



Brownsburg Fire Territory

Vigilantly Serving Our Community

EXECUTIVE BOARD REGULAR MEETING

AGENDA

Monday, December 14, 2020

6:00 P.M.

[Join Zoom Meeting](https://us02web.zoom.us/j/85902332233?pwd=bXR6YzAwUUhXREZlNUrVFpLZCtUT09)

<https://us02web.zoom.us/j/85902332233?pwd=bXR6YzAwUUhXREZlNUrVFpLZCtUT09>

Meeting ID: 859 0233 2233

Passcode: 145742

One tap mobile

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Find your local number: <https://us02web.zoom.us/j/85902332233?pwd=bXR6YzAwUUhXREZlNUrVFpLZCtUT09>

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. MOMENT OF SILENCE
- IV. ROLLCALL TO DETERMINE QUORUM BY PRESIDING OFFICER
- V. CITIZENS COMMENTS RELATED TO AGENDA ITEMS
- VI. APPROVAL OF PREVIOUS MINUTES FROM MEETING: Monday, October 19, 2020
- VII. APPROVAL OF EXPENSE REPORT: October 2020 Activity: \$95,167.09
November 2020 Activity: \$56,253.63



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VIII. EXECUTIVE BOARD ITEMS

Old Business

- A. RESOLUTION #2020-03 “A Resolution Providing for a Retention Bonus to Be Made Available to All Fire Protection Territory Shift Operation Personnel”

New Business

- A. Meeting Dates and Times: 2021

IX. FIRE CHIEF ITEMS

Old Business

- A. None

New Business

- A. RESOLUTION #2020-04 “Authorization to Apply for Walmart Community Grant”
- B. Safety Trailer Disposal
- C. Policy Updates
 - 1. #510 / General Order 2020-07 – Firearms
 - 2. #906 – Job Description: Lieutenant
 - 3. #907 – Job Description: Captain
 - 4. #908 – Job Description: Battalion Chief/Shift Commander
 - 5. #910 – Job Description: Division Chief of Fire Training
 - 6. #911a – Job Description: Division Chief of EMS (Sworn)
 - 7. #911b – Job Description: Division Chief of EMS (Civilian)

X. ATTORNEY ITEMS

- A. None

XI. BOARD COMMENTS, ANNOUNCEMENTS, AND OTHER BUSINESS

XII. COMMENTS FROM FLOOR

XIII. DATE, TIME AND LOCATION OF NEXT REGULAR EXECUTIVE BOARD MEETING

Date and Time: To Be Determined

Location: To Be Determined

XIV. ADJOURNMENT



Brownsburg Fire Territory

Vigilantly Serving Our Community

Meeting minutes are a summary of actions taken at the Brownsburg Fire Territory meetings.

Audio is recorded and copies are available upon request to:

Admin@BrownsburgFire.org or via mail to 470 East Northfield Drive, Brownsburg, IN 46112

The BFT acknowledges its responsibility to comply with the Americans with Disabilities Act of 1990. In order to assist individuals with disabilities who require special services (i.e., sign interpretive services, alternative audio/video devices, and amanuenses) for participation in or access to Town sponsored public programs, services, and/or meetings, the BFT requests that individuals make requests for these services two business days ahead of the scheduled program, service, and/or meeting. To make arrangements, contact us at Admin@BrownsburgFire.org.

President Trump has declared a national emergency concerning the Novel Coronavirus Disease (COVID-19) outbreak. Consistent with that, Governor Holcomb has issued an Executive order regarding certain orders and directives in response to COVID-19. The Brownsburg Fire Territory (BFT) Fire Chief has issued a press release regarding continuing efforts to curtail the spread of COVID-19, including a direction that based on guidance issued by the Centers for Disease Control and the State of Indiana, all BFT facilities will close to the public. The BFT is following the guidelines of the Centers for Disease Control concerning public gatherings.



Brownsburg Fire Territory

Vigilantly Serving Our Community

EXECUTIVE BOARD Regular Meeting

Brownsburg Town Hall
61 North Green Street • Brownsburg, IN 46112
Town Council Meeting Room

MEETING MINUTES
Monday, October 19, 2020
4:00 P.M.

Attendees

Nathan Mantlo, Brownsburg Township Trustee
Joe Walsh, Lincoln Township Trustee
Jeff Gracey, Town of Brownsburg Representative (Chairman)
Marline Breece, Attorney
Larry C. Alcorn, Fire Chief
Tina Betuker, Recording Secretary

I. CALL TO ORDER

Mr. Gracey called the meeting to order at 4:00 p.m.

II. PLEDGE OF ALLEGIANCE

Everyone in attendance recited the Pledge of Allegiance.

III. MOMENT OF SILENCE

Meeting attendees observed a moment of silence.

IV. ROLL CALL TO DETERMINE QUORUM BY PRESIDING OFFICER

Roll call was taken and it was determined that all Executive Board ("Board") members were present.

V. CITIZENS COMMENTS RELATED TO AGENDA ITEMS

Cindy Hohman – 15 Tyler Court
David Weyant – 7721 Shagbark Court

VI. APPROVAL OF PREVIOUS MINUTES: Special Meeting Dated Tuesday, September 1, 2020

Mr. Walsh made a motion approve the meeting minutes dated September 1, 2020. Mr. Gracey seconded the motion. There were no questions or comments and the motion passed unanimously by a vote of 3-0



Brownsburg Fire Territory

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VII. APPROVAL OF EXPENSE REPORT(S):

August 2020 Activity - \$77,741.87

September 2020 Activity - \$60,976.18

Mr. Mantlo made a motion to approve the expense reports for August 2020 activity in the amount of \$77,741.87 and September 2020 activity in the amount of \$60,976.18. Mr. Walsh seconded the motion. There were no questions or comments and the motion passed unanimously by a vote of 3-0.

VIII. EXECUTIVE BOARD ITEMS

Old Business

A. None

New Business

- A. RESOLUTION #2020-03 "A RESOLUTION PROVIDING FOR A RETENTION BONUS TO BE MADE AVAILABLE TO ALL FIRE PROTECTION TERRITORY SHIFT OPERATION PERSONNEL."

Mr. Mantlo made a motion to approve Resolution #2020-03 "A RESOLUTION PROVIDING FOR A RETENTION BONUS TO BE MADE AVAILABLE TO ALL FIRE PROTECTION TERRITORY SHIFT OPERATION PERSONNEL." Mr. Walsh seconded the motion. Mr. Gracey stated his concern that the changes involved 2020 approved salaries and would require approval by the Town of Brownsburg Town Council (as the Provider Unit, the "Council"). Mr. Mantlo stated his understanding that the payments would be bonuses, not salary, therefore not requiring that approval. Mr. Gracey stated concerns that senior staff were not included, that the \$273,000.00 in payments exceeds the recently failed salary increase proposal, and that the stated position exit payback process would be unreasonable. Mr. Gracey requested clarification by Ms. Breece. Ms. Breece stated that the Board may consider the resolution; however, statutes speak in terms of total compensation, not just "salary," that the bonuses would affect the approved 2020 budgeted annual salary ranges, and that changes to the salary ranges would need to be submitted to the Council as an amendment request. Mr. Gracey stated that Council members remain opposed to salary increases and asked the Fire Chief for his input. Chief Alcorn stated his support of the concept, but concerns with the position exit payback process, and that no position above Battalion Chief is included (he removed his position from consideration). Mr. Gracey requested confirmation that the 2020 funds were available due to the non-hire of six planned Civilian Paramedics and the reason for not doing so. Chief Alcorn confirmed this was the source – totaling \$300,000.00 - being the result of revised spending in anticipation of reduced funding caused by the COVID-19 pandemic. However, more recent revised projections are favorable and the positions are planned under the 2021 budget. Mr. Gracey suggested defeating the resolution as written but tabling the discussion while additional research is conducted. Mr. Walsh asked if the Council would support the resolution and stated his concerns with the phrasing. Mr. Gracey agreed to bring the issue up at the next Council meeting. Chief Alcorn offered that, calculating the revised wage (to include the proposed bonus) would not necessarily exceed the already approved salary ranges; however, he would need to run those numbers. Ms. Breece confirmed that if the approved salary ranges were not exceeded, there would be no need to request an amendment of the Council. Mr. Walsh asked if the matter could be revisited if the motion passed, the revised salaries exceed the ranges, and he wished to reconsider the issue at a lesser amount. Mr. Mantlo clarified that the request for amendment would then more than likely fail before the Council and a new resolution decreasing the bonus (so as not to exceed the ranges) could be considered by the Board. The motion went to vote as follows: Mr. Mantlo=Yes; Mr. Walsh=No; and Mr. Gracey=No; the motion was defeated. Mr. Gracey made a motion to continue Resolution #2020-03 to the next meeting with calculations to be



provided by Chief Alcorn, consideration for all employees to benefit, and revision of the position exit payback process. Mr. Mantlo stated that the suggestions defeat the intended purpose of employee retention within a specific work category. Mr. Gracey amended his motion to continue Resolution #2020-03 to the next meeting with calculations to be provided by Chief Alcorn with a legal review provided by Ms. Breece. Mr. Walsh seconded the motion. The motion went to vote as follows: Mr. Mantlo=No; Mr. Walsh=Yes; Mr. Gracey=Yes. The motion passed by majority 2-1.

IX. FIRE CHIEF ITEMS

Old Business

A. 9-11 Memorial at Arbuckle Commons Cost Recovery

Chief Alcorn updated the Board with a recent commitment by K1ds Count of \$5,000.00 for five years, bringing the targeted recovery amount down to nearly \$10,000.00. Ms. Betuker noted corrected revisions to the ledger report.

B. Emergency Signal E CR600 N/N CR1000 E

The project is for the installation of a pre-emptive signal allowing emergency apparatus from Station 133 to safely access East County Road 600 North (56th Street) from North County Road 1000 East. When pre-emption is activated, all directions of traffic will receive a solid red light; when pre-emption is not activated, east/west travel on E 600 N will receive a flashing yellow light while north/south traffic will receive a flashing red light. Chief Alcorn stated the original engineering study budgeted for 2019 did not include an IPL plan to move some underground wiring. With that move completed, a new quote for the study has been received in the amount of \$234,000.00 (originally, \$150,000.00). Chief Alcorn requested permission to take the project to bid, diverting the monies originally designated for a new medic truck (Equipment Replacement Fund item). Mr. Mantlo made a motion allowing Chief Alcorn to take the project to bid. Mr. Gracey seconded the motion. Mr. Gracey asked if any maintenance would be needed. Chief Alcorn anticipated potential bulb change-outs and would discuss with Hendricks County to assume responsibility (which is not guaranteed). There were no additional questions or comments and the motion passed unanimously by a vote of 3-0.

C. Station 133 Renovation

This project includes a ventilated storage gear room, gear lockers, incorporating improved sleeping quarters, responding crew-specific alerting, and elimination of separated shower/restroom facilities. Already approved for the 2020 budget through the 177 General Fund in the amount of approximately \$300,000.00 and approximately \$70,000.00 for the ventilated gear room supported through the 377 Equipment Replacement Fund, this project was placed on hold pending income projections adversely affected by the COVID-19 pandemic. Chief Alcorn requested that the Board release the hold allowing the project to move forward, with final approval on expenditures going before the Board. Mr. Mantlo made a motion to proceed to bid maintaining those funding lines. The motion passed by consensus per Mr. Gracey and Mr. Walsh. Final assent was 3-0.

New Business

A. None



X. ATTORNEY ITEMS

A. Remonstrance Update

Ms. Breece stated that the Department of Local Government Finance (DLGF) approved the Equipment Replacement Fund levy over the filed remonstrance; the rate for 2021 is re-established at \$0.0333 per \$100 Assessed Value (AV). Mr. Gracey requested the cost to fight the remonstrance and Ms. Breece agreed to follow-up with those figures. Mr. Mantlo asked the amount of income increase resulted from the \$0.0329 to \$0.0333 change, post circuit-breaker. Chief Alcorn stated it was approximately \$8,000.00. Mr. Mantlo stated he found it nearly impossible to successfully oppose a tax through the remonstrance process. In addition, he noted that the DLGF attorney asked if any of the Board members were in possession of the adjusted income numbers provided by Baker Tilly when voting on the re-establishment, which it was not. Mr. Mantlo asked that those numbers be made available to the Board members during the annual discussion.

XI. BOARD COMMENTS, ANNOUNCEMENTS, AND OTHER BUSINESS

Chief Alcorn notified the Board he had been contacted by the Clerk-Treasurer to discuss revisions to the leave benefits. Specifically, how time is earned and is paid out upon employment exit. He stated his opposition to the proposed changes. Mr. Gracey asked if there is a limit on accrual and Chief Alcorn stated a 96 hour cap for shift personnel. Chief Alcorn also referenced the 2002 Re-stated Interlocal Agreement (the "Interlocal") which states that the Executive Board is responsible for policy changes, and that leave benefits are managed under BFT policy. In addition, the Clerk-Treasurer requested reporting of all BFT-personnel time off. It was agreed that these tasks fell outside the responsibilities of the Clerk-Treasurer's position; however, Chief Alcorn agreed to meet and provide the Board with follow-up.

Mr. Gracey enquired how the recently approved vehicle disposal (2010 Ford Escape Hybrid 1FMCU5K39AKD33711) was being managed. Chief Alcorn stated he was working with Ms. Breece and the Clerk-Treasurer as the vehicle is titled to the Town of Brownsburg, to manage a sealed bid. Mr. Gracey suggested that a policy outlining the process supported by the Interlocal for the disposal of equipment. Ms. Breece stated she was in discussions with the Town of Brownsburg's attorney regarding the matter and would follow-up with the Board.

In reference to the proposed bonus and payback process, Mr. Mantlo stated that – as the intention is retention - the amount needed to be both large enough to entice and cause a potentially exiting employee to reconsider.

XII. COMMENTS FROM THE FLOOR

D. Weyant, Citizen – 7721 Shagbark Court

C. Hohman, Citizen – 15 Tyler Court

T. Betuker, Secretary

J. Butts, Hendricks County Firefighters Local 4406 District President



Brownsburg Fire Territory

Vigilantly Serving Our Community

XIII. DATE AND LOCATION OF NEXT REGULAR EXECUTIVE BOARD MEETING

Mr. Mantlo stated he would not be available for the scheduled Monday, November 16, 2020 meeting. It was agreed that members would check their calendars and communicate availability to Ms. Betuker.

Mr. Gracey suggested a reconsideration the 4:00 p.m. meeting time to better accommodate the public.

At 5:05 p.m., Mr. Mantlo left the meeting; quorum ceased. No further business decisions were voted upon.

Date and Time: To Be Determined

Location: To Be Determined

The November meeting was canceled.

The December meeting was subsequently scheduled online via Zoom for Monday, December 14, 2020 at 6:00 p.m.

XIV. ADJOURNMENT

Mr. Gracey made a motion to adjourn. Mr. Walsh seconded the motion. The meeting adjourned at 5:07 p.m.

