.5	0	1	1.5	<b>14</b>
<b>Mercantile</b>													
# square feet							15,500	27,470	36,600	1,416	0	0	<b>78,256</b>
# of hours							2.25	3.0	2.5	1.75	0	0	<b>9.5</b>
<b>Residential</b>													
# square feet	2,500	0	1,026	10,800	9,630	0	37,300	37,000	800	13,910	1,500	22,000	<b>136,466</b>
# of hours	1	0	0.5	2	2.5	0	2.75	.5	1.25	2.5	3	3.75	<b>16.0</b>
<b>Storage</b>													
# square feet	0	0	0	0	2,700	0	0	0	0	9,600	0	24,394	<b>36,694</b>
# of hours	0	0	0	0	0.25	0.5	0	0	0	1.75	.5	1	<b>4.0</b>
<b>Miscellaneous</b>													
# square feet	0	200,000	0	0	0	0	0	0	25,800	0	0	0	<b>225,800</b>
# of hours	0	0.75	0	0	0	0	0	0	1.5	0	0	0	<b>2.25</b>
<b>Mixed Use</b>													
# square feet	47,640	0	3,000	0	17,250	0	700	700	0	550	25,000	350,000	<b>444,840</b>
# of hours	3.5	0.5	1	3.5	0.5	0	.5	.5	0	1	4.5	1.5	<b>17.0</b>
<b>TOTALS</b>													
# square feet	53,149	260,906	142,502	32,520	41,630	9,890	63,900	139,325	108,948	89,940	49,269	450,704	<b>1,275,539</b>
# of hours	9.25	10.75	17.75	10.5	14	8.5	15.75	15.25	21	19	20.25	18.75	<b>154.5</b>

**PERMIT PROCESS & PLAN REVIEWS (cont.)**

*Sixty-nine (69) New Construction inspections completed in December.*

*55% of completed inspections did not generate any violations/corrective actions.*





**PERMIT PROCESS & PLAN REVIEWS (cont.)**

**Acceptance Testing**

# of acceptance tests	24
Scheduled/Completed in 3 business days (%)	100%

Customer evaluations received	5	Average score	4.60
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**Customer Evaluation Comments:**

*Staff very helpful*

**Rejected Plan Reviews**

XX in December:

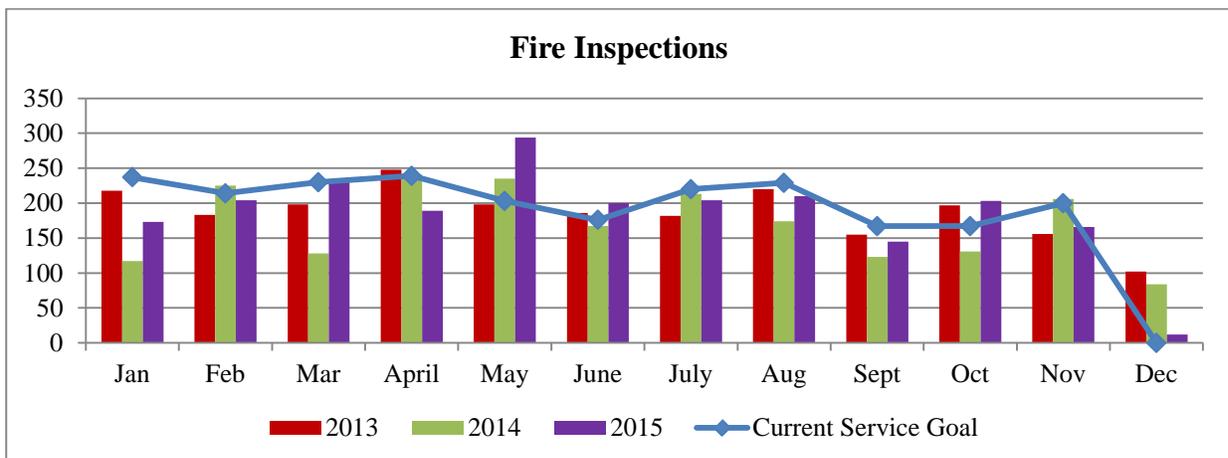
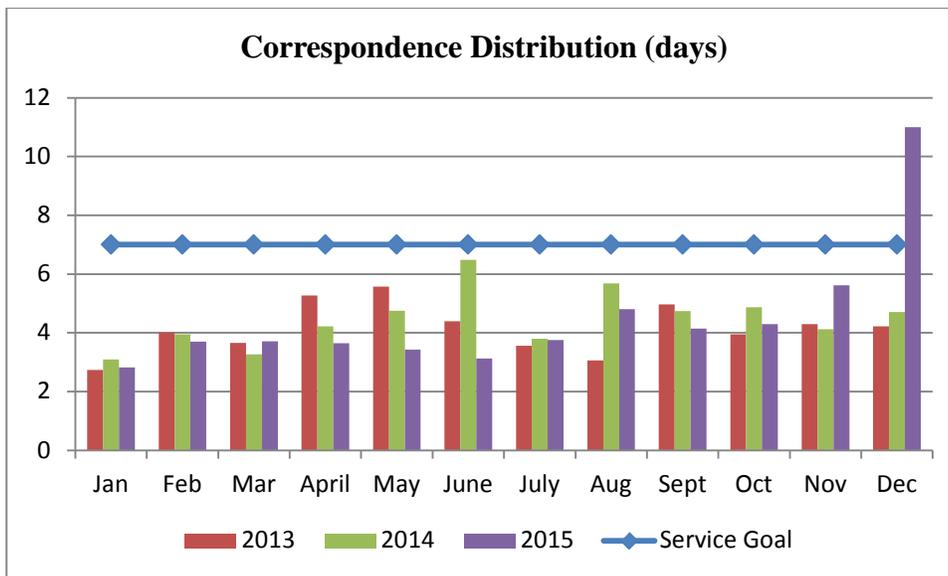
- 1 did not include a permit application.
- Fire sprinkler submission; no NICET designer information.
- Addressable Fire Alarm Panel required.

