

WAKE FOREST FIRE DEPARTMENT

09/28/2021



2021

ANNUAL REPORT





Dear Wake Forest Community,

It is my pleasure to present to you this annual report with information about the activities of the Wake Forest Fire Department, for the fiscal year of 2021 (July 1, 2020 – June 30, 2021). In keeping with our Mission, Vision, and Core Values, Wake Forest Firefighters consistently demonstrate a personal commitment to protect the quality of life and to protect property in both Wake Forest and the Wakette Fire District. During this past fiscal year, Wake Forest Firefighters responded to nearly 4309 incidents. This is a 11% increase in our expected calls based on numbers from FY 20. As we enter 2021, the citizens of Wake Forest may continue to count on our exceptional dedication to the community's safety and protection, our highest priorities. The members of the WFFD work tirelessly every day serving and protecting their community and deserve to be recognized for their outstanding contributions to our community.



As firefighters, we hold a special bond, not only between each other, but also with our communities. When we are not responding to structure fires, vehicle accidents and emergency medical calls for injuries, or illness; we also provide various other services to the community. We assist community members with installing smoke alarms if people are uncertain or unable to mount them properly. All during the year, we host tours of our facilities to school children and for those who stop by. We also go out to schools and other locations to talk to children and adults alike about the importance of fire and home safety. This was cut drastically back because of Covid-19 but we look forward to the new year and hopefully back to normal. Our Water Rescue Team, led by B/C Matt Strawbridge, is improving their service to the community by involving themselves in more advanced training and purchasing equipment that will help them complete their mission.

As your Fire Chief, I cannot express how much we all appreciate your encouragement and trust. We thank the Town Manager and Town Commissioners for working to guide and support us, as we continue to develop and grow our fire department.

Thank you for allowing me to continue to serve as your Fire Chief. I do not take my accountability and responsibility lightly, and constantly strive to meet and exceed your expectations. It is truly an honor to serve you and look forward to another successful year of accomplishments, and progress.

Sincerely,

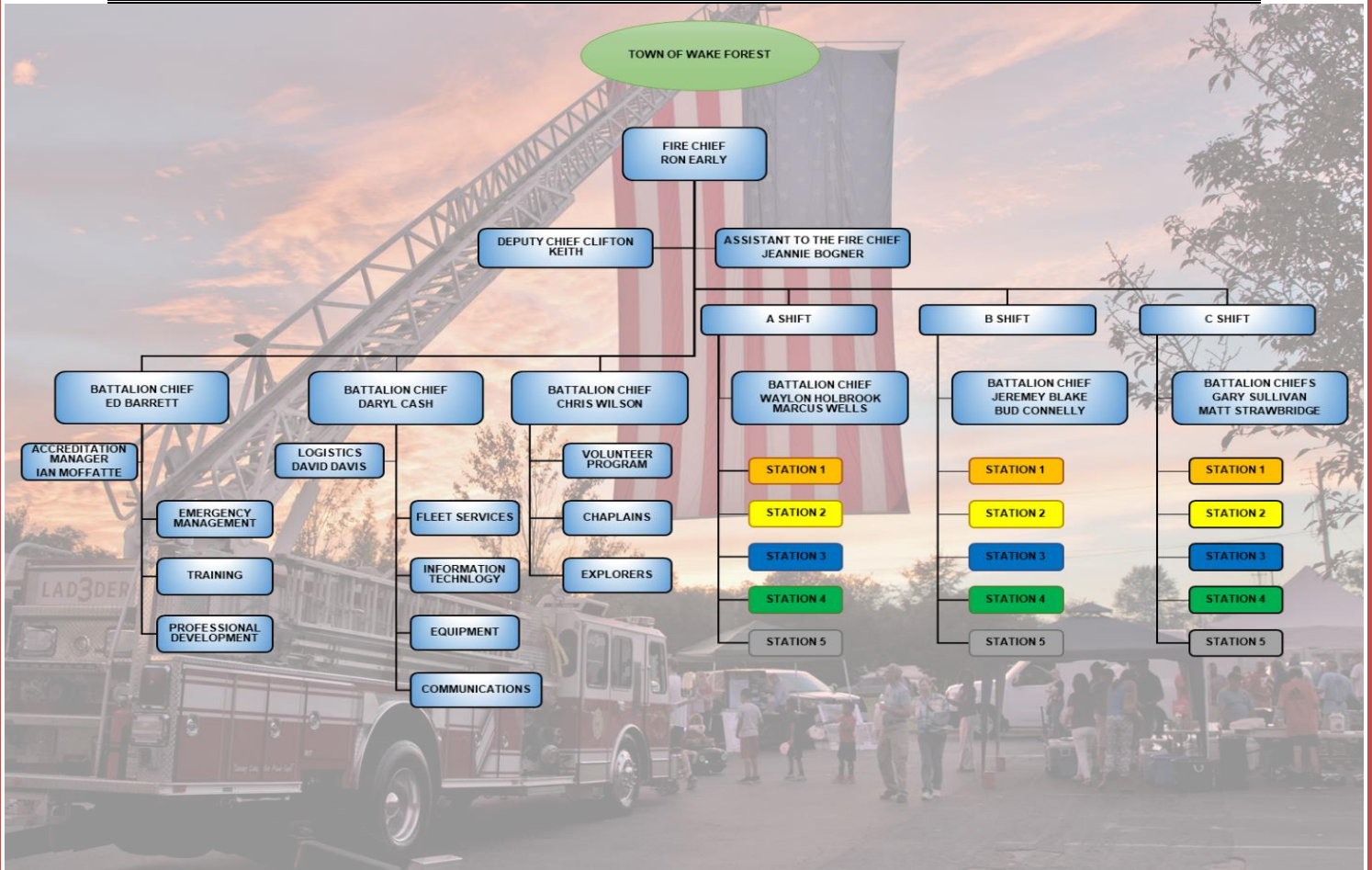
A handwritten signature in black ink, appearing to read "Rondall L. Early".

Rondall L. Early
Fire Chief



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Members of the Wake Forest Fire Department

Management

Fire Chief - Ron Early

Deputy Chief – (Vol) Clifton Keith

Battalion Chiefs:

Daryl Cash, Ed Barrett, Waylon Holbrook, Matthew Strawbridge, Jeremey Blake (Vol) Chris Wilson, (Vol) Gary Sullivan, (Vol) Marcus Wells, (Vol) Bud Connelly

Logistics – David Davis

Administrative Assistant - Jeannie Bogner

Accreditation Manager/ Data Analyst – Captain Ian Moffatte



Volunteer and Part-time Staff

Battalion Chiefs

<i>Admin</i>	<i>A shift</i>	<i>B shift</i>	<i>C shift</i>
<i>Vol./PT/Scheduling</i>	<i>Incident Reporting QC</i>	<i>PPE/Uniforms</i>	<i>Explorers</i>
<i>Wilson</i>	<i>Wells</i>	<i>Connolly</i>	<i>Sullivan</i>

Captains

<i>Company 1</i>	<i>Company 2</i>	<i>Company 3</i>	<i>Company 4</i>	<i>Training</i>	<i>Safety</i>
<i>McDonald</i>	<i>G. Chrostowski</i>	<i>M. Kelling</i>	<i>J. Strickland</i>	<i>Schwenk</i>	<i>Curci</i>

Lieutenants

<i>T. Brown</i>	<i>D. Phipps</i>	<i>G. Wiggs</i>
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Relief Drivers

<i>S. Stewart</i>	<i>C. Green</i>	<i>J. Stauffer</i>
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Firefighters

<i>M. Mallory</i>	<i>C. Vissuskus</i>	<i>P. Campbell</i>	<i>T. Hutchison</i>
<i>M. Rosetti</i>	<i>S. Sellew</i>	<i>M. Bowyer</i>	<i>G. Moore</i>
<i>R. Johnson</i>	<i>B. Liggins</i>	<i>C. Sok</i>	<i>A. Faison</i>
<i>B. Panza</i>	<i>C. Hicks</i>	<i>A. King</i>	<i>N. Washington</i>

Explorers

<i>B. Barbour</i>	<i>A. Blair</i>	<i>F. Bryant</i>	<i>M. Maloney</i>
<i>C. Race</i>	<i>J. Nordman</i>	<i>J. Speer</i>	<i>J. Wilkinson</i>
<i>T. Campbell</i>	<i>Z. Harrington</i>		<i>C. Zwickis</i>

Volunteers

<i>B. Carper</i>	<i>J. Hannum</i>
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Permanent Part-time Day Staff

A Shift

Weekdays Engine 5

Captain Randall Schmidt
 Lieut. Jeremy Holland
 FF William Ramos

B Shift

Weekdays Engine 5

Captain Richard Moore
 Lieut. David Stanton
 FF Joseph Caldwell

C Shift

Weekdays Engine 5

Captain James Rowe
 Lieut. Seth Hall
 FF Greg Wheeler



Full Time Suppression Staff

B/C Waylon Holbrook

A Shift

Engine 1

Captain Nick Carter
Lieut. Zach Pleasants
FFC Alfred Harvey
FFC Chris Kearney

Ladder 1

Captain Garrett Jackson
Lieut. Justin Schwenk
FFC Justin Mitchell
FFC Joseph May

Engine 2

Captain Ed Eason
Lieut. Thomas Schwenk
FF Ross Kingery
FF Damian Johnson

Ladder 2

Captain Erick Mohn
Lieut. Brendan Handford
FFC William Windsor
FFC William Florence

Engine 3

Captain Bryon Timberlake
Lieut. Brandon Brown
FFC Paul Bauer
FF John Carr

Engine 4

Captain Alton Medlin
Lieut. Aaron Hale
FFC Robert Neal
FFC Jeremy Pace
FF Alex Murray

B/C Jeremy Blake

B Shift

Engine 1

Captain Ben Davis
Lieut. Justin Alderman
FFC Scott Knowles
FF Brice Strickland

Ladder 1

Captain Justin Brown
Lieut. Christopher Wilkins
FFC Lee Blackwell
FF Samuel Scales

Engine 2

Captain Steven Wagner
Lieut. Taylor Cornelius
FFC Aaron Cashwell
FFC Dalmon Bailey

Ladder 2

Captain Dustin Satterwhite
Lieut. Ethan Medlin
FF Daylon Pinkus
FF Zach Helms

Engine 3

Captain Jeff Putnam
Lieut. Tony Lamberti
FFC Aaron Allen
FF Steven Haag

Engine 4

Captain Chris Kimley
Lieut. Scott Gregory
FFC Melvin Wilsey
FF Justin Rimmer
FF Jabez Tsantles

B/C Matt Strawbridge

C Shift

Engine 1

Captain Dustin Arnold
Lieut. Martin Barrett
FFC Sam Coleman
FF Ryan Lynn

Ladder 1

Captain Kyle Mangum
Lieut. Chad Page
FFC Jonathan Mestas
FF Korey Floyd

Engine 2

Captain John-Caleb Sadler
Lieut. Josh Main
FF Randy Wolfenbarger
FF Casey Shoe

Ladder 2

Captain Davis Sandling
Lieut. Johnathan Whitley
FFC Hunter Fuller
FF Glenn Ebron

Engine 3

Captain Stephen Driver
Lieut. Robert Weatherford
FFC Paul Croteau
FF Matthew Smith

Engine 4

Captain Bryan Wright
Lieut. Julian Todd
FFC Austin Smith
FF Justin Strickland
FF Robert Mitchell



Committees and Individual Work Groups

Over the last several years, WFFD has developed several committees and individuals to assist management with making decisions on operational, administrative and projects that we are working on. Members of WFFD have recognized the needs in different categories, have stepped up, and developed these committees or tasks to make sure WFFD is making the right decisions. The organization owes a significant amount of gratitude to these individuals for their hard work and commitment to improving our department.

Centennial Committee

Justin Brown, Ben Davis (Chair), Bud Connelly, Daryl Cash, Ron Early

Safety Committee

Brendan Handford (Chair), Bobby Neal, James Schwenk, Taylor Cornelius, Joseph May, Jeff Putnam, Dennis Phipps, Chris Kearney

Awards Committee

Clifton Keith, Davis Sandling, Bud Connelly, Kyle Mangum (Chair), Brendan Handford, Jeff Putnam, Jonathan Mestas, Sam Coleman, Chad Page, Ian Moffatte

Apparatus Committee

Brandon Brown, Daryl Cash, Garrett Jackson, Davis Sandling, Justin Schwenk, William Florence

Equipment Committee

Bobby Neal, Daryl Cash, Dustin Satterwhite, James Kimley, Justin Schwenk, Kyle Mangum, Nick Carter, Thomas Schwenk, Brendan Handford, Dennis Phipps

Social Media Team

Ben Davis (Chair), Justin Brown, William Florence, Steve Rhode, Ian Moffatte

Policy Committee

Edward Eason (Chair), Justin Brown, Erick Mohn, Christopher Wilkins, Lee Blackwell, Bobby Neal, Taylor Cornelius

Uniform Committee

Jeremy Blake, Justin Brown (Chair), Joshua Main, Ian Moffatte, Nick Carter, Thomas Schwenk, Bryon Timberlake, Justin Schwenk, Christopher Wilkins, Chris Wilson

Honor Guard

Chris Kimley (Chair), John-Caleb Sadler, Robert Weatherford, Justin Alderman, Edward Eason, Chad Page, Aaron Hale, Justin Mitchell, Taylor Cornelius, Corey Floyd, Ryan Lynn, Scott Knowles, and Dalmon Bailey

Hiring Committee

Brandon Brown, Kyle Mangum (Chair), Josh Main, Chad Page



PPE Committee

Paul Croteau, Garrett Jackson, Bryan Wright, Thomas Schwenk (Chair), Waylon Holbrook, Christopher Wilkins

Recruitment Committee

Bryon Timberlake, Flip Harvey, Chad Page, Martin Barrett, Justin Mitchell, Scott Gregory, Ben Davis (Chair), Josh Main, Jonathan Mestas, John Stauffer, Taylor Cornelius

Emergency Management/Special Event

Ed Barrett, Ian Moffatte, Bobby Neal, Marcus Wells, Randall Schmidt, Bud Connelly

Membership Committee

Tommy Brown, Bruce Carper, Jim Schwenk, Martin McDonald, Jeremy Strickland, Daniel Gregory, Ed Barrett, Taylor Cornelius, Jeff Putnam, Bryon Timberlake, John Stauffer, Chris Wilson, Vince Curci

Fire Prevention Committee

Chad Page, Edward Eason, Stephen Driver, Austin Smith, Scott Gregory, Jeremy Pace, Randy Wolfenbarger, Ian Moffatte, Sam Coleman

Risk Management Program (Preplans, Hazard Risk Analysis, Tier II Reporting)

Jeremy Blake, Brendan Handford, Ian Moffatte, Nick Carter, Scott Gregory, Bryon Timberlake

Fire Investigator Program

Jeremy Blake (CFI), Justin Brown, Bryan Wright, Kyle Mangum, and Jonathan Whitley

County Committees

Administrative	Ron Early (Primary)
Apparatus	Daryl Cash (Primary)
Facility	Ron Early (Alternate)
Communications	Marcus Wells (Primary)

Individual Tasks

Ladders	Bryan Wright
Air Packs	Erick Mohn
Station Check Software	Steven Wagner
Life Rope	Davis Sandling
Small Engine/Tools	Dustin Satterwhite, Taylor Cornelius, Chris Wilkins
Saw Blades	Bobby Neal
EMS Supplies	Martin Barrett
Active 911, Meters, Coins	Justin Alderman
Hose	John-Caleb Sadler
Hand Lights	Thomas Schwenk
Equipment Inventory	John-Caleb Sadler
Firehouse	Ian Moffatte
Emergency Preparedness	Ian Moffatte
Purchasable Shirts	Chris Wilkins
CISM	Jeremy Blake



Organizational Background

The Town of Wake Forest's fire protection service was founded in 1921 and was first organized by Thomas Arrington, Sr., who served as the department's Fire Chief. The original department was founded as a community fire brigade to provide fire protection services to areas of the Town and the Wake Forest College. As the Town and the community grew, the fire department quarters was relocated to the old town hall building. It was housed there until 1973, when the need arose to relocate to renovated quarters on South White Street.