Meeting minutes are a summary of actions taken at the Brownsburg Fire Territory Executive Board meeting. Effective August 2020, meetings are live-streamed and archived. Please visit www.Brownsburg.org, select "Live Video and Archives" from the Quick Links menu, click on the Boards and Commission tab, and scroll to your desired meeting date.

Questions may be directed to Fire Chief Larry C. Alcorn at lalcorn@BrownsburgFire.org or via mail to 470 East Northfield Drive, Brownsburg, IN 46112

Nathan Mantlo, Brown Township Trustee

Date

Joe Walsh, Lincoln Township Trustee

Date

Jeff Gracey, Town of Brownsburg Representative, Chairman

Date

Attest: _____

Tina Betuker, Recording Secretary

Date

OCTOBER 2020 ACTIVITY

EXPENSE REPORT DETAIL

OCTOBER 2020 ACTIVITY

	<u>PO Date</u>	<u>PO #</u>	<u>Issued To</u>	<u>Fund</u>	<u>Cost</u>	
1	9/29/2020	38974	A/A Image Pros-11836	223-Office Supplies	\$ 45.00	ACCOUNTABILITY TAGS;
2	9/29/2020	38975	Lowe's-9486	292-Operating Supplies	\$ 149.15	NAMEPLATE
3	9/29/2020	38976	Lowe's-9486	233-Training Supplies	\$ 106.32	STA132: STAIN
4	9/29/2020	38977	The Uniform House-12	225-Firefighter Uniforms	\$ 91.86	PLANNED BURN: SHOVEL, TARP
5	9/29/2020	38978	Brownsburg Napa and Machining-35	363-Vehicle/Equip. Repairs	\$ 410.97	FF DRESS UNIFORM PURCHASES
6	9/29/2020	38979	Lowe's-9486	233-Training Supplies	\$ 11.56	E131: BATTERIES REPLACED
7	9/29/2020	38980	MES-Indiana-7380	225-Firefighter Uniforms	\$ 234.69	PLANNED BURN: DRYWALL
8	9/29/2020	38981	Comfort Inn-10423	313-Training and Travel	\$ 157.68	COMPOUND/PUTTY KNIFE
9	9/30/2020	38982	Indianapolis EMS-13557	290-Medical Supplies	\$ 1,909.17	FF UNIFORM ALLOTMENT
10	9/30/2020	38983	Donley Safety & Apparatus Service-195	296-Protective Clothing	\$ 39.00	PURCHASES
11	9/30/2020	38984	Mercury Medical-16208	290-Medical Supplies	\$ 1,046.22	HELMET SHIELD
12	10/1/2020	38993	Lowe's-9486	292-Operating Supplies	\$ 55.20	CPAP UNITS; SHIPPING
13	10/1/2020	38994	5 Alarm Fire & Safety-44	377.07.387-PPE Equipment	\$ 308.95	HQ: FLAG LIGHT REPAIR MATS
14	10/1/2020	38995	Fire Service, Inc.-6014	363-Vehicle/Equip. Repairs	\$ 250.00	FIRE BOOTS; SHIPPING
15	10/1/2020	38996	The Accumed Group-10343	310-Ambulance Collection/Acct.	\$ 5,947.36	E132: PUMP TEST
16	10/2/2020	QC	Axia Technology Partners, LLC-9946	324-Telephone	\$ 352.00	EMS BILLING: 09/2020
17	10/2/2020	38998	American Heart Association-16499	289-CPR Supplies	\$ 91.40	TELEPHONE: 10/2020
18	10/2/2020	38999	O'Reilly Automotive, Inc.-7215	363-Vehicle/Equip. Repairs	\$ 5.82	ECARDS: BLS PROVIDER/INSTR
19	10/2/2020	39000	MES-Indiana-7380	225-Firefighter Uniforms	\$ 112.00	WHEELBARROW PATCH KIT
20	10/2/2020	39006	RA-COMM, Inc.-8457	365-Radio Maintenance	\$ 648.00	FF UNIFORM ALLOTMENT
21	10/2/2020	39007	Hughes Tree Care, LLC-17513	360-Facility Maintenance	\$ 100.00	PURCHASES
22	10/2/2020	39008	Lowe's-9486	292-Operating Supplies	\$ 10.44	M133: REPROGRAM; SHIPPING
23	10/5/2020	QC	Aqua Indiana, Inc.-9121	354-Water	\$ 90.00	HQ: STUMP GRINDING
24	10/5/2020	39015	Dean's Rent All-396	292-Operating Supplies	\$ 18.99	E131: PUSHBROOM SCENE CLEANUP
25	10/5/2020	39016	Brownsburg Napa and Machining-35	363-Vehicle/Equip. Repairs	\$ 273.98	STA133: SEWER 8/27-9/28
26	10/5/2020	39017	Superior Garage Doors Systems, Inc.-3421	360-Facility Maintenance	\$ 915.00	E133: CHAINSAW CLUTCH ASSY
27	10/5/2020	39018	Airgas USA, LLC-10299	290-Medical Supplies	\$ 66.09	
28	10/5/2020	QC	Comcast Business-6336	325-On Line Services	\$ 32.60	E131: REPL BATTERIES
29	10/7/2020	QC	Van Ausdall & Farrar, Inc.-1311	362-Copier Lease & Maintenance	\$ 86.85	STA131: NE LH DOOR REPAIR
30	10/7/2020	39049	Atlanta Drone Group, Inc.-14896	309-Professional Services	\$ 2,500.00	OXYGEN; DELIVERY
31	10/7/2020	39050	911 Fleet & Fire Equipment-15400	Split 1 of 2: 225-Firefighter Uniforms	\$ 195.00	TV SVC: 10/13/20-11/12/20
32	10/7/2020	39050	911 Fleet & Fire Equipment-15400	Split 2 of 2: 377.07.387-PPE Equipment	\$ 314.59	PER PAGE: 09/2020
33	10/7/2020	39051	Cyberian Technologies-9816	364-IT Services	\$ 1,950.00	DRONE COA 2YR RENEWAL
34	10/7/2020	39052	Zach Bowers-6695	227-Computer Supplies	\$ 34.64	FIRE BOOTS; SHIPPING
35	10/9/2020	39075	Dean's Rent All-396	292-Operating Supplies	\$ 12.95	FIRE BOOTS; SHIPPING
36	10/9/2020	QC	Ray's Trash Service, Inc.-1005	355-Scavenger Service	\$ 231.56	MSA: OCT-DEC
37	10/9/2020	39076	Maid Brigade of South Indy-12888	360-Facility Maintenance	\$ 340.00	M131: MEMORY CARD
38	10/9/2020	39077	MES-Indiana-7380	225-Firefighter Uniforms	\$ 564.42	BAR & CHAIN OIL (1 GAL)
39	10/9/2020	39078	Lowe's-9486	233-Training Supplies	\$ 39.91	ROLL-OFF; HAUL
40	10/9/2020	39079	Airgas USA, LLC-10299	Split 1 of 2: 233-Training Supplies	\$ 27.00	HQ: CLEANING 09/2020
41	10/9/2020	39079	Airgas USA, LLC-10299	Split 2 of 2: 290-Medical Supplies	\$ 364.90	FF UNIFORM ALLOTMENT
42	10/9/2020	QC	Everstream Holding LLC-Michigan-8127	325-On Line Services	\$ 530.60	PURCHASES
43	10/9/2020	39080	4 Imprint-8364	274-Fire Prevention Supplies	\$ 400.57	TRAINING BLDG SUPPLIES;
44	10/13/2020	QC	Wex Fleet Universal-14024	226-Gasoline	\$ 111.80	RETURNS
45	10/13/2020	QC	Mister Ice of Indianapolis-9242	360-Facility Maintenance	\$ 80.00	CYLINDER RENTAL: ACETYLENE
46	10/14/2020	39111	Grunau Company of Indiana-17422	360-Facility Maintenance	\$ 1,976.00	CYLINDER RENTAL: OXYGEN ONLY
47	10/14/2020	QC	Citizen's Energy Group-432	354-Water	\$ 132.64	FIBER-OPTIC: 10/2020

EXPENSE REPORT DETAIL

OCTOBER 2020 ACTIVITY

	<u>PO Date</u>	<u>PO #</u>	<u>Issued To</u>	<u>Fund</u>	<u>Cost</u>	
48	10/14/2020	39113	Macqueen Emergency Group-7186	363-Vehicle/Equip. Repairs	\$ 641.08	L131: PMI "B"
49	10/14/2020	39114	Macqueen Emergency Group-7186	363-Vehicle/Equip. Repairs	\$ 418.24	E131: REPAIRS
50	10/14/2020	39115	Fire Service, Inc.-6014	316-Misc. Other Services	\$ 325.00	E131: PUMP TEST
51	10/14/2020	39116	Duo Water-7362	292-Operating Supplies	\$ 502.25	HQ: WATER SOFTENER SALT
52	10/14/2020	39117	Fire Service, Inc.-6014	363-Vehicle/Equip. Repairs	\$ 2,509.76	L131: REPAIRS
53	10/14/2020	39118	Fire Service, Inc.-6014	363-Vehicle/Equip. Repairs	\$ 486.52	E131: FENDERETTE; SHIP
54	10/14/2020	39119	Hendricks Regional Health-239	290-Medical Supplies	\$ 992.82	MISC. MED & PHARMA: 09/2020
55	10/14/2020	39120	American Heart Association-16499	289-CPR Supplies	\$ 136.00	ACLS/PALS INSTR ESSENTIALS
56	10/15/2020	QC	VA&F Financial, Inc.-9940	362-Copier Lease & Maintenance	\$ 285.36	COPIER LEASE VA2168: 10/2020
57	10/15/2020	39128	Kronos-165	364-IT Services	\$ 14.24	TELESTAFF IVR (BFT): 09/2020
58	10/15/2020	39129	Northern Tool and Equipment-13364	292-Operating Supplies	\$ 179.98	STA132: BLUEDEF COUPLER
59	10/16/2020	39132	Advanced Eco Systems, Inc.-17486	477.07.420-Vehicles & Equipment	\$ 25,874.21	FP&S GRANT: SHELTER
60	10/16/2020	39133	Plainfield Equipment, Inc.-2497	477.07.420-Vehicles & Equipment	\$ 1,979.99	FP&S GRANT: GENERATOR
61	10/16/2020	39134	MES-Indiana-7380	225-Firefighter Uniforms	\$ 716.02	FF UNIFORM ALLOTMENT PURCHASES
62	10/16/2020	39135	Action Pest Control-10164	360-Facility Maintenance	\$ 225.00	BFT PEST CONTROL: 10/2020
63	10/16/2020	39136	Lowe's-9486	233-Training Supplies	\$ 32.00	STEEL REBAR PINS
64	10/20/2020	39155	Amazon.com-4717	274-Fire Prevention Supplies	\$ 1,506.74	SCENE INVESTIGATION EQUIP
65	10/20/2020	39156	Amazon.com-4717	360-Facility Maintenance	\$ 139.98	BATTERY JUMP START KITS
66	10/20/2020	39157	Mower Zone-8392	363-Vehicle/Equip. Repairs	\$ 525.37	TRACTOR: PMI; REPAIR
67	10/20/2020	39158	Marcus Davis-4822	360-Facility Maintenance	\$ 100.00	HQ: FLAGPOLE ELEC WORK
68	10/20/2020	39159	New Pig Corporation-4914	293-Firefighting Supplies	\$ 123.23	HAZMAT: BOOMS OIL-ONLY
69	10/20/2020	39160	Bill Estes Automotive-958	363-Vehicle/Equip. Repairs	\$ 44.08	C1301: OIL CHANGE; PMI
70	10/20/2020	39161	International Code Council-5191	398-Professional Memberships	\$ 145.00	ICC DUES FIRE MARSHAL 2021
71	10/20/2020	39162	Breece Law-15953	312-Attorney Fees	\$ 5,625.00	2020 Q2 ATTORNEY FEES & EXPENSES
72	10/20/2020	39163	Sam's Club-7272	274-Fire Prevention Supplies	\$ 159.84	HALLOWEEN CANDY
73	10/20/2020	39164	Baker Tilly Municipal Advisors, LLC 490	309-Professional Services	\$ 3,982.40	CASH FLOW UPDATES BUDGET 2021; ERF REMONSTRANCE
74	10/20/2020	QC	Ray's Trash Service, Inc.-1005	355-Scavenger Service	\$ 67.99	DOC DESTRUCTION: 11/2020
75	10/23/2020	QC	Mister Ice of Indianapolis-9242	360-Facility Maintenance	\$ 85.00	STA133: ICE MACHINE: 11/2020
76	10/23/2020	QC	FirstNet/AT&T Mobility-8075	326-Cellular & Data	\$ 1,033.75	CELL VOICE/EQUIP: 9/12-10/11
77	10/23/2020	39197	Amazon.com-4717	292-Operating Supplies	\$ 56.98	STA131: FLR BUFFER PADS
78	10/23/2020	39198	American Heart Association-16499	289-CPR Supplies	\$ 136.00	ACLS/PALS INSTR ESSENTIALS
79	10/23/2020	39199	Lowe's-9486	292-Operating Supplies	\$ 146.30	STA132: SHOP VAC
80	10/23/2020	39200	Airgas USA, LLC-10299	290-Medical Supplies	\$ 55.63	OXYGEN; DELIVERY
81	10/23/2020	39201	UPS-13661	221-Postage	\$ 10.95	GROUND SVC BLADE REPAIR
82	10/23/2020	39202	Bound Tree Medical-3250	290-Medical Supplies	\$ 219.80	EMS GLOVES
83	10/23/2020	39203	MES-Indiana-7380	225-Firefighter Uniforms	\$ 877.02	FF UNIFORM ALLOTMENT PURCHASES
84	10/23/2020	39204	MES-Indiana-7380	225-Firefighter Uniforms	\$ 945.58	FF UNIFORM ALLOTMENT PURCHASES
85	10/27/2020	39220	Amazon.com-4717	292-Operating Supplies	\$ 59.99	STA131: FLAGPOLE LIGHT
86	10/27/2020	39221	Airgas USA, LLC-10299	290-Medical Supplies	\$ 66.09	OXYGEN; DELIVERY
87	10/27/2020	QC	Ray's Trash Service, Inc.-1005	355-Scavenger Service	\$ 617.56	ROLL-OFF; HAUL
88	10/27/2020	39227	Fire Dawgs Junk Removal-14226	360-Facility Maintenance	\$ 144.00	ELECTRONIC WASTE DISPOSAL
89	10/27/2020	39228	Bound Tree Medical-3250	Split 1 of 2: 290-Medical Supplies	\$ 24.60	ENDOTRACHEAL TUBES
90	10/27/2020	39228	Bound Tree Medical-3250	Split 2 of 2: 264.01.224-(COVID/CARES)-Other Supplies	\$ 339.90	FULL ISOLATION GOWNS
91	10/27/2020	39229	Penn Care, Inc.-17336	Split 1 of 2: 290-Medical Supplies	\$ 372.50	LARYNGOSCOPE BLADES
92	10/27/2020	39229	Penn Care, Inc.-17336	Split 2 of 2: 264.01.224-(COVID/CARES)-Other Supplies	\$ 678.00	MASKS
93	10/27/2020	39230	Cummins Crosspoint-6445	363-Vehicle/Equip. Repairs	\$ 3,795.13	E131: FR WHEEL BEARINGS REPL
94	10/28/2020	39234	Amazon.com-4717	223-Office Supplies	\$ 37.99	HQ: AA BATTERIES
95	10/28/2020	39240	Cummins Crosspoint-6445	363-Vehicle/Equip. Repairs	\$ 3,316.06	E131: FR WHEEL BEARINGS REPL
96	10/28/2020	39241	Turnout Rental-13262	361-Turnout Gear Maintenance	\$ 873.35	CLEANING, REPAIRS, & FREIGHT
97	10/28/2020	39242	Donley Safety & Apparatus Service-195	296-Protective Clothing	\$ 1,068.00	FIRE GLOVES x12