**FIRE INSPECTIONS**

# Special Inspections	<b>3</b> (Event Inspections, temporary structures, vacant structures)
Internal Report Reviews	<b>10</b>
Field Evaluations	<b>51</b>
Post Inspection Evaluations	<b>0</b>
Correspondence Distribution	<b>11 days</b>
Correspondence >7 days	<b>33</b>

Customer evaluations received = 7	Average score = 4.85
<b>MAJOR</b> Errors = 0	<b>MINOR</b> Errors = 0

*High distribution rate due to key staff on vacation.*



**FIRE INSPECTIONS** *(cont.)*

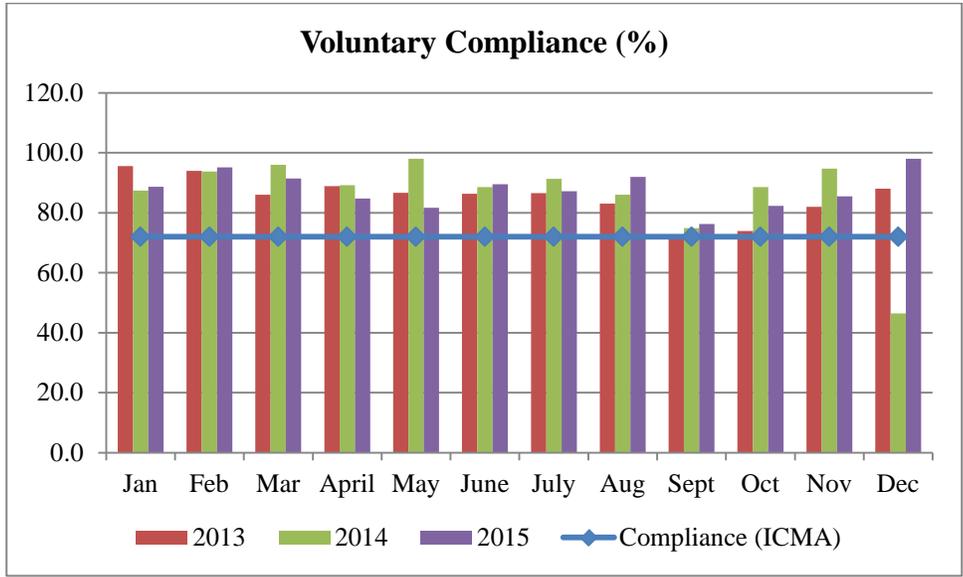
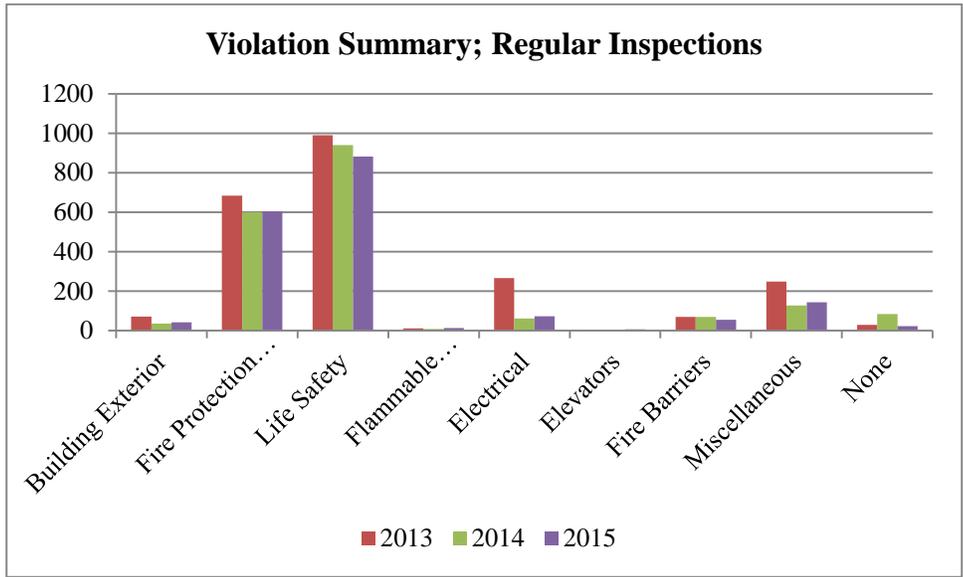
- *Expected inspections for the month of December service goal = 0; actual = 12.*
- *Total square footage inspected through December 31, 2015 = 28,711,005.*

**Customer Evaluation Comments:**

*none*

**FIRE INSPECTION VIOLATION SUMMARY**

*2% of all December inspections generated a citation to appear in court.  
