



AGENDA

Battlefield Fire Protection District Battlefield Volunteer Fire Department



Regular Board Meeting
4117 W. Second St., Battlefield, MO 65619

**Tuesday, April 11, 2023
5:00 PM**

Preliminaries to the Meeting

1. Call to Order
2. Ceremonial Matters
3. Swearing in of New Board Members
 - Recognition of outgoing board members
4. Roll Call
5. Establishment of a Quorum
6. Board Seat Elections
7. Approval of the Meeting's Agenda

Approval of Last Month's Minutes

1. Correction of Minutes
2. Approval of Regular Minutes

Financial Business

1. Payment of the bills
2. Check signing
3. Financial statements

Public Comments

1. Any comments must be submitted via email to info@battlefieldfire.com prior to 5pm on the Monday prior to meeting.

Unfinished Business

1. None

New Business

1. Secretary for the Board - Appointment
2. Policy updates
3. General overview

Closed Session

1. Discussion and possible vote concerning: Legal Matters RSMo 610.021 (1), Personnel Records, Performance Ratings, or Records Pertaining to Employees or Applicants for Employment per RSMo 610.021 (13). Closed Session. Closed Vote. Closed Record.

Adjournment

Representatives of the news media may obtain copies of this notice by contacting the Battlefield Fire Protection District.

Posted: 4/7/2023 12:00 AM certified by the undersigned that a true copy of the foregoing agenda was posted at the Battlefield Administration and Training Center in Battlefield, Missouri.

Fire Chief



Battlefield Fire Protection District Battlefield Volunteer Fire Department

Minutes

March 2023 Regular Board Meeting

**Location of Meeting:**

4117 West Second St.
Battlefield, MO 65619

Time of Meeting:

5:00 PM

Date of Meeting:

March 21, 2023

The meeting of the Battlefield Fire Protection District Board of Directors was called to order by Chairman Trevor Crist at 5:00 pm. A roll call was taken, and a quorum was established. Board Members Present: Chairman Trevor Crist, Mark Pon and Darrell Decker.

Mr. Decker motioned to move the Annual Audit report from New Business to Financial Business on the agenda. 2nd by Mr. Pon. Motion carried.

Mr. Crist moved to approve the agenda, 2nd by Mr. Pon. Motion carried.

Approval of Last Month's Minutes:

1. Approval of Regular Minutes- Mr. Pon moved to approve the February Regular Meeting minutes. 2nd by Mr. Decker. Motion carried.

Financial Business:

1. Annual audit report was presented by Marshall Decker of Decker & DeGood CPAs. Copies of the audit will be submitted to the State of Missouri and to Cedar Rapids Bank for compliance.
2. The Board addressed bills to be paid and signed checks.
3. Mr. Decker discussed the February financial report and review of cash assets. Battlefield Volunteer Fire Department's checking account indicates \$5,508.14. Battlefield Fire Protection District's ICS account holds \$5,099,529.75 and Money Market holds \$60,498.57. Mr. Decker discussed the importance of not letting the Volunteers account go dormant.
4. Chief Moore briefly reviewed line items on the financials.
5. Mr. Decker moved to approve the financials to include the approval of the Annual audit report. 2nd by Mr. Pon. Motion carried. It's noted that board member Danny Perches was present for the vote.

Public Comments: None

Unfinished Business:

1. None

New Business:

1. Policy updates

- a. Policy updates were presented for consideration. Following the review of these policies:
 - i. Motion to make an update to Accrual policy 1054.2.1 for civilian employees working 40 hours per week was made by Mr. Perches. 2nd by Mr. Decker. Motion carried.
 - ii. Motion to update the KMS review acknowledgement 103.8 verbiage to match that of the Local 152 contract was made by Mr. Pon. 2nd by Mr. Decker. Motion carried.

2. Firefighter hiring

- a. A list of candidates for eligibility was presented to the board in Closed Session. Once in open session: Mr. Perches moved to approve the list of candidates provided by Chief Moore as possible new hires. 2nd by Mr. Decker. Motion carried.

3. General Overview

- a. Staff provided a review of their monthly reports.
- b. Chief Reynolds announced that the May 4th pumper truck dedication coincides with “International Fire Fighter Day.”

Closed Session:

1. Information only pursuant to RSMO 610.021 (13). Closed Session. Closed Record.

Motion to go out of open session by Mr. Decker. 2nd by Mr. Perches. Motion carried.
Out of Open Session at 6:07 pm.

Motion to go into Closed Session by Mr. Crist. 2nd by Mr. Decker. Motion carried.
Into Closed Session 6:14 pm

Roll Call: Danny Perches, Mark Pon, Trevor Crist, Darrell Decker, Division Chief Burr, Deputy Chief Reynolds, Fire Chief Moore, and Secretary Shawn Shupert.

Motion to go out of Closed Session by Mr. Perches. 2nd by Mr. Pon. Motion carried.
Out of Closed Session: 6:27 pm
Motion to go into Open Session by Mr. Pon. 2nd by Mr. Decker- Motion carried.
Into Open Session: 6:27 pm

Roll Call: Danny Perches, Mark Pon, Trevor Crist, and Darrell Decker. Chairman Crist advised closed session was for informational purposes only. No votes or decisions were made in the closed session.

Adjournment:

Mr. Decker moved to adjourn at 6:55 pm.

Approved by:

Trevor Crist

Darrell Decker

Danny Perches

Walt Newman

Mark Pon

Battlefield Volunteer Fire Department
Statement of Net Activities
March 2023

	Mar 23
Ordinary Revenue/Expense	
Revenue	
4140 - Interest Revenue	2.10
Total Revenue	2.10
Net Ordinary Revenue	2.10
Net Revenue	2.10

Battlefield Volunteer Fire Department Statement of Net Assets

As of March 31, 2023
Mar 31, 23

ASSETS

Current Assets

Checking/Savings

1050 · Oakstar Volunteer Account	5,510.24
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Total Checking/Savings	5,510.24
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Total Current Assets	5,510.24
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TOTAL ASSETS	<u>5,510.24</u>
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LIABILITIES & Revenue

Revenue

1110 · Retained Earnings	5,504.13
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Net Revenue	6.11
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Total Revenue	5,510.24
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TOTAL LIABILITIES & Revenue	<u>5,510.24</u>
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Battlefield Fire Protection District
Statement of Cash Flows
March 2023

3:09 PM

Cash Basis

	Mar 23	Feb 23	% Change
Revenue			
4000 · Revenue			
4005 · Tax Revenue	49,857.97	508,751.22	-90.2%
4010 · Tax Interest Revenue	0.00	1,961.14	-100.0%
4050 · Miscellaneous Revenue	10.00	144.19	-93.07%
4060 · Interest Revenue	15,915.00	12,883.69	23.53%
Total 4000 · Revenue	65,782.97	523,740.24	-87.44%
Total Revenue	65,782.97	523,740.24	-87.44%
Gross Profit	65,782.97	523,740.24	-87.44%
Expense			
5000 · Capital Expense			
5015 · Uniforms/PPE/Bunker Gear	70.35	1,769.64	-96.03%
5020 · Building Lease	0.00	10,725.00	-100.0%
5030 · Information Technology	0.00	897.87	-100.0%
5035 · Communications	3,095.00	0.00	100.0%
5055 · Vehicles	421.61	275.00	53.31%
Total 5000 · Capital Expense	3,586.96	13,667.51	-73.76%
6000 · Communications			
6003 · MDT/Cell Phones	985.53	1,041.62	-5.39%
6020 · Managed IT Service	750.00	750.00	0.0%
Total 6000 · Communications	1,735.53	1,791.62	-3.13%
6100 · Insurance			
6110 · Workman's Compensation	26,161.56	14,510.79	80.29%
6115 · Commercial & Property	0.00	23,484.00	-100.0%
6120 · Medical, Dental, Vision	18,062.25	16,413.58	10.05%
6125 · FFAM Dues	0.00	4,580.00	-100.0%
Total 6100 · Insurance	44,223.81	58,988.37	-25.03%
6200 · Maintenance & Repairs			
6205 · Gas/Diesel	4,154.69	6,177.34	-32.74%
6210 · Apparatus Repair	2,037.00	5,391.53	-62.22%
6215 · Stations & Buildings	1,182.46	2,304.57	-48.69%
6225 · Equipment Maintenance	620.48	838.68	-26.02%
6235 · Headquarters Maintenance	1,282.44	1,269.00	1.06%
6255 · Maintenance Shop Equipment	0.00	25.48	-100.0%
6275 · Office Equipment	397.47	0.00	100.0%
Total 6200 · Maintenance & Repairs	9,674.54	16,006.60	-39.56%
6300 · Office/Stations			
6305 · Software Expense	0.00	7,244.88	-100.0%
6315 · Accounting Fees	801.70	710.00	12.92%
6330 · Subscriptions/Memberships	960.00	1,804.04	-46.79%
Total 6300 · Office/Stations	1,761.70	9,758.92	-81.95%

	Mar 23	Feb 23	% Change
6400 · Training			
6410 · Training Classes	336.73	7,552.53	-95.54%
6415 · Equipment	157.24	77.70	102.37%
Total 6400 · Training	493.97	7,630.23	-93.53%
6500 · Legal			
6510 · Audit Fees	2,565.04	0.00	100.0%
6525 · Cafeteria Pass Thru	-0.12	-0.12	0.0%
6530 · Elections	0.00	32,103.50	-100.0%
6535 · Attorney Fees	0.00	55.00	-100.0%
Total 6500 · Legal	2,564.92	32,158.38	-92.02%
6600 · Salaries			
6605 · District Personnel	147,915.58	150,387.05	-1.64%
6610 · Board of Directors			
6612 · Chaplain Expense	72.88	72.91	-0.04%
6610 · Board of Directors - Other	533.33	533.33	0.0%
Total 6610 · Board of Directors	606.21	606.24	-0.01%
6620 · Employer Payroll Taxes	2,011.66	2,040.65	-1.42%
6625 · Lagers	14,151.81	15,394.40	-8.07%
6635 · Uniforms	327.97	795.62	-58.78%
6640 · 457 Pass Thru	0.00	0.00	0.0%
6655 · Expense Account	123.19	111.59	10.4%
6665 · Special Overtime	0.00	699.65	-100.0%
6668 · Union Dues Passthrough	30.93	0.00	100.0%
Total 6600 · Salaries	165,167.35	170,035.20	-2.86%
6700 · Medical			
6710 · Employee Physicals/POET	0.00	128.74	-100.0%
Total 6700 · Medical	0.00	128.74	-100.0%
6750 · Utilities			
6755 · Water	99.30	104.10	-4.61%
6760 · Sanitation	865.24	196.14	341.13%
6765 · Sewer	168.44	176.27	-4.44%
6770 · Electric/Gas	3,112.44	3,588.90	-13.28%
6775 · Internet/Phones/Cable	1,971.70	1,043.23	89.0%
Total 6750 · Utilities	6,217.12	5,108.64	21.7%
6800 · Supplies			
6810 · Public Relations/Outreach	571.94	4,758.40	-87.98%
6820 · Fire & EMS Expendables	753.01	1,593.71	-52.75%
6825 · Office Supplies	65.98	183.12	-63.97%
6830 · Janitorial Supplies	442.07	292.67	51.05%
6835 · Stations/Buildings Supplies	42.08	203.72	-79.34%
Total 6800 · Supplies	1,875.08	7,031.62	-73.33%
6850 · Property Improvements			
6860 · Stations/Buildings	500.00	0.00	100.0%
Total 6850 · Property Improvements	500.00	0.00	100.0%