The Wakette Fire Protection District was founded in 1956, with Willis Winston as its first Fire Chief. The Wakette organization was charged with providing fire protection services to unincorporated areas outside of the Town of Wake Forest. Equipment for the Wakette District was housed in the basement of the old town hall until it was moved to a new firehouse, constructed in 1966, at the intersection of South White Street and Elm Avenue.



These two departments existed side-by-side utilizing the same personnel but separate equipment. In 1983, with assistance from Sherman Pickard of the North Carolina Institute of Government, these two organizations were merged to form the Wake Forest Fire Department, Inc. The merger was the first of its kind in North Carolina where a municipality contracted its fire protection to another agency. In 1986, a new firehouse was constructed at 420 East Elm Avenue to meet the housing demands for both organization's apparatus and equipment.

In 1993, the Board of Directors recognized that the explosive growth in the area was taxing the volunteer's ability to handle the increasing incident volume. The Board of Directors deemed it necessary to create (3) full-time staff positions to guarantee the response of a fire unit to meet the fire and medical needs of the Wake Forest Fire District.

In 2000, the Wake Forest Fire Department was charged with providing emergency medical first responder services within the Wake Forest Fire District. This addition of services would aid the Wake County Emergency Medical Service's with their efforts to reduce response times to emergency medical incidents within the Wake County area.



Located on Ligon Mill Road, Station 2 was completed in 2001. The original building included an



800 square-foot suite leased by the Wake Forest Police Department as a substation. On October 16, 2019, work began on Station 2 to remodel the entire station to accommodate another company of personnel. A new section on the North side was added for bunkrooms and a fitness room.

In 2007, Wake Forest Fire Department took possession of a residence located on Forestville Road and began staffing a daytime



crew to respond to emergency incidents. In 2009, a modern and progressive two bay fire station was constructed.

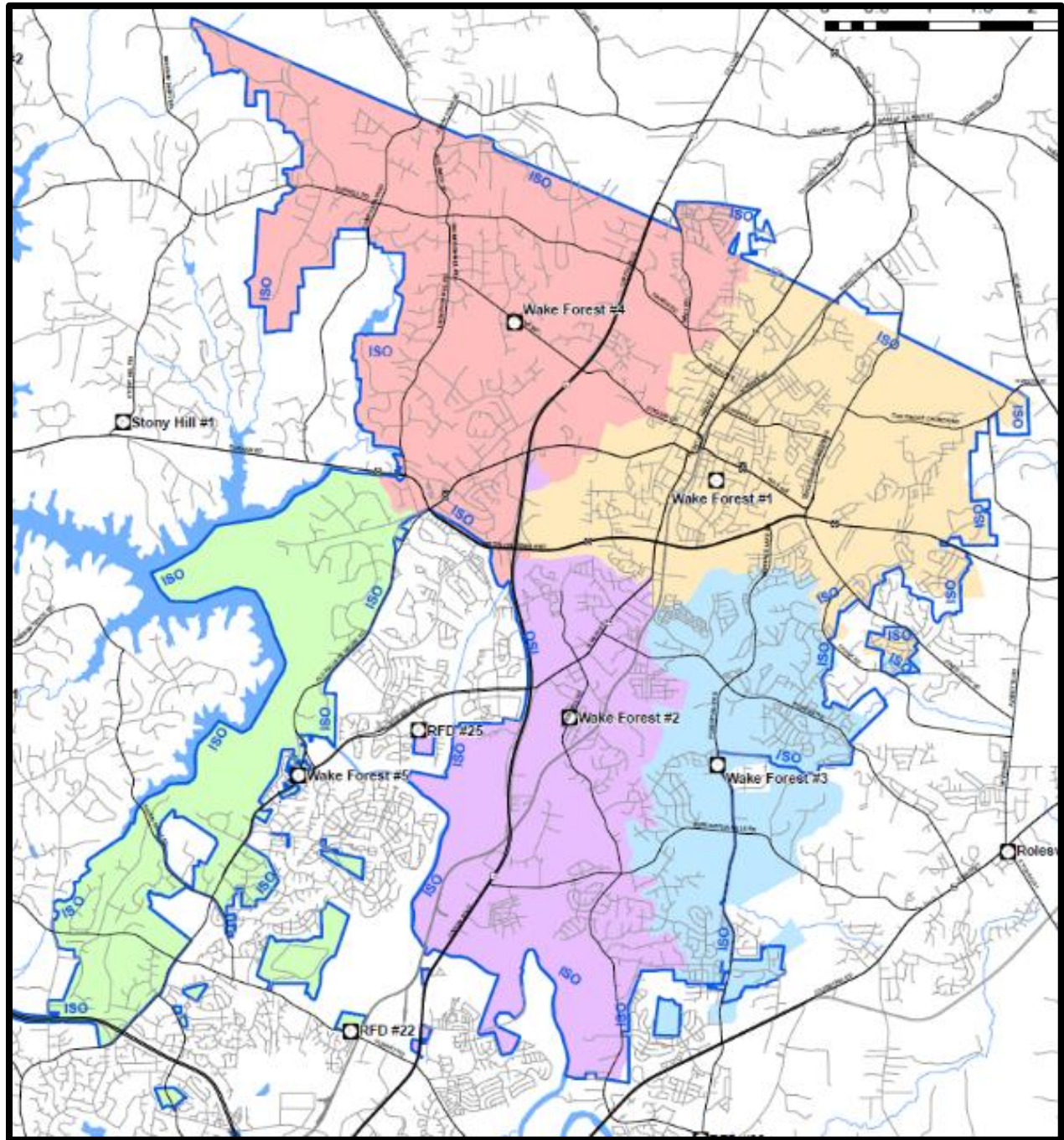
The current Wake Forest Fire Department Station 5 was previously Falls Fire Department. Before the building was used as a fire station, it was originally a community house. The land for the community center was donated to the Falls Community in November 1954 by Erwin Cotton Mills. In 1969, The Falls Club took on the organization of the fire department as their project. The department asked the Community Club for permission to build two new bays that would be attached to the community center. Permission was granted and the department began construction. Most of the construction was done by members of the department and was finished by contracted builders. Two years later the department added two more bays. Equipment was purchased as money became available while neighboring departments donated hose, nozzles, etc.

On Sunday, March 25, 2012, Wake County Fire Station 21 (Falls Fire Department) was merged with the Wake Forest Fire Department. With the increased financial pressure of today's economy, it made sense to combine the resources so that the services provided to both the Falls and Wake Forest communities would improve. The merger kept the crew that has served the Falls community in place, while adding a tremendously dedicated, trained, and experienced department of Firefighters. November of 2017, WFFD was able to purchase the property and facilities from the Falls Community. Now that the property is owned by WFFD, we have the flexibility and ability to make changes so that our members are as safe and comfortable as possible.



Station 4 was completed as of February 2016 and staffed 24 hours a day with full time employees. The station houses Engine 4, Brush 4, Tanker 4, and most of our Water rescue equipment. The grand opening ceremony was attended by over 200 citizens of the community that had the opportunity to push the new Engine into the new Station. The ribbon that was used was a section of red hose that was uncoupled by the Board of Directors President Stanley Denton.

Today, the Wake Forest Fire Department is a progressively minded combination fire department serving the Town of Wake Forest and the surrounding unincorporated Wakette Rural District. We provide fire protection, emergency medical and rescue services, as well as an enthusiastic and dynamic public education program for the community. We currently operate out of five stations. We have 78 paid personnel 24/7, 6 administrative personnel, 24 part-time employees, and 25 volunteers supplementing the paid staff in answering approximately 4309 incidents (including mutual aid calls), 53% of which are emergency medical related. Our response area of 41.5 square miles is a mix of residential, commercial, and rural/agricultural. There are 16 schools in our area, including private and public, as well as The Southeastern Baptist Theological Seminary (the former Wake Forest College), which has a current enrollment of over 3000 students.



Fire Station	Address	Opened
Station 1	420 Elm Avenue	1986
Station 2	9925 Ligon Mill Rd	2001
Station 3	1412 Forestville Rd	2009
Station 4	1505 Jenkins Rd	2016
Station 5	11908 Holmes Hollow Rd	1969



Apparatus Profile

Wake Forest Fire Department operates a variety of fire, emergency service apparatus and support vehicles to provide service to our citizens.

Fire Station 1

Engine 1	2020	Rosenbauer	1,500 GPM Pump, 1000 Gallon Tank
Ladder 1	2020	Spartan	103' Tractor Drawn Aerial
Brush 1	2006	Ford F-550	245 GPM Pump, 300 Gallon Brush Unit
Utility 1	2016	Ram 2500	Pick Up Truck, Utility Vehicle
ATV 1	2021	Polaris	4 Wheel Multi-Purpose Utility Vehicle
Ladder 4	2007	Spartan/Crimson	103' Tractor Drawn Aerial





Fire Station 2

Engine 2	2006	Pierce	1,500 GPM Pump, 1000 Gallon Tank
Ladder 2	2011	Pierce	1,500 GPM Pump, 300 Gallon Tank, 100' Aerial Platform
ATV 2	2021	Polaris	4 Wheel Multi-Purpose Utility Vehicle





Fire Station 3

Engine 3	2012	Pierce	1,500 GPM Pump, 1000 Gallon Tank
Tanker 3	2013	KME	750 GPM Pump, 2000 Gallon Tank
Brush 3	1977	Ford F-250	150 GPM Pump, 250 Gallon Brush Unit





Fire Station 4

Engine 4	2014	Rosenbauer	1,500 GPM Pump, 1000 Gallon Tank
Tanker 4	2017	Rosenbauer	500 GPM Pump, 2000 Gallon Tank
Brush 4	2008	Ford F-550	245 GPM Pump, 300 Gallon Brush Unit
Utility 4	2012	Ford E-350	12 Passenger Utility Vehicle





Fire Station 5

Engine 5	2007	Pierce	1,250 GPM Pump, 1000 Gallon Tank
Squad 5	1997	International	1,250 GPM Pump, 500 Gallon Tank, Service Unit
Brush 5	1994	Ford F-350	300 GPM Pump, 250 Gallon Tank
Boat 5	2006		500 GPM Pump, Boat





Reserve Warehouse

Engine 6	1996	E-One	1,500 GPM Pump, 1000 Gallon Tank
Engine 7	1995	Pierce	1,250 GPM Pump, 500 Gallon Tank
Engine 8	2003	E-One	1,500 GPM Pump, 1000 Gallon Tank
Ladder 3	1990	E-One	1,500 GPM Pump, 300 Gallon Tank, 75' Aerial





Department Slogan

"Saving Lives, Our Prime Goal"

Mission Statement

We are committed to providing fire prevention education, fire suppression, medical services, and other emergency and non-emergency activities to the surrounding community, visitors, and residents of the Town of Wake Forest. We accomplish this mission through education, training, and dedication to the protection of our membership and citizens

Vision Statement

The Wake Forest Fire Department will set the standard of excellence by honoring tradition, professionalism, and customer service; we will also create leaders through education, training, and strong ethical values.



Core Values

Duty

Duty compels us to do the right thing at the right time, regardless of adverse consequences. It is the precursor of discipline and obedience. Duty requires that we accept responsibility for our actions.

Pride

We take pride in ourselves as individuals, our members as a team, our department as a family, and our citizens as a community.

Family

We are a fire department family. We are committed and accountable to each other because our lives depend on it. We value each member in our organization. We respect those who came before us and will strive to make the organization better for those who follow.

Courage

Courage is the value that gives us the moral and mental strength to do what is right, even in the face of personal or professional adversity.

Professionalism

We are dedicated to serving at the highest level of excellence, in a manner showing commitment and respect to our mission. A commitment to excellence, possessing a positive attitude and having pride in your work while conforming to a high standard of conduct.

Honor

The enormous commitment necessary to perform the Department's tasks requires excellence of character. We inspire each other through pride in our department, both past and present.



Integrity

We are committed to honesty and ethical behavior, and we will make decisions based on moral standards regardless of personal belief or benefit. We will work hard every day to maintain the highest professional standards and to earn the public trust through our actions.

Core Services for Wake Forest Fire Department

Fire Suppression

The department provides fire suppression for all types of fires that occur within the District and the surrounding communities. These includes structure fires, such as homes, businesses and industries, vehicle fires, grass and woods fires and all other types of fires that may occur.