50% of all December inspections did not generate any violations.*



Fire Prevention is now tracking compliance of noted violations that are not scheduled for a court appearance. The Benchmark was established using ICMA's **FY2011Data Report, Chapter Code Enforcement**. The benchmark figure of 72.1% compliance was based on enforcement data gathered from community populations ranging from 25,000-100,000. Data excludes noted violations for upgrades to required fire protection systems as a result in property transactions/change of occupancy use.

**PUBLIC EDUCATION**

# of Events **4**

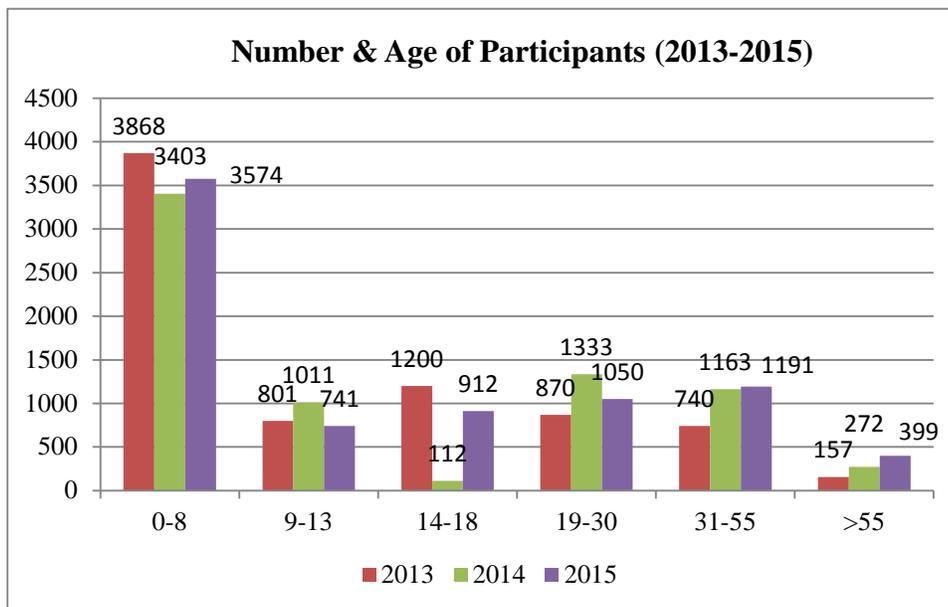
# of Attendees **678**

Customer evaluations received	1	Average score	5.00
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**Customer Evaluation Comments:**