Total Expense
Net Revenue

Mar 23	Feb 23	% Change
237,800.98	322,305.83	-26.22%
-172,018.01	201,434.41	-185.4%

Battlefield Fire Protection District
Statement of Net Assets
As of March 31, 2023

3:10 PM

04/04/2023

Cash Basis

Mar 31, 23

ASSETS

Current Assets

Checking/Savings

1000 · OakStar - ICS	4,911,174.44
1005 · OakStar - Money Market	60,665.56
1025 · Oakstar - Operating	109,675.23
1105 · Petty Cash	131.66
1199 · Allowance for Restricted Funds	-2,161,958.00

Total Checking/Savings 2,919,688.89

Total Current Assets 2,919,688.89

Fixed Assets

1505 · Office Equipment 2,979.36

Total Fixed Assets 2,979.36

TOTAL ASSETS 2,922,668.25

LIABILITIES & Revenue

Revenue

3200 · Fund Balances

3100 · Restricted Fund - Operating	-700,000.00
3120 · Restricted Fund-Emergency Equip	-961,958.00
3140 · Restricted Fund - Bldg Reserve	-500,000.00
3200 · Fund Balances	2,487,239.86

Total 3200 · Unrestricted Fund Balances 325,281.86

32000 · Retained Earnings -130,294.63

Net Revenue 2,727,681.02

Total Revenue 2,922,668.25

TOTAL LIABILITIES & Revenue 2,922,668.25

Battlefield Fire Protection District
Statement of Activities
March 2023

3:09 PM
04/04/2023
Cash Basis

	Mar 23	Jan - Mar 23
Revenue		
4000 · Revenue		
4005 · Tax Revenue	49,857.97	3,634,281.59
4010 · Tax Interest Revenue	0.00	3,799.17
4050 · Miscellaneous Revenue	10.00	2,004.19
4060 · Interest Revenue	15,915.00	35,869.64
Total 4000 · Revenue	65,782.97	3,675,954.59
Total Revenue	65,782.97	3,675,954.59
Gross Profit	65,782.97	3,675,954.59
Expense		
5000 · Capital Expense		
5015 · Uniforms/PPE/Bunker Gear	70.35	1,839.99
5020 · Building Lease	0.00	10,725.00
5030 · Information Technology	0.00	897.87
5035 · Communications	3,095.00	3,095.00
5040 · Firefighting/EMS	0.00	1,950.98
5052 · Fitness Equipment	0.00	900.00
5055 · Vehicles	421.61	96,907.61
Total 5000 · Capital Expense	3,586.96	116,316.45
6000 · Communications		
6003 · MDT/Cell Phones	985.53	2,237.99
6020 · Managed IT Service	750.00	3,075.00
Total 6000 · Communications	1,735.53	5,312.99
6100 · Insurance		
6110 · Workman's Compensation	26,161.56	67,280.10
6115 · Commercial & Property	0.00	23,484.00
6120 · Medical, Dental, Vision	18,062.25	70,160.90
6125 · FFAM Dues	0.00	4,580.00
Total 6100 · Insurance	44,223.81	165,505.00
6200 · Maintenance & Repairs		
6205 · Gas/Diesel	4,154.69	12,781.46
6210 · Apparatus Repair	2,037.00	14,577.52
6215 · Stations & Buildings	1,182.46	4,996.96
6225 · Equipment Maintenance	620.48	1,459.16
6235 · Headquarters Maintenance	1,282.44	3,760.44
6255 · Maintenance Shop Equipment	0.00	136.44
6275 · Office Equipment	397.47	397.47
Total 6200 · Maintenance & Repairs	9,674.54	38,109.45
6300 · Office/Stations		
6305 · Software Expense	0.00	8,493.38
6315 · Accounting Fees	801.70	2,789.90

	Mar 23	Jan - Mar 23
6325 · Postage/Shipping	0.00	41.94
6330 · Subscriptions/Memberships	960.00	3,145.68
6335 · Advertising/Printing/Postings	0.00	71.70
Total 6300 · Office/Stations	1,761.70	14,542.60
6400 · Training		
6410 · Training Classes	336.73	9,434.68
6415 · Equipment	157.24	434.94
Total 6400 · Training	493.97	9,869.62
6500 · Legal		
6510 · Audit Fees	2,565.04	2,565.04
6525 · Cafeteria Pass Thru	-0.12	1,830.78
6530 · Elections	0.00	32,103.50
6535 · Attorney Fees	0.00	1,064.00
Total 6500 · Legal	2,564.92	37,563.32
6600 · Salaries		
6605 · District Personnel	147,915.58	458,598.66
6610 · Board of Directors		
6612 · Chaplain Expense	72.88	218.64
6610 · Board of Directors - Other	533.33	1,599.99
Total 6610 · Board of Directors	606.21	1,818.63
6620 · Employer Payroll Taxes	2,011.66	6,216.64
6625 · Lagers	14,151.81	56,504.18
6635 · Uniforms	327.97	1,350.58
6640 · 457 Pass Thru	0.00	3,775.94
6655 · Expense Account	123.19	234.78
6665 · Special Overtime	0.00	1,956.93
6668 · Union Dues Passthrough	30.93	1,051.62
Total 6600 · Salaries	165,167.35	531,507.96
6700 · Medical		
6710 · Employee Physicals/POET	0.00	128.74
Total 6700 · Medical	0.00	128.74
6750 · Utilities		
6755 · Water	99.30	332.70
6760 · Sanitation	865.24	1,451.95
6765 · Sewer	168.44	565.13
6770 · Electric/Gas	3,112.44	11,416.23
6775 · Internet/Phones/Cable	1,971.70	4,824.77
Total 6750 · Utilities	6,217.12	18,590.78
6800 · Supplies		
6810 · Public Relations/Outreach	571.94	5,799.80
6820 · Fire & EMS Expendables	753.01	2,571.89
6825 · Office Supplies	65.98	569.06
6830 · Janitorial Supplies	442.07	1,069.00
6835 · Stations/Buildings Supplies	42.08	316.91

	Mar 23	Jan - Mar 23
Total 6800 · Supplies	1,875.08	10,326.66
6850 · Property Improvements		
6860 · Stations/Buildings	500.00	500.00
Total 6850 · Property Improvements	500.00	500.00
Total Expense	237,800.98	948,273.57
Net Revenue	-172,018.01	2,727,681.02

Battlefield Fire Protection District
Profit & Loss Budget Performance
Mar 2023

	Annual Budget	Mar 23	% Received	Jan-Mar	YTD	% Received YTD	Revenue Still Expected	Revenue Over Expected
Revenue								
4000 · Revenue								
4005 · Tax Revenue	3,563,961.00	49,857.97	1.40%	3,634,281.59		101.97%	0.00	70,320.59
4010 · Tax Revenue Interest	15,000.00	0.00	0.00%	3,799.17		25.33%	11,200.83	0.00
4030 · Training Room Rental	10,000.00	0.00	0.00%	0.00		0.00%	10,000.00	0.00
4050 · Miscellaneous Revenue	0.00	10.00	0.00%	2,004.19		0.00%	0.00	2,004.19
4060 · Interest Revenue	75,000.00	15,915.00	21.22%	35,869.64		47.83%	39,130.36	15,914.52
Total 4000 · Revenue	3,663,961.00	65,782.97	1.80%	3,675,954.59		100.33%	60,331.19	88,239.30
Expense								
	Annual Budget	Mar 23	%Budget Used in Mar	Jan-Mar	YTD	%Budget Used YTD	Balance Available	Date Over
5000 · Capital Expense								
5015 · Uniforms/PPE/Bunker Gear	45,000.00	70.35	0.16%	1,839.99		4.09%	43,160.01	
5020 · Building Lease	106,450.00	0.00	0.00%	10,725.00		10.08%	95,725.00	
5030 · Information Technology	10,000.00	0.00	0.00%	897.87		8.98%	9,102.13	
5035 · Communications	0.00	3,095.00	0.00%	3,095.00		0.00%	-3,095.00	
5040 · Firefighting/EMS	50,000.00	0.00	0.00%	1,950.98		3.90%	48,049.02	
5052 · Fitness Equipment	5,700.00	0.00	0.00%	900.00		15.79%	4,800.00	
5055 · Vehicles	0.00	421.61	0.00%	96,907.61		0.00%	-96,907.61	2/14/2023
Total 5000 · Capital Expense	217,150.00	3,586.96	1.65%	116,316.45		53.57%	100,833.55	
6000 · Communications								
6003 · MDT/Cell Phones	15,000.00	985.53	6.57%	2,237.99		14.92%	12,762.01	
6020 · Managed IT Service	16,260.00	750.00	4.61%	3,075.00		18.91%	13,185.00	
Total 6000 · Communications	31,260.00	1,735.53	5.55%	5,312.99		17.00%	25,947.01	
6100 · Insurance								
6110 · Workman's Compensation	148,065.51	26,161.56	17.67%	67,280.10		45.44%	80,785.41	
6115 · Commercial & Property	91,583.00	0.00	0.00%	23,484.00		25.64%	68,099.00	
6120 · Medical, Dental, Vision	296,907.00	18,062.25	6.08%	70,160.90		23.63%	226,746.10	
6125 · FFAM Dues	6,000.00	0.00	0.00%	4,580.00		76.33%	1,420.00	
Total 6100 · Insurance	542,555.51	44,223.81	8.15%	165,505.00		30.50%	377,050.51	