EXPENSE REPORT DETAIL

OCTOBER 2020 ACTIVITY

	<u>PO Date</u>	<u>PO #</u>	<u>Issued To</u>	<u>Fund</u>	<u>Cost</u>	
98	10/28/2020	39243	Suitebriar, Inc.-9373	364-IT Services	\$ 1,224.00	G-SUITE: 10/2020
99	10/28/2020	QC	Van Ausdall & Farrar, Inc.-1311	362-Copier Lease & Maintenance	\$ 389.86	PER PAGE: 10/2020
100	10/28/2020	QC	Mister Ice of Indianapolis-9242	360-Facility Maintenance	\$ 85.00	STA132: ICE MACHINE: 11/2020
101	10/28/2020	QC	Integrity One Technologies-1450	362-Copier Lease & Maintenance	\$ 14.79	PRINTER CN24339-01 MSA: 10/2020
102	10/28/2020	39244	Grainger Parts-1565	231-Special Ops Supplies	\$ 203.71	HAZMAT COVERALLS/GLOVES
103	10/29/2020	QC	Bright House Networks/Spectrum Business-6197	325-On Line Services	\$ 144.97	STA133: INTERNET
104	10/30/2020	39266	Indiana Department of Homeland Security-13509	360-Facility Maintenance	\$ 131.98	STA131: ANNUAL ELEVATOR PERMIT FEE 2020/2021
105	10/30/2020	39267	Fire Service, Inc.-6014	292-Operating Supplies	\$ 181.90	120V 20AMP CONNECTOR; SHIP
106	10/30/2020	39268	Indianapolis EMS-13557	Split 1 of 2: 290-Medical Supplies	\$ 3,077.81	MISC. MED & PHARMA SUPP
107	10/30/2020	39268	Indianapolis EMS-13557	Split 2 of 2: 264.01.224-(COVID/CARES)-Other Supplies	\$ 780.00	GLOVES, GOWNS, FILTERS
108	10/30/2020	39269	Fire Law/JC Varone-17303	313-Training and Travel	\$ 295.00	WEBINAR: FLSA FOR FIRE DEPTS.
109	10/30/2020	39270	MES-Indiana-7380	225-Firefighter Uniforms	\$ 909.05	FF UNIFORM ALLOTMENT PURCHASES
110	10/30/2020	39271	MES-Indiana-7380	225-Firefighter Uniforms	\$ 1,117.86	FF UNIFORM ALLOTMENT PURCHASES
111	10/30/2020	39273	Claris-15817	325-On Line Services	\$ 540.00	FILEMAKER PRO RENEWAL
				Total:	\$ 95,167.09	
				177-Fund (Operating)	\$ 64,891.45	
				264.01.224-(COVID/CARES)-Other Supplies	\$ 1,797.90	
				377.07.387-PPE Equipment	\$ 623.54	
				477.07.420-Vehicles & Equipment	\$ 27,854.20	

**TOWN OF BROWNSBURG
EXPENSE REPORT-FIRE TERRITORY**

**EXP 177
TMB Period 10/2020**

Account Title Number	BEG BUDGET PO'S PREV YEARS	ADD'L BUDGET REVISED APPRO	MONTHLY EXP YTD EXPENSE	PREV. YR MONTH PREV YR YTD	OUTSTANDING PO % SPENT YTD	WHAT'S LEFT TO SPEND
FIRE CHIEF'S PAY 177.07.113	\$ 97,109.00 \$ -	\$ - \$ 97,109.00	\$ 11,204.91 \$ 82,169.34	\$ 7,057.76 \$ 74,106.48	\$ - 84.62%	\$ 14,939.66
SECRETARY PAY 177.07.114	\$ 36,591.00 \$ -	\$ - \$ 36,591.00	\$ 4,222.02 \$ 30,961.48	\$ 2,732.68 \$ 28,693.14	\$ - 84.62%	\$ 5,629.52
COMMISSION/SEC PAY 177.07.116	\$ 2,700.00 \$ -	\$ - \$ 2,700.00	\$ - \$ 525.00	\$ - \$ 300.00	\$ - 19.44%	\$ 2,175.00
FIRE MARSHALL PAY 177.07.117	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ 15,377.22	\$ - .%	\$ -
CIVILIAN PARAMEDICS 177.07.119	\$ 1,086,199.00 \$ -	\$ - \$ 1,086,199.00	\$ 66,077.94 \$ 488,783.34	\$ 43,397.22 \$ 433,869.11	\$ - 45.%	\$ 597,415.66
CIVILIAN TARGET PAY OT 177.07.119.01	\$ - \$ -	\$ - \$ -	\$ 26,407.10 \$ 196,959.25	\$ 17,706.67 \$ 190,877.50	\$ - .%	\$ (196,959.25)
FIREFIGHTER PAY 177.07.120	\$ 4,748,211.00 \$ -	\$ - \$ 4,748,211.00	\$ 557,319.06 \$ 4,027,434.47	\$ 351,205.90 \$ 3,637,080.70	\$ - 84.82%	\$ 720,776.53
FIRE MARSHAL PAY 177.07.121	\$ 68,634.00 \$ -	\$ - \$ 68,634.00	\$ 7,919.28 \$ 58,074.72	\$ 5,125.74 \$ 38,443.05	\$ - 84.62%	\$ 10,559.28
OVERTIME PAY 177.07.123	\$ 225,000.00 \$ -	\$ - \$ 225,000.00	\$ 17,700.79 \$ 150,368.12	\$ 18,706.32 \$ 100,200.31	\$ - 66.83%	\$ 74,631.88
SPECIAL/CYCLE PAY 177.07.124	\$ 60,000.00 \$ -	\$ - \$ 60,000.00	\$ 2,959.60 \$ 16,966.34	\$ 1,512.04 \$ 13,454.13	\$ - 28.28%	\$ 43,033.66
RIDE OUT PAY FLSA PAY 177.07.125	\$ 50,000.00 \$ -	\$ - \$ 50,000.00	\$ 6,665.00 \$ 34,343.00	\$ 2,414.00 \$ 35,734.50	\$ - 68.69%	\$ 15,657.00
HOLIDAY PAY 177.07.126	\$ 33,800.00 \$ -	\$ - \$ 33,800.00	\$ 4,100.00 \$ 20,900.00	\$ 2,100.00 \$ 18,600.00	\$ - 61.83%	\$ 12,900.00
FICA & MEDICARE 177.07.130	\$ 186,229.00 \$ -	\$ - \$ 186,229.00	\$ 16,893.17 \$ 123,873.37	\$ 10,787.24 \$ 109,922.43	\$ - 66.52%	\$ 62,355.63
HEALTH INSURANCE 177.07.131	\$ 1,820,798.00 \$ -	\$ - \$ 1,820,798.00	\$ 153,170.12 \$ 1,531,701.20	\$ 133,903.91 \$ 1,337,471.52	\$ - 84.12%	\$ 289,096.80
PERF 177.07.132	\$ 1,113,574.00 \$ -	\$ - \$ 1,113,574.00	\$ 124,878.10 \$ 897,203.70	\$ 83,958.38 \$ 875,339.41	\$ - 80.57%	\$ 216,370.30
*TOTAL SALARIES & BENEFITS	\$ 9,528,845.00 \$ -	\$ - \$ 9,528,845.00	\$ 999,517.09 \$ 7,660,263.33	\$ 680,607.86 \$ 6,909,469.50	\$ - 80.39%	\$ 1,868,581.67
POSTAGE 177.07.221	\$ 1,200.00 \$ -	\$ - \$ 1,200.00	\$ - \$ 409.04	\$ 36.45 \$ 903.30	\$ 10.95 34.09%	\$ 780.01
OFFICE SUPPLIES 177.07.223	\$ 10,000.00 \$ 1,537.23	\$ - \$ 11,537.23	\$ 170.52 \$ 5,248.04	\$ 205.25 \$ 6,418.48	\$ 1,464.00 45.49%	\$ 4,825.19
FIREFIGHTER UNIFORMS 177.07.225	\$ 53,800.00 \$ 4,457.11	\$ 3,790.13 \$ 62,047.24	\$ 1,968.78 \$ 28,591.97	\$ 2,120.53 \$ 25,390.04	\$ 4,753.53 46.08%	\$ 28,701.74
GASOLINE 177.07.226	\$ 25,000.00 \$ 1,708.84	\$ - \$ 26,708.84	\$ 1,350.91 \$ 18,367.36	\$ 3,630.10 \$ 16,630.04	\$ - 68.77%	\$ 8,341.48
COMPUTER SUPPLIES 177.07.227	\$ 6,000.00 \$ 704.86	\$ - \$ 6,704.86	\$ 110.99 \$ 2,047.36	\$ 10.69 \$ 4,813.48	\$ - 30.54%	\$ 4,657.50
FUEL - DIESEL 177.07.228	\$ 60,000.00 \$ 1,772.26	\$ - \$ 61,772.26	\$ 1,303.54 \$ 12,624.41	\$ 3,945.96 \$ 34,273.84	\$ - 20.44%	\$ 49,147.85
SPECIAL OPS SUPPLIES 177.07.231	\$ 8,000.00 \$ 563.36	\$ - \$ 8,563.36	\$ - \$ 766.49	\$ - \$ 6,490.47	\$ 406.84 8.95%	\$ 7,390.03

**TOWN OF BROWNSBURG
EXPENSE REPORT-FIRE TERRITORY**

**EXP 177
TMB Period 10/2020**

Account Title Number	BEG BUDGET PO'S PREV YEARS	ADD'L BUDGET REVISED APPRO	MONTHLY EXP YTD EXPENSE	PREV. YR MONTH PREV YR YTD	OUTSTANDING PO % SPENT YTD	WHAT'S LEFT TO SPEND
SCBA	\$ 2,500.00	\$ -	\$ 370.66	\$ -	\$ -	\$ 2,033.36
177.07.232	\$ -	\$ 2,500.00	\$ 466.64	\$ 153.96	18.67%	
TRAINING SUPPLIES	\$ 15,000.00	\$ -	\$ 1,841.77	\$ 88.17	\$ 71.91	\$ 6,079.19
177.07.233	\$ 3,803.50	\$ 18,803.50	\$ 12,652.40	\$ 17,621.77	67.29%	
FIRE PREVENTION SUPPLIES	\$ 17,500.00	\$ -	\$ 2,112.30	\$ 2,499.87	\$ 1,666.58	\$ 10,060.30
177.07.274	\$ 78.74	\$ 17,578.74	\$ 5,851.86	\$ 9,454.28	33.29%	
CPR SUPPLIES	\$ 2,500.00	\$ -	\$ 177.04	\$ -	\$ 136.00	\$ 1,999.76
177.07.289	\$ -	\$ 2,500.00	\$ 364.24	\$ -	14.57%	
MEDICAL SUPPLIES	\$ 85,000.00	\$ -	\$ 3,542.99	\$ 5,416.28	\$ 4,876.51	\$ 30,841.38
177.07.290	\$ 12,068.51	\$ 97,068.51	\$ 61,350.62	\$ 49,861.98	63.2%	
OPERATING SUPPLIES	\$ 30,000.00	\$ -	\$ 1,053.03	\$ 1,502.71	\$ 2,602.96	\$ 13,016.49
177.07.292	\$ 5,687.01	\$ 35,687.01	\$ 20,067.56	\$ 16,572.79	56.23%	
FIREFIGHTING SUPPLIES	\$ 10,000.00	\$ -	\$ 115.06	\$ -	\$ 123.23	\$ 7,415.54
177.07.293	\$ 3,401.85	\$ 13,401.85	\$ 5,863.08	\$ 10,677.32	43.75%	
PROTECTIVE CLOTHING	\$ 15,000.00	\$ -	\$ 62.74	\$ 2,791.01	\$ 1,068.00	\$ 8,500.88
177.07.296	\$ 96.00	\$ 15,096.00	\$ 5,527.12	\$ 13,125.58	36.61%	
EMPLOYEE RECOGNITION	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	\$ 4,462.00
177.07.299	\$ 993.27	\$ 5,993.27	\$ 1,531.27	\$ 1,540.29	25.55%	
TOTAL SUPPLIES*	\$ 346,500.00	\$ 3,790.13	\$ 14,180.33	\$ 22,247.02	\$ 17,180.51	\$ 188,252.70
	\$ 36,872.54	\$ 387,162.67	\$ 181,729.46	\$ 213,927.62	46.94%	
CLERK TREASURER ACCT & P/R	\$ 30,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
177.07.303	\$ -	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	100.0%	
PROFESSIONAL SERVICES	\$ 53,000.00	\$ -	\$ 2,500.00	\$ 1,875.00	\$ 8,459.33	\$ 37,315.04
177.07.309	\$ 16,635.11	\$ 69,635.11	\$ 23,860.74	\$ 21,927.89	34.27%	
AMBULANCE COLLECTION/ACCT.	\$ 145,000.00	\$ -	\$ 5,947.36	\$ 6,780.38	\$ 2,932.74	\$ 92,249.03
177.07.310	\$ -	\$ 145,000.00	\$ 49,818.23	\$ 46,287.17	34.36%	
ATTORNEY FEES	\$ 60,000.00	\$ -	\$ -	\$ -	\$ 5,625.00	\$ 42,454.56
177.07.312	\$ 1,166.00	\$ 61,166.00	\$ 13,086.44	\$ 36,219.51	21.39%	
TRAINING AND TRAVEL	\$ 50,000.00	\$ -	\$ 5,157.68	\$ 3,106.56	\$ 20.00	\$ 32,406.82
177.07.313	\$ 15,600.00	\$ 65,600.00	\$ 33,173.18	\$ 33,878.58	50.57%	
MISC. OTHER SERVICES	\$ 18,953.00	\$ -	\$ 1,504.34	\$ 1,049.46	\$ 325.00	\$ 14,780.79
177.07.316	\$ 4,776.34	\$ 23,729.34	\$ 8,623.55	\$ 4,641.90	36.34%	
TRAVEL	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ 8,742.59
177.07.323	\$ -	\$ 10,000.00	\$ 1,257.41	\$ 5,974.53	12.57%	
TELEPHONE	\$ 5,800.00	\$ -	\$ 352.00	\$ 419.08	\$ -	\$ 1,416.24
177.07.324	\$ -	\$ 5,800.00	\$ 4,383.76	\$ 4,136.71	75.58%	
ON-LINE SERVICES	\$ 11,500.00	\$ -	\$ 708.17	\$ 580.25	\$ 540.00	\$ 4,348.80
177.07.325	\$ 540.00	\$ 12,040.00	\$ 7,151.20	\$ 6,726.55	59.4%	
CELLULAR & DATA	\$ 16,000.00	\$ -	\$ 1,033.75	\$ 1,130.62	\$ -	\$ 4,721.55
177.07.326	\$ -	\$ 16,000.00	\$ 11,278.45	\$ 12,385.08	70.49%	
PAGERS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
177.07.327	\$ -	\$ -	\$ -	\$ 86.20	.%	
PRINTING	\$ 750.00	\$ -	\$ -	\$ -	\$ -	\$ 750.00
177.07.331	\$ -	\$ 750.00	\$ -	\$ -	.%	
LEGAL NOTICES	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ 500.00
177.07.332	\$ -	\$ 500.00	\$ -	\$ 109.42	.%	