Emergency Medical Services

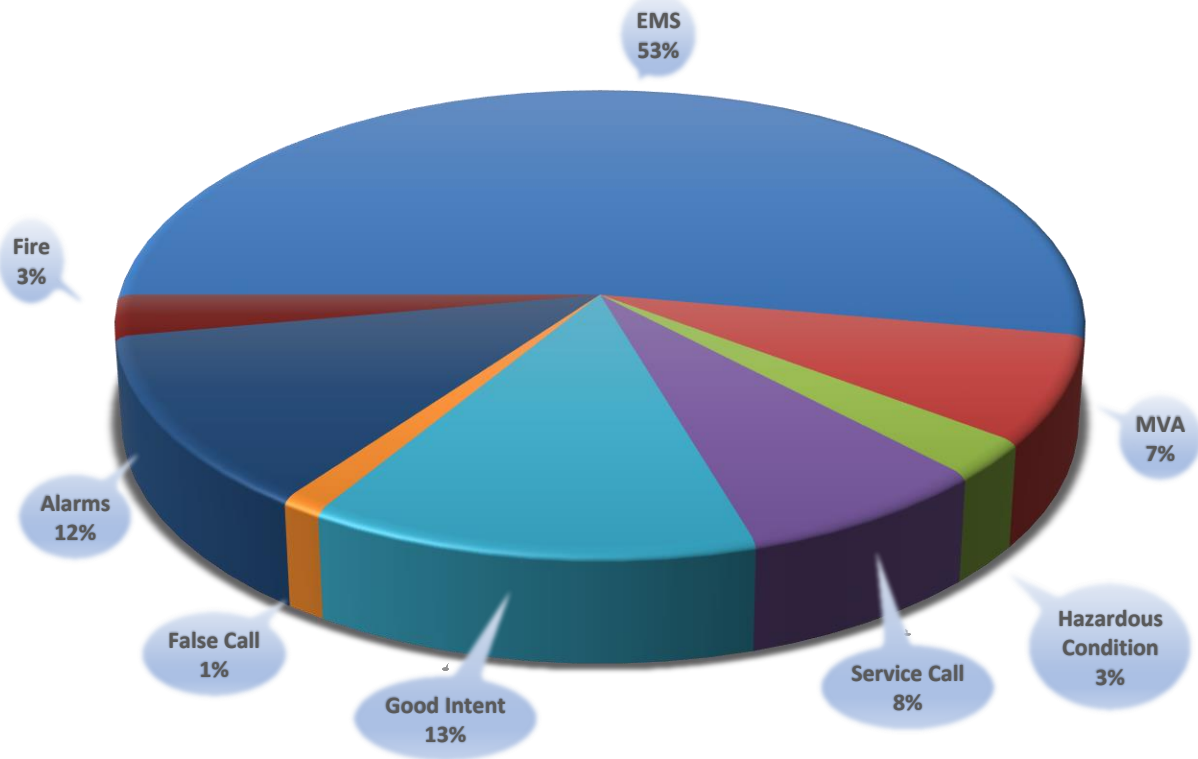
Wake Forest Fire Department paid Firefighters are trained and certified as Emergency Medical Technicians (EMT's) and respond as medical first responders to emergency medical incidents that occur within the district. With fire stations strategically located throughout the city, often Firefighters are closer than an ambulance to a medical call. This allows Firefighters to reach the scene of a medical emergency faster, to initiate and provide lifesaving medical care. Ambulance transport is provided by Wake County.

Rescue

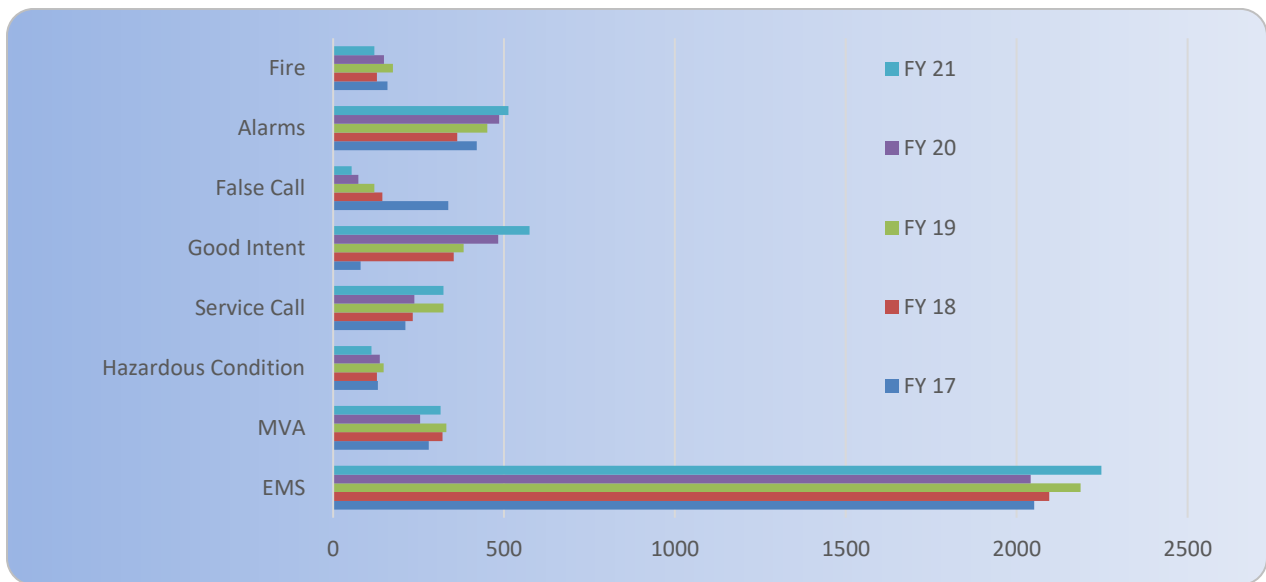
Wake Forest Fire Department provides vehicle extrication and some other basic Rescue capabilities. We are training our personnel to handle most incidents that would require basic skills and equipment and we carry some of the tools and equipment needed to handle these incidents. Recently, WFFD has been classified as a Type II Water Rescue Team for NC Emergency Management. We have over 25 members trained in water rescue and over the last year we have begun our expansion on water rescue equipment working toward our goal to be a Type I.

Hazardous Materials

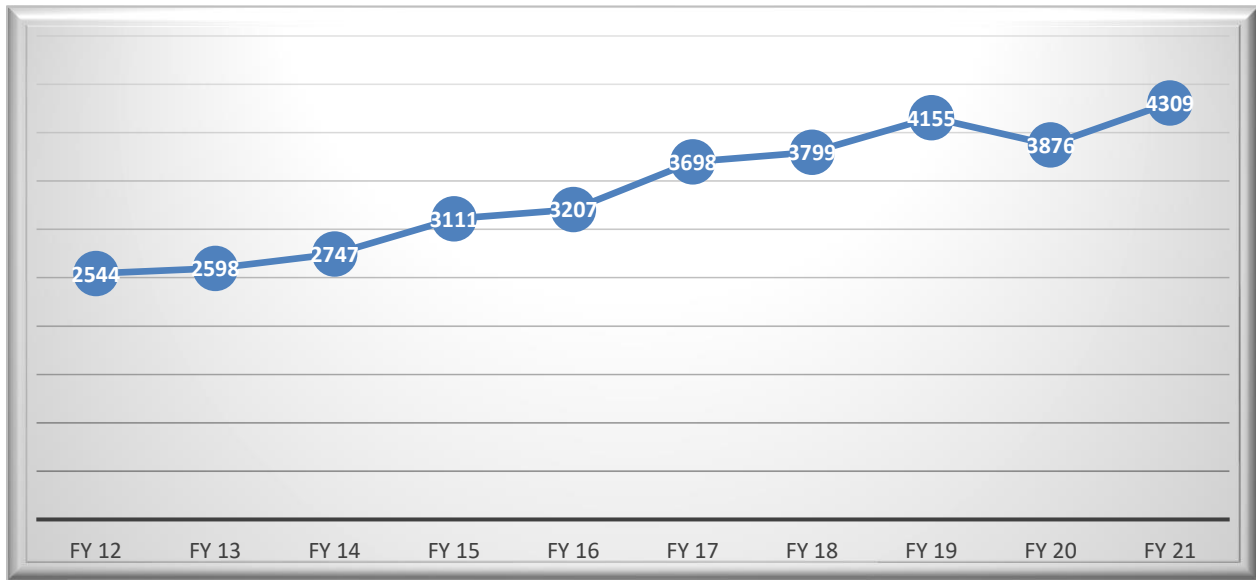
The department provides hazardous materials response to hazardous materials leaks or spills. These may include transportation incidents that occur on the roadways or railroads and fixed facility incidents at businesses or industries.



The above graph compares the percentage of types of incidents for the year



The above graph compares the number of calls per incident type over a 5 year period



The above graph shows the amount of incidents per Fiscal Year over the last ten years

Top 3 Training Hours per Shift	
FY 2020 - 2021	
A-Shift	
Justin Schwenk	381
Garrett Jackson	356
Joseph May	343
B-Shift	
Steven Haag	486
Scott Knowles	479
Samuel Scales	470
C-Shift	
Ryan Lynn	533
Justin Strickland	492
Robert Mitchell	463
Volunteer	
Michael Bowyer	296
Mark Rossetti	290
Nicholas Washington	234



Top 3 Volunteer Responders By Number Of Calls

Bernard Connelly	114
Shawn Sellew	102
Gary Sullivan	099

Top 3 Career Responders By Number Of Calls

Justin Alderman	473
Zack Pleasants	471
Ben Davis	452

Average on Scene Time for an MVC

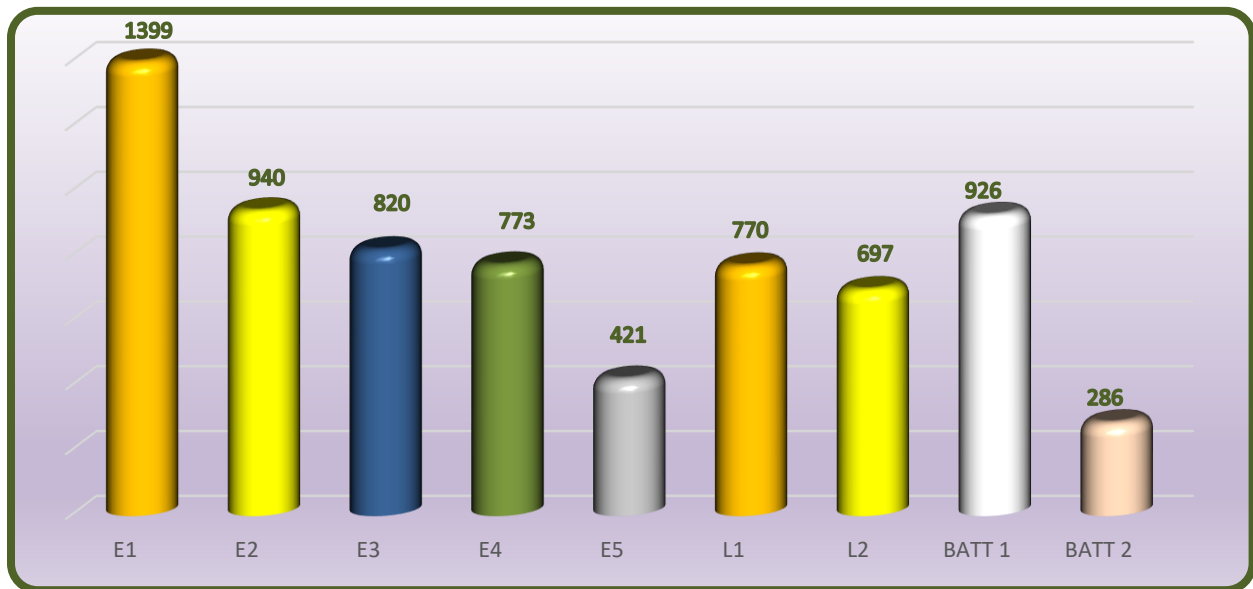
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Average on Scene Time for a Structure Fire

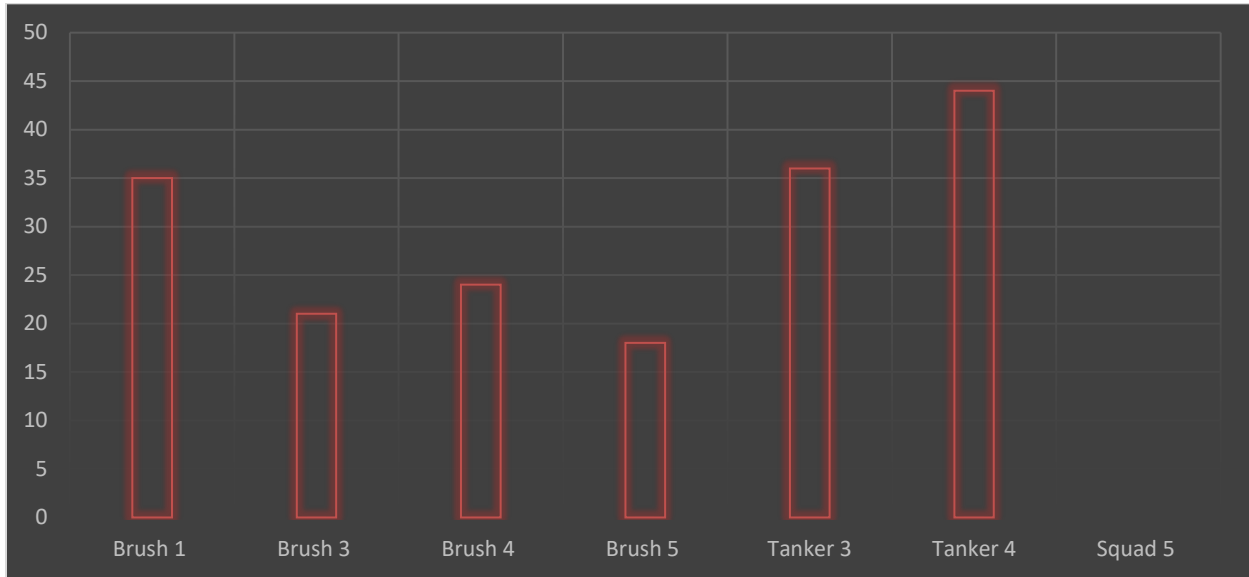
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Average on Scene Time for an EMS Call