Battlefield Fire Protection District
Profit & Loss Budget Performance
Mar 2023

	Annual Budget	Mar 23	% Received	Jan-Mar	YTD	% Received YTD	Revenue Still Expected	Revenue Over Expected
6200 · Maintenance & Repairs								
6205 · Gas/Diesel	52,000.00	4,154.69	7.99%	12,781.46		24.58%	39,218.54	
6210 · Apparatus Repair	45,000.00	2,037.00	4.53%	14,577.52		32.39%	30,422.48	
6215 · Stations & Buildings	20,000.00	1,182.46	5.91%	4,996.96		24.98%	15,003.04	
6220 · Lawn Maintenance	10,500.00	0.00	0.00%	0.00		0.00%	10,500.00	
6225 · Equipment Maintenance	7,000.00	620.48	8.86%	1,459.16		20.85%	5,540.84	
6235 · Headquarters Maintenance	15,000.00	1,282.44	8.55%	3,760.44		25.07%	11,239.56	
6250 · Ground/Aerial Ladder Testing	2,000.00	0.00	0.00%	0.00		0.00%	2,000.00	
6255 · Maintenance Shop Equipment	1,750.00	0.00	0.00%	136.44		7.80%	1,613.56	
6275 · Office Equipment	1,500.00	397.47	26.50%	397.47		26.50%	1,102.53	
6280 · SCBA Flow Testing	4,000.00	0.00	0.00%	0.00		0.00%	4,000.00	
Total 6200 · Maintenance & Repairs	158,750.00	9,674.54	6.09%	38,109.45		24.01%	120,640.55	
6300 · Office/Stations								
6305 · Software Expense	36,040.00	0.00	0.00%	8,493.38		23.57%	27,546.62	
6315 · Accounting Fees	9,400.00	801.70	8.53%	2,789.90		29.68%	6,610.10	
6325 · Postage/Shipping	700.00	0.00	0.00%	41.94		5.99%	658.06	
6330 · Subscriptions/Memberships	8,500.00	960.00	11.29%	3,145.68		37.01%	5,354.32	
6335 · Advertising/Printing/Postings	1,000.00	0.00	0.00%	71.70		7.17%	928.30	
Total 6300 · Office/Stations	55,640.00	1,761.70	3.17%	14,542.60		26.14%	41,097.40	
			%Budget			%Budget Used	Balance	
6400 · Training	Annual Budget	Mar 23	Used in Mar	Jan-Mar	YTD	YTD	Available	
6410 · Training Classes	45,200.00	336.73	0.74%	9,434.68		20.87%	35,765.32	
6415 · Equipment	10,000.00	157.24	1.57%	434.94		4.35%	9,565.06	
Total 6400 · Training	55,200.00	493.97	0.89%	9,869.62		17.88%	45,330.38	

Battlefield Fire Protection District
Profit & Loss Budget Performance
Mar 2023

	Annual Budget	Mar 23	% Received	Jan-Mar	YTD	% Received YTD	Revenue Still Expected	Revenue Over Expected
6500 · Legal								
6510 · Audit Fees	5,700.00	2,565.04	45.00%	2,565.04	45.00%	3,134.96		
6525 · Cafeteria Pass Thru	1,500.00	-0.12	-0.01%	1,830.78	122.05%	-330.78		
6530 · Elections	15,000.00	0.00	0.00%	32,103.50	214.02%	-17,103.50		3/21/2023
6535 · Attorney Fees	5,000.00	0.00	0.00%	1,064.00	21.28%	3,936.00		
Total 6500 · Legal	27,200.00	2,564.92	9.43%	37,563.32	138.10%	0.00		
6600 · Salaries								
6605 · District Personnel	2,082,279.00	147,915.58	7.10%	458,598.66	22.02%	1,623,680.34		
6610 · Board of Directors								
6612 · Chaplain Expense	2,000.00	72.88	3.64%	218.64	10.93%	1,781.36		
6610 · Board of Directors - Other	9,400.00	533.33	5.67%	1,599.99	17.02%	7,800.01		
Total 6610 · Board of Directors	11,400.00	606.21	5.32%	1,818.63	15.95%	9,581.37		
6620 · Employer Payroll Taxes	38,984.00	2,011.66	5.16%	6,216.64	15.95%	32,767.36		
6625 · Lagers	233,110.00	14,151.81	6.07%	56,504.18	24.24%	176,605.82		
6635 · Uniforms	10,000.00	327.97	3.28%	1,350.58	13.51%	8,649.42		
6640 · 457 Pass Thru	0.00	0.00	0.00%	3,775.94	0.00%	-3,775.94		
6650 · Miscellaneous Board Expense	500.00	0.00	0.00%	0.00	0.00%	500.00		
6655 · Expense Account	2,500.00	123.19	4.93%	234.78	9.39%	2,265.22		
6665 · Special Overtime	45,000.00	0.00	0.00%	1,956.93	4.35%	43,043.07		
6668 · Union Dues Pass Thru	0.00	30.93	0.00%	1,051.62	0.00%	-1,051.62		
6675 · Background Check	2,500.00	0.00	0.00%	0.00	0.00%	2,500.00		
Total 6600 · Salaries	2,426,273.00	165,167.35	6.81%	531,507.96	21.91%	1,894,765.04		
6700 · Medical								
6710 · Employee Physicals/POET	34,500.00	0.00	0.00%	128.74	0.37%	34,371.26		
Total 6700 · Medical	34,500.00	0.00	0.00%	128.74	0.37%	34,371.26		

Battlefield Fire Protection District
Profit & Loss Budget Performance
Mar 2023

	Annual Budget	Mar 23	% Received	Jan-Mar	YTD	% Received YTD	Revenue Still Expected	Revenue Over Expected
6750 · Utilities								
6755 · Water	2,000.00	99.30	4.97%	332.70	16.64%	1,667.30		
6760 · Sanitation	3,250.00	865.24	26.62%	1,451.95	44.68%	1,798.05		
6765 · Sewer	3,000.00	168.44	5.61%	565.13	18.84%	2,434.87		
6770 · Electric/Gas	35,000.00	3,112.44	8.89%	11,416.23	32.62%	23,583.77		
6775 · Internet/Phones/Cable	14,300.00	1,971.70	13.79%	4,824.77	33.74%	9,475.23		
Total 6750 · Utilities	57,550.00	6,217.12	10.80%	18,590.78	32.30%	38,959.22		
6800 · Supplies								
6810 · Public Relations/Outreach	13,600.00	571.94	4.21%	5,799.80	42.65%	7,800.20		
6815 · Logo Imprinted Supplies	2,000.00	0.00	0.00%	0.00	0.00%	2,000.00		
6820 · Fire & EMS Expendables	5,000.00	753.01	15.06%	2,571.89	51.44%	2,428.11		
6825 · Office Supplies	3,000.00	65.98	2.20%	569.06	18.97%	2,430.94		
6830 · Janitorial Supplies	3,000.00	442.07	14.74%	1,069.00	35.63%	1,931.00		
6835 · Stations/Buildings Supplies	2,000.00	42.08	2.10%	316.91	15.85%	1,683.09		
Total 6800 · Supplies	28,600.00	1,875.08	6.56%	10,326.66	36.11%	18,273.34		
6850 · Property Improvements								
6860 · Stations/Buildings	5,000.00	500.00	10.00%	500.00	10.00%	4,500.00		
Total 6850 · Property Improvements	5,000.00	500.00	10.00%	500.00	10.00%	4,500.00		
Total Expense	3,639,678.51	237,800.98	6.53%	948,273.57	26.05%	2,661,599.16		
Net Revenue	24,282.49	-172,018.01	-708.40%	2,727,681.02	11233.12%	-2,601,267.97		
Total Budget Amount						2,661,599.16		
Restricted Funds								
Operating Reserve							700,000.00	
Emergency Equipment Reserve							961,958.00	
Building Reserve							500,000.00	
Total Contingency Fund							2,161,958.00	

<i>Monthly Expenditures</i>	<i>YTD Expenditures</i>
237,800.98	948,273.57

Battlefield Fire Protection District
Transaction Detail By Account
January through March 2023

	Name	Paid Amount
4000 · Revenue		
4050 · Miscellaneous Revenue		
	GovDeals	410.00
	BMI Company	10.00
	LexisNexis	10.00
	Scott Lambeth	50.00
	Mark Pon	50.00
	Stormy Davis	50.00
	Darrell Decker	50.00
	LexisNexis	10.00
	Ozarks Technical Community College	1,200.00
	SEA, LTD	10.00
	Greene County Treasurer	144.19
	LexisNexis	10.00
		<hr/>
Total 4050 · Miscellaneous Revenue		2,004.19
Total 4000 · Revenue		<hr/>
TOTAL		<hr/> 2,004.19 <hr/>



BATTLEFIELD FIRE PROTECTION DISTRICT

www.battlefieldfire.com 

4117 W. Second Street
Battlefield, MO 65619

FAX: (417) 887-9914
CELL: (417) 343-4504

PHONE: (417) 881-9018



Administration – Chief Moore

- I spent most of the month interacting with the community discussing Proposition Fire.
- Thank you to everyone who attended the several events over the last month.
- Received notice from broker of a 7.8% increase from our health insurance provider. We budgeted for 10%. Open enrollment for June will start soon.
- Met with the property owners on South Farm Road 135.
- I will be attending the Firefighter Day at the Capitol on the 12th.
- I will not be at the May board meeting. I will be at a conference in Tennessee.
- We have received a preliminary award for a grant from the State. \$20,000 matching for radios.