*“ Great Instructor. Made class very easy and interesting.”*

- 1 Health Care class held with 2 students attending.
- Participated in the annual Fire Prevention Management Review meeting.
- CASA of Will County held their annual Christmas Express to Tinley Park at Fire Station 1.
- A semi-annual fire inspectors meeting was held at the Tinley Park Convention Center.



**2015 TRAINING SUMMARY**

Training hours accumulated through December 31<sup>st</sup>, 2015:

- Fire Inspection 293
- Plan Reviews 10
- Public Education 171
- Fire Investigations 462
- Fire Marshal 39
- **Total Participation 320 events**

**January-February** Marianovich and Russ being cross-trained for alarmed buildings.  
Marianovich and Russ – on-line training for occupancy type.

**March** Riordan, Messina and Owczarski attended WCGFITF annual conference.

**April** Online KNOX BOX training for all inspectors.  
Lorendo, Proper and Riordan attended IFIA annual conference.

**May** Over 370 hours of Fire Investigation training in 2015  
Inspector meeting held on May 29<sup>th</sup>. Attendees: Lorendo, Owczarski, Russ, Marianovich, Proper, Buttala  
FF Renee Grzeszkiewicz attended the National Fire Academy in Emmitsburg, Maryland.

**June** Proper and Riordan attended the NFPA Conference in Chicago.  
On-line Inspector training: Crowd Manager Certification.

**July** Marianovich and Russ attended a BFCA “performing fire inspections” in Riverdale  
Riordan E-cig on-line training by IAFC

**August** Buttala, Lorendo, Owczarski attended IFIA Advanced Legal Aspects of Code Enforcement

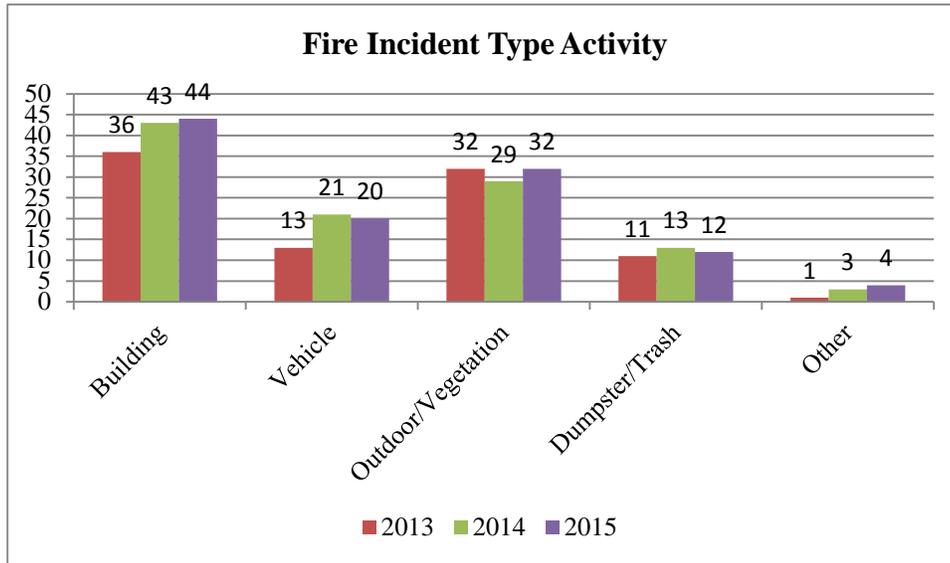
**September** Inspectors Marianovich and Russ Attended the OSFM 40-houre Fire Inspector I class.  
DC Riordan attended a 3-hour class on manufactured joists/beams by Weyerhaeuser.