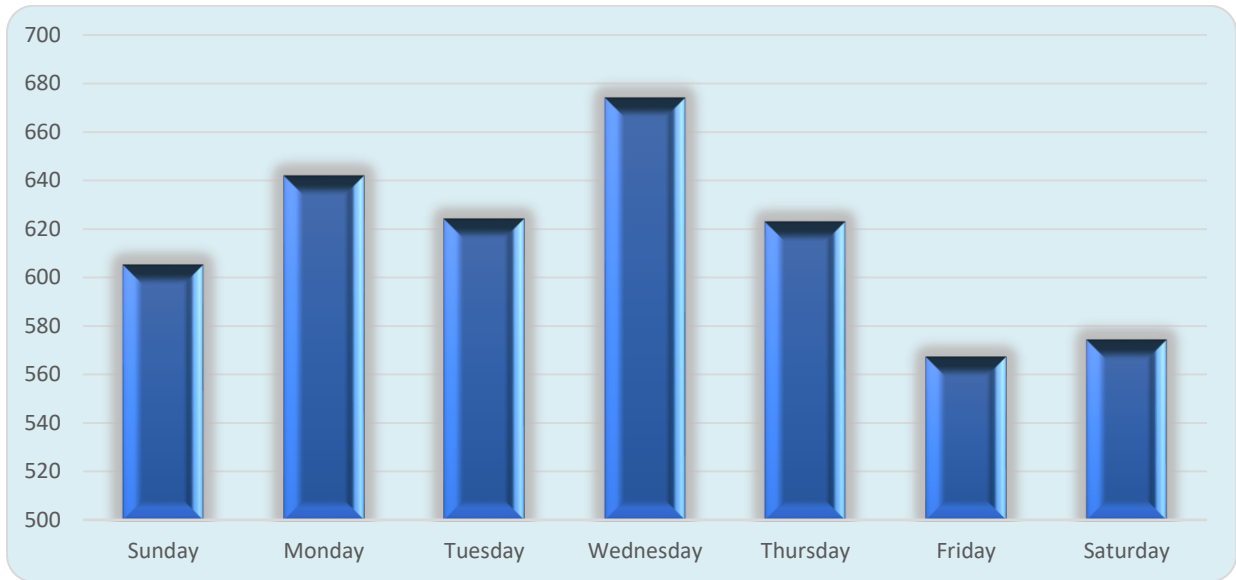
0:22:16



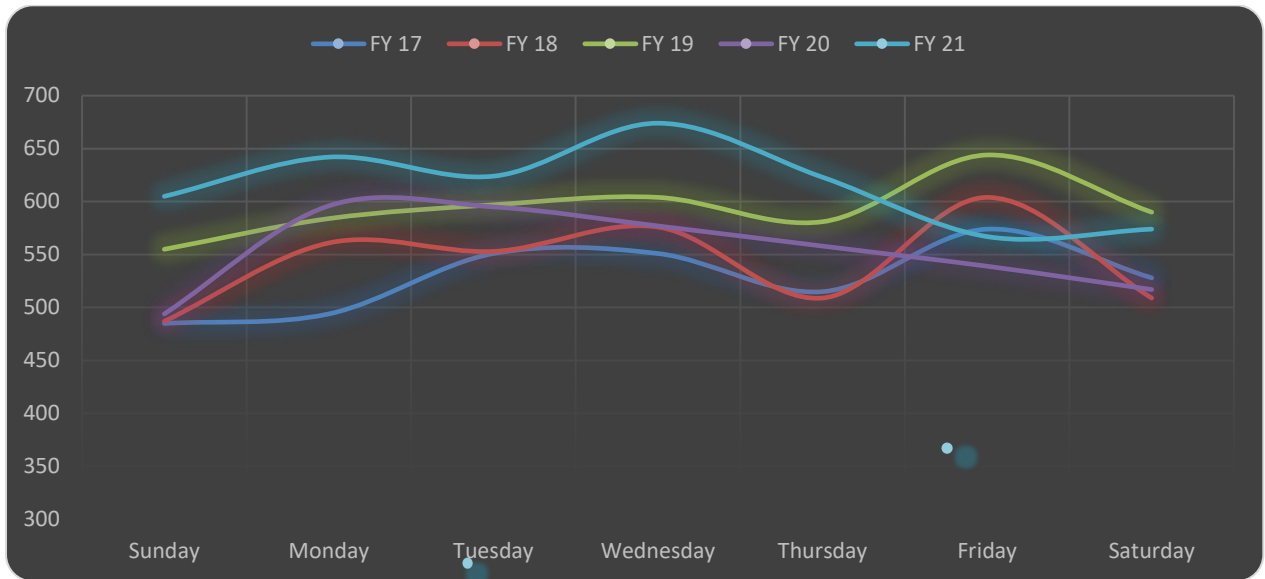
The above graph compares the number of responses per "first out" unit for the year



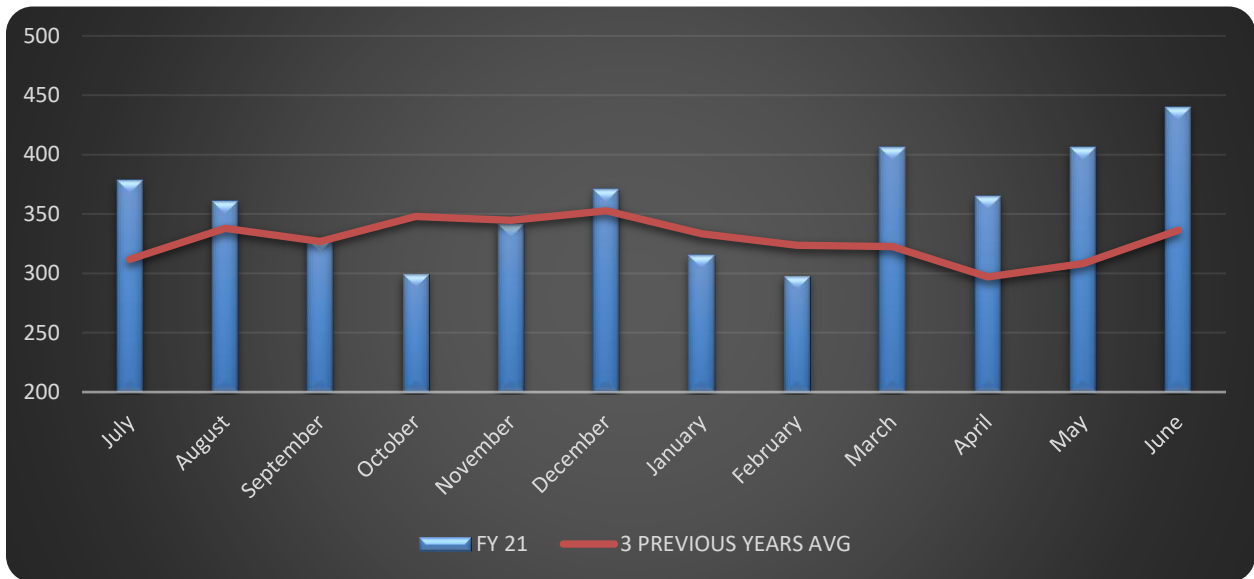
The above graph compares the number of responses per “secondary” unit for the year



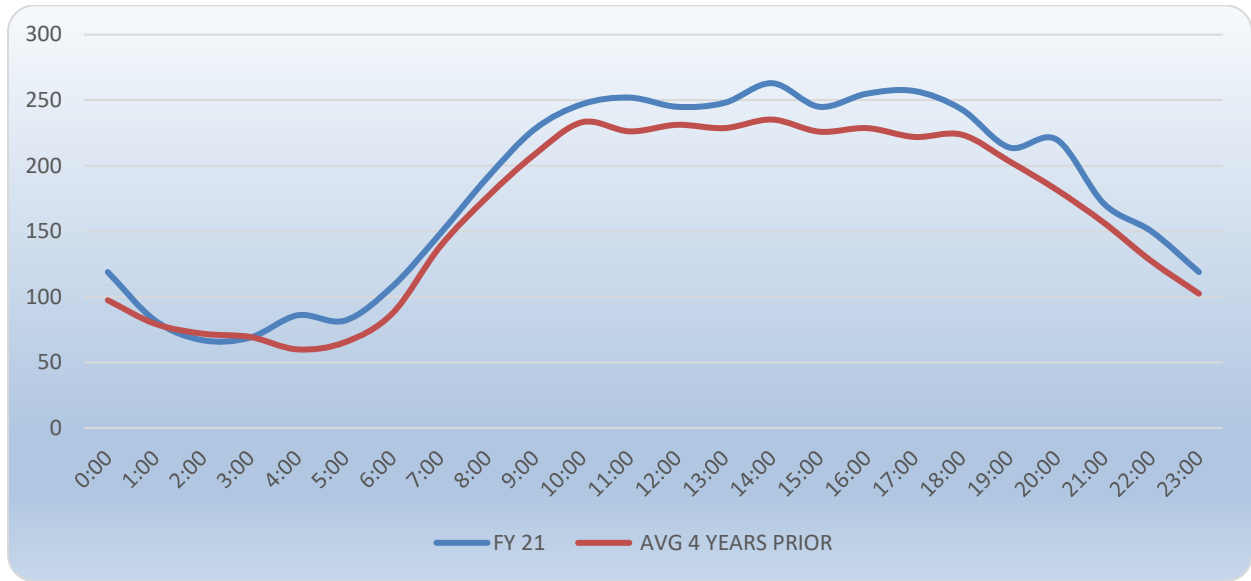
The above graph compares the number of responses per day of the week



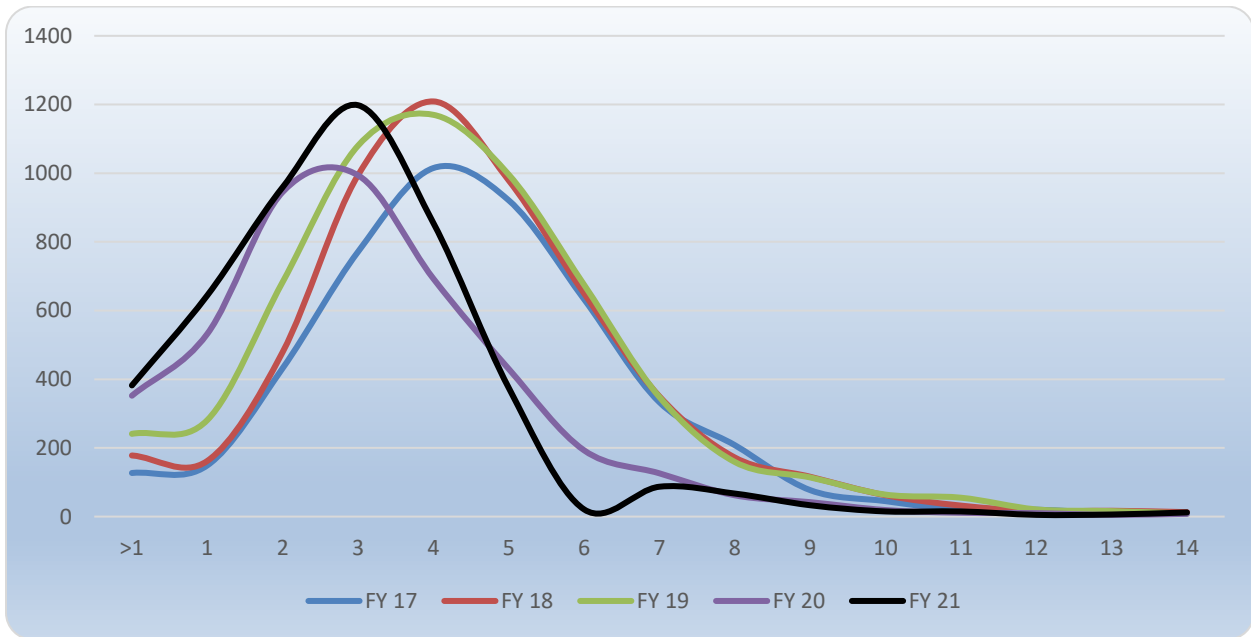
The above graph shows the incidents for each day of the week over five years



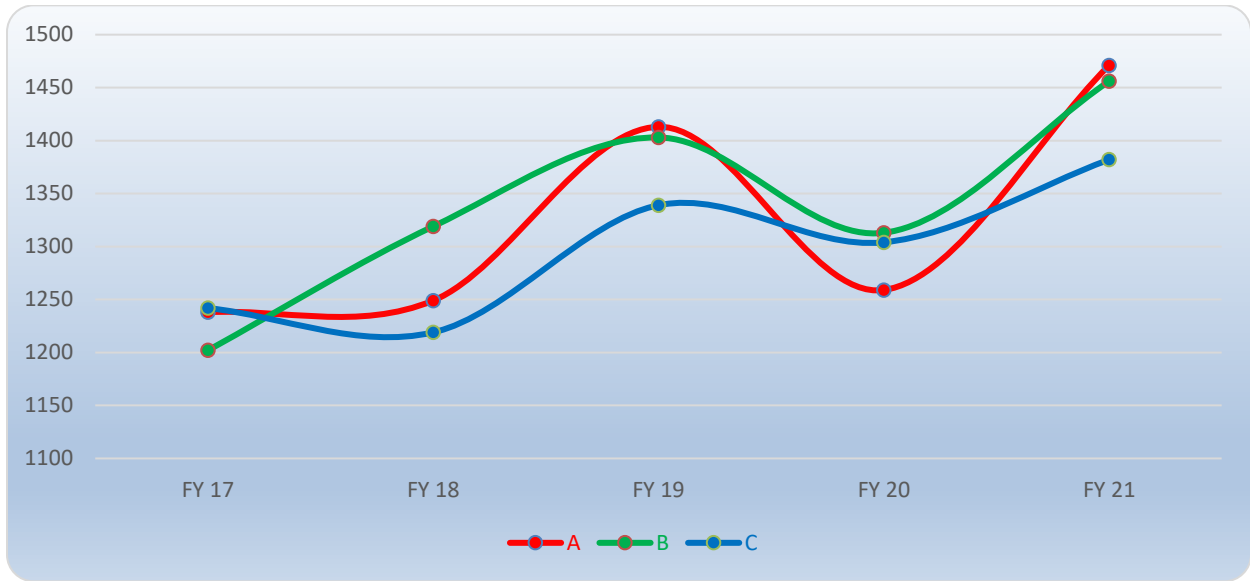
The above graph compares the number of responses per month