Operations – Deputy Chief Reynolds

- Total calls for March = 182
 - 3 Building fires
 - Total Calls YTD = 602
 - YTD 2022 = 552
- Average Response Time for March = 5.81 minutes
 - Average Response Time YTD = 5.89 minutes
 - Target time is 7:00 minutes.
- Turnout time for March = 1:16
 - Turnout time YTD = 1:22
 - Target time is 1:30
- Lexipol on-boarding:
 - Policies ready for approval: 300 – Performance of Duties, 301 – Response Time Standards, 302 – Incident Management, 303 – Emergency Response, 304 – Traffic Accidents, 305 – Staging.
 - Policy 300 and 301 are new. 302, 303, 304, & 305 replace exiting policies.
 - Policy 302 specifies that existing Procedure 413 is required.
 - Policy 303 replaces Policy 804 and eliminates Procedure 810.
 - Policy 304 replaces Policy 808.
 - Policy 305 replaces several parts of other policies and procedures.
 - Policy 103 has been revised to include an acknowledgement section.
- 144812 (New Pumper).
 - The tentative dedication date is May 4th.
- 144813 is slated for final inspection in late May to early June. We have not received any invoice yet.
- Still compiling bids for staff vehicle upfits.
 - The Topper and Decked system should be delivered on June 2nd.
 - In-vehicle camera has arrived.
 - Striping has been bid, purchased, and scheduled.
 - Emergency lighting bids had to be rebid due to bidder compliance issues.



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Support Services – Division Chief Anderson (as of 4-1-23)

Community Risk Reduction Activities

- Total contacts made through social media, the District website and Google Business = 60,664
- Crews replaced 8 smoke alarms and 5 batteries for citizens.
- Assisted Springfield Fire with Fire Inspector I testing.
- Attended the “Coffee with the Chief” and “Breakfast with the Chief” events.
- Assisted Brookline Fire with Live Fire Instructor skills testing.
- Attended a Fire Inspector II pilot course with the Division of Fire Safety.
- Attended the District’s CRR Committee meeting.
- Attended the District’s Award Ceremony.
- Attended the District’s Town Hall Meeting for Proposition: FIRE.
- Provided social media messages on Severe Weather Week topics.
- The District sponsored Wilson’s Creek Intermediate in the Ozarks Food Drive event.
- Crews participated in numerous PR activities throughout the District.

Workers Compensation, Safety, and Human Resources

- The District had no work comp claims for this period.
- Continued to monitor active work comp claims.
- Attended a review of EAP supplemental services from Lighthouse H&W.
- Attended a local wellness conference with Shawn Shupert.
- Attended the District Health and Wellness Committee meeting.
- Attended the District Safety Committee meeting.
- Attended the District Awards Committee meeting.

Training – Division Chief Burr

- Training hours for March: 1,503 hours
 - YTD Hours = 3,672 hours
 - YTD 2022 = 4,724
- I received our new fuel cards and collected the old ones. With this, we have officially moved over to WEX as our fuel card provider.
- I attended the coffee with the chief event at Scramblers and the town hall at headquarters.
- I am soliciting bids for the demolition of the training tower and removal of the old flashover container. I have received one bid so far and I’m expecting at least two more.
- Three others and I will be attending FDIC in Indianapolis later this month.
- I will be in Fire Officer III class all week and won’t be in attendance at the board meeting.
- I have scheduled a date to get several of our personnel sized for new gear. Once they are sized, I will place a large gear order.
- I have been working on the training policies in Lexipol. There will likely be some new policies that require board action.

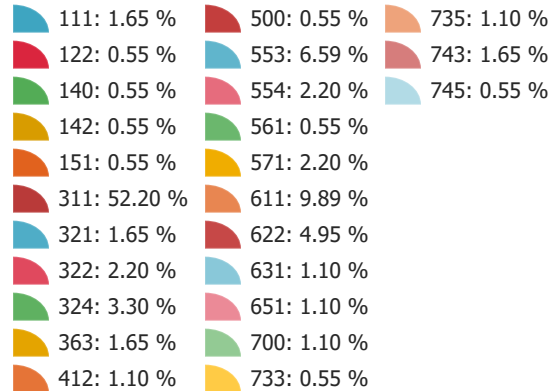
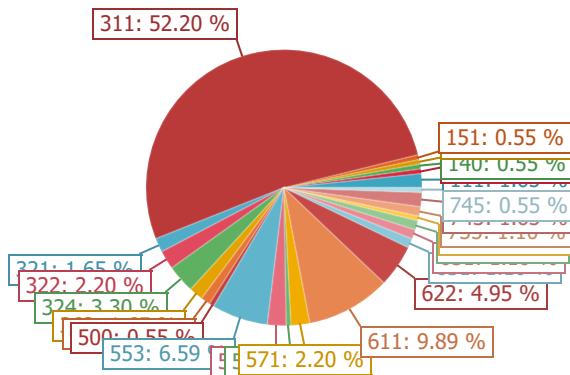
BATTLEFIELD FIRE PROT. DIST.

4117 W. SECOND ST., BATTLEFIELD, MO 65619

OFFICE: 417-881-9018

FAX: 417-887-9914

Incident Reports By Incident Type, Summary



Incident Type	Total Incidents	Percent
111 - Building fire	3	1.65%
122 - Fire in motor home, camper, recreational vehicle	1	0.55%
140 - Natural vegetation fire, other	1	0.55%
142 - Brush or brush-and-grass mixture fire	1	0.55%
151 - Outside rubbish, trash or waste fire	1	0.55%
311 - Medical assist, assist EMS crew	95	52.20%
321 - EMS call, excluding vehicle accident with injury	3	1.65%
322 - Motor vehicle accident with injuries	4	2.20%
324 - Motor vehicle accident with no injuries.	6	3.30%
363 - Swift water rescue	3	1.65%
412 - Gas leak (natural gas or LPG)	2	1.10%
500 - Service Call, other	1	0.55%
553 - Public service	12	6.59%
554 - Assist invalid	4	2.20%
561 - Unauthorized burning	1	0.55%
571 - Cover assignment, standby, moveup	4	2.20%
611 - Dispatched & canceled en route	18	9.89%

Incident Type	Total Incidents	Percent
622 - No incident found on arrival at dispatch address	9	4.95%
631 - Authorized controlled burning	2	1.10%
651 - Smoke scare, odor of smoke	2	1.10%
700 - False alarm or false call, other	2	1.10%
733 - Smoke detector activation due to malfunction	1	0.55%
735 - Alarm system sounded due to malfunction	2	1.10%
743 - Smoke detector activation, no fire - unintentional	3	1.65%
745 - Alarm system activation, no fire - unintentional	1	0.55%

Total Number of Incidents: 182

Total Number of Incident Types: 25



BATTLEFIELD FIRE PROT. DIST.

4117 W. SECOND ST., BATTLEFIELD, MO 65619

OFFICE: 417-881-9018

FAX: 417-887-9914

Department Turnout Time by Shift

Department Average Turnout: 01:16

A SHIFT

Incident Number	Alarm Time	Enroute Time	Turnout Time (min:sec)
2300406	03/06/23 17:39:51	03/06/2023 17:43:12	03:21
2300523	03/24/23 23:44:27	03/24/2023 23:47:36	03:09
2300446	03/13/23 01:16:39	03/13/2023 01:19:20	02:41
2300447	03/13/23 01:16:39	03/13/2023 01:19:20	02:41
2300443	03/12/23 17:42:31	03/12/2023 17:45:06	02:35
2300551	03/29/23 12:30:12	03/29/2023 12:32:23	02:11
2300556	03/30/23 05:04:37	03/30/2023 05:06:40	02:03
2300555	03/30/23 00:30:42	03/30/2023 00:32:44	02:02
2300520	03/24/23 18:59:47	03/24/2023 19:01:47	02:00
2300544	03/29/23 14:35:40	03/29/2023 14:37:39	01:59
2300481	03/17/23 20:05:24	03/17/2023 20:07:20	01:56
2300448	03/12/23 21:34:44	03/12/2023 21:36:33	01:49
2300401	03/05/23 21:13:58	03/05/2023 21:15:46	01:48
2300552	03/29/23 12:01:03	03/29/2023 12:02:46	01:43
2300522	03/24/23 10:27:02	03/24/2023 10:28:33	01:31
2300521	03/24/23 12:08:04	03/24/2023 12:09:33	01:29
2300562	03/30/23 22:07:16	03/30/2023 22:08:43	01:27
2300519	03/23/23 18:55:25	03/23/2023 18:56:52	01:27
2300557	03/30/23 16:32:48	03/30/2023 16:34:13	01:25
2300474	03/17/23 16:57:52	03/17/2023 16:59:16	01:24
2300440	03/12/23 12:21:31	03/12/2023 12:22:53	01:22
2300515	03/23/23 15:25:01	03/23/2023 15:26:14	01:13

2300439	03/11/23 15:27:02	03/11/2023 15:28:12	01:10
2300513	03/23/23 13:31:46	03/23/2023 13:32:55	01:09
2300477	03/17/23 11:59:39	03/17/2023 12:00:46	01:07
2300554	03/30/23 18:39:46	03/30/2023 18:40:51	01:05
2300549	03/29/23 20:48:01	03/29/2023 20:49:06	01:05
2300525	03/24/23 13:25:26	03/24/2023 13:26:29	01:03
2300475	03/17/23 08:59:27	03/17/2023 09:00:29	01:02
2300484	03/18/23 20:26:55	03/18/2023 20:27:52	00:57
2300486	03/19/23 01:31:43	03/19/2023 01:32:38	00:55
2300514	03/23/23 20:29:01	03/23/2023 20:29:55	00:54
2300479	03/18/23 14:54:47	03/18/2023 14:55:41	00:54
2300483	03/18/23 13:17:28	03/18/2023 13:18:19	00:51
2300487	03/19/23 06:26:17	03/19/2023 06:27:07	00:50
2300550	03/29/23 12:47:57	03/29/2023 12:48:47	00:50
2300560	03/30/23 22:52:43	03/30/2023 22:53:28	00:45
2300546	03/29/23 17:07:36	03/29/2023 17:08:19	00:43
2300517	03/23/23 16:17:12	03/23/2023 16:17:51	00:39
2300553	03/30/23 15:57:05	03/30/2023 15:57:31	00:26
2300524	03/23/23 22:53:59	03/23/2023 22:54:10	00:11
2300407	03/07/23 00:07:47	03/07/2023 00:07:53	00:06