**TOWN OF BROWNSBURG
EXPENSE REPORT-FIRE TERRITORY**

**EXP 177
TMB Period 10/2020**

Account Title Number	BEG BUDGET PO'S PREV YEARS	ADD'L BUDGET REVISED APPRO	MONTHLY EXP YTD EXPENSE	PREV. YR MONTH PREV YR YTD	OUTSTANDING PO % SPENT YTD	WHAT'S LEFT TO SPEND
PROFESSIONAL BOOKS	\$ 3,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
177.07.334	\$ -	\$ 3,000.00	\$ 3,000.00	\$ 3,571.12	100.0%	
WARNING SIRENS	\$ 10,000.00	\$ -	\$ -	\$ 838.07	\$ -	\$ 3,189.00
177.07.336	\$ -	\$ 10,000.00	\$ 6,811.00	\$ 7,028.07	68.11%	
LIABILITY INS. DEDUCTIBLES	\$ 12,500.00	\$ -	\$ 3,262.52	\$ -	\$ -	\$ 8,237.48
177.07.339	\$ -	\$ 12,500.00	\$ 4,262.52	\$ 1,000.00	34.1%	
INSURANCE	\$ 70,000.00	\$ -	\$ -	\$ -	\$ -	\$ 69,326.00
177.07.340	\$ -	\$ 70,000.00	\$ 674.00	\$ 1,171.00	.96%	
WORKERS COMP INSURANCE	\$ 124,000.00	\$ -	\$ -	\$ -	\$ -	\$ 93,574.93
177.07.343	\$ -	\$ 124,000.00	\$ 30,425.07	\$ 4,089.01	24.54%	
HEALTH & WELLNESS	\$ 110,000.00	\$ -	\$ 12,425.00	\$ -	\$ 10,618.50	\$ 85,482.30
177.07.346	\$ 50,255.50	\$ 160,255.50	\$ 64,154.70	\$ 11,889.04	40.03%	
STORMWATER	\$ 1,100.00	\$ -	\$ 137.50	\$ 62.50	\$ -	\$ (200.00)
177.07.350	\$ -	\$ 1,100.00	\$ 1,300.00	\$ 625.00	118.18%	
ELECTRICITY	\$ 65,000.00	\$ -	\$ 7,084.35	\$ 5,928.59	\$ -	\$ 14,817.32
177.07.351	\$ -	\$ 65,000.00	\$ 50,182.68	\$ 48,191.70	77.2%	
HEAT	\$ 46,500.00	\$ -	\$ 629.73	\$ 496.92	\$ -	\$ 30,611.13
177.07.353	\$ -	\$ 46,500.00	\$ 15,888.87	\$ 18,913.46	34.17%	
WATER	\$ 12,000.00	\$ -	\$ 873.63	\$ 918.71	\$ -	\$ 3,706.72
177.07.354	\$ -	\$ 12,000.00	\$ 8,293.28	\$ 8,727.43	69.11%	
SCAVENGER SERVICE	\$ 6,000.00	\$ -	\$ 1,150.14	\$ 301.02	\$ -	\$ 857.64
177.07.355	\$ -	\$ 6,000.00	\$ 5,142.36	\$ 4,563.43	85.71%	
FACILITY MAINTENANCE	\$ 78,500.00	\$ -	\$ 15,793.00	\$ 2,388.82	\$ 3,841.96	\$ 5,018.82
177.07.360	\$ 1,170.00	\$ 79,670.00	\$ 70,809.22	\$ 73,247.00	88.88%	
TURNOUT GEAR MAINTENANCE	\$ 5,500.00	\$ -	\$ -	\$ -	\$ 873.35	\$ 3,893.01
177.07.361	\$ 345.40	\$ 5,845.40	\$ 1,079.04	\$ 1,129.83	18.46%	
COPIER LEASE & MAINTENANCE	\$ 9,000.00	\$ -	\$ 1,160.84	\$ 774.11	\$ -	\$ 965.15
177.07.362	\$ -	\$ 9,000.00	\$ 8,034.85	\$ 7,041.42	89.28%	
VEHICLE/EQUIPMENT REPAIRS	\$ 90,000.00	\$ -	\$ 6,123.38	\$ 6,923.99	\$ 7,946.93	\$ 10,829.91
177.07.363	\$ 20,891.69	\$ 110,891.69	\$ 92,114.85	\$ 92,779.00	83.07%	
IT SERVICES	\$ 86,650.00	\$ 750.00	\$ 14,029.16	\$ 6,055.10	\$ 7,318.24	\$ 18,075.12
177.07.364	\$ 11,536.91	\$ 98,936.91	\$ 73,543.55	\$ 52,503.87	74.33%	
RADIO MAINTENANCE	\$ 7,000.00	\$ -	\$ 1,083.00	\$ 508.55	\$ 545.83	\$ 2,435.63
177.07.365	\$ 545.83	\$ 7,545.83	\$ 4,564.37	\$ 6,289.52	60.49%	
SCBA MAINTENANCE	\$ 6,250.00	\$ -	\$ 918.02	\$ -	\$ -	\$ -
177.07.367	\$ -	\$ 6,250.00	\$ 6,250.00	\$ 5,296.95	100.0%	
EMS MAINTENANCE	\$ 17,216.00	\$ -	\$ -	\$ -	\$ -	\$ 1,999.60
177.07.369	\$ -	\$ 17,216.00	\$ 15,216.40	\$ 13,595.65	88.39%	
SUBSCRIPTIONS & DUES	\$ 450.00	\$ -	\$ -	\$ -	\$ -	\$ 449.00
177.07.393	\$ -	\$ 450.00	\$ 1.00	\$ 179.00	.22%	
PROFESSIONAL MEMBERSHIPS	\$ 4,675.00	\$ -	\$ 30.50	\$ -	\$ 420.00	\$ 2,473.95
177.07.398	\$ 1,250.00	\$ 5,925.00	\$ 3,031.05	\$ 1,456.75	51.16%	
TOTAL OTHER SVCS	\$ 1,166,844.00	\$ 750.00	\$ 81,904.07	\$ 40,137.73	\$ 49,466.88	\$ 595,428.13
	\$ 124,712.78	\$ 1,292,306.78	\$ 647,411.77	\$ 565,661.79	50.1%	
MISC CAPITAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
177.07.442	\$ 5,086.97	\$ 5,086.97	\$ 5,086.97	\$ 44,590.00	100.0%	

**TOWN OF BROWNSBURG
EXPENSE REPORT-FIRE TERRITORY**

**EXP 177
TMB Period 10/2020**

Account Title Number	BEG BUDGET PO'S PREV YEARS	ADD'L BUDGET REVISED APPRO	MONTHLY EXP YTD EXPENSE	PREV. YR MONTH PREV YR YTD	OUTSTANDING PO % SPENT YTD	WHAT'S LEFT TO SPEND
9/11 MEMORIAL EXPENSES 177.07.447	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ 80.00 \$ 138,648.99	\$ - .%	\$ - \$ -
EMS EQUIPMENT 177.07.449	\$ 4,800.00 \$ -	\$ - \$ 4,800.00	\$ - \$ -	\$ 33,676.40 \$ 51,458.40	\$ - .%	\$ 4,800.00 \$ -
VEHICLE EQUIPMENT 177.07.451	\$ 365,500.00 \$ -	\$ - \$ 365,500.00	\$ - \$ -	\$ - \$ -	\$ - .%	\$ 365,500.00 \$ -
TOTAL CAPITAL EXPENSES	\$ 370,300.00 \$ 5,086.97	\$ - \$ 375,386.97	\$ - \$ 5,086.97	\$ 33,756.40 \$ 234,697.39	\$ - 1.36%	\$ 370,300.00 \$ -
**TOTAL FIRE TERRITORY BUDGET	\$ 11,412,489.00 \$ 166,672.29	\$ 4,540.13 \$ 11,583,701.42	\$ 1,095,601.49 \$ 8,494,491.53	\$ 776,749.01 \$ 7,923,756.30	\$ 66,647.39 73.33%	\$ 3,022,562.50 \$ -
GRAND TOTAL	\$ 11,412,489.00 \$ 166,672.29	\$ 4,540.13 \$ 11,583,701.42	\$ 1,095,601.49 \$ 8,494,491.53	\$ 776,749.01 \$ 7,923,756.30	\$ 66,647.39 73.33%	\$ 3,022,562.50 \$ -

TOWN OF BROWNSBURG
EXPENSE REPORT-CARES PROVIDER RELIEF

EXP 264
TMB Period 10/2020

Account Title	Appropriation	Revisions	Per Expense	Prev. Yr Per	Encumbered	Uncommitted
Number	Transfers	Revised Appro	YTD Expense	Prev. Yr YTD	% Expended YTD	Unexpended
OTHER SUPPLIES	\$ -	\$ -	\$ -	\$ -	\$ 1,797.90	\$ (5,736.97)
264.01.224	\$ -	\$ -	\$ 3,939.07	\$ -	.%	\$ (3,939.07)
*TOTAL SUPPLIES	\$ -	\$ -	\$ -	\$ -	\$ 1,797.90	\$ (5,736.97)
	\$ -	\$ -	\$ 3,939.07	\$ -	.%	\$ (3,939.07)
***GRAND TOTAL	\$ -	\$ -	\$ -	\$ -	\$ 1,797.90	\$ (5,736.97)
	\$ -	\$ -	\$ 3,939.07	\$ -	.%	\$ (3,939.07)

**TOWN OF BROWNSBURG
EXPENSE REPORT-FIRE SERV FEE**

**EXP 277
TMB Period 10/2020**

Account Title Number	BEG BUDGET PO'S PREV YEARS	ADD'L BUDGET REVISED APPRO	MONTHLY EXP YTD EXPENSE	PREV. YR MONTH PREV YR YTD	OUTSTANDING PO % SPENT YTD	WHAT'S LEFT TO SPEND
REPLACEMENT EQUIP & SUPPLIES 277.77.224	\$ 15,000.00 \$ -	\$ - \$ 15,000.00	\$ - \$ -	\$ - \$ -	\$ - .%	\$ 15,000.00
* TOTAL SUPPLIES	\$ 15,000.00 \$ -	\$ - \$ 15,000.00	\$ - \$ -	\$ - \$ -	\$ - .%	\$ 15,000.00
RESCUE EQUIPMENT 277.77.448	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ 257.40	\$ - .%	\$ -
* TOTAL CAPITAL EXPENSES	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ 257.40	\$ - .%	\$ -
*** TOTAL FIRE SVC. FEE	\$ 15,000.00 \$ -	\$ - \$ 15,000.00	\$ - \$ -	\$ - \$ 257.40	\$ - .%	\$ 15,000.00
**GRAND TOTAL FIRE SVC. FEE	\$ 15,000.00 \$ -	\$ - \$ 15,000.00	\$ - \$ -	\$ - \$ 257.40	\$ - .%	\$ 15,000.00

TOWN OF BROWNSBURG
EXPENSE REPORT-FIRE EQUIP REPLACEMENT FUND

EXP 377
TMB Period 10/2020

Account Title Number	BEG BUDGET PO'S PREV YEARS	ADD'L BUDGET REVISED APPRO	MONTHLY EXP YTD EXPENSE	PREV. YR MONTH PREV YR YTD	OUTSTANDING PO % SPENT YTD	WHAT'S LEFT TO SPEND
FIREFIGHTING EQUIPMENT	\$ 61,000.00	\$ -	\$ 29,984.00	\$ 3,118.00	\$ -	\$ 27,591.82
377.07.231	\$ 9,200.00	\$ 70,200.00	\$ 42,608.18	\$ 21,662.30	60.7%	
SCBA EQUIPMENT	\$ 24,775.00	\$ -	\$ -	\$ -	\$ 23,001.12	\$ 1,773.88
377.07.232	\$ 1,462.50	\$ 26,237.50	\$ 1,462.50	\$ 13,674.28	5.57%	
* TOTAL SUPPLIES	\$ 85,775.00	\$ -	\$ 29,984.00	\$ 3,118.00	\$ 23,001.12	\$ 29,365.70
	\$ 10,662.50	\$ 96,437.50	\$ 44,070.68	\$ 35,336.58	45.7%	
FACILITY UPDATES	\$ 85,000.00	\$ -	\$ -	\$ 1,500.00	\$ 191,000.00	\$ 75,494.91
377.07.350	\$ 196,719.60	\$ 281,719.60	\$ 15,224.69	\$ 185,682.07	5.4%	
COMPUTERS	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ 852.75
377.07.364	\$ -	\$ 10,000.00	\$ 9,147.25	\$ 7,631.50	91.47%	
PPE EQUIPMENT	\$ 32,500.00	\$ -	\$ 1,399.39	\$ -	\$ 13,810.95	\$ 13,025.71
377.07.387	\$ 8,877.80	\$ 41,377.80	\$ 14,541.14	\$ 154,406.21	35.14%	
* TOTAL OTHER SVCS. & CHARGES	\$ 127,500.00	\$ -	\$ 1,399.39	\$ 1,500.00	\$ 204,810.95	\$ 89,373.37
	\$ 205,597.40	\$ 333,097.40	\$ 38,913.08	\$ 347,719.78	11.68%	
BUILDINGS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
377.07.420	\$ -	\$ -	\$ -	\$ 22,073.75	.%	
TRAINING	\$ 58,100.00	\$ -	\$ 1,046.43	\$ -	\$ -	\$ 57,053.57
377.07.422	\$ 2,940.00	\$ 61,040.00	\$ 3,986.43	\$ 6,009.26	6.53%	
FITNESS EQUIPMENT	\$ 20,000.00	\$ -	\$ -	\$ -	\$ -	\$ 2,960.32
377.07.436	\$ -	\$ 20,000.00	\$ 17,039.68	\$ 393.45	85.2%	
COMMUNICATIONS EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
377.07.441	\$ -	\$ -	\$ -	\$ 11,833.51	.%	
VEHICLES	\$ 308,600.00	\$ 59,948.96	\$ -	\$ -	\$ -	\$ 215,176.16
377.07.451	\$ 19,195.00	\$ 387,743.96	\$ 172,567.80	\$ 395,888.26	44.51%	
* TOTAL CAPITAL EXPENSES	\$ 386,700.00	\$ 59,948.96	\$ 1,046.43	\$ -	\$ -	\$ 275,190.05
	\$ 22,135.00	\$ 468,783.96	\$ 193,593.91	\$ 436,198.23	41.3%	
*** GRAND TOTAL	\$ 599,975.00	\$ 59,948.96	\$ 32,429.82	\$ 4,618.00	\$ 227,812.07	\$ 393,929.12
	\$ 238,394.90	\$ 898,318.86	\$ 276,577.67	\$ 819,254.59	30.79%	