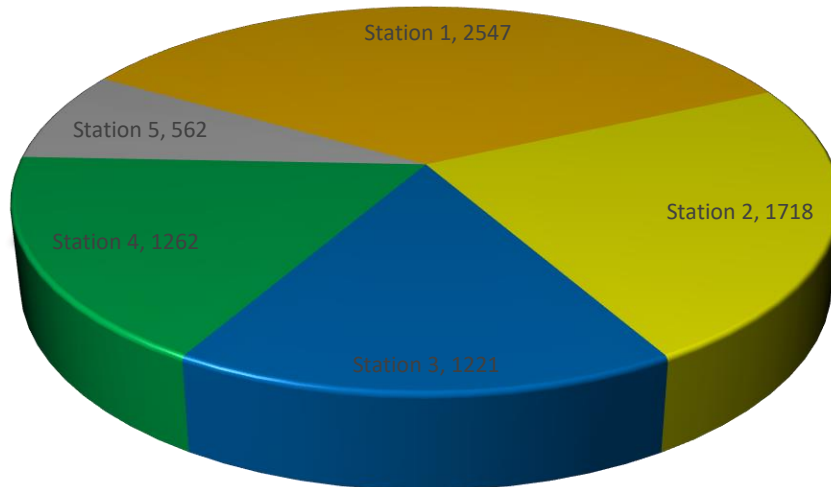
The above graph compares the number of responses per time of day



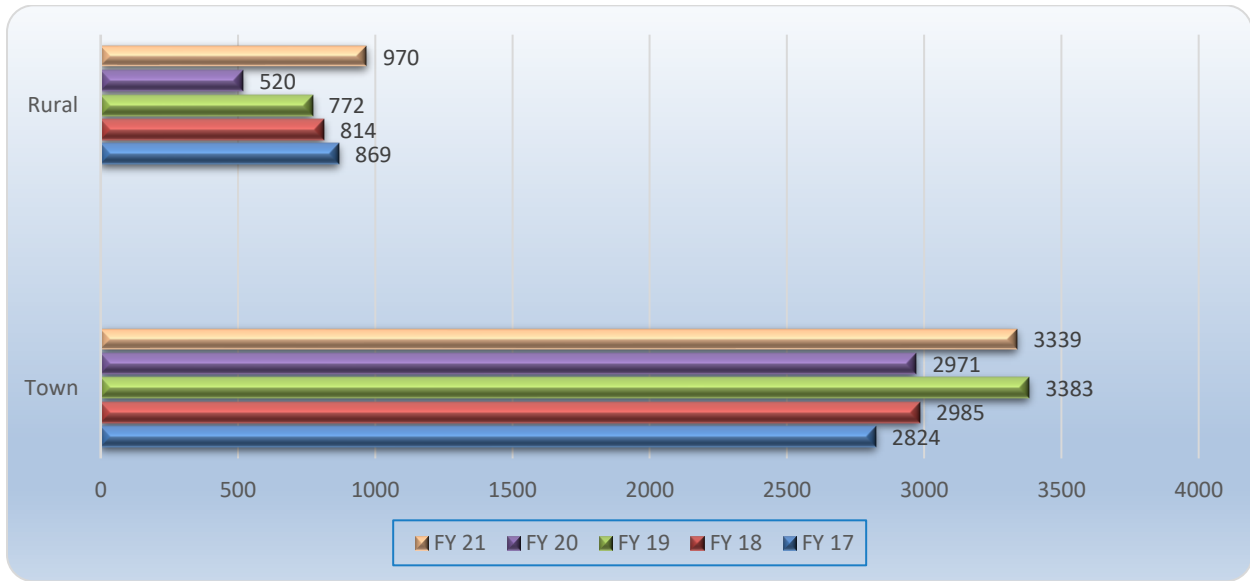
The above graph compares the number of responses by response time over a 5 year period, with an average response time of 0:03:43 in FY 21



The above graph compares the number of responses per shift over 5 years



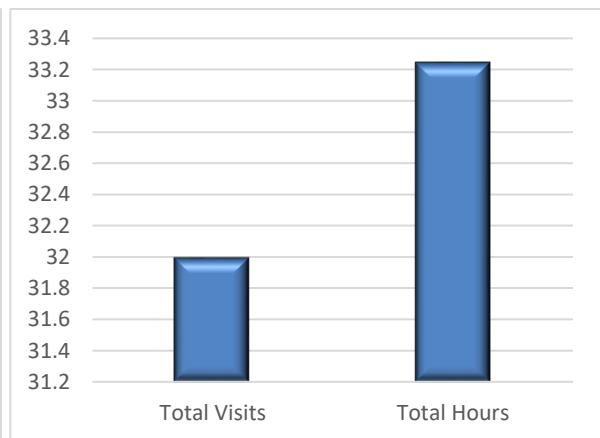
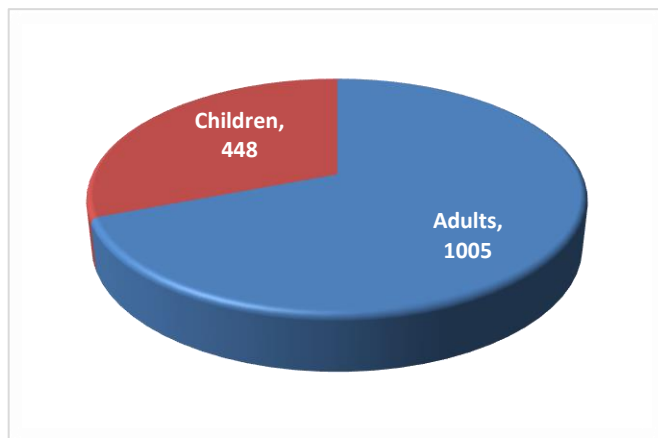
The above graph shows the percentage of incidents per station



The above graph shows the number of Town Incidents versus Rural over 5 years

Risk Reduction

The department provides risk reduction through the administration and provision of fire and life safety public education to our citizens. The following graphs depicts the number of scheduled visits that we participated in during the past year. This past fiscal year WFFD made contact with 1005 adults and 448 children during our apparatus and station visits. This year, our fire prevention activities were drastically reduced as a result of Covid-19, but it did not eliminate our efforts. We will continue to provide as much service as we can.





Management Team

Strategic Plan

Organizational strategic focus is important to the success of any planning process. Strategic planning, in its simplest form, is about identifying a limited number of key strategic goals to be achieved by the organization to move successfully into the future. In 2009, the Wake Forest Fire Department initiated a strategic planning process to develop its first formal strategic plan. Plan development was facilitated by a Strategic Planning Team, which consisted of both career and volunteer staff of varying ranks and tenure. The plan's goals and objectives were all derived from staff input, solicited during the planning process. Procedures utilized in the development of the plan included staff surveys, numerous staff focus groups, and a facilitated retreat of department chief officers and staff feedback on the draft plan. Through the strategic planning process, the department identified its strengths, weaknesses, opportunities, and threats. It also clarified the department's mission, vision, core values and expectations.

The plan established nine strategic goals for the department:

1. Community Relations
2. Promote Employee Health and Safety
3. Volunteer Program
4. Facility Management
5. Apparatus and Equipment Management
6. Communications
7. Develop our Leaders and Employees
8. Fiscal Responsibility
9. Effective and Efficient Use of Our Resources

The strategic plan is designed to guide the department over a five-year period; however, this document should be viewed as merely a first step toward effecting change through implementation. The strategic plan should be reviewed and updated annually to ensure accuracy and allow for adaptation to changing circumstances. Furthermore, a department operational plan, which outlines the specific action steps, costs, timelines, and implementation priorities of the objectives stated in this plan, needs to be developed. The Wake Forest Fire Department has a proud history of exceptional community focused service delivered by a highly trained and professional staff of career and volunteer Firefighters. The department membership looks forward to an even greater future because of this planning effort.

Sincerely,

Wake Forest Fire Department
Management Team



Administration Planning

Chris Wilson Volunteer and Part-time

As the Battalion Chief responsible for the volunteer program, it is my responsibility to make sure all our volunteer members are valued members of the organization and believe and execute the Core Values. Our mission, vision, and goals continued to provide a roadmap for our direction throughout the last year. As we continue to grow with personnel and responsibilities, we must assess and adapt our direction to maintain a focus of our destination of saving lives.

The Wake Forest Fire Department truly operates as a combination department. We utilize our volunteer personnel to staff an engine company during weeknights and weekends. The men and women that serve our organization are dedicated and continue to prove their worthiness daily. Although volunteerism across many departments is declining as compared to years past, we continue to strengthen our personnel each year. We have revised our selection process to include a group interview setting to get to know the people that desire to serve. Our probationary training program has progressed and continues to produce quality members that serve our community with pride. Our volunteers supplement staffing on career staffed apparatus as well as a volunteer staffed engine company. Our volunteer opportunities are designated currently into six areas: Explorer, Chaplain, Volunteer, Duty Crew, Part-Time, and Ladies Auxiliary. We consistently strive to find a place for someone to serve while balancing the strain of family life and work.

This past year was difficult as for many more, navigating the effects of the virus and the challenges we faced as a volunteer core. For many months our weekly training was halted until we felt it was safe to return to in person training. This upcoming year we would like to focus on the development and growth of our current and new personnel. We would also like to focus on recruitment and retention heavily. This will be accomplished by constantly evaluating our current practices against the desired and achievable results. We will closely monitor the requirements to be a firefighter and the affects it has on a members family life. We will strive to find new avenues to meet established standards for each member, preventing volunteer burnout. We have decided to tier our training into smaller segments followed up by a designated company drill night to provide application and perspective. We will continue to serve our community through assisting with numerous special events and our annual shop with a firefighter.

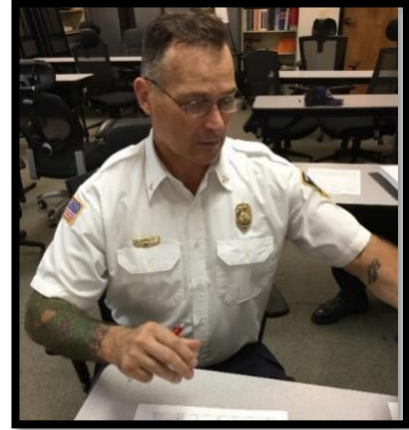




Ed Barrett **Training and Emergency Management**

Training Division

With the assistance of Captain Sandling and Captain Carter, 3 firefighters obtained their FFFC designation. Captain Sandling and Captain Carter also assisted the committee with the development of the Lieutenant Driver/Operator testing protocols. During this time both the promotional process and policy were updated by the Promotional Committee Members – Captain Justin Brown, Captain Erick Mohn, Battalion Chief Strawbridge, Captain Ben Davis, and Captain Kyle Mangum.



The Hiring Committee completed the project of revising the hiring policy to meet the challenges of hiring the most qualified individuals to serve in the fire service. The new policy was successfully exercised upon the hiring of one full-time FFFC.

The Hiring Committee also guided the hiring process and brought on 4 part-time firefighter positions and one full-time firefighter position.

Continuing Education delivery was threatened by the Covid-19 Pandemic. Working with Wake County EMS Division of Professional Development and the Wake Technical Community College Continuing Education Program Coordinator, EMS Con-Ed class delivery continued via an inhouse instruction. All required continuing educational classes for fire and EMS have been rescheduled assuring certification compliance.

Each member of the Emergency Management Team fills a vital role in the Emergency Management Teams three branches, which are Fire Department Survivability, Event Planning, and Incident Response.

The Event Planning Branch led by Battalion Chief Wells, Captain Moffatte, Firefighter First Class Neal, and team assistants Battalion Chief Connelly, Battalion Chief Barrett, and Captain Schmidt are dedicated to providing safety on large-scale public events in the fire district in the form of Incident Command System structure and fire/medical response.

Management Team members Battalion Chief Barrett and Captain Ian Moffatte also serve on the Town of Wake Forest Emergency Operations Planning Committee. The committee is currently working to finalize the towns Emergency Operations Plan.

Emergency Operations Plan

The Emergency Management Team performed an audit and revised the Wake Forest Fire Department Emergency Operations Plan. The Emergency Management Team is working to merge the Town of Wake Forest and The Wake Forest Fire Department Emergency Operations Plans into one document to support ongoing emergency management for The Town of Wake Forest.



The Fire Department Survivability Branch led by Captain Moffatte is focused on assuring the fire department has the necessary resources to continuously serve the citizens during logistically trying times created by large-scale manmade or natural disasters. The Survivability Branch has stockpiled food, water, rehabilitation, and other resources that will allow the department to function for three to five days without any outside assistance.

This year required a merge of the Town of Wake Forest and Wake Forest Fire Department policies and procedures to assure seamless organizational expectations. Numerous documents were revised or newly established.

- Training SOG 100-41
- Vehicle Accident SOG 100-12
- Fireground Endurance Assessment SOG 100-47
- Fire Station Safety Inspection SOG 100-55
- Hiring SOG 100-29
- Promotional Policy SOG 100-18
- New Hire Checklist
- Probationary Firefighter Check-Off
- Wake Forest Fire Handbook
- Firefighter First Class Handbook
- Volunteer Firefighter Handbook
- Firefighter Career Advancement SOG 100-52

Additional schools and training included outside training venues which supported numerous fire service disciplines. 57 Firefighters attended 71 classes acquiring strategies and tactics from other fire service perspectives.

- Structural Burn
- NC Breathing School
- TR Helicopter Transport
- Water Rescue
- 1st due Operations
- NC Extrication School
- Chief 101
- Water on Fire
- IAAI Fire Investigator Conference
- NFPA FIT
- Andy Fredericks Training Days
- Fire Investigation Technician
- ICS300
- ICS400
- Command Officer Boot Camp
- CF Tactics
- Q-School
- Fire Symposium
- Fire & Life Safety Educator I, II, III
- Hot Conference
- Driver Operator Series
- Carolina Fire Days
- Outside Truck Company Operations
- Real Skills, Real Buildings/Engine Company Operations
- Engine Company Operations
- Engine, Inside Truck, Outside Truck
- Truck Company Operations
- Advanced Fire Investigator
- SAFRE Fire Conference
- Fire Officer II
- EMS Instructor Methodology
- Combat Ready
- Emergency Vehicle Driver
- Swift Water Rescue Boat Operator
- Aerials
- Commercial Truck Operations
- NC Fire Officer III



The Firefighter Career Advancement SOG 100-52 combined firefighter level advancement into one document and created the Master Firefighter position. It provides a pathway for firefighters to plan the beginning stages of their careers in the fire service. Reclassifications were earned by three firefighters. Training never stops at Wake Forest Fire. In addition to required annual certification training, Wake Forest Fire hosted the following certification classes.