**October** No recorded training.

**November** Buttala and Lorendo attended the 40-hour OSFM Fire and Life Safety Certification course.  
Riordan attended an AFAA sponsored class on NFPA 72 on November 13<sup>th</sup> (7-hours).  
Riordan attended IFIA sponsored class; cooking ventilation/fire dampers on November 20<sup>th</sup> (3-hours).

**December** Fire Inspector Meeting on December 16<sup>th</sup>; Half-day training.  
TASKFORCE Fire Investigation Training on December 10th

**FIRE INVESTIGATIONS**



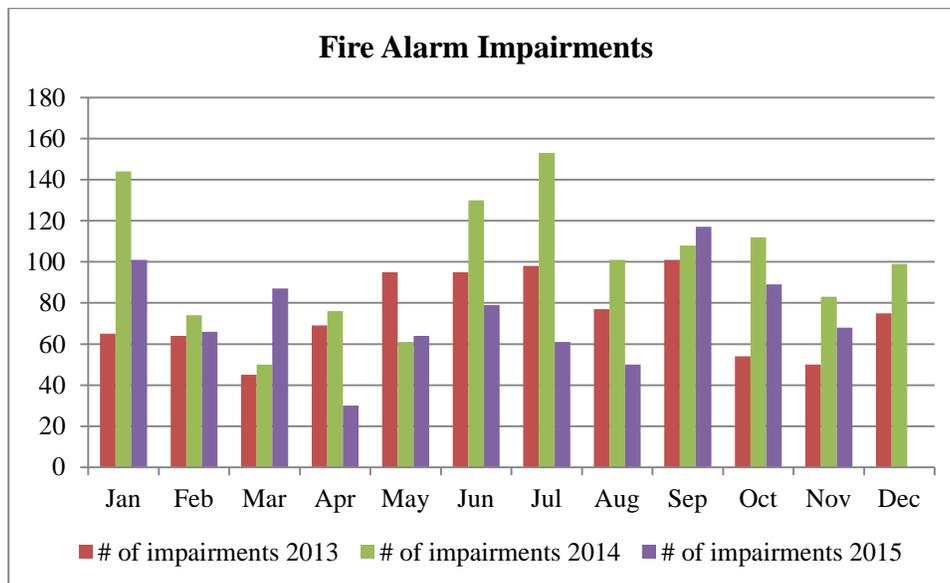
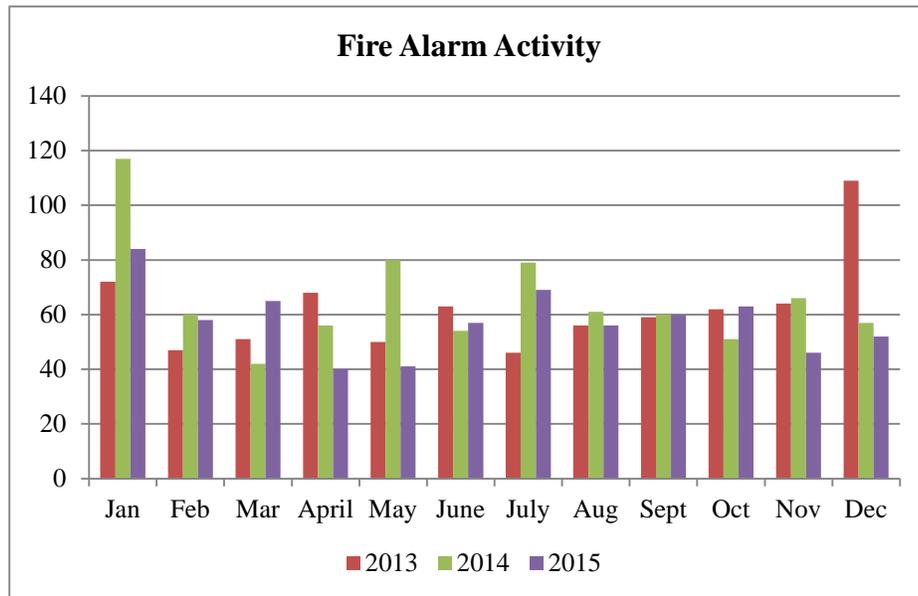
**Comments:**

*During the month of December there were ten (10) fires in the Village:*

- *4 fires in a structure (3 cooking, 1 dryer)*
- *5 trash/rubbish fires.*
- *1 vehicle fire*