**TOWN OF BROWNSBURG
EXPENSE REPORT-FIRE GRANT FUND**

**EXP 477
TMB Period 10/2020**

Account Title Number	BEG BUDGET PO'S PREV YEARS	ADD'L BUDGET REVISED APPRO	MONTHLY EXP YTD EXPENSE	PREV. YR MONTH PREV YR YTD	OUTSTANDING PO % SPENT YTD	WHAT'S LEFT TO SPEND
CAR SEAT GRANT	\$ 1,500.00	\$ -	\$ -	\$ -	\$ -	\$ 1,500.00
477.07.322	\$ -	\$ 1,500.00	\$ -	\$ -	.%	
**TOTAL OTHER SVCS & CHGS.	\$ 1,500.00	\$ -	\$ -	\$ -	\$ -	\$ 1,500.00
	\$ -	\$ 1,500.00	\$ -	\$ -	.%	
VEHICLES & EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ 27,854.20	\$ (27,854.20)
477.07.420	\$ -	\$ -	\$ -	\$ -	.%	
TOTAL CAPITAL EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ 27,854.20	\$ (27,854.20)
	\$ -	\$ -	\$ -	\$ -	.%	
**GRAND TOTAL	\$ 1,500.00	\$ -	\$ -	\$ -	\$ 27,854.20	\$ (26,354.20)
	\$ -	\$ 1,500.00	\$ -	\$ -	.%	

**TOWN OF BROWNSBURG
EXPENSE REPORT-FIRE NON BUDGETED**

**EXP 772
TMB Period 10/2020**

Account Title Number	BEG BUDGET PO'S PREV YEARS	ADD'L BUDGET REVISED APPRO	MONTHLY EXP YTD EXPENSE	PREV. YR MONTH PREV YR YTD	OUTSTANDING PO % SPENT YTD	WHAT'S LEFT TO SPEND
FIRE OVERPAYMENTS & REFUNDS	\$ -	\$ -	\$ -	\$ 10.47	\$ -	\$ (3,633.64)
772.07.011	\$ -	\$ -	\$ 3,633.64	\$ 7,651.76	.%	
**TOTAL REFUNDS/CLAIMS	\$ -	\$ -	\$ -	\$ 10.47	\$ -	\$ (3,633.64)
	\$ -	\$ -	\$ 3,633.64	\$ 7,651.76	.%	
TRAINING EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (4,043.31)
772.07.301	\$ -	\$ -	\$ 4,043.31	\$ 1,590.75	.%	
**TOTAL CLAIMS EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (4,043.31)
	\$ -	\$ -	\$ 4,043.31	\$ 1,590.75	.%	
**TOTAL FIRE NON-BUDGETED	\$ -	\$ -	\$ -	\$ 10.47	\$ -	\$ (7,676.95)
	\$ -	\$ -	\$ 7,676.95	\$ 9,242.51	.%	

**TOWN OF BROWNSBURG
EXPENSE REPORT-FIRE GIFT FUND**

**EXP 777
TMB Period 10/2020**

Account Title Number	BEG BUDGET PO'S PREV YEARS	ADD'L BUDGET REVISED APPRO	MONTHLY EXP YTD EXPENSE	PREV. YR MONTH PREV YR YTD	OUTSTANDING PO % SPENT YTD	WHAT'S LEFT TO SPEND
OTHER SUPPLIES - MISC. 777.07.224	\$ 15,000.00 \$ -	\$ - \$ 15,000.00	\$ - \$ -	\$ 176.82 \$ 4,537.12	\$ - .%	\$ 15,000.00
TOTAL SUPPLIES	\$ 15,000.00 \$ -	\$ - \$ 15,000.00	\$ - \$ -	\$ 176.82 \$ 4,537.12	\$ - .%	\$ 15,000.00
ANNUAL DINNER/EMPLOYEE RECOGN. 777.07.350	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ 1,466.97	\$ - .%	\$ -
TOTAL OTHER SERVICES	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ 1,466.97	\$ - .%	\$ -
EMPLOYEE AWARDS 777.07.450	\$ 8,500.00 \$ -	\$ - \$ 8,500.00	\$ - \$ 89.75	\$ - \$ -	\$ - 1.06%	\$ 8,410.25
TOTAL CAPITAL EXPENSES	\$ 8,500.00 \$ -	\$ - \$ 8,500.00	\$ - \$ 89.75	\$ - \$ -	\$ - 1.06%	\$ 8,410.25
***GRAND TOTAL ***	\$ 23,500.00 \$ -	\$ - \$ 23,500.00	\$ - \$ 89.75	\$ 176.82 \$ 6,004.09	\$ - .38%	\$ 23,410.25

TOWN OF BROWNSBURG
REVENUE REPORT - FIRE TERRITORY

REV-177
TMB Period 10/2020

Account Title Number	Est Revenue	Net Revisions Rev Revenue	Per Revenue YTD Revenue	Prev. Yr Per Prev. Yr YTD	% Col YTD % Col LYTD	Uncollected Bal
GENERAL PROPERTY TAX	\$ 5,908,086.00	\$ (727,776.00)	\$ -	\$ -	63.16%	
177.110		\$ 5,180,310.00	\$ 3,272,091.69	\$ 3,147,351.27	55.61%	\$ 1,908,218.31
LIT CERTIFIED SHARES	\$ 3,151,000.00	\$ 184,921.00	\$ 277,993.42	\$ 254,936.59	92.79%	
177.121		\$ 3,335,921.00	\$ 3,095,380.52	\$ 2,549,365.90	83.33%	\$ 240,540.48
AUTO & AIRCRAFT EXCISE	\$ 714,606.00	\$ (19,842.00)	\$ -	\$ -	44.83%	
177.122		\$ 694,764.00	\$ 311,475.69	\$ 317,216.91	47.54%	\$ 383,288.31
COMM VEHICLE EXCISE TAX (CVET)	\$ 6,806.00	\$ (6,806.00)	\$ -	\$ -	.%	
177.125		\$ -	\$ 2,088.46	\$ 2,274.39	50.0%	\$ (2,088.46)
FIRE BLDG. PERMITS	\$ 29,500.00	\$ (6,393.00)	\$ 100.00	\$ 600.00	50.24%	
177.221		\$ 23,107.00	\$ 11,610.00	\$ 14,020.40	77.37%	\$ 11,497.00
EMS REPORTS	\$ 800.00	\$ (200.00)	\$ 50.00	\$ 15.00	67.42%	
177.420		\$ 600.00	\$ 404.50	\$ 435.50	81.86%	\$ 195.50
FIRE INCIDENT REPORTS	\$ -	\$ -	\$ 15.00	\$ -	.%	
177.421		\$ -	\$ 110.00	\$ 195.00	72.22%	\$ (110.00)
REFLECTIVE ADDRESS SIGNS	\$ -	\$ -	\$ 10.00	\$ -	.%	
177.450		\$ -	\$ 20.00	\$ 30.00	100.0%	\$ (20.00)
FIRE MARSHALL INSPECTIONS	\$ -	\$ -	\$ -	\$ 30.00	.%	
177.453		\$ -	\$ 280.00	\$ 95.00	86.36%	\$ (280.00)
AMBULANCE RUN REVENUE	\$ 1,098,100.00	\$ (230,200.00)	\$ 51,343.93	\$ 122,132.01	81.92%	
177.456		\$ 867,900.00	\$ 711,007.27	\$ 702,132.53	80.9%	\$ 156,892.73
FACILITY RENTALS	\$ 13,600.00	\$ (900.00)	\$ 400.00	\$ 1,900.00	66.93%	
177.475		\$ 12,700.00	\$ 8,500.00	\$ 11,500.00	74.92%	\$ 4,200.00
CPR CLASS FEES	\$ -	\$ -	\$ 552.00	\$ 120.00	.%	
177.498		\$ -	\$ 2,485.00	\$ 2,308.00	98.42%	\$ (2,485.00)
EMT WORKSHOPS/CLASSES	\$ 8,300.00	\$ (2,600.00)	\$ -	\$ -	.%	
177.499		\$ 5,700.00	\$ -	\$ -	.%	\$ 5,700.00
MISC. RECEIPTS	\$ 68,700.00	\$ (517.00)	\$ 30.00	\$ 6.96	23.7%	
177.600		\$ 68,183.00	\$ 16,156.45	\$ 37,569.96	56.32%	\$ 52,026.55
INTEREST	\$ 34,927.00	\$ (8,227.00)	\$ -	\$ 6,035.22	73.45%	
177.609		\$ 26,700.00	\$ 19,611.61	\$ 44,288.37	82.52%	\$ 7,088.39
9/11 MEMORIAL DONATIONS	\$ -	\$ -	\$ -	\$ -	.%	
177.671		\$ -	\$ 12,000.00	\$ 12,000.00	100.0%	\$ (12,000.00)
REFUNDS OR CREDITS	\$ -	\$ -	\$ 684.75	\$ -	.%	
177.960		\$ -	\$ 2,002.98	\$ 240.23	97.15%	\$ (2,002.98)
2 YEAR OLD VOIDED CHECKS	\$ -	\$ -	\$ -	\$ -	.%	
177.989		\$ -	\$ 795.00	\$ -	.%	\$ (795.00)
*** GRAND TOTALS	\$ 11,034,425.00	\$ (818,540.00)	\$ 331,179.10	\$ 385,775.78	73.08%	
		\$ 10,215,885.00	\$ 7,466,019.17	\$ 6,841,023.46	65.6%	\$ 2,749,865.83

TOWN OF BROWNSBURG
REVENUE REPORT - CARES PROVIDER RELIEF

REV-264
TMB Period 10/2020

Account Title	Est Revenue	Net Revisions	Per Revenue	Prev. Yr Per	% Col YTD	
Number		Rev Revenue	YTD Revenue	Prev. Yr YTD	% Col LYTD	Uncollected Bal
MISC. REVENUE	\$ -	\$ -	\$ -	\$ -	.%	
264.600		\$ -	\$ 17,022.66	\$ -	.%	\$ (17,022.66)
*** GRAND TOTALS	\$ -	\$ -	\$ -	\$ -	.%	
		\$ -	\$ 17,022.66	\$ -	.%	\$ (17,022.66)

**TOWN OF BROWNSBURG
REVENUE REPORT - FIRE SERVICE**

**REV-277
TMB Period 10/2020**

Account Title	Est Revenue	Net Revisions	Per Revenue	Prev. Yr Per	% Col YTD	
Number		Rev Revenue	YTD Revenue	Prev. Yr YTD	% Col LYTD	Uncollected Bal
MISC. REVENUE	\$ -	\$ -	\$ -	\$ -	.%	
277.600		\$ -	\$ -	\$ 367.30	100.0%	\$ -
INTEREST	\$ 2.00	\$ 170.00	\$ -	\$ -	.%	
277.609		\$ 172.00	\$ -	\$ 256.46	100.0%	\$ 172.00
*** GRAND TOTALS	\$ 2.00	\$ 170.00	\$ -	\$ -	.%	
		\$ 172.00	\$ -	\$ 623.76	100.0%	\$ 172.00

TOWN OF BROWNSBURG
REVENUE REPORT - FIRE EQUIP REPLACEMENT FUND

REV-377
TMB Period 10/2020

Account Title Number	Est Revenue	Net Revisions Rev Revenue	Per Revenue YTD Revenue	Prev.Yr Per Prev.Yr YTD	% Col YTD % Col LYTD	Uncollected Bal
GENERAL PROPERTY TAX 377.110	\$ 686,169.00	\$ (57,500.00) \$ 628,669.00	\$ - \$ 397,372.02	\$ - \$ 378,302.08	63.21% 55.61%	\$ 231,296.98
AUTO/AIRCRAFT EXCISE 377.122	\$ 83,785.00	\$ 530.00 \$ 84,315.00	\$ - \$ 37,799.89	\$ - \$ 38,107.22	44.83% 47.54%	\$ 46,515.11
COMM VEHICLE EXCISE TAX (CVET) 377.125	\$ -	\$ - \$ -	\$ - \$ 253.45	\$ - \$ 273.22	.% 50.%	\$(253.45)
INTEREST 377.609	\$ 11,237.00	\$ (5,137.00) \$ 6,100.00	\$ - \$ 4,063.44	\$ 901.82 \$ 11,368.58	66.61% 88.16%	\$ 2,036.56
*** GRAND TOTALS	\$ 781,191.00	\$ (62,107.00) \$ 719,084.00	\$ - \$ 439,488.80	\$ 901.82 \$ 428,051.10	61.12% 55.31%	\$ 279,595.20

**TOWN OF BROWNSBURG
REVENUE REPORT-FIRE GRANT FUND**

**REV-477
TMB Period 10/2020**

Account Title Number	Est Revenue	Net Revisions Rev Revenue	Per Revenue YTD Revenue	Prev. Yr Per Prev. Yr YTD	% Col YTD % Col LYTD	GRANT FUND Uncollected Bal
FEMA FP&S GRANT 477.320	\$ -	\$ -	\$ 27,983.59	\$ -	.%	
		\$ -	\$ 27,983.59	\$ -	.%	\$ (27,983.59)
CHILD SAFETY SEATS GRANT 477.322	\$ 900.00	\$ 600.00	\$ -	\$ -	.%	
		\$ 1,500.00	\$ -	\$ -	.%	\$ 1,500.00
**GRAND TOTALS	\$ 900.00	\$ 600.00	\$ 27,983.59	\$ -	1865.57%	
		\$ 1,500.00	\$ 27,983.59	\$ -	.%	\$ (26,483.59)

**TOWN OF BROWNSBURG
REVENUE REPORT-FIRE NON BUDGETED**

**REV-772
TMB Period 10/2020**

Account Title Number	Est Revenue	Net Revisions Rev Revenue	Per Revenue YTD Revenue	Prev. Yr Per Prev. Yr YTD	% Col YTD % Col LYTD	Variance Amt Uncollected Bal
AMBULANCE OVERPAYMENTS 772.452	\$ -	\$ -	\$ - 3,528.26	\$ - 7,651.76	.% 99.87%	\$ 4,233.91 (3,528.26)
REFUND PAYMENTS 772.960	\$ -	\$ -	\$ 250.00 11,567.12	\$ - 1,767.00	.% 100.0%	\$ 13,880.54 (11,567.12)
2 YEAR OLD VOIDED CHECKS 772.989	\$ -	\$ -	\$ - 78.50	\$ - -	.% .	\$ 94.20 (78.50)
GRAND TOTALS	\$ -	\$ -	\$ 250.00 15,173.88	\$ - 9,418.76	.% 99.89%	\$ 18,208.66 (15,173.88)

**TOWN OF BROWNSBURG
REVENUE REPORT-FIRE GIFT FUND**

**REV-777
TMB Period 10/2020**

Account Title Number	Est Revenue	Net Revisions Rev Revenue	Per Revenue YTD Revenue	Prev. Yr Per Prev. Yr YTD	% Col YTD % Col LYTD	Variance Amt Uncollected Bal
DONATIONS FOR FIRE GIFT FUND	\$ 13,351.00	\$ (251.00)	\$ -	\$ -	4.39%	\$ (12,410.00)
777.672		\$ 13,100.00	\$ 575.00	\$ 6,726.31	100.0%	\$ 12,525.00
GRAND TOTALS	\$ 13,351.00	\$ (251.00)	\$ -	\$ -	4.39%	\$ (12,410.00)
		\$ 13,100.00	\$ 575.00	\$ 6,726.31	100.0%	\$ 12,525.00



Vigilantly Serving Our Community

Brownsburg Fire Territory

Senior Staff Monthly Report

OCTOBER 2020 Activity

Run Activity

Fire: 117 EMS: 215 Total: 332

Division Chief of Administration, Todd Miller

Vehicle Maintenance: C1301: PMI/brakes; E131: head gasket repair (warranty), front wheel bearings repair; E132: Turbo Actuator repair (warranty); E139: EGR gasket repair (warranty); L131: on-board notification system repair, aerial ladder intercom system repair, front flood light (warranty), marker lights; Tractor: PMI, oil/coolant leak repair. **Buildings & Grounds:** Sta131: bay door spring repair; HQ/Sta131/Sta133: annual sprinkler system and fire alarm test. **Miscellaneous:** HQ: early voting and General Election support.