- Aerials
- Instructor I
- Instructor II
- Water Rescue
- Fire Officer I

Captain Ian Moffatte Accreditation Manager and Data Analyst

Accreditations/Data Analysis

During the past year I was presented with my first challenge associated with my responsibilities for this position. This challenge came in the form of a scheduled inspection by the Office of State Fire Marshal (OSFM) to determine our Insurance Services Office (ISO) rating. This inspection calculates how well-equipped fire departments are to put out fire in the communities that they serve. This score/rating is used to determine homeowners and commercial property insurance rates. To lay the groundwork for this inspection it was necessary to pull and compile considerable information and data points on training records, truck checks, inventory, call response data, community outreach, along with several other key components to our department operations. Both during and after this process, areas of improvement were identified, and new programs and processes were developed and initiated to ensure for smoother and more efficient day-to-day operations as well as for future ISO evaluations. Additionally, this past year I facilitated collaboration with members of Raleigh Public Utility and Wake Forest Information Technology to develop a fire hydrant map layer that shows our personnel the exact locations and water flows of each hydrant in our immediate response districts in conjunction with showing this same information for our neighboring departments. Lastly, several electronic forms were created to streamline certain practices in addition to converting various old hard copy forms into electronic forms.



Emergency Management & Preparedness

Emergency Management has had a rather unusual year with the persistent presence of the Corona Virus. This pandemic has drastically altered the way that every organization operates from day to day, and the Wake Forest Fire Department was no exception. Emergency Preparedness has also been affected by the pandemic as personal protective equipment (PPE) that is necessary to keep our members safe as they strive to fulfill our mission has been in short supply, inadequate, or completely dried up in some cases. Both Emergency Management and Preparedness have worked together to clear this logistical hurdle and seamlessly provide operational staff with the proper supplies that are fundamental to their continued success. While navigating the COVID-19



landscape, Emergency Management has also added a weather station to our arsenal of tools. A 5-in-1 weather station was installed on Station 1's radio tower, which will provide us with accurate and instant weather information. Our primary concern with the weather is obtaining local wind readings which will help us provide response guidance to fire companies during inclement weather. To round out our active year, Emergency Management once again had to monitor the hazardous conditions of Lewis Dam at Fairlake. The lake in question had been drained to comply with previous orders from the Department of Environmental Quality and State Dam Safety, but conditions quickly changed. Over the course of two days Fairlake filled up and over topped the dam as torrential rain from Hurricane Elsa and a strong line of storms the following day proved too much for the old dam to handle. Significant damage was done to the spillway and emergency spillway along with substantial erosion to the backside of the dam wall. As the rain subsided and water levels within the lake eventually stabilized and any further emergent issues with the dam were averted. During this Emergency Management activation other agencies such as Wake County Emergency Management, State Emergency Management, and State Dam Safety experts were consulted as events were unfolding. Plans for correcting the several deficiencies with the dam are currently under review at the State Department of Environmental Quality, and we are hopeful that adequate safety solutions will be forthcoming.

Daryl Cash Capital Assets

Replacement ATV

We took delivery of two ATV's; one is to replace the ATV we currently use for Fire\EMS the other will be set up for Emergency management and special events. The ATVs will be placed at Station 1 and Station 2 for faster access to our green way trails.

New Engine 2

The apparatus committee has placed an order to replace Engine 2. Over the years we have developed a standard specification for our Engines, which we will continue using with minor adjustments each time. The new Engine 2 Will be a 2020 Rosenbauer Commander just like our Engine 1 that we purchased last year. The committee has put in a lot of time in trying to standardize our apparatus. We are looking for the new engine to arrive late July or early August 2022. The old Engine 2 will become a reserve engine.

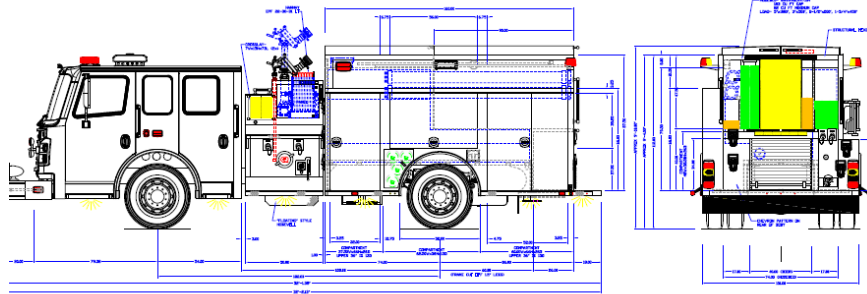


Apparatus Committee

Over the next few years, the apparatus committee will look at our specifications and find ways of a replacement engine that will fit in to Station 5 and still keep the same standard. Also, the committee will start working on a replacement for our Ladder 2 platform.



In closing I would like to say a special thanks to the apparatus committee for all their hard work and dedication that each member puts into the specifications and engineering of our apparatus. Members must attend meetings and travel out of town away from their family looking out for the best interest for the citizens of wake Forest. A lot of people do not understand that you cannot go



out and just buy the fire truck, there is no fire truck lot to pick from. Fire Department apparatus is custom built for each fire district and or protection area. a lot of detail and time goes into Specification and design of apparatus.

Waylon Holbrook A SHIFT

There have been many changes to our department since its inception including the addition of multiple fire companies and stations. In 2021 we are still growing exponentially and with that growth our services adapt to the changes within the town. We now have two ladder companies staffed full-time and a water rescue company located at Station 4 to better serve the needs of the town. A-shift continually trains on all aspects of emergency response to ensure we are providing the best possible service to our town and its citizens.



We have worked tirelessly to ensure that we offer dedicated service while observing that all precautions are met. COVID-19 has posed a difficult threat due to the changes in the way we must operate. However, we have risen to the occasion and continue to provide the same professionalism that our town deserves. Training on A shift has also been a coordinated task due to new restrictions, but we have adapted and overcome these challenges to ensure that we are always providing the best quality service.

PPE

The PPE committee continues to provide the best available turnout gear for all suppression personnel. During 2021 we have continued to evaluate the effectiveness of our current gear and while testing new gear to ensure that we exceed the standards available. Just as we always strive to ensure our firefighters have the most updated gear available, there is also a growing concern around cancer in firefighters. The National Institute for Occupational Safety and Health (NIOSH) recently undertook two large studies focused on firefighter cancer and concluded that firefighters face a 9 percent increase in cancer diagnoses, and a 14 percent increase in cancer-related deaths, compared to the general population in the U.S. Due to the increased cancer risk



associated with firefighting we have taken precautions to keep the risk to a minimum. These include updating air packs and providing spare sets of gear that would be available if someone's gear is contaminated. The purpose of the spare sets is that if one set is "contaminated" the other set can be placed into service until the soiled set is properly cleaned. This practice alone helps reduce the risk of cancer-causing chemicals from coming in contact with our firefighters. The PPE committee is currently evaluating air packs to ensure that our personnel have the best available gear not only for our safety but for the safety of the community

Jeremey Blake B SHIFT

As always, B-shift is committed to Wake Forest Fire Departments mission and showed this dedication through their education and training this year. Last year, COVID put the brakes on outside training, however this year with restrictions lessened our guys really stepped up, returning to what we do best, preparing for your emergencies. B-shift personnel attended advanced training in many facets of the services we provide. Breathing Equipment School, Water on the Fire Conference, County Fire Tactics Conference, and First Due Operations Conference are just a few of the lecture and hot classes B shift attended. Twenty-one of our twenty-eight members on B-shift attended multiple training opportunities, totaling 1421 hours of outside training.

We continuously train and better ourselves to show our dedication to protecting the citizens that we serve. B-shift is the most professional and dedicated firefighters I have ever had the opportunity to serve with.



Risk Management

In 2020, our Risk Management team finalized and laid the path for moving into the future with the completion of a phased Master Plan. Phase one was to address any duplicate preplans and clean up "Firehouse" applications. In doing so, we have now moved into phase two, implementing a new preplan policy and software application to do so. We spent much of the year working with town, and county officials to purchase a software, "First Due". This software will enhance our preplans; both residential and commercial, also allowing for citizen interaction. We look forward to purchasing, training, and implementing First Due this year. I would also like to thank Captain Ian Moffatte on his dedication in spear-heading Wake Forest Fire Department utilizing "First Due" Software.

2021-2022 is a special time for our department, in that we are celebrating 100 years of dedicated service to the citizens of our community. This August, we will kick off our yearlong centennial celebration; with many more events to follow throughout the year. I am extremely proud that two of our members on B-shift, Captain Justin Brown, and Captain Ben Davis, spearheaded the centennial event.



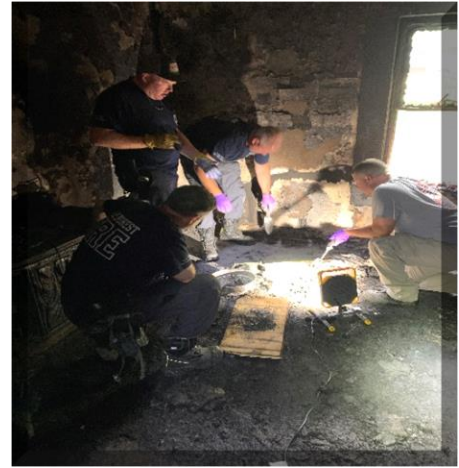
Risk Management Master Plan Outline:

1. Address the duplicates and nonexistent Preplans against the master list of the town.
 - a. Eliminate the residential preplans (town does this)
 - b. Address the certain types of “commercial residential” needing to be preplanned.
 - i. Large daycare
 - ii. Large Group Homes (with mentally handicap)
2. Updated preplan policy
 - a. Hold class’s on how to perform preplans under the new policy and how to enter into “Firehouse”
 - b. Hold class’s on how to draw
 - i. Draw in “Firehouse”
 - ii. Plot Plans (How to and what to draw plot plans for)
3. Perform Preplans
 - a. Commercial-add tier 2 attachment
 - b. Multi-Residential
 - i. Plot Plan only showing important stuff (FDC, Hydrants)
 - ii. Preplan of business area and/or club house
 - c. Residential Target Hazards
 - i. Large Daycare
 - ii. Large Group Homes (special needs, etc.)
4. Perform drawings and plot plans in “Firehouse”.
5. Perform a standardized district wide Target Hazard Assessment
 - a. Assign apparatus to calls based upon the target hazard findings.
6. Standard of Cover Based on
 - a. Call volume and type
 - b. Target hazards
 - c. Population density
7. Risk Analysis of stations and personnel
 - a. What injuries or safety concerns at each station?
 - b. How can we minimize
8. Risk Analysis of District
 - a. What are the hazards associated within each district (drownings, fires, slips trips and falls)
 - b. Identify age groups associated with the hazards within our districts.
9. Work with fire prevention group to utilize the information and cater to the specific needs of our community.



Fire Investigator Program

The Wake Forest Fire Department implemented a Fire Investigation Team in July 2011 to provide Origin and Cause Determinations for the Town of Wake Forest and Wakette Fire District. We began this journey with four members and currently are looking to have two Fire Investigator's per shift. This year will be exciting as we look to put on two new members, who will then start the journey of becoming CFI certified. 2021-2022 will also be exciting as we have been cleared to revisit necessary training to become and maintain Investigator certification for all investigators.



This year, after a long COVID break, we have begun to get back in the swing of Fire Investigation training. The Wake Forest Fire Investigator team had the privilege to attend a training at Oxford Fire Department, put on by Alcohol Tobacco Firearms and Explosive Agency (ATF) and Office of State Fire Marshall Investigator Division (OSFM). The class was three days with a live burn portion set up to have hands on Origin and Cause Determination. In October our Investigator's will be attending the North Carolina/South Carolina International Association of Arson Investigator's weeklong conference in Myrtle Beach, South Carolina.

In 2021 Wake Forest Fire Investigators have provided Origin and Cause Determination on 112 incidents. Our team provides a top-notch service to the citizens of Wake Forest.



Matt Strawbridge C- Shift

Over the last year on C shift we have continued to protect our town and surrounding communities with the utmost professionalism and dedication. We are continuously training and furthering our skills to be better prepared in your time of need.

Fire Prevention

With the pandemic restrictions that are being upheld this year, fire prevention has still managed to reach our citizens within our community. We have taken other avenues to deliver important safety messages, hoping to prevent careless acts. Since the merger, we have started working with the town PIO and have been able to gain even more knowledge towards delivery options to our citizens.



HOME FIRE SAFETY CHECKLIST

- Check the batteries in your smoke detectors often. Keep extra batteries on hand and replace them every six months.
- Check your smoke detectors. Replace any that are 10 years or older.
- Keep fire extinguishers handy. Make sure there is at least one on each floor – especially near the kitchen, garage, laundry room and workshop.
- Maintain a safe fireplace and chimney. Clean the fireplace regularly and have the chimney cleaned and inspected annually.
- Check your dryer hose – lint build-up can cause overheating. Clean the hose and dryer annually.
- Talk with your family and make sure everyone knows what to do in case a fire breaks out. Create a fire safety plan with a designated meeting place.

WAKE FOREST FIRE DEPARTMENT
wakeforestnc.gov/fire

During the month of April, we were able to reach nearly 800 residents during our annual Fish Fry event. The safety checklist, to the right, was distributed out and we answered any questions that the citizens had.

In the month of June, we participated in a Statewide canvass called “Smoke Alarm Saturday”, we were able to visit 46 homes, installed 71 smoke alarms, and found five homes without any alarms present.

We had two members of the department become Fire Life Safety Educators certified through the State of North Carolina. The knowledge gained through this certification will allow to reduce, through safety education and trainings, the loss of life, property and injuries caused by fire or other emergency situations.



The bouncy house has made its way in to highlight. We were able to erect it for our 100th year celebration and everyone seemed to enjoy it. We are currently having different message banners made to fit the topic being covered for each event it is at. We were able to reach several citizens of all ages at this event and share safety tips for them to practice with their families.