Shift Average Turnout: 01:25

B SHIFT			
Incident Number	Alarm Time	Enroute Time	Turnout Time (min:sec)
2300457	03/14/23 18:13:57	03/14/2023 18:17:21	03:24
2300458	03/15/23 03:38:47	03/15/2023 03:41:06	02:19
2300389	03/02/23 23:18:53	03/02/2023 23:21:10	02:17
2300421	03/08/23 20:31:59	03/08/2023 20:34:06	02:07
2300383	03/01/23 12:10:39	03/01/2023 12:12:40	02:01
2300384	03/01/23 16:19:33	03/01/2023 16:21:32	01:59
2300414	03/08/23 22:48:26	03/08/2023 22:50:14	01:48
2300529	03/25/23 12:43:38	03/25/2023 12:45:25	01:47

2300413	03/08/23 04:02:32	03/08/2023 04:04:16	01:44
2300571	03/31/23 09:53:29	03/31/2023 09:55:10	01:41
2300419	03/08/23 17:50:56	03/08/2023 17:52:34	01:38
2300489	03/20/23 08:50:25	03/20/2023 08:52:00	01:35
2300423	03/08/23 18:14:39	03/08/2023 18:16:13	01:34
2300386	03/02/23 09:09:12	03/02/2023 09:10:42	01:30
2300415	03/08/23 11:49:48	03/08/2023 11:51:17	01:29
2300424	03/09/23 00:16:52	03/09/2023 00:18:21	01:29
2300409	03/07/23 11:16:47	03/07/2023 11:18:15	01:28
2300455	03/14/23 15:12:03	03/14/2023 15:13:21	01:18
2300381	03/01/23 17:08:58	03/01/2023 17:10:12	01:14
2300420	03/08/23 19:09:39	03/08/2023 19:10:51	01:12
2300449	03/13/23 08:17:37	03/13/2023 08:18:49	01:12
2300570	03/25/23 19:09:04	03/25/2023 19:10:16	01:12
2300412	03/08/23 19:14:41	03/08/2023 19:15:52	01:11
2300491	03/20/23 16:47:34	03/20/2023 16:48:42	01:08
2300454	03/14/23 17:44:16	03/14/2023 17:45:24	01:08
2300388	03/02/23 21:48:34	03/02/2023 21:49:41	01:07
2300528	03/25/23 14:01:23	03/25/2023 14:02:23	01:00
2300453	03/14/23 12:43:57	03/14/2023 12:44:56	00:59
2300488	03/19/23 15:24:59	03/19/2023 15:25:58	00:59
2300496	03/19/23 17:14:18	03/19/2023 17:15:14	00:56
2300498	03/20/23 13:19:30	03/20/2023 13:20:25	00:55
2300567	03/31/23 07:22:10	03/31/2023 07:23:04	00:54
2300531	03/26/23 19:33:34	03/26/2023 19:34:26	00:52
2300418	03/07/23 23:09:32	03/07/2023 23:10:22	00:50
2300530	03/26/23 14:30:26	03/26/2023 14:31:16	00:50
2300497	03/19/23 20:53:03	03/19/2023 20:53:49	00:46
2300579	03/31/23 09:25:41	03/31/2023 09:26:14	00:33
2300564	03/31/23 14:10:02	03/31/2023 14:10:27	00:25
2300416	03/07/23 15:13:11	03/07/2023 15:13:22	00:11
2300495	03/20/23 17:08:46	03/20/2023 17:08:55	00:09

2300387	03/01/23 16:50:32	03/01/2023 16:50:32	00:00
2300526	03/25/23 13:43:13	03/25/2023 13:43:13	00:00

Shift Average Turnout: 01:15

C SHIFT			
Incident Number	Alarm Time	Enroute Time	Turnout Time (min:sec)
2300512	03/23/23 00:25:34	03/23/2023 00:27:49	02:15
2300510	03/23/23 02:09:16	03/23/2023 02:11:17	02:01
2300533	03/27/23 12:53:41	03/27/2023 12:55:32	01:51
2300395	03/03/23 00:40:22	03/03/2023 00:42:10	01:48
2300466	03/15/23 10:26:06	03/15/2023 10:27:48	01:42
2300393	03/04/23 17:05:54	03/04/2023 17:07:21	01:27
2300426	03/09/23 08:05:55	03/09/2023 08:07:16	01:21
2300505	03/22/23 16:49:12	03/22/2023 16:50:32	01:20
2300427	03/09/23 07:03:47	03/09/2023 07:05:02	01:15
2300503	03/21/23 17:26:27	03/21/2023 17:27:42	01:15
2300507	03/21/23 13:43:28	03/21/2023 13:44:41	01:13
2300398	03/04/23 21:17:15	03/04/2023 21:18:27	01:12
2300509	03/21/23 11:25:43	03/21/2023 11:26:54	01:11
2300537	03/28/23 18:18:42	03/28/2023 18:19:49	01:07
2300539	03/28/23 20:38:51	03/28/2023 20:39:57	01:06
2300536	03/28/23 18:15:12	03/28/2023 18:16:18	01:06
2300435	03/10/23 18:23:13	03/10/2023 18:24:11	00:58
2300391	03/03/23 19:24:40	03/03/2023 19:25:36	00:56
2300431	03/09/23 07:57:14	03/09/2023 07:58:10	00:56
2300465	03/15/23 09:57:36	03/15/2023 09:58:30	00:54
2300394	03/04/23 12:13:36	03/04/2023 12:14:29	00:53
2300470	03/15/23 17:29:51	03/15/2023 17:30:44	00:53
2300428	03/10/23 08:25:07	03/10/2023 08:25:53	00:46
2300462	03/15/23 18:19:19	03/15/2023 18:20:05	00:46
2300464	03/15/23 18:50:10	03/15/2023 18:50:51	00:41
2300472	03/16/23 14:19:51	03/16/2023 14:20:30	00:39

2300433	03/10/23 18:30:01	03/10/2023 18:30:37	00:36
2300504	03/22/23 12:16:20	03/22/2023 12:16:50	00:30
2300460	03/15/23 12:51:21	03/15/2023 12:51:45	00:24
2300430	03/10/23 11:20:39	03/10/2023 11:21:00	00:21
2300461	03/15/23 15:25:00	03/15/2023 15:25:21	00:21

Shift Average Turnout: 01:05



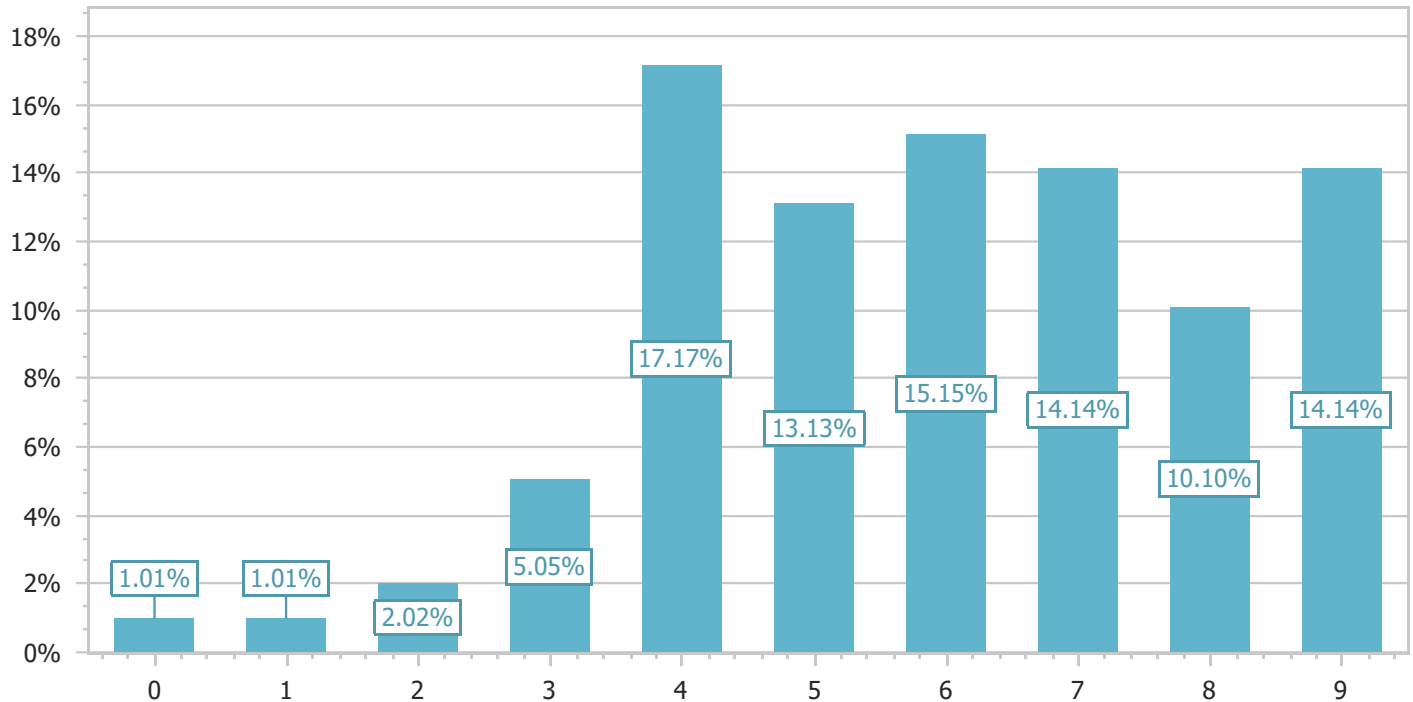
BATTLEFIELD FIRE PROT. DIST.