Division Chief of EMS, Zach Bowers

Meetings: Weekly meetings with Medical Directors and County EMS Chiefs; Indiana Department of Homeland Security (IDHS) EMS Provider forum; IDHS and HC Health Department vaccine clinic informational meetings; IEMSA paramedic shortage project review. **EMS Training:** Audit and Review; PALS at Hendricks Regional Hospital; Wound Packing; data review; and documentation reminders. **Other:** We currently continue to have adequate amounts of PPE and cleaning supplies for the COVID-19 pandemic.

Fire Prevention Division, Fire Marshal Stephen Jones

Large Territory Risk Management Projects:

- AME Development
- Arni's Restaurant
- Badger Daylighting Office Building
- Banyan Office Building
- Big Red Liquors
- Brownsburg Schools Transportation & Facility Services Ctr
- Brownsburg Storage 3680 N 267
- Bru Burger
- Burger King
- CarX
- Competition Suspension, Inc. Buildings A & B
- Convenience Center Brownsburg 3195 SR 267
- Cornerstone Christian Church
- Dickey's BBQ
- Elwood by Redwood Phase II
- Exercise, Inc.
- Financial Enhancement Services
- K1ds Count Building A
- K1ds Count Building B
- Kroger
- Orangetherapy Fitness 1383
- Pros Consulting Office Remodel
- Radial Racking
- Dr. Sharma Office Building
- Shell Gas Station
- Sonora Community Pool
- Superior Garage Door

- Town of Brownsburg Fleet Maintenance Bldg. 2
- Town of Brownsburg Town Hall Remodel
- Veterans Administration Medical Complex
- Villa Shoppes at Wayne Farms
- Xtra Lease
- Wayne Farms Self Storage

Fire Investigations and Runs

- 7706 Rosemont drive: residence fire/under investigation
- 3585 Romar Drive: grass fire
- 411 N. State Street (Lizton): commercial/accidental

Community Fire and Security Consulting Meetings:

- Town of Brownsburg: Plan Review and Tech Meeting
- Code Compliance Consulting: Architects/Engineers
- New Deputy Fire Marshal Training

Public Education: Individual Contacts Total: 265

ACTIVITY

- Birthday Drive-bys (x2)
 - Partnered with Brownsburg Parks & Recreation
 - Pre-School Visit
 - Halloween with Brownsburg Police Department
- <END OF REPORT>

Life Safety Planning and Logistics for 2020 Events

- None

Battalion Chief of Health and Safety, Danny Brock

Meetings/Trainings: B-Shift live burn training as Safety and Ignition; continued review of policies related to Health and Safety with particular focus on #521-Accidents in collaboration with Battalion Chiefs; coordinated Work Performance Evaluations (WPEs) with Pittsboro F.D.

Testing and Evaluations: Completed pending DARI evaluations (100% completion); 2020 Q4 Strength Evaluations in progress (75% completion). Evaluation of "Team Builder" (department-wide workout program).

Occupational and Operational Safety: assigned management of FMLA-related approvals by Chief Alcorn; coordinating employee interest in potential COVID-19 employee vaccination opportunities (per HC Health department and EMA); continued work on Station Inspection list with Fire Marshal; part of run response crew (Rosemont Drive); assumed Safety Officer role on 10/26/2020; Health, Wellness, and Attendance trend data compilation (2020 Q4 project).



Vigilantly Serving Our Community

Brownsburg Fire Territory

Senior Staff Monthly Report

OCTOBER 2020 Activity

Division Chief of Training, Alex Brand

Status	Description	Hours
Completed	CEVO Course Target Solutions	
Completed	Grade gravel on training site	
Completed	Retest for Instructor I	
Completed	Butts test for Driver Operator	
Completed	Replacement Mannequin from Pittsboro replaced	
Completed	Simulation designs for upcoming trainings	
Completed	Cover NFPA 1403 for course	
Completed	Take F131 to Cummins	
Completed	Contact water dept for vac truck to clean out draft pit	
Completed	Cut blocks for forcible entry door	
Completed	Tractor / Forklift PowerPoint for OSHA	
Completed	Deposition for 680 Settlers Walk	
Completed	District 5 meeting IFD	
Completed	Create live fire training for crews	
Completed	Vacation 10/19 - 11/2	

A Shift Training Hours		383
B Shift Training Hours		473
C Shift Training Hours		543



INCIDENTS

10/2020

[illegible]

NOVEMBER 2020 ACTIVITY

EXPENSE REPORT DETAIL

NOVEMBER 2020 ACTIVITY

	PO Date	PO #	Issued To	Fund	Cost	
1	11/2/2020	39287	Eastern Fire Equipment Services-9038	292-Operating Supplies	\$ 87.41	REPAIR KIT BULLET R/L & CHAIN SHARPENING; SHIP
2	11/2/2020	QC	Axia Technology Partners, LLC-9946	324-Telephone	\$ 352.00	TELEPHONE: 11/2020
3	11/2/2020	AmbRef	Patricia L. Kirk-17580	772.07.011-Fire Overpayments & Refunds	\$ 10.00	EMS OVERPAYMENT REFUND
4	11/2/2020	AmbRef	Benjamin L. Wright-17579	772.07.011-Fire Overpayments & Refunds	\$ 65.21	EMS OVERPAYMENT REFUND
5	11/2/2020	39288	The Accumed Group-10343	310-Ambulance Collection/Acct.	\$ 2,932.74	EMS BILLING: 10/2020
6	11/2/2020	39289	IFCA-11732	398-Professional Memberships	\$ 275.00	IFCA 2021 MEMBERSHIP
7	11/2/2020	39291	Airgas USA, LLC-10299	290-Medical Supplies	\$ 67.26	OXYGEN; DELIVERY
8	11/2/2020	QC	Aqua Indiana, Inc.-9121	354-Water	\$ 90.00	STA133: SEWER 9/29-10/27
9	11/9/2020	39323	Mercury Medical-16208	290-Medical Supplies	\$ 491.40	CPR BAGS; SHIPPING
10	11/9/2020	39325	Brownsburg Napa and Machining-35	363-Vehicle/Equip. Repairs	\$ 191.88	ANTIFREEZE
11	11/9/2020	39326	Grainger Parts-1565	Split 1 of 2: 177.07.274-Fire Prevention Supplies	\$ 637.36	POWER DISTR. BOX
12	11/9/2020	39326	Grainger Parts-1565	Split 2 of 2: 477.07.420-Vehicles & Equipment	\$ 129.39	POWER DISTR. BOX
13	11/9/2020	39327	State of Indiana Online Payments-13355	309-Professional Services	\$ 282.54	STA133 UPDATES: VARIANCE APPLICATION FEE
14	11/9/2020	39328	Koorsen Fire & Security-355	360-Facility Maintenance	\$ 174.00	HQ: ALARM SYS QTR: 12/1-2/28
15	11/9/2020	39329	Pediatric Emergency Standards, Inc.-16763	449-EMS Equipment	\$ 4,747.00	PEDIATRIC MED MGMT SYS & SUPPLIES
16	11/9/2020	39330	MES-Indiana-7380	225-Firefighter Uniforms	\$ 856.26	FF UNIFORM ALLOTMENT PURCHASES
17	11/9/2020	39331	MES-Indiana-7380	225-Firefighter Uniforms	\$ 425.89	FF UNIFORM ALLOTMENT PURCHASES
18	11/9/2020	QC	Everstream Holding LLC-Michigan-8127	325-On Line Services	\$ 530.60	FIBER-OPTIC: 11/2020
19	11/9/2020	QC	Comcast Business-6336	325-On Line Services	\$ 32.60	TV SVC: 11/13/20-12/12/20
20	11/9/2020	39332	Maid Brigade of South Indy-12888	360-Facility Maintenance	\$ 490.00	HQ/CONF: CLEANING 10/2020
21	11/9/2020	39333	The Uniform House-12	225-Firefighter Uniforms	\$ 161.70	FF DRESS UNIFORM PURCHASES
22	11/9/2020	39334	Superior Garage Doors Systems, Inc.-3421	360-Facility Maintenance	\$ 552.50	STA132: DR TRIM REPAIR
23	11/9/2020	39335	Airgas USA, LLC-10299	Split 1 of 2: 233-Training Supplies	\$ 27.90	CYLINDER RENT: ACETYLENE: 10/2020
24	11/9/2020	39335	Airgas USA, LLC-10299	Split 2 of 2: 290-Medical Supplies	\$ 384.44	CYLINDER RENT: OXYGEN: 10/2020
25	11/9/2020	39336	The Uniform House-12	225-Firefighter Uniforms	\$ 292.20	FF DRESS UNIFORM PURCHASES
26	11/9/2020	QC	VA&F Financial, Inc.-9940	362-Copier Lease & Maintenance	\$ 285.36	COPIER LEASE: VA2168: 11/2020
27	11/9/2020	39337	Superior Garage Doors Systems, Inc.-3421	360-Facility Maintenance	\$ 485.00	HQ: REPL TORSION SPRINGS
28	11/9/2020	39338	National Fire Protection Assoc.-NFPA-1333	274-Fire Prevention Supplies	\$ 206.15	NFPA 921 GUIDES; SHIPPING
29	11/10/2020	39349	Rogue Fitness-13378	377.07.436-Fitness Equipment	\$ 1,811.25	STAND ALONE BELT SQUAT
30	11/10/2020	39350	O'Reilly Automotive, Inc.-7215	363-Vehicle/Equip. Repairs	\$ 6.99	BC130: TAR REMOVER
31	11/10/2020	QC	Citizen's Energy Group-432	354-Water	\$ 109.66	STA133: METER 11/4/2020
32	11/10/2020	39351	Hendricks County Republican-3593	332-Legal Notices	\$ 18.26	NOTICE OF INTENT
33	11/10/2020	39352	Crossroad Engineers, P.C.-11008	309-Professional Services	\$ 2,500.00	EMER SIG CR600N/CR1000E BID BOOK
34	11/12/2020	QC	Van Ausdall & Farrar, Inc.-1311	362-Copier Lease & Maintenance	\$ 96.50	PER PAGE: #22084-04: 10/2020
35	11/12/2020	39354	Amazon.com-4717	223-Office Supplies	\$ 45.50	BC LOG BOOK 2021
36	11/12/2020	39355	Qleen Technology LLC-17633	346-Health and Wellness	\$ 3,200.00	BFT DISINFECT TREATMENT
37	11/12/2020	39358	Hendricks Regional Health-239	313-Training and Travel	\$ 200.00	2020 PARAMEDIC REFRESHER CLASS
38	11/12/2020	39360	O'Reilly Automotive, Inc.-7215	363-Vehicle/Equip. Repairs	\$ 3.61	C1301: BULBS
39	11/12/2020	39361	Walmart-2384	292-Operating Supplies	\$ 39.13	VINEGAR, BATH MAT, BC CAL.
40	11/12/2020	QC	Mister Ice of Indianapolis-9242	360-Facility Maintenance	\$ 90.00	STA131: ICE MACHINE: 11/2020
41	11/12/2020	39362	Mowery Heating & Air Conditioning-488	360-Facility Maintenance	\$ 56.00	STA133: WATER HTR ISSUE
42	11/12/2020	39363	Hendricks Regional Health-239	290-Medical Supplies	\$ 722.92	MISC. MED & PHARMA: 10/2020
43	11/12/2020	39364	Cummins Crosspoint-6445	363-Vehicle/Equip. Repairs	\$ 100.00	E132: WGT ACTUATOR FAIL
44	11/16/2020	39372	Office360-14662	223-Office Supplies	\$ 502.97	DRY ERASE BD; CHAIR FLR MATS
45	11/16/2020	39373	Office360-14662	223-Office Supplies	\$ 408.97	DRY ERASE MARKERS/ERASER, PAPER, BUS CARDS
46	11/16/2020	39374	MES-Indiana-7380	225-Firefighter Uniforms	\$ 537.97	FF UNIFORM ALLOTMENT PURCHASES
47	11/16/2020	39375	Washington Twp/Avon Fire Department-5854	346-Health and Wellness	\$ 1,250.00	PEER SUPPORT OVERSIGHT
48	11/16/2020	39376	O'Reilly Automotive, Inc.-7215	292-Operating Supplies	\$ 95.98	CAR WASH/WAX
49	11/16/2020	AmbRef	Jean Hall-17641	772.07.011-Fire Overpayments & Refunds	\$ 40.61	EMS OVERPAYMENT REFUND
50	11/16/2020	39377	Turnout Rental-13262	361-Turnout Gear Maintenance	\$ 194.13	CLEANING, REPAIRS, & FREIGHT
51	11/16/2020	39379	Airgas USA, LLC-10299	290-Medical Supplies	\$ 55.63	OXYGEN; DELIVERY
52	11/16/2020	39380	Cummins Crosspoint-6445	363-Vehicle/Equip. Repairs	\$ 1,530.71	E139: NO DEFROST
53	11/18/2020	39405	Mower Zone-8392	233-Training Supplies	\$ 663.00	BUSH HOG (POST-TRADE IN)
54	11/18/2020	39406	Amazon.com-4717	264.01.224-(COVID/CARES)-Other Supplies	\$ 147.59	COVID: FACE SHIELD, EYEWEAR TOWER
55	11/19/2020	39413	Amazon.com-4717	227-Computer Supplies	\$ 89.98	SMARTBOARD HDMI SPLITTERS
56	11/19/2020	39417	Parallel Design Group-16115	309-Professional Services	\$ 339.80	STA133: SPACE PLAN & CONSTR DOCS
57	11/19/2020	39419	O'Reilly Automotive, Inc.-7215	292-Operating Supplies	\$ 5.99	HQ: SQUEEGEE
58	11/19/2020	39421	Shelby Materials-9281	233-Training Supplies	\$ 329.50	TR GR CONCRETE WK MATS
59	11/19/2020	39422	Action Pest Control-10164	360-Facility Maintenance	\$ 225.00	BFT PEST CONTROL: 11/2020
60	11/19/2020	39423	Bill Estes Automotive-958	363-Vehicle/Equip. Repairs	\$ 95.01	M133: PMI
61	11/19/2020	39424	IN Dept. of Environmental Mgmt (IDEM)-8001	316-Misc. Other Services	\$ 50.00	QTR ASBESTOS DEMO
62	11/19/2020	39425	Lowe's-9486	233-Training Supplies	\$ 85.12	COUPLER LOCK, HOOKS, SCREWS
63	11/19/2020	39426	Pac-Van-7859	377.07.422-Training	\$ 17,720.00	TR GROUNDS: SHIP CONTAINERS; DELIVERY
64	11/19/2020	39427	5 Alarm Fire & Safety-44	296-Protective Clothing	\$ 99.26	SUSPENDERS; SHIPPING
65	11/20/2020	39439	5 Alarm Fire & Safety-44	316-Misc. Other Services	\$ 1,085.00	ANNUAL HURST PMI
66	11/20/2020	39440	Valley Tire Co., Inc-16603	363-Vehicle/Equip. Repairs	\$ 75.00	M133: LOOSE VALVE
67	11/20/2020	39441	Bill Estes Automotive-958	363-Vehicle/Equip. Repairs	\$ 1,335.32	C1350: PMI & REPAIRS
68	11/20/2020	39442	MES-Indiana-7380	225-Firefighter Uniforms	\$ 878.27	FF UNIFORM ALLOTMENT PURCHASES
69	11/20/2020	39443	MES-Indiana-7380	225-Firefighter Uniforms	\$ 746.09	FF UNIFORM ALLOTMENT PURCHASES
70	11/20/2020	39444	Morgan Lawncare & Landscape-9190	360-Facility Maintenance	\$ 3,120.00	HQ: MULCH, TREES
71	11/23/2020	39446	Kronos-165	364-IT Services	\$ 6.44	TELESTAFF IVR (BFT): 10/2020
72	11/23/2020	39448	MES-Indiana-7380	225-Firefighter Uniforms	\$ 276.68	FF UNIFORM ALLOTMENT PURCHASES
				Total:	\$ 56,253.63	
				177-Fund (Operating)	\$ -	
				264.01.224-(COVID/CARES)-Other Supplies	\$ 147.59	
				377.07.422-Training	\$ 17,720.00	
				377.07.436-Fitness Equipment	\$ 1,811.25	
				477.07.420-Vehicles & Equipment	\$ 129.39	
				772.07.011-Fire Overpayments & Refunds	\$ 115.82	