*No requests for fire investigations in December.*

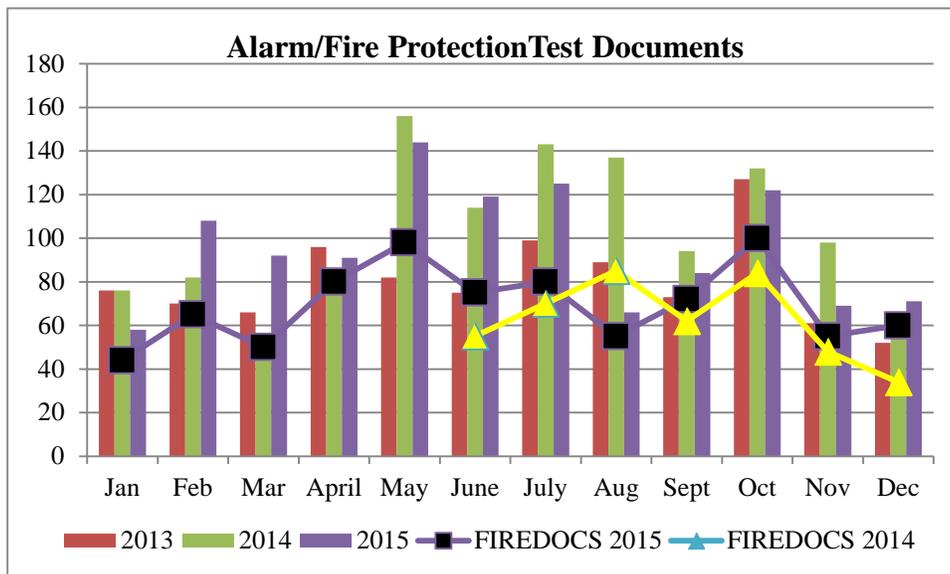
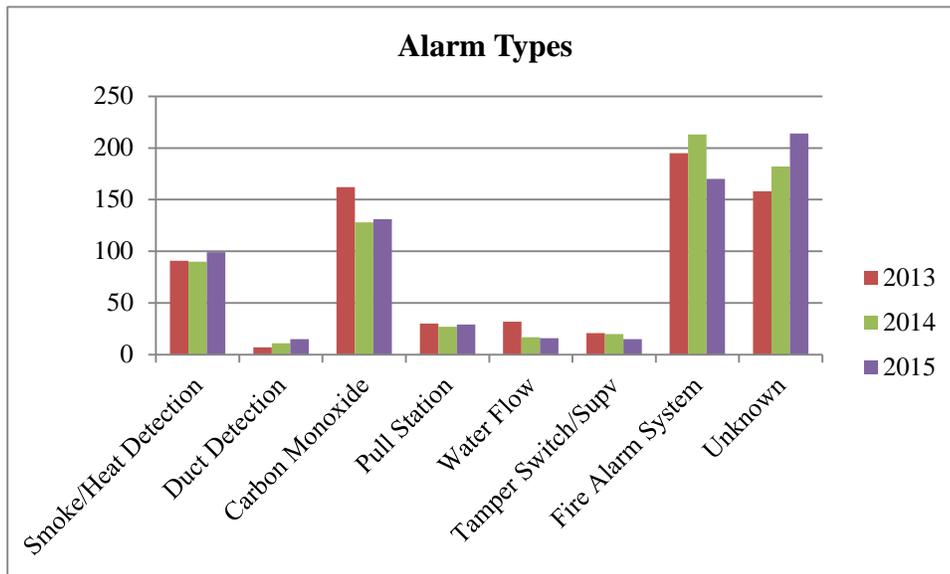
**FIRE ALARM ACTIVATIONS**



**Number of Fire Department alarm responses:**

- 52 Alarm responses.
- 98 alarm impairment visits.
- 13 alarm impairment notifications from operation personnel.
- 2 work orders to Fox Valley for radio transmitter issues.
- Radio transmitter Battery Service = 8; 4 unplanned
  - Average battery life; unplanned battery service = 27 months.

**FIRE ALARM ACTIVATIONS; (cont.)**



**CITIZEN COMPLAINTS**

Number of complaints: NONE

**Summary:**