4117 W. SECOND ST., BATTLEFIELD, MO 65619

OFFICE: 417-881-9018

FAX: 417-887-9914

Incident Response Times, Summary



Incident#	Exp #	Alarm Time	Arrival Time	Response Time
2300387	0	3/1/2023 16:50		00:00:00
2300401	0	3/5/2023 21:13		00:00:00
2300421	0	3/8/2023 20:31		00:00:00
2300488	0	3/19/2023 15:24		00:00:00
2300517	0	3/23/2023 16:17		00:00:00
2300537	0	3/28/2023 18:18		00:00:00
2300555	0	3/30/2023 00:30		00:00:00

Number of Responses UNDER Minutes: 7 (7.07%)

2300526	0	3/25/2023 13:43	3/25/2023 13:43	00:00:20
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Number of Responses UNDER 1 Minutes: 8 (8.08%)

Incident#	Exp #	Alarm Time	Arrival Time	Response Time
2300553	0	3/30/2023 15:57	3/30/2023 15:58	00:01:11
Number of Responses UNDER 2 Minutes: 9 (9.09%)				
2300466	0	3/15/2023 10:26	3/15/2023 10:28	00:02:31
2300522	0	3/24/2023 10:27	3/24/2023 10:29	00:02:42
Number of Responses UNDER 3 Minutes: 11 (11.11%)				
2300416	0	3/7/2023 15:13	3/7/2023 15:17	00:03:49
2300414	0	3/8/2023 22:48	3/8/2023 22:52	00:03:34
2300435	0	3/10/2023 18:23	3/10/2023 18:26	00:03:42
2300544	0	3/29/2023 14:35	3/29/2023 14:39	00:03:46
2300579	0	3/31/2023 09:25	3/31/2023 09:29	00:03:19
Number of Responses UNDER 4 Minutes: 16 (16.16%)				
2300381	0	3/1/2023 17:08	3/1/2023 17:13	00:04:55
2300406	0	3/6/2023 17:39	3/6/2023 17:44	00:04:09
2300423	0	3/8/2023 18:14	3/8/2023 18:19	00:04:23
2300454	0	3/14/2023 17:44	3/14/2023 17:48	00:04:10
2300470	0	3/15/2023 17:29	3/15/2023 17:34	00:04:21
2300462	0	3/15/2023 18:19	3/15/2023 18:24	00:04:44
2300474	0	3/17/2023 16:57	3/17/2023 17:02	00:04:53
2300481	0	3/17/2023 20:05	3/17/2023 20:09	00:04:20
2300479	0	3/18/2023 14:54	3/18/2023 14:59	00:04:42
2300491	0	3/20/2023 16:47	3/20/2023 16:52	00:04:59
2300505	0	3/22/2023 16:49	3/22/2023 16:53	00:04:24
2300513	0	3/23/2023 13:31	3/23/2023 13:36	00:04:21
2300536	0	3/28/2023 18:15	3/28/2023 18:19	00:04:11
2300552	0	3/29/2023 12:01	3/29/2023 12:05	00:04:28
2300551	0	3/29/2023 12:30	3/29/2023 12:35	00:04:56
2300550	0	3/29/2023 12:47	3/29/2023 12:52	00:04:55

Incident#	Exp #	Alarm Time	Arrival Time	Response Time
2300567	0	3/31/2023 07:22	3/31/2023 07:26	00:04:02
Number of Responses UNDER 5 Minutes: 33 (33.33%)				
<hr/>				
2300384	0	3/1/2023 16:19	3/1/2023 16:25	00:05:55
2300394	0	3/4/2023 12:13	3/4/2023 12:19	00:05:53
2300393	0	3/4/2023 17:05	3/4/2023 17:10	00:05:05
2300472	0	3/16/2023 14:19	3/16/2023 14:25	00:05:26
2300475	0	3/17/2023 08:59	3/17/2023 09:05	00:05:57
2300477	0	3/17/2023 11:59	3/17/2023 12:04	00:05:07
2300489	0	3/20/2023 08:50	3/20/2023 08:56	00:05:55
2300509	0	3/21/2023 11:25	3/21/2023 11:31	00:05:29
2300507	0	3/21/2023 13:43	3/21/2023 13:49	00:05:39
2300503	0	3/21/2023 17:26	3/21/2023 17:32	00:05:41
2300504	0	3/22/2023 12:16	3/22/2023 12:22	00:05:45
2300520	0	3/24/2023 18:59	3/24/2023 19:05	00:05:23
2300554	0	3/30/2023 18:39	3/30/2023 18:44	00:05:07
Number of Responses UNDER 6 Minutes: 46 (46.46%)				
<hr/>				
2300388	0	3/2/2023 21:48	3/2/2023 21:54	00:06:01
2300398	0	3/4/2023 21:17	3/4/2023 21:23	00:06:08
2300424	0	3/9/2023 00:16	3/9/2023 00:23	00:06:37
2300439	0	3/11/2023 15:27	3/11/2023 15:34	00:06:58
2300440	0	3/12/2023 12:21	3/12/2023 12:27	00:06:28
2300453	0	3/14/2023 12:43	3/14/2023 12:50	00:06:03
2300455	0	3/14/2023 15:12	3/14/2023 15:18	00:06:10
2300457	0	3/14/2023 18:13	3/14/2023 18:20	00:06:59
2300461	0	3/15/2023 15:25	3/15/2023 15:31	00:06:57
2300484	0	3/18/2023 20:26	3/18/2023 20:33	00:06:40
2300487	0	3/19/2023 06:26	3/19/2023 06:32	00:06:35
2300510	0	3/23/2023 02:09	3/23/2023 02:16	00:06:50
2300515	0	3/23/2023 15:25	3/23/2023 15:31	00:06:55

Incident#	Exp #	Alarm Time	Arrival Time	Response Time
2300528	0	3/25/2023 14:01	3/25/2023 14:07	00:06:18
2300564	0	3/31/2023 14:10	3/31/2023 14:16	00:06:15

Number of Responses UNDER 7 Minutes: 61 (61.62%)

2300407	0	3/7/2023 00:07	3/7/2023 00:14	00:07:02
2300419	0	3/8/2023 17:50	3/8/2023 17:58	00:07:56
2300420	0	3/8/2023 19:09	3/8/2023 19:16	00:07:08
2300412	0	3/8/2023 19:14	3/8/2023 19:22	00:07:49
2300427	0	3/9/2023 07:03	3/9/2023 07:11	00:07:18
2300448	0	3/12/2023 21:34	3/12/2023 21:41	00:07:09
2300449	0	3/13/2023 08:17	3/13/2023 08:25	00:07:27
2300465	0	3/15/2023 09:57	3/15/2023 10:05	00:07:34
2300464	0	3/15/2023 18:50	3/15/2023 18:57	00:07:39
2300539	0	3/28/2023 20:38	3/28/2023 20:46	00:07:18
2300546	0	3/29/2023 17:07	3/29/2023 17:15	00:07:52
2300549	0	3/29/2023 20:48	3/29/2023 20:55	00:07:02
2300556	0	3/30/2023 05:04	3/30/2023 05:12	00:07:23
2300557	0	3/30/2023 16:32	3/30/2023 16:40	00:07:43

Number of Responses UNDER 8 Minutes: 75 (75.76%)

2300413	0	3/8/2023 04:02	3/8/2023 04:10	00:08:08
2300426	0	3/9/2023 08:05	3/9/2023 08:14	00:08:10
2300430	0	3/10/2023 11:20	3/10/2023 11:28	00:08:00
2300447	0	3/13/2023 01:16	3/13/2023 01:25	00:08:43
2300446	0	3/13/2023 01:16	3/13/2023 01:25	00:08:43
2300483	0	3/18/2023 13:17	3/18/2023 13:26	00:08:46
2300496	0	3/19/2023 17:14	3/19/2023 17:22	00:08:14
2300531	0	3/26/2023 19:33	3/26/2023 19:42	00:08:47
2300562	0	3/30/2023 22:07	3/30/2023 22:15	00:08:31
2300571	0	3/31/2023 09:53	3/31/2023 10:01	00:08:29

Number of Responses UNDER 9 Minutes: 85 (85.86%)

Incident#	Exp #	Alarm Time	Arrival Time	Response Time
2300383	0	3/1/2023 12:10	3/1/2023 12:19	00:09:07
2300389	0	3/2/2023 23:18	3/2/2023 23:28	00:09:42
2300409	0	3/7/2023 11:16	3/7/2023 11:26	00:09:56
2300415	0	3/8/2023 11:49	3/8/2023 11:59	00:09:25
2300519	0	3/23/2023 18:55	3/23/2023 19:04	00:09:24
2300521	0	3/24/2023 12:08	3/24/2023 12:17	00:09:10
Number of Responses UNDER 10 Minutes: 91 (91.92%)				
2300395	0	3/3/2023 00:40	3/3/2023 00:51	00:10:38
2300431	0	3/9/2023 07:57	3/9/2023 08:08	00:10:46
2300458	0	3/15/2023 03:38	3/15/2023 03:49	00:10:25
Number of Responses UNDER 11 Minutes: 94 (94.95%)				
2300386	0	3/2/2023 09:09	3/2/2023 09:20	00:11:06
Number of Responses UNDER 12 Minutes: 95 (95.96%)				
2300512	0	3/23/2023 00:25	3/23/2023 00:38	00:12:48
2300570	0	3/25/2023 19:09	3/25/2023 19:21	00:12:19
Number of Responses UNDER 13 Minutes: 97 (97.98%)				
2300525	0	3/24/2023 13:25	3/24/2023 13:38	00:13:04
Number of Responses UNDER 14 Minutes: 98 (98.99%)				
2300560	0	3/30/2023 22:52	3/30/2023 23:15	00:22:45
Number of Responses UNDER 23 Minutes: 99 (100.00%)				

Incident#	Exp #	Alarm Time	Arrival Time	Response Time
Average Response Time				5.81

Performance of Duties

300.1 PURPOSE AND SCOPE

Best Practice

This policy establishes daily performance expectations.

300.2 POLICY

Best Practice

MODIFIED

It is the policy of the Battlefield Fire Protection District to provide safe and appropriate responses to emergency calls and for its members to provide professional and competent services.

300.3 RESPONSIBILITIES

Best Practice

All members should be familiar with and in compliance with the policies, standard operating procedures, standard operating guidelines, classification specifications, duties as assigned and any other lawful instruction or order from a superior officer.

300.4 EMERGENCY RESPONSE

Best Practice

All members, upon receipt of any emergency alarm, shall immediately cease all activities and without delay report to their assigned apparatus, respond immediately to the fire or other emergency dispatched, and exert reasonable effort to perform to the best of their ability, given the totality of circumstances.

300.5 COMPETENT PERFORMANCE

Best Practice

MODIFIED

Members should perform their duties in a manner which will maintain the highest standards of efficiency in carrying out the functions and objectives of the District. Unsatisfactory performance may include, but is not limited to, the following:

- Excessive or unauthorized leave
- Tardiness
- Demonstration of a lack of knowledge
- Failure to conform to the work standards established for the member's classification, grade or position
- Any other failure to demonstrate good conduct
- Insubordination
- Noncompliance with district policy, guidelines, rules, directives and orders

Battlefield Fire Protection District

Policy Manual

Performance of Duties

300.5.1 UNAUTHORIZED ABSENCE

Agency Content

Absence of an employee from duty, for a single day or part of a day, that is not authorized shall be absent without leave. Any such leave shall be without pay and may be subject to disciplinary action and/or cause for discharge.