**TOWN OF BROWNSBURG
EXPENSE REPORT-FIRE TERRITORY**

**EXP 177
TMB Period 11/2020**

Account Title Number	BEG BUDGET PO'S PREV YEARS	ADD'L BUDGET REVISED APPRO	MONTHLY EXP YTD EXPENSE	PREV. YR MONTH PREV YR YTD	OUTSTANDING PO % SPENT YTD	WHAT'S LEFT TO SPEND
FIRE CHIEF'S PAY 177.07.113	\$ 97,109.00 \$ -	\$ - \$ 97,109.00	\$ 7,469.94 \$ 89,639.28	\$ 10,586.64 \$ 84,693.12	\$ - 92.31%	\$ 7,469.72
SECRETARY PAY 177.07.114	\$ 36,591.00 \$ -	\$ - \$ 36,591.00	\$ 2,814.68 \$ 33,776.16	\$ 4,099.02 \$ 32,792.16	\$ - 92.31%	\$ 2,814.84
COMMISSION/SEC PAY 177.07.116	\$ 2,700.00 \$ -	\$ - \$ 2,700.00	\$ - \$ 525.00	\$ - \$ 300.00	\$ - 19.44%	\$ 2,175.00
FIRE MARSHALL PAY 177.07.117	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ 15,377.22	\$ - .%	\$ -
CIVILIAN PARAMEDICS 177.07.119	\$ 1,086,199.00 \$ -	\$ - \$ 1,086,199.00	\$ 46,293.63 \$ 535,076.97	\$ 64,081.91 \$ 497,951.02	\$ - 49.26%	\$ 551,122.03
CIVILIAN TARGET PAY OT 177.07.119.01	\$ - \$ -	\$ - \$ -	\$ 17,931.08 \$ 214,890.33	\$ 27,070.40 \$ 217,947.90	\$ - .%	\$ (214,890.33)
FIREFIGHTER PAY 177.07.120	\$ 4,748,211.00 \$ -	\$ - \$ 4,748,211.00	\$ 368,736.38 \$ 4,396,170.85	\$ 521,930.71 \$ 4,159,011.41	\$ - 92.59%	\$ 352,040.15
FIRE MARSHAL PAY 177.07.121	\$ 68,634.00 \$ -	\$ - \$ 68,634.00	\$ 5,279.52 \$ 63,354.24	\$ 7,688.61 \$ 46,131.66	\$ - 92.31%	\$ 5,279.76
OVERTIME PAY 177.07.123	\$ 225,000.00 \$ -	\$ - \$ 225,000.00	\$ 11,724.50 \$ 162,092.62	\$ 3,117.38 \$ 103,317.69	\$ - 72.04%	\$ 62,907.38
SPECIAL/CYCLE PAY 177.07.124	\$ 60,000.00 \$ -	\$ - \$ 60,000.00	\$ 1,228.87 \$ 18,195.21	\$ 2,536.38 \$ 15,990.51	\$ - 30.33%	\$ 41,804.79
RIDE OUT PAY FLSA PAY 177.07.125	\$ 50,000.00 \$ -	\$ - \$ 50,000.00	\$ 2,868.00 \$ 37,211.00	\$ 7,240.00 \$ 42,974.50	\$ - 74.42%	\$ 12,789.00
HOLIDAY PAY 177.07.126	\$ 33,800.00 \$ -	\$ - \$ 33,800.00	\$ 2,100.00 \$ 23,000.00	\$ 4,100.00 \$ 22,700.00	\$ - 68.05%	\$ 10,800.00
FICA & MEDICARE 177.07.130	\$ 186,229.00 \$ -	\$ - \$ 186,229.00	\$ 11,395.22 \$ 135,268.59	\$ 15,724.61 \$ 125,647.04	\$ - 72.64%	\$ 50,960.41
HEALTH INSURANCE 177.07.131	\$ 1,820,798.00 \$ -	\$ - \$ 1,820,798.00	\$ 146,115.98 \$ 1,677,817.18	\$ 111,114.00 \$ 1,448,585.52	\$ - 92.15%	\$ 142,980.82
PERF 177.07.132	\$ 1,113,574.00 \$ -	\$ - \$ 1,113,574.00	\$ 83,528.44 \$ 980,732.14	\$ 125,881.15 \$ 1,001,220.56	\$ - 88.07%	\$ 132,841.86
*TOTAL SALARIES & BENEFITS	\$ 9,528,845.00 \$ -	\$ - \$ 9,528,845.00	\$ 707,486.24 \$ 8,367,749.57	\$ 905,170.81 \$ 7,814,640.31	\$ - 87.81%	\$ 1,161,095.43
POSTAGE 177.07.221	\$ 1,200.00 \$ -	\$ - \$ 1,200.00	\$ - \$ 409.04	\$ 13.85 \$ 917.15	\$ 10.95 34.09%	\$ 780.01
OFFICE SUPPLIES 177.07.223	\$ 10,000.00 \$ 1,537.23	\$ - \$ 11,537.23	\$ 831.64 \$ 6,079.68	\$ 391.76 \$ 6,810.24	\$ 1,598.91 52.7%	\$ 3,858.64
FIREFIGHTER UNIFORMS 177.07.225	\$ 53,800.00 \$ 4,457.11	\$ 3,790.13 \$ 62,047.24	\$ 6,009.38 \$ 34,601.35	\$ 5,195.12 \$ 30,585.16	\$ 3,333.61 55.77%	\$ 24,112.28
GASOLINE 177.07.226	\$ 25,000.00 \$ 1,708.84	\$ - \$ 26,708.84	\$ 2,163.06 \$ 20,530.42	\$ 1,542.61 \$ 18,172.65	\$ - 76.87%	\$ 6,178.42
COMPUTER SUPPLIES 177.07.227	\$ 6,000.00 \$ 704.86	\$ - \$ 6,704.86	\$ - \$ 2,047.36	\$ 247.16 \$ 5,060.64	\$ 89.98 30.54%	\$ 4,567.52
FUEL - DIESEL 177.07.228	\$ 60,000.00 \$ 1,772.26	\$ - \$ 61,772.26	\$ 4,171.26 \$ 16,795.67	\$ 2,363.74 \$ 36,637.58	\$ - 27.19%	\$ 44,976.59
SPECIAL OPS SUPPLIES	\$ 8,000.00	\$ -	\$ -	\$ 621.85	\$ 773.86	\$ 7,023.01

**TOWN OF BROWNSBURG
EXPENSE REPORT-FIRE TERRITORY**

**EXP 177
TMB Period 11/2020**

Account Title Number	BEG BUDGET PO'S PREV YEARS	ADD'L BUDGET REVISED APPRO	MONTHLY EXP YTD EXPENSE	PREV. YR MONTH PREV YR YTD	OUTSTANDING PO % SPENT YTD	WHAT'S LEFT TO SPEND
177.07.231	\$ 563.36	\$ 8,563.36	\$ 766.49	\$ 7,112.32	8.95%	
SCBA	\$ 2,500.00	\$ -	\$ -	\$ -	\$ 98.98	\$ 1,934.38
177.07.232	\$ -	\$ 2,500.00	\$ 466.64	\$ 153.96	18.67%	
TRAINING SUPPLIES	\$ 15,000.00	\$ -	\$ 99.81	\$ 27.90	\$ 1,201.87	\$ 4,849.42
177.07.233	\$ 3,803.50	\$ 18,803.50	\$ 12,752.21	\$ 17,649.67	67.82%	
FIRE PREVENTION SUPPLIES	\$ 17,500.00	\$ -	\$ 2,144.10	\$ 848.54	\$ 804.67	\$ 8,778.11
177.07.274	\$ 78.74	\$ 17,578.74	\$ 7,995.96	\$ 10,302.82	45.49%	
CPR SUPPLIES	\$ 2,500.00	\$ -	\$ 136.00	\$ -	\$ -	\$ 1,999.76
177.07.289	\$ -	\$ 2,500.00	\$ 500.24	\$ -	20.01%	
MEDICAL SUPPLIES	\$ 85,000.00	\$ -	\$ 5,752.35	\$ 5,031.20	\$ 1,329.03	\$ 28,636.51
177.07.290	\$ 12,068.51	\$ 97,068.51	\$ 67,102.97	\$ 54,893.18	69.13%	
OPERATING SUPPLIES	\$ 30,000.00	\$ -	\$ 1,590.98	\$ 1,638.94	\$ 2,392.64	\$ 11,635.83
177.07.292	\$ 5,687.01	\$ 35,687.01	\$ 21,658.54	\$ 18,211.73	60.69%	
FIREFIGHTING SUPPLIES	\$ 10,000.00	\$ -	\$ 123.23	\$ -	\$ -	\$ 7,415.54
177.07.293	\$ 3,401.85	\$ 13,401.85	\$ 5,986.31	\$ 10,677.32	44.67%	
PROTECTIVE CLOTHING	\$ 15,000.00	\$ -	\$ 1,068.00	\$ 2,335.53	\$ 99.26	\$ 8,401.62
177.07.296	\$ 96.00	\$ 15,096.00	\$ 6,595.12	\$ 15,461.11	43.69%	
EMPLOYEE RECOGNITION	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	\$ 4,462.00
177.07.299	\$ 993.27	\$ 5,993.27	\$ 1,531.27	\$ 1,540.29	25.55%	
TOTAL SUPPLIES*	\$ 346,500.00	\$ 3,790.13	\$ 24,089.81	\$ 20,258.20	\$ 11,733.76	\$ 169,609.64
	\$ 36,872.54	\$ 387,162.67	\$ 205,819.27	\$ 234,185.82	53.16%	
CLERK TREASURER ACCT & P/R	\$ 30,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
177.07.303	\$ -	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	100.0%	
PROFESSIONAL SERVICES	\$ 53,000.00	\$ -	\$ 3,982.40	\$ -	\$ 7,599.27	\$ 34,192.70
177.07.309	\$ 16,635.11	\$ 69,635.11	\$ 27,843.14	\$ 21,927.89	39.98%	
AMBULANCE COLLECTION/ACCT.	\$ 145,000.00	\$ -	\$ 2,932.74	\$ 6,629.56	\$ 3,788.55	\$ 88,460.48
177.07.310	\$ -	\$ 145,000.00	\$ 52,750.97	\$ 52,916.73	36.38%	
ATTORNEY FEES	\$ 60,000.00	\$ -	\$ 5,625.00	\$ -	\$ -	\$ 42,454.56
177.07.312	\$ 1,166.00	\$ 61,166.00	\$ 18,711.44	\$ 36,219.51	30.59%	
TRAINING AND TRAVEL	\$ 50,000.00	\$ -	\$ -	\$ 2,559.04	\$ 220.00	\$ 32,206.82
177.07.313	\$ 15,600.00	\$ 65,600.00	\$ 33,173.18	\$ 36,437.62	50.57%	
MISC. OTHER SERVICES	\$ 18,953.00	\$ -	\$ 325.00	\$ 3,637.50	\$ 1,135.00	\$ 13,645.79
177.07.316	\$ 4,776.34	\$ 23,729.34	\$ 8,948.55	\$ 8,279.40	37.71%	
TRAVEL	\$ 10,000.00	\$ -	\$ -	\$ 543.86	\$ -	\$ 8,742.59
177.07.323	\$ -	\$ 10,000.00	\$ 1,257.41	\$ 6,518.39	12.57%	
TELEPHONE	\$ 5,800.00	\$ -	\$ 352.00	\$ 419.08	\$ -	\$ 1,064.24
177.07.324	\$ -	\$ 5,800.00	\$ 4,735.76	\$ 4,555.79	81.65%	
ON-LINE SERVICES	\$ 11,500.00	\$ -	\$ 708.17	\$ 511.82	\$ 540.00	\$ 3,640.63
177.07.325	\$ 540.00	\$ 12,040.00	\$ 7,859.37	\$ 7,238.37	65.28%	
CELLULAR & DATA	\$ 16,000.00	\$ -	\$ -	\$ -	\$ -	\$ 4,721.55
177.07.326	\$ -	\$ 16,000.00	\$ 11,278.45	\$ 12,385.08	70.49%	
PAGERS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
177.07.327	\$ -	\$ -	\$ -	\$ 86.20	.%	
PRINTING	\$ 750.00	\$ -	\$ -	\$ -	\$ -	\$ 750.00
177.07.331	\$ -	\$ 750.00	\$ -	\$ -	.%	