We will continue to educate our staff and provide the most up-to-date information to our citizens through classes provided throughout the state and networking with our education partners, to ensure the best safety precautions are delivered and upheld.



Water Rescue

The water rescue team has continued growing and learning over the last 12 months. We are currently in the process of expanding our team to 30 members. Several members attended the NC OSFM TR Ropes and Water Rescue classes since last Fall. Many of these members expressed interest in joining the team to better serve our community and state. Each of our members are issued their own set of PPE to cut down on response/ readiness time during an emergency.

Two of our members were fortunate enough to attend the NC Boat Operator class sponsor by NC Emergency Management. They were taught the skills needed to navigate swift water and to address problems that could be encountered. The weeklong class covered everything from basic motor/ boat repairs to safely navigating and rescuing victims in the water.



In the next few months, we will be purchasing an ROV, better known as a submersible. Our area is littered with multiple bodies of water. The ROV will assist us in locating and recovering drowning victims with minimal risk to personnel. Divers have many limitations like water temperature and nighttime. The ROV will be capable of running nonstop day or night no matter what temperature.

Most of the water in our area is known for low visibility. The ROV comes equipped with a sonar unit and a camera allowing you to see what is there in limited visibility. This will drastically reduce recovery times bringing closure and answers to families.

David Davis Logistics

Another year has passed, and many things have been accomplished. We are continually working on our short-term goals. Here is a list of completed short term goals for each station. Long term goals are being worked on to comply with the strategic plan for the dept. Short term goals for next year are listed below with some of the long-term goals.

Short Term Goals:

- Station 1: Replace ceiling tile in bay area. Replace asphalt with concrete in driving lanes.
- Station 3: Install big fan.
- Station 4: Install additional sod on hill to prevent erosion.
- Station 5: Fix Septic System. Upgrade office area.



Long Term Goals:

- Station 1: Get workout area and turnout gear out of bay and into a control environment.
- Station 3: Install LED lighting in living area
- Station 5: Remodel side bay to include control environment for turnout gear and workout room
- Station 6: Purchase property for future station



Explorer Program

Our Explorer program provides an opportunity to encourage, educate, and guide youth between the ages of 14-21 towards success in the fire service. The Explorers gain knowledge by participating and assisting staff both on and off the emergency scene. Our program has sent multiple youths to academies that have resulted in both full time and part time jobs.

The leaders of the Explorer group, with help from others within the department, have developed a training program and check off procedure that helps to ensure a more seamless transition from Explorer to Firefighter. If the participants in the program attend training and study, they should only have to pass a written exam and a practical skills evaluation to make the move to Firefighter once they have completed their Explorer training.

We have set a goal of 20 Explorers in the program; the current number of members is 15. We are working to prepare literature that explains what the department and the Explorer program has to offer. Once the literature is completed and approved, it will be distributed to the local schools and counselors.



Program coordinators are Lieutenant Tommy Brown, Firefighter Alex Murray, and Firefighter Dennis Phipps.

Chaplain Program

The Wake Forest Fire Department's Chaplaincy Program is designed to provide access to Volunteer Fire Chaplains on a 24-hour basis and will offer spiritual guidance and assistance to meet the life needs of all personnel, volunteers, retirees, and members of the community, regardless of their religious affiliation. This allows the department to provide assistance utilizing a non-judgmental approach, while offering a healing or edifying word of counsel or encouragement when needed. The Fire Chaplains bring genuine compassion, flexibility, and sensitivity to the services provided.

The Fire Chaplains may be called upon to attend various employee functions, including funerals and weddings, and at times, they may be called upon to care for community victims and/or families impacted by fire or other emergencies. The Fire Chaplains may provide assistance in the personal matters of department employees, such as handling critical incident situations.

Fire Chaplains: Paul Eitel, Tommy Brown, Phil Cashwell



Honor Guard

The Wake Forest Fire Department Honor Guard has continued to grow and improve since its creation. Each and every member past and present has worked to mold and shape the Honor Guard into what it is today. The member’s professionalism and dedication to the mission and purpose is unmatched by any other. Each member’s commitment to teamwork and attention to detail makes the team possible. Currently we have nine members on our team; some have joined the elite ranks of the National Honor Guard Academy Graduates. They can be spotted wearing their NHGA pins on their uniforms. We also are hoping to possibly put together a team to compete on a national level at FDIC. The Honor Guard is always looking to expand our capabilities through new membership. If anyone is interested in joining, please contact a member and let them know.



Honor Guard Members - Chris Kimley, John-Caleb Sadler, Robert Weatherford, Justin Alderman, Edward Eason, Chad Page, Stefan Hale, Taylor Cornelius, and Justin Mitchell, Scott Knowles, Dalmon Bailey, Ryan Lynn and Korey Floyd.

Wake Forest Fire Department Honor Guard’s Recent History

- July 28, 2021 Edmund Singler Funeral
- July 1, 2021 New members where added: K. Floyd, Ryan Lynn, Scott Knowles, and Dalmon Bailey
- April 19, 2021 Stanley Denton Funeral
- Feb 16, 2020 DC Fire Fighter Funeral



Wake Forest Fire Department Honor Guard Mission Statement

The mission of the Wake Forest Fire Department Honor Guard is to represent with honor our country, our community, our fire department, and all members of the brother hood past present and future, through a constant commitment to excellence, dedication, and service. The Honor Guard achieves this though constant training to better our craft through routine practices; commitment to our cause, our team, and to the families and members of those we honor; as we serve with discipline, pride, and integrity.



Aviation Program

Aviation Department

The Wake Forest Fire Department Aviation Team continued to conduct training and operations. The coronavirus pandemic did create a challenging environment due to the close confines in the aircraft cabin. Flight operations were limited at times during the year.

We flew a total of 37.4 hours in the airplane FIRE DEMON 1 conducting training and operations. Some of these flights were to assist NC DOT with aerial photography and assessments after storms.



We also conducted missing person on water training flights on Jordan Lake and had members of the Charlotte Fire Department on board and participating in the exercise.

We also conducted orientation flights with local fire departments to introduce them to aviation and drone operations.

Drone outreach efforts continue to public safety pilots around the world through articles, webinars, and educational classes. We continue to be a leader in educating public safety UAS pilots on how to fly safely and conduct safe operations.

Chief Cash, Captain Moffatte, and Volunteer Andrew Albert continue their role as Tactical Flight Officers to assist in aviation operations.

Bike Team Program

On April 24, 2018, the Board of Directors approved the concept idea for the Wake Forest Bike Team, that was presented to them by Captain Timberlake and approved more research to be done on the project. Captain Timberlake, Captain Sadler, Lieutenant Hale, and FFFC Page began working on this project. After a month of research and speaking with departments that have existing bicycle programs, the information was brought back to the Board of Directors, on May 29, 2018, where the Board approved the bike team program.

The bike team members began ordering supplies and equipment to outfit the bicycles to provide the same level of care as any fire apparatus in the department. The bike team acquired two bicycles from the Wake Forest Police Department. On August 8, 2018, the bike team members attended an



International Police Mountain Bike Association (IPMBA) course in Wilmington, NC. The IPMBA course is a 32-hour course that requires members to navigate through rough terrain and through crowded public areas while carrying 50 lbs. of added weight to the bicycle.



On March 2, 2019, the bicycle team attended its first event at Mardi Gras on White Street. We have had great interaction with the public at events and have had many great interactions while out riding throughout the community as part of our conditioning and public relations. The fiscal year has been difficult for everyone because of the Covid-19 ordeal. The bike team has not been able to attend or participate in any public events. We have purchased two more bikes to help expand or coverage during events.

Major Milestones in the Past Year

July 1, 2020

After operating as a private, non-profit organization for 37 years, the Wake Forest Fire Department (WFFD) officially joined the Town of Wake Forest today.

The merger comes less than a year after the Wake Forest Board of Commissioners (BOC) unanimously authorized town staff and the town attorney to prepare an agreement between the municipality and the fire department to proceed with consolidating the department into the Town's municipal structure. The BOC also authorized staff to engage the services of EnviroSafe, a management consulting firm specializing in local government public safety services, to assist with the transition and consolidation.

The BOC's blessing came a month after EnviroSafe released a comprehensive report recommending that the fire department join the Town. A week later, the Wake Forest Fire Department Board of Directors also gave its unanimous consent for the fire department to become part of Wake Forest town government.

July 3, 2020

The Town of Wake Forest had its 47th Independence Day Celebration at Heritage High School's campus. Due to Governor Roy Cooper's COVID-19 related executive orders, the Town of Wake Forest is replaced its traditional July 3 Fireworks Spectacular with an alternative virtual celebration. WFFD participated in making sure that there were no issues related to the event.

July 22, 2020

Engine 3, Ladder 1, and Battalion 1 were dispatched to the intersection of Forestville Road and Rogers Road for a traffic accident with a vehicle overturned. Engine 3 arrived on scene to find one vehicle on its side with one trapped. Engine 3 started patient care as Ladder 1 stabilized and extricated the patient.





July 28, 2020

This day was extremely busy for our crews as storms came through. We were dispatched to several calls related to the storms as well as three structure fires with one being a working fire. Crews from Wake Forest, Rolesville, and Youngsville responded to this home off Miracle Drive. Firefighters were able to quickly bring the fire under control that was in the attic. There were no injuries, and the cause is being investigated.



August 11, 2020

We placed our new Engine 1, a 2020 Rosenbauer, into service. We would like to thank everyone who helped design and equip the engine to get it placed into service. We look forward to using this engine for many years to come.



August 19, 2020

WFFD provided the City of Raleigh with one of our 2000-gallon tankers to train their personnel in the use of Tankers for future auto and mutual aid incidents.

September 8, 2020

Greg Wheeler was hired as a part-time firefighter and assigned Engine 5-C.

September 9, 2020

William Ramos was hired as a part-time firefighter and assigned Engine 5-A.

September 11, 2020

On the 19th anniversary of the tragic events of 9/11/01, the Wake Forest Fire Department would like to remember all of those who lost their lives that day, including the 343 FDNY firefighters. Let us never forget!

September 15, 2020



The Wake Forest Fire Department would like to send a huge THANK YOU to the Staples here in Wake Forest for their donation of 187 cases of bottled water. A special shout out goes to Nick Darji the General Manager, the employees at Staples, and to all of Staples patrons that contributed to this donation. This water will be used to keep our firefighters hydrated on demanding incidents along with supplementing the departments Emergency Preparedness and Emergency Management.



September 23, 2020

A special “thank you” to Jackson Superior Electric for their donation of a pallet of water (72 cases) to the firefighters of Wake Forest Fire Dept today. The water was evenly distributed to all 7 companies throughout town and is greatly appreciated!



September 24, 2020

WFFD provided the City of Raleigh with one of our 2000 tankers for the second time to train their personnel in the use of Tankers for future auto and mutual aid incidents.

September 24, 2020

Clayton Fire Department’s Deputy Chief Jason Dean passed away from COVID-19. We honored him by saluting him from an overpass on I-40 as he was brought home.



September 28, 2020

The Wake Forest Fire Department finalized details of a new program that provides firefighters with the safe and efficient entry they need into the homes of vulnerable residents during fires or medical emergencies. The Knox Homebox program involves homeowners buying a steel lock box at their home so that firefighters can place a key to the home and use it during an emergency. According to Fire Logistics Specialist David Davis, the initiative saves precious time for first responders and the potential expense of costly repairs for the homeowner due to forced entry.

October 1, 2020

Once again, WFFD members wore pink duty shirts for the month of October to show our support for Breast Cancer Awareness Month.

October 1, 2020

The 2020 WFFD Annual Report is published and can be viewed on our website.

October 3, 2020

UPDATE: A total of five members of the Wake Forest Fire Department (WFFD) assigned to Fire Station #2 tested positive for COVID-19. All were under quarantined and monitored by health officials.

October 5, 2020

Today is the start of fire prevention week in the United States. Even though we may be busy with school visits during this time of year, we stay proactive throughout the year on fire prevention. This includes our puppet show, church visits, and even daily interactions with the public. Always remember to have a fire escape plan and to practice that with your family!



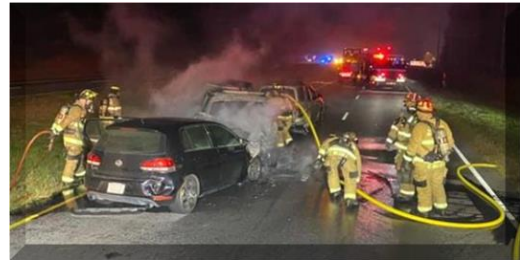
October 19, 2020

The crew from Wake Forest Fire Department Engine 4B installed its first Knox Homebox at the home of a local resident. Introduced earlier this month, the Knox Homebox program provides firefighters with the safe and efficient entry they need into the homes of vulnerable residents during fires or medical emergencies.



October 29, 2020

This evening around 7:00 Engine 2, Ladder 1, and Battalions 1 and 2 responded to the intersection on Capital Boulevard and Harris Road for a traffic accident. Ladder 1 arrived on scene to a three-vehicle accident with one vehicle fully involved in fire, spreading to the other two vehicles. Ladder 1 ensured all occupants were out of the vehicles and once Engine 2 arrived they quickly controlled the fire. Fortunately, there were only minor injuries sustained in this crash.



November 10, 2020

The Wake Forest Fire Department once again participated in the Marine Corps Reserve Toys for Tots Program during the holiday season

November 11, 2020

WFFD Ladder 3 participated in the Veterans Day service held at the WF veteran's memorial and displayed the large flag during the ceremony.

November 16, 2020

WFFD provided a vaccination clinic for all WFFD personnel and allowed the public to attend if needed.



November 22, 2020

WFFD held its annual cook at the Masonic Home for Children in Oxford. We started this event several years ago and the children that live at the Home always look forward to it. Approximately 48 children and counselors were served steaks, french fries, and Krispy Kreme doughnuts this year. This year's event was sponsored by B/C Daryl Cash and his wife Misty, they donated \$1,000 for the event.

December 6, 2020

This year's Christmas parade in downtown Wake Forest had been cancelled because of Covid-19.



December 15, 2020

Crews quickly extinguished a fire in this duplex on Rice Circle this afternoon. The fire was contained to the one unit and all occupants escaped unharmed.