300.6 SAFETY

Best Practice

All members will exercise reasonable precautionary measures and good judgment to avoid injury to themselves or others while on-duty. Members who witness or are made aware of unsafe behavior should take appropriate steps to report or prevent such actions.

300.7 DRIVER LICENSE

State

All members, who drive as a part of their duties, shall possess a valid Missouri driver license (§ 302.020, RSMo) and should be familiar with the state traffic regulations, any manuals specific to driving or operating district apparatus and all other applicable district policies and procedures.

All members shall report to their supervisor any change in their driver license's status. Failure to maintain a valid driver license in accordance with an employee's current classification specification may result in disciplinary action.

300.8 PROPER COMPLETION OF WRITTEN COMMUNICATION

Best Practice

All members shall complete and submit all necessary reports, forms and memos on time and in accordance with any other applicable district policy or procedure.

Reports, forms and memos submitted by members shall be truthful and complete. No member shall knowingly enter or cause to be entered any inaccurate, incomplete, false or improper information.

300.9 FIRE DEPARTMENT IDENTIFICATION

Best Practice MODIFIED

Members will be issued badges and identification cards to carry on their persons while on-duty. They are encouraged to wear them while in uniform, except when impractical or dangerous to their safety or a risk to an investigation.

Members shall furnish their names and district identification numbers to any person requesting that information, other than in situations in which the member's personal safety is at risk.

300.10 LOSS OF EQUIPMENT

Best Practice

Battlefield Fire Protection District

Policy Manual

Performance of Duties

Members shall report to their supervisor the loss or recovery of any district badge, identification card, manual, key or equipment. In the case of an equipment loss, a police report should be filed in the jurisdiction where the loss occurred.

300.11 BOARD APPROVAL

Agency Content

This policy was approved by the Battlefield Fire Protection District Board of Directors on

Response Time Standards

301.1 PURPOSE AND SCOPE

Best Practice

The purpose of this policy is to establish turnout, travel and response time goals and objectives for emergency incidents.

301.1.1 DEFINITIONS

Best Practice

Definitions related to this policy include:

Dispatch processing time - The time elapsed between receipt of the alarm or telephone call and the dispatch of emergency response units.

Response time - The time elapsed between the dispatch center receiving the first notification of the alarm and the arrival of the first emergency response unit. Response time combines dispatch processing, turnout and travel times.

Travel time - The time elapsed between the emergency response unit beginning travel to the emergency and when the emergency response unit arrives.

Turnout time - The time elapsed between Dispatch notifying firefighters of the emergency and when the emergency response unit begins travel.

301.2 POLICY

Best Practice

It is the policy of the Battlefield Fire Protection District to document all district response times to emergency incidents and establish response time baselines and performance objectives.

301.3 PERFORMANCE OBJECTIVES

Best Practice MODIFIED

Response times should be measured at 75 percent of fractile time and reported against an established district Standards of Cover document, if available.

Performance objectives may include:

- (a) 90 seconds or less for turnout time for emergency incidents.
- (b) 7 minutes or less for the arrival of the first unit at any emergency incident within the boundaries of the Battlefield Fire Protection District.
- (c) 10 minutes or less for the arrival of a full first-alarm assignment of Battlefield Fire Protection District units at a fire suppression incident.

301.4 EVALUATIONS AND ANNUAL REPORT

Best Practice

Battlefield Fire Protection District

Policy Manual

Response Time Standards

The District shall annually evaluate its level of service, deployment delivery and response time objectives. The evaluation shall be based on data relating to level of service, deployment and the achievement of each response time performance objective in the geographic area of the jurisdiction.

301.5 BOARD APPROVAL

Agency Content

This policy was approved by the Battlefield Fire Protection District Board of Directors on

Incident Management

302.1 PURPOSE AND SCOPE

Best Practice

The purpose of this policy is to establish operational guidelines for members of the District to use in the management and mitigation of all-hazards emergency incidents.

302.1.1 DEFINITIONS

Best Practice

Definitions related to this policy include:

All-hazards - An incident, natural or manmade, that warrants action to protect life, property, the environment, and public health or safety, and to minimize disruptions of government, social or economic activities.

302.2 POLICY

Best Practice

It is the policy of the Battlefield Fire Protection District to utilize the Incident Command System (ICS) or other National Incident Management System (NIMS)-compliant incident management system for managing all emergency incidents. All incident-related activities should be managed in accordance with established ICS/NIMS methods and procedures.

302.3 INCIDENT MANAGEMENT

Best Practice MODIFIED

The Deputy Fire Chief should ensure the District adopts written ICS/NIMS procedures that are compatible with neighboring jurisdictions. These procedures should be available to members.

Emergency incidents should be managed to utilize trained and qualified personnel for the specific tactical, supervisory, or command-level assignments.

302.4 STATEWIDE MUTUAL AID

State

NIMS, promulgated by the United States Department of Homeland Security, shall be used when requesting assistance or responding to a request for assistance involving a disaster or other public safety need pursuant to the Missouri statewide mutual aid system (§ 44.090, RSMo).

302.5 BOARD APPROVAL

Agency Content

This policy was approved by the Battlefield Fire Protection District Board of Directors on

Emergency Response

303.1 PURPOSE AND SCOPE

State MODIFIED

The purpose of this policy is to ensure a safe and appropriate response to emergencies while maintaining the safety of district members and the public by requiring operators of district vehicles and authorized member vehicles to conform to applicable Missouri laws and regulations during an emergency response (§ 304.022(4), RSMo; § 307.175, RSMo).

303.1.1 DEFINITIONS

State MODIFIED

Definitions related to this policy include:

Emergency response - Any call for service or assistance involving fire, explosion or violent rupture; human rescue; human entrapment; illness or injury; hazardous materials release or threat of contamination; flooding; threatened or actual acts of violence; any explosive, bomb or threatened bombing; any act of terrorism; any natural disaster; or any other circumstance that presents a threat to life-safety or to property.

303.2 POLICY

Best Practice

It is the policy of the Battlefield Fire Protection District to appropriately respond to all emergency calls.

303.3 EMERGENCY CALLS

State

Fire personnel dispatched to an emergency shall proceed immediately, shall continuously operate emergency lighting equipment and shall sound the siren or other approved audible device as reasonably necessary (§ 304.022, RSMo).

Responding with emergency lights and siren does not relieve personnel of the duty to continue to drive with due regard for the safety of all persons. The use of any other warning equipment without a blue or red light and siren or other approved audible device does not provide any exemption from the Missouri Traffic Regulations (§ 304.022, RSMo).

Personnel should only respond with emergency lights and siren when dispatched to an emergency or when circumstances reasonably indicate an emergency response is required.

Personnel not authorized to respond with emergency lights and siren shall observe all traffic laws and proceed without the use of emergency lights and siren.

303.4 MULTIPLE EMERGENCY VEHICLE RESPONSES

Best Practice

Emergency Response

When more than one apparatus responds to an emergency, emergency vehicle operators should remain alert to the presence of other emergency vehicles and exercise due caution. Personnel must further exercise due caution in recognizing that traffic yielding to one emergency vehicle may not expect other emergency vehicles to follow.

303.5 RESPONSIBILITIES OF RESPONDING PERSONNEL

State **MODIFIED**

Emergency vehicle operators shall exercise sound judgment and care, with due regard for life and property, while operating a vehicle en route to an emergency response.

In addition, emergency vehicle operators shall reduce speed at all street intersections and should come to a complete stop at all blind street intersections or intersections where there is either a red light, a flashing red light or a stop sign. Emergency vehicle operators should also come to a complete stop at intersections whenever they reasonably believe they cannot account for traffic in approaching lanes or when vehicles have not yielded the right-of-way. After coming to a complete stop, emergency vehicle operators should only proceed when it is safe to do so.

During an emergency response, the operator of an emergency vehicle may (§ 304.022, RSMo):

- (a) Park or stand irrespective of the provisions of sections § 304.014, RSMo to § 304.025, RSMo.
- (b) Proceed past a red or stop signal or stop sign, but only after slowing down as may be necessary for safe operation.
- (c) Exceed the prima facie speed limit so long as the driver does not endanger life or property.
- (d) Disregard regulations governing direction of movement or turning in specified directions.

The decision to continue an emergency response is at the discretion of the emergency vehicle operator or officer in charge. If, in the judgment of either individual, the roadway conditions or traffic congestion do not permit such a response without unreasonable risk, the response may be continued without the use of red lights and siren at the legal speed limit. Personnel shall also discontinue the emergency response when directed by any supervisor.

Vehicles must stop for all school buses that have lights flashing and stop signs extended.

303.6 FAILURE OF EMERGENCY EQUIPMENT

Best Practice **MODIFIED**

If the emergency equipment on the vehicle should fail to operate, the vehicle operator must terminate the emergency response and respond accordingly. In all cases, the officer in charge of the apparatus shall decide if he/she needs to notify Dispatch of the equipment failure so that another apparatus may be assigned to the emergency response.

Battlefield Fire Protection District

Policy Manual

Emergency Response

303.7 PERSONAL VEHICLES

Agency Content

Personal vehicles must respond direct to District stations. Personal vehicles may only be on scenes when cleared and/or requested by a Chief Officer. Personal vehicles shall not be operated in the emergency mode.

303.8 BOARD APPROVAL

Agency Content

This policy was approved by the Battlefield Fire Protection District Board of Directors on

Traffic Accidents

304.1 PURPOSE AND SCOPE

Best Practice MODIFIED

The purpose of this policy is to provide guidelines for the reporting and investigation of traffic accidents involving district vehicles and district personnel on official business. This policy applies to accidents involving any district-owned vehicle and to accidents any time district business is being conducted, regardless of who owns the vehicle involved.

304.2 POLICY

Best Practice

It is the policy of this district to investigate all district traffic accidents with the intent of learning the cause of the accident, identifying contributing factors and implementing corrective measures when appropriate.

304.3 PROCEDURE

Agency Content

The following steps shall be taken in all vehicular accidents involving District vehicles:

1. Contact dispatch advising the location of the accident and any injuries.
2. If it is safe and prudent to do so, remove the involved vehicles from the roadway.
3. Secure vehicle, set brake, shut down engine (if appropriate), etc.
4. Check personnel of apparatus and of other vehicles and provide first aid if necessary.
5. Request the appropriate law enforcement agency.
6. Request Battalion Chief or designee.

The operator shall give information concerning the accident to police officers at their request.

The Company Officer shall only give insurance information, their name, District address and phone number to the other vehicle operators involved.

304.4 REPORTING RESPONSIBILITIES

Best Practice MODIFIED

All district members involved in a traffic accident in a vehicle owned by the District or while conducting district business, regardless of who owns the vehicle, shall immediately report the accident to the appropriate local law enforcement agency and notify an on-duty supervisor.

All district members involved in a traffic accident shall also complete and submit to the supervisor a report of the accident, in addition to any report taken by law enforcement. If the member is incapable, the immediate supervisor shall complete the form. Supervisors are responsible for notifying the Battalion Chief of traffic accidents.

Traffic Accidents

Once notified of a traffic accident, the Battalion Chief is responsible for ensuring that the district investigation and review occurs in a timely manner.

304.5 TYPES OF REVIEWS

Best Practice

Traffic accidents subject to this policy will be classified, investigated and reviewed as follows:

304.5.1 ACCIDENT LEVELS

Best Practice

- (a) A Level I accident is any traffic accident involving:
 - 1. Minor injury to any district member, a contract employee or an employee of another public agency when the injury does not result in treatment at an emergency treatment facility or in subsequent hospitalization.
 - 2. Minor damage to district property or vehicles.
 - 3. Minor damage to non-district property or vehicles while conducting district business.
- (b) A Level II accident is any traffic accident involving:
 - 1. Any injury to persons other than district members, except contract and other public agency employees noted in Level I.
 - 2. Any injury requiring immediate transport and treatment of any district member, contract employee or an employee of another public agency at an emergency treatment facility.
 - 3. Major damage to a vehicle owned or operated by the District or major damage to district property.
- (c) A Level III accident is any traffic accident involving:
 - 1. The death or anticipated disabling injury of a member of this district.
 - 2. The death or anticipated disabling injury of anyone other than a member of this district, a contract employee or other public agency employee when the traffic accident involves any district member, vehicle or property.

304.5.2 REVIEW TEAMS

Best Practice **MODIFIED**

Reviews shall be conducted by the on-duty Battalion Chief or respective manager for Level I accidents.

Level II and Level III accidents will be reviewed by a Battalion Chief or respective supervisor, the Deputy Fire Chief, and a designated Health and Safety Officer. The Battalion Chief or respective supervisor is the team leader.

Traffic Accidents

304.6 ACCIDENT REPORTS

Best Practice

The investigation team leader is responsible for the preparation and completion of a written report that describes the traffic accident, any contributing factors, all persons and equipment involved and recommendations for preventing a recurrence.

Reports involving Level I accidents will be submitted through the chain of command to the Deputy Fire Chief in charge of the involved member. Reports involving Level II and Level III accidents will be submitted through the chain of command to the Fire Chief.

Following review by the Fire Chief, the completed report and all related documentation from the investigation will be forwarded to the district's Custodian of Records for filing.

A completed report should include the following:

- (a) Investigation methods: Identify the members of the investigation team and the agencies involved in the investigation and describe the process of the investigation, including the names of any persons interviewed.
- (b) People, vehicles and equipment: List and identify all people, vehicles and equipment involved in the traffic accident.
- (c) Accident scene and environmental conditions: Describe the location, roadways, vehicle positioning, weather conditions, road/ground surface condition and/or visibility. Include diagrams, drawings, photographs and reports from any investigating law enforcement agencies.
- (d) Accident description: Describe the accident based on the facts gathered. Provide time frame sequence, movements, relative positioning, performance of vehicles and equipment and the actions of persons involved.
- (e) Policies and procedures assessments and recommendations: Identify any district policies and procedures that are relevant to the accident. Assess the effectiveness of such policies and procedures as applied to the accident and, with the intent of preventing future injury, property loss or liability, make recommendations regarding changes.
- (f) If it is determined that an employee may have violated any district policies or procedures, the Battalion Chief should recommend that the matter be submitted for the initiation of possible administrative action.

304.7 FORMS

Agency Content

[See attachment: Traffic Accidents](#)

[See attachment: Scene Sketch](#)

Battlefield Fire Protection District

Policy Manual

Traffic Accidents

304.8 BOARD APPROVAL

Agency Content

This policy was approved by the Battlefield Fire Protection District Board of Directors on

Attachments

Traffic Accidents.pdf

EXHIBIT 3 – TRAFFIC ACCIDENT

INCIDENT # _____ TIME OF ACCIDENT _____

LOCATION OF ACCIDENT _____

RESPONSE MODE _____

ROADWAY CONDITIONS: ___ STRAIGHT, ___ CURVED, ___ LEVEL, ___ HILL,
___ DRY, ___ WET, ___ MUDDY, ___ SNOWY, ___ ICY, ___ OILY

ACCIDENT OCCURRED: ___ STATION, ___ ON SCENE, ___ RESPONDING,
___ RETURNING TO QUARTERS, ___ DRIVER TRAINING, ___ OTHER

Was your line of vision impaired?

Were you performing another function while driving? Explain

Did you attempt to avoid a road hazard?

Did the accident occur at an intersection?

How many times or hours have you operated the vehicle before?

Have many hours of training have you received for the vehicle?

Was the vehicle examined prior to operation for obvious problems?

Was the road familiar to you?

Did all motorists yield to your response?

Do you feel that mechanical failure contributed to the accident? Explain

Scene Sketch.pdf

EXHIBIT 4 – SCENE SKETCH

NAME _____ DATE _____

INCIDENT # _____ TIME OF ACCIDENT _____

LOCATION OF ACCIDENT _____

NOT TO SCALE

TOP OF PAGE NORTH

Staging

305.1 PURPOSE AND SCOPE

Best Practice MODIFIED

An incident scene can quickly become congested with emergency equipment if the equipment is not managed effectively. The purpose of this policy is to provide guidelines for staging at emergency incidents.

305.2 POLICY

Best Practice

It is the policy of the Battlefield Fire Protection District to safely stage resources at emergency incidents.

305.3 RESOURCE STAGING

Best Practice

Staging areas are locations designated within the incident area to temporarily position resources that are available for assignment. Resource staging at emergency incidents will be conducted using the procedures, guidelines and positions consistent with the district's Incident Command System (ICS).

As incident resources grow, the Incident Commander (IC) should identify a staging area manager to maintain the staging area resources so they are ready for assignment. At the conclusion of the incident, the staging area manager should demobilize units with the approval of the IC.

305.3.1 PRIMARY AND SECONDARY STAGING

Best Practice MODIFIED

When establishing a staging location and conducting staging activities Battlefield Fire Protection District personnel should consider the following:

- (a) During initial attack operations or on smaller, short-term incidents, identifying and selecting a primary staging location for incoming units should be based primarily on placing incoming resources in a safe location while providing for their rapid deployment when needed. Generally, resources will stage one block from the incident until assigned by the IC.
- (b) During extended attack or multiple-alarm incidents, the IC should establish a secondary staging area location early and assign a staging area manager. Additional location factors should be considered when identifying and establishing staging areas:
 1. The secondary staging area should not affect incident operations and should be large enough for the incident resource needs. When possible, staging areas should be pre-planned and identified to cause minimal disruption to traffic flow, business activity and scheduled community activities.
 2. Public property should be utilized, if possible, as opposed to private property. Whenever private property, church property or commercial property is utilized,

Staging

the IC or an authorized designee should, when practicable, contact the owner, administrator or property manager for permission to use the property prior to establishing a staging area. If any of these properties are utilized, the staging area should be configured to create the least possible disruption, including traffic flow in and around the property. The same applies to school property; however, in addition, the Public Information Officer should notify local media. The notification should emphasize that the school property is being used to support an incident occurring away from the school and that the school is not involved in the emergency.

305.4 STAGE-AWAY OPTION

Best Practice **MODIFIED**

The stage-away or scene not secure option should be used in any incident where there may be a violent encounter. A violent encounter should be anticipated in, but not limited to, the following categories of calls for service:

- Shootings or shots-fired
- Stabbings
- Civil disturbance
- Calls involving criminal gang activity
- Attempted suicide
- Domestic disputes, including family fights
- Unknown assault
- Bomb incidents

It is the policy of the Battlefield Fire Protection District to use a nonstandard and defensive response profile when responding to calls for service involving known or suspected violent subjects. When responding to calls involving known or suspected violent subjects, district members should take the following actions:

- (a) Whenever possible, information regarding the presence of violent subjects or activity should be included in the initial dispatch. The responding units should stage away from the scene. Additionally, and if applicable, responding units shall shut off lights and sirens. Any time Dispatch or any of the responding crews receive additional information indicating that violent subjects are at the scene of a call, the response should be changed to a stage-away incident.
- (b) The officer of the first-in responding unit will normally identify a staging point for all responding units. The staging point should be located two or more blocks away from the incident scene, out of the direct line of sight of the incident, and should not require that the responding units drive by the incident to reach the staging point. The officer should also confirm with Dispatch that law enforcement is responding to the incident.
- (c) All responding units should acknowledge the call to stage-away and confirm the staging location via radio while en route to the incident. All units should avoid driving

Battlefield Fire Protection District

Policy Manual

Staging

by or through the line of sight of the incident until it is determined to be safe to enter the scene.

- (d) All units should report "on-scene staging" or "in-the-area staging" upon arrival at the staging point.
- (e) All units should remain staged away from the incident scene until notified that law enforcement has determined that the scene is safe to enter or until reliable information is received confirming that no violent subjects remain at the scene.

In the event that the first-in unit arrives at an incident scene and encounters unanticipated violence or violent subjects, the officer or senior member of that crew should immediately notify Dispatch of the circumstances and request law enforcement support. All other responding units should be directed to stage-away unless members of the first-in unit determine it is safe for additional personnel to respond directly to the scene.

305.5 BOARD APPROVAL

Agency Content

This policy was approved by the Battlefield Fire Protection District Board of Directors on