December 17, 2020

Engine 3, Ladder 2, and Battalion 1 were dispatched to a traffic accident at the intersection of Rogers Road and Thompson Glenn Place. Engine 3 arrived on scene to find a two-car crash with two patients, one of those trapped in the car. Ladder 2 arrived and performed a B post blowout to free the patient. Both patients were transported to the hospital by EMS.



December 18, 19, 20, 2020

Once again, this year, WFFD hosted the "Shop with a Firefighter" event at the Walmart in Wake Forest. Twelve children in need, all from Wake Forest, were given \$250 each to spend on gifts for themselves and family members. This is a great event that our department looks forward to each year. Due to the Covid concerns still being around, we had worked closely with the police department to try and mimic their plans for still holding their tradition as well. This year encompassed variations to our great shop with a firefighter. It required each of us to have patience, understanding, and a strong focus on making a child's day during the Christmas season. this year, the event occurred over a three-day period, Friday, Saturday, and Sunday.

December 25, 2020

One person was extricated out of this vehicle on Wait Ave Christmas Eve after it flipped and landed on its roof. Engine #1 and Ladder #1 worked to remove the driver who suffered minor injuries.



January 02, 2021

Today our suppression staff started to receive the COVID-19 vaccination. WFFD is committed to serving and protecting our citizens in every possible way and living our motto of "Saving Lives, Our Prime Goal."

January 9, 2021

At the Request of Raleigh Fire Department, the Wake Forest Fire Department took part in the funeral procession for Lt. H. Ellis by blocking intersections as well as flying the American Flag at the cemetery.

February 7, 2021

The Wake Forest Fire Department held its annual Awards and Promotion Ceremony virtually this year. The Awards committee produced a video that included the major awards along with



information on the rest. For the year 2020, awards that were given out include: 7 Life Save Awards, Campaign Award for all personnel, educational awards (5 Associates, 2 Bachelors, and 1 Masters), Service Awards, and 6 Silver Medal of Valor for 2 incidents. Congrats to this year's Lewis B. Nuckles Award winner Jeffrey Chrostowski and the Jimmy B. Keith Award winner Chadwick Page.

February 11, 13, 2021

WFFD personnel assisted at the PNC Arena mass vaccination site Thursday and Saturday. Those who participated were Justin Brown, Melvin Wilsey, Ian Moffatte, Ben Davis, Daniel Gregory, Ron Early, and Justin Alderman.



February 18, 2021

Crews were dispatched to Rolesville for a residential structure fire. Rolesville Fire arrived on scene and declared a working fire with smoke showing from the back of the home. Crews from Wake Forest assisted in fire attack and performing searches.

Early Sunday morning around 1 am crews were dispatched to a residential structure fire off of Melcombe Way. Engine 4 arrived on scene with heavy fire showing from the rear of the home. Crews were able to quickly place lines in service and quickly bring the fire under control.



Also, on Sunday morning around 3 am Station 1 apparatus were dispatched to a traffic accident with an overturned vehicle off of Wait Avenue. Crews arrived at a single vehicle crash with one patient trapped inside. Crews quickly extricated one patient.

March 2, 2021

Our new Ladder 1 was placed into service and a “wet-down” ceremony was held. We are excited to have this ladder serve the community for many years!



March 31, 2021

The Wake Forest Fire Department (WFFD) conducted a controlled burn exercise at 604 E. Pine Ave.



April 1, 2021

The Wake Forest Fire Department supported “Autism Awareness Month” throughout April by wearing custom “Autism Awareness” t-shirts with puzzle lettering. The idea for the initiative came from Fire Chief Ron Early, his wife, Tammy, and Captain Justin Brown.



April 1, 2021

Early this morning Engine 3, Ladder 2, and Battalion 1 along with Rolesville Fire responded to a traffic accident at Forestville Road and Pine Valley Drive. Engine 3 arrived at a single vehicle crash with one patient trapped inside. Crews quickly freed the patient and was transferred to EMS.



April 6, 2021

Around 12:00 in the afternoon Station 1 was dispatched to a traffic accident with a vehicle in a building on S Main Street near Forestville Road. Crews arrived at a two-vehicle crash with one trapped. Ladder 1 removed the door of the car to free the trapped driver and crews ensured the building was safe to occupy.

Around 7:00 that night crews were dispatched with Northern Wake Fire to a vehicle fire threatening a structure. Engine 4 arrived at a trailer on fire. Firefighters were able to quickly control this fire with no extension to the home.



April 9, 2021

Our ladder companies spent months since our new Ladder 1 has gone into service, training on our new 45-foot extension ladder. This ladder is for reaching higher floors in buildings for rescues, especially when access cannot be made by the ladder truck itself. This ladder takes several members to raise and extend and requires the use of poles to assist in balancing the ladder during operations.

April 12, 2021

Captain Ian Moffatte was recognized by the VFW (Veterans of Foreign Wars) as the regional VFW First Responder of the Year.



April 15, 2021

Former Assistant Chief and President of the Board of Directors Stanley Denton passed away.

April 16, 2021

Although COVID-19 has pushed many events online or even canceled them altogether, it didn't stop the Wake Forest Fire Department (WFFD) from frying fish this year. The WFFD hosted a "Drive by Fish Fry".





April 25, 2021

Yesterday evening Engine 4, Ladder 1, and Battalion 1 were dispatched to the Durham Road ramp for Southbound Capital Boulevard for a traffic accident. Crews arrived at a multiple vehicle crash with one occupant trapped inside the vehicle. Ladder 1 quickly removed the door of the vehicle freeing the patient.



May 3, 2021

We picked up our first of two, 2021 Polaris Ranger ATV's. This one will replace our current 6-wheel ATV at Station 1.

May 3, 2021

This afternoon Battalion 2, Engine 2, and Ladder 2 were dispatched to a traffic accident at South Main Street and Capcom Avenue. Station 2 crews arrived on scene of a multi vehicle crash with one patient trapped in a vehicle. Crews stabilized the vehicle and quickly removed the patient and care was transferred to EMS. Engine 3 was also added to the call to assist in patient care.



May 6, 2021

Engine 2, Ladder 2, Battalion 2, and Raleigh Engine 22 were dispatched to the intersection of Durant Road and Leslieshire Drive for a traffic accident. Crews arrived to a multi vehicle crash with one vehicle on fire. Crews quickly extinguished the fire and tended to several patients. Fortunately, bystanders were able to pull the occupant of the car that was on fire out of the vehicle prior to fire department arrival.

June 1, 2021

Seven members of the WFFD were able to attend this year's 1st Due Operations Conference in Carolina Beach, NC. Crews attended three days of both lecture and hands on training that included fire attack tactics, elevator rescues, standpipe operations, and leadership skills that will help better serve the citizens of Wake Forest.



June 5, 2021

We participated in the statewide "Smoke Alarm Saturday" organized through NC OSFM. Our department visited 181 homes, installed 71 detectors, and changed 9 batteries in 45 of those homes. This was a great event that allowed our firefighters to discuss the importance of having a working smoke detector on every floor, outside of sleeping areas and inside every bedroom.



June 6, 2021

We picked up our second ATV today, a 2021 Polaris Ranger 4 seat. It will be housed at Station 2 and used for the greenway 's and Emergency Management.



June 9, 2021

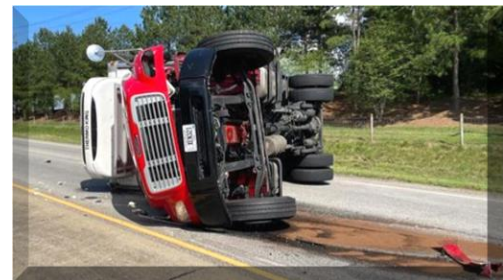
Fire Department's "Autism Awareness" T-shirts raised \$5,121.79 for the Autism Society of NC. The Wake Forest Fire Department (WFFD) announced in March that its members would wear custom "Autism Awareness" T-shirts throughout April in support of "Autism Awareness Month." In response to strong public interest in Wake Forest and beyond, the WFFD agreed to sell the T-shirts in a variety of youth and adult sizes for \$20 each.

June 11, 2021

Engine 1 led a parade past Franklin Academy

June 15, 2021

Yesterday afternoon, Dr. Calvin Jones Hwy was shut down when a box truck overturned after colliding with another vehicle. Units from the One House responded to the accident where two patients were transported to the hospital with injuries.



June 18, 2021

E4 conducted mutual aid training with Northern on boat operations.



June 19, 2021

WFFD hosted the Carolina Brotherhood for lunch, we were one of their stops on their annual bike ride to provide emotional and financial support for the families of those who lost their lives in the line of duty from the Carolina's.

June 20, 2021

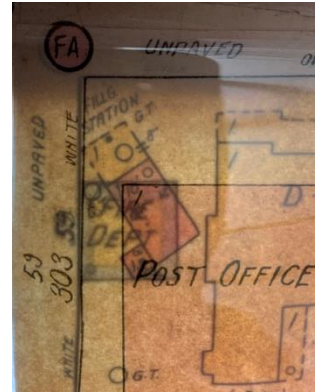
Early this morning Engine 2, Ladder 2, and Battalion 1 were dispatched to the intersection of Ligon Mill Road and Mangum Avenue for a vehicle roll over. Crews arrived at a single vehicle rollover with the vehicle on fire. Crews quickly controlled the fire and fortunately the single patient escaped the vehicle and had minor injuries.





June 22, 2021

After months of research and years of assumptions, we were able to finally locate and designate the site of our first fire station. In 1921, we rented a garage from Harris' Garage for \$12.50 per month to house our 1921 Westcott/American LaFrance Hose and Chemical truck. The address at the time was 59 S. White St and is now 301 S. White St. Around 1940 the building was torn down and the new Post Office was built on that site which is now Gorlesky Chiropractic LLC.



June 23, 2021

Our department was inspected by the Office of State Fire Marshal (OSFM) to determine our Insurance Services Office (ISO) rating. This inspection calculates how well-equipped fire departments are to put out fire in the communities that they serve. This score/rating is used to determine homeowners and commercial property insurance rates. We hope to improve our rating and look forward to seeing the results.



June 30, 2021

The Wake Forest Fire Department (WFFD) will commence its year-long Centennial Celebration with a special flag-raising ceremony on Wednesday, Aug. 4, at 11 a.m. The commemoration will take place in Town Hall's Centennial Plaza, 301 S. Brooks St. The highlight of the ceremony promises to be the unveiling and installation of the fire department's new centennial flag by members of the WFFD Honor Guard. The occasion will also include brief remarks by Mayor Vivian Jones and Fire Chief Ron Early.



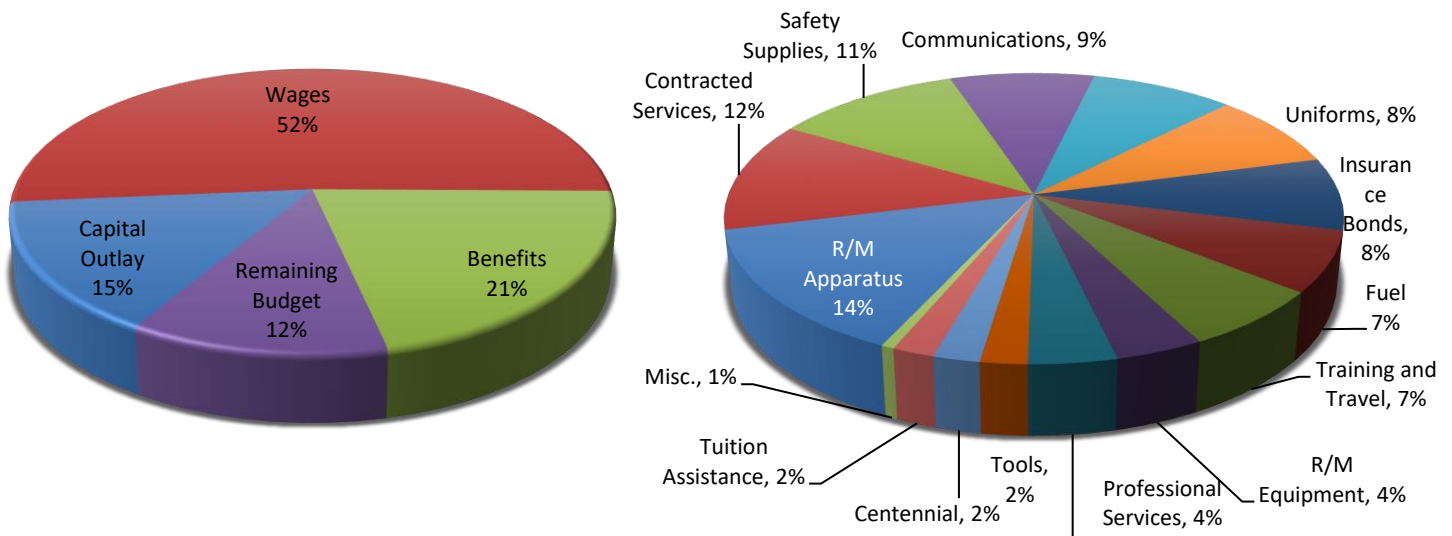
Following the ceremony, the public is invited to an Open House and Hot Dog Luncheon at Fire Station #1, 420 Elm Ave., from noon-2 p.m. During the festivities, WFFD personnel will serve free hot dogs, chips, and beverages (while they last) and host free tours of the fire station. The fire department will also showcase an array of photos, documents, equipment, and other memorabilia that illustrate the service and commitment of Wake Forest firefighters since 1921.



Budget

The Wake Forest Fire Department's budget is approved by the Board of Directors each year. The department operates on a July 1 through June 30 fiscal year. The budget includes all aspects necessary for the fire departments operation including personnel, operating, and capital costs. WFFD budget for FY 2020 was \$7,606,533.

Expenses



The above graph illustrates our entire budget in categories, top 3 categories on the left remaining 12% of the Budget described on the right.



Fire Department Board of Directors

As of July 01, 2020, the Wake Forest Fire Department Inc. Board of Directors no longer managed and looked after the fire department. They remain serving the fire service by continuing as BOD under the Wake Forest Firefighters Foundation. We owe a debt of gratitude to all of the BOD members that have served this department for the last 37 years for making this department as great as it is today. The last BOD's that served under WFFD was; Bill Wandrack (Pres), Frank Drake (V-Pres), James Holding (Sec), Clifton Keith (Treas), Gary Sullivan, Dean Tryon, Thomas Walters, Jason Deith, Anne Reeve, and Stanley Denton.