**TOWN OF BROWNSBURG
EXPENSE REPORT-FIRE TERRITORY**

**EXP 177
TMB Period 11/2020**

Account Title Number	BEG BUDGET PO'S PREV YEARS	ADD'L BUDGET REVISED APPRO	MONTHLY EXP YTD EXPENSE	PREV. YR MONTH PREV YR YTD	OUTSTANDING PO % SPENT YTD	WHAT'S LEFT TO SPEND
LEGAL NOTICES	\$ 500.00	\$ -	\$ -	\$ -	\$ 370.72	\$ 129.28
177.07.332	\$ -	\$ 500.00	\$ -	\$ 109.42	.%	
PROFESSIONAL BOOKS	\$ 3,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
177.07.334	\$ -	\$ 3,000.00	\$ 3,000.00	\$ 3,571.12	100.0%	
WARNING SIRENS	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ 3,189.00
177.07.336	\$ -	\$ 10,000.00	\$ 6,811.00	\$ 7,028.07	68.11%	
LIABILITY INS. DEDUCTIBLES	\$ 12,500.00	\$ -	\$ -	\$ -	\$ -	\$ 8,237.48
177.07.339	\$ -	\$ 12,500.00	\$ 4,262.52	\$ 1,000.00	34.1%	
INSURANCE	\$ 70,000.00	\$ -	\$ -	\$ -	\$ -	\$ 69,326.00
177.07.340	\$ -	\$ 70,000.00	\$ 674.00	\$ 1,171.00	.96%	
WORKERS COMP INSURANCE	\$ 124,000.00	\$ -	\$ -	\$ -	\$ -	\$ 93,574.93
177.07.343	\$ -	\$ 124,000.00	\$ 30,425.07	\$ 4,089.01	24.54%	
HEALTH & WELLNESS	\$ 110,000.00	\$ -	\$ 1,533.00	\$ -	\$ 13,535.50	\$ 81,032.30
177.07.346	\$ 50,255.50	\$ 160,255.50	\$ 65,687.70	\$ 11,889.04	40.99%	
STORMWATER	\$ 1,100.00	\$ -	\$ 137.50	\$ 137.50	\$ -	\$ (337.50)
177.07.350	\$ -	\$ 1,100.00	\$ 1,437.50	\$ 762.50	130.68%	
ELECTRICITY	\$ 65,000.00	\$ -	\$ 940.42	\$ 2,571.60	\$ -	\$ 13,876.90
177.07.351	\$ -	\$ 65,000.00	\$ 51,123.10	\$ 50,763.30	78.65%	
HEAT	\$ 46,500.00	\$ -	\$ 1,291.06	\$ 1,307.32	\$ -	\$ 29,320.07
177.07.353	\$ -	\$ 46,500.00	\$ 17,179.93	\$ 20,220.78	36.95%	
WATER	\$ 12,000.00	\$ -	\$ 776.39	\$ 778.04	\$ -	\$ 2,930.33
177.07.354	\$ -	\$ 12,000.00	\$ 9,069.67	\$ 9,505.47	75.58%	
SCAVENGER SERVICE	\$ 6,000.00	\$ -	\$ 301.02	\$ -	\$ -	\$ 556.62
177.07.355	\$ -	\$ 6,000.00	\$ 5,443.38	\$ 4,563.43	90.72%	
FACILITY MAINTENANCE	\$ 78,500.00	\$ -	\$ 2,631.48	\$ 3,716.10	\$ 7,011.51	\$ (782.21)
177.07.360	\$ 1,170.00	\$ 79,670.00	\$ 73,440.70	\$ 76,963.10	92.18%	
TURNOUT GEAR MAINTENANCE	\$ 5,500.00	\$ -	\$ 873.35	\$ -	\$ 194.13	\$ 3,698.88
177.07.361	\$ 345.40	\$ 5,845.40	\$ 1,952.39	\$ 1,129.83	33.4%	
COPIER LEASE & MAINTENANCE	\$ 9,000.00	\$ -	\$ 713.68	\$ 932.68	\$ -	\$ 251.47
177.07.362	\$ -	\$ 9,000.00	\$ 8,748.53	\$ 7,974.10	97.21%	
VEHICLE/EQUIPMENT REPAIRS	\$ 90,000.00	\$ -	\$ 8,138.81	\$ 7,877.23	\$ 3,146.64	\$ 7,491.39
177.07.363	\$ 20,891.69	\$ 110,891.69	\$ 100,253.66	\$ 100,656.23	90.41%	
IT SERVICES	\$ 86,650.00	\$ 750.00	\$ 1,908.22	\$ 3,828.36	\$ 7,310.44	\$ 16,174.70
177.07.364	\$ 11,536.91	\$ 98,936.91	\$ 75,451.77	\$ 56,332.23	76.26%	
RADIO MAINTENANCE	\$ 7,000.00	\$ -	\$ -	\$ 1,339.99	\$ 694.83	\$ 2,286.63
177.07.365	\$ 545.83	\$ 7,545.83	\$ 4,564.37	\$ 7,629.51	60.49%	
SCBA MAINTENANCE	\$ 6,250.00	\$ -	\$ -	\$ 274.25	\$ -	\$ -
177.07.367	\$ -	\$ 6,250.00	\$ 6,250.00	\$ 5,571.20	100.0%	
EMS MAINTENANCE	\$ 17,216.00	\$ -	\$ -	\$ -	\$ -	\$ 1,999.60
177.07.369	\$ -	\$ 17,216.00	\$ 15,216.40	\$ 13,595.65	88.39%	
SUBSCRIPTIONS & DUES	\$ 450.00	\$ -	\$ -	\$ -	\$ -	\$ 449.00
177.07.393	\$ -	\$ 450.00	\$ 1.00	\$ 179.00	.22%	
PROFESSIONAL MEMBERSHIPS	\$ 4,675.00	\$ -	\$ 420.00	\$ -	\$ -	\$ 2,473.95
177.07.398	\$ 1,250.00	\$ 5,925.00	\$ 3,451.05	\$ 1,456.75	58.25%	
TOTAL OTHER SVCS	\$ 1,166,844.00	\$ 750.00	\$ 33,590.24	\$ 37,063.93	\$ 45,546.59	\$ 565,758.18
	\$ 124,712.78	\$ 1,292,306.78	\$ 681,002.01	\$ 602,725.72	52.7%	

**TOWN OF BROWNSBURG
EXPENSE REPORT-FIRE TERRITORY**

**EXP 177
TMB Period 11/2020**

Account Title Number	BEG BUDGET PO'S PREV YEARS	ADD'L BUDGET REVISED APPRO	MONTHLY EXP YTD EXPENSE	PREV. YR MONTH PREV YR YTD	OUTSTANDING PO % SPENT YTD	WHAT'S LEFT TO SPEND
MISC CAPITAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
177.07.442	\$ 5,086.97	\$ 5,086.97	\$ 5,086.97	\$ 44,590.00	100.0%	
9/11 MEMORIAL EXPENSES	\$ -	\$ -	\$ -	\$ 711.00	\$ -	\$ -
177.07.447	\$ -	\$ -	\$ -	\$ 139,359.99	.0%	
EMS EQUIPMENT	\$ 4,800.00	\$ -	\$ 4,747.00	\$ -	\$ -	\$ 53.00
177.07.449	\$ -	\$ 4,800.00	\$ 4,747.00	\$ 51,458.40	98.9%	
VEHICLE EQUIPMENT	\$ 365,500.00	\$ -	\$ -	\$ -	\$ -	\$ 365,500.00
177.07.451	\$ -	\$ 365,500.00	\$ -	\$ -	.0%	
TOTAL CAPITAL EXPENSES*	\$ 370,300.00	\$ -	\$ 4,747.00	\$ 711.00	\$ -	\$ 365,553.00
	\$ 5,086.97	\$ 375,386.97	\$ 9,833.97	\$ 235,408.39	2.62%	
**TOTAL FIRE TERRITORY BUDGET	\$ 11,412,489.00	\$ 4,540.13	\$ 769,913.29	\$ 963,203.94	\$ 57,280.35	\$ 2,262,016.25
	\$ 166,672.29	\$ 11,583,701.42	\$ 9,264,404.82	\$ 8,886,960.24	79.98%	
GRAND TOTAL	\$ 11,412,489.00	\$ 4,540.13	\$ 769,913.29	\$ 963,203.94	\$ 57,280.35	\$ 2,262,016.25
	\$ 166,672.29	\$ 11,583,701.42	\$ 9,264,404.82	\$ 8,886,960.24	79.98%	

TOWN OF BROWNSBURG
EXPENSE REPORT-CARES PROVIDER RELIEF

EXP 264
TMB Period 11/2020

Account Title	Appropriation	Revisions	Per Expense	Prev. Yr Per	Encumbered	Uncommitted
Number	Transfers	Revised Appro	YTD Expense	Prev. Yr YTD	% Expended YTD	Unexpended
OTHER SUPPLIES	\$ -	\$ -	\$ 1,797.90	\$ -	\$ 2,372.31	\$ (8,109.28)
264.01.224	\$ -	\$ -	\$ 5,736.97	\$ -	.%	\$ (5,736.97)
*TOTAL SUPPLIES	\$ -	\$ -	\$ 1,797.90	\$ -	\$ 2,372.31	\$ (8,109.28)
	\$ -	\$ -	\$ 5,736.97	\$ -	.%	\$ (5,736.97)
***GRAND TOTAL	\$ -	\$ -	\$ 1,797.90	\$ -	\$ 2,372.31	\$ (8,109.28)
	\$ -	\$ -	\$ 5,736.97	\$ -	.%	\$ (5,736.97)

**TOWN OF BROWNSBURG
EXPENSE REPORT-FIRE SERVICE FEE**

**EXP 277
TMB Period 11/2020**

Account Title Number	BEG BUDGET PO'S PREV YEARS	ADD'L BUDGET REVISED APPRO	MONTHLY EXP YTD EXPENSE	PREV. YR MONTH PREV YR YTD	OUTSTANDING PO % SPENT YTD	WHAT'S LEFT TO SPEND
REPLACEMENT EQUIP & SUPPLIES 277.77.224	\$ 15,000.00 \$ -	\$ - \$ 15,000.00	\$ - \$ -	\$ - \$ -	\$ - .%	\$ 15,000.00
* TOTAL SUPPLIES	\$ 15,000.00 \$ -	\$ - \$ 15,000.00	\$ - \$ -	\$ - \$ -	\$ - .%	\$ 15,000.00
RESCUE EQUIPMENT 277.77.448	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ 257.40	\$ - .%	\$ -
* TOTAL CAPITAL EXPENSES	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ 257.40	\$ - .%	\$ -
*** TOTAL FIRE SVC. FEE	\$ 15,000.00 \$ -	\$ - \$ 15,000.00	\$ - \$ -	\$ - \$ 257.40	\$ - .%	\$ 15,000.00
**GRAND TOTAL FIRE SVC. FEE	\$ 15,000.00 \$ -	\$ - \$ 15,000.00	\$ - \$ -	\$ - \$ 257.40	\$ - .%	\$ 15,000.00

TOWN OF BROWNSBURG
EXPENSE REPORT-FIRE EQUIPMENT REPLACEMENT FUND

EXP 377
TMB Period 11/2020

Account Title Number	BEG BUDGET PO'S PREV YEARS	ADD'L BUDGET REVISED APPRO	MONTHLY EXP YTD EXPENSE	PREV. YR MONTH PREV YR YTD	OUTSTANDING PO % SPENT YTD	WHAT'S LEFT TO SPEND
FIREFIGHTING EQUIPMENT	\$ 61,000.00	\$ -	\$ -	\$ -	\$ -	\$ 27,591.82
377.07.231	\$ 9,200.00	\$ 70,200.00	\$ 42,608.18	\$ 21,662.30	60.7%	
SCBA EQUIPMENT	\$ 24,775.00	\$ -	\$ -	\$ -	\$ 23,001.12	\$ 1,773.88
377.07.232	\$ 1,462.50	\$ 26,237.50	\$ 1,462.50	\$ 13,674.28	5.57%	
* TOTAL SUPPLIES	\$ 85,775.00	\$ -	\$ -	\$ -	\$ 23,001.12	\$ 29,365.70
	\$ 10,662.50	\$ 96,437.50	\$ 44,070.68	\$ 35,336.58	45.7%	
FACILITY UPDATES	\$ 85,000.00	\$ -	\$ -	\$ -	\$ 191,000.00	\$ 75,494.91
377.07.350	\$ 196,719.60	\$ 281,719.60	\$ 15,224.69	\$ 185,682.07	5.4%	
COMPUTERS	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ 852.75
377.07.364	\$ -	\$ 10,000.00	\$ 9,147.25	\$ 7,631.50	91.47%	
PPE EQUIPMENT	\$ 32,500.00	\$ -	\$ 12,340.95	\$ -	\$ 1,410.00	\$ 13,085.71
377.07.387	\$ 8,877.80	\$ 41,377.80	\$ 26,882.09	\$ 154,406.21	64.97%	
* TOTAL OTHER SVCS. & CHARGES	\$ 127,500.00	\$ -	\$ 12,340.95	\$ -	\$ 192,410.00	\$ 89,433.37
	\$ 205,597.40	\$ 333,097.40	\$ 51,254.03	\$ 347,719.78	15.39%	
BUILDINGS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
377.07.420	\$ -	\$ -	\$ -	\$ 22,073.75	.%	
TRAINING	\$ 58,100.00	\$ -	\$ -	\$ -	\$ 26,580.00	\$ 30,473.57
377.07.422	\$ 2,940.00	\$ 61,040.00	\$ 3,986.43	\$ 6,009.26	6.53%	
FITNESS EQUIPMENT	\$ 20,000.00	\$ -	\$ -	\$ -	\$ 2,231.25	\$ 729.07
377.07.436	\$ -	\$ 20,000.00	\$ 17,039.68	\$ 393.45	85.2%	
COMMUNICATIONS EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
377.07.441	\$ -	\$ -	\$ -	\$ 11,833.51	.%	
VEHICLES	\$ 308,600.00	\$ 59,948.96	\$ -	\$ -	\$ -	\$ 215,176.16
377.07.451	\$ 19,195.00	\$ 387,743.96	\$ 172,567.80	\$ 395,888.26	44.51%	
* TOTAL CAPITAL EXPENSES	\$ 386,700.00	\$ 59,948.96	\$ -	\$ -	\$ 28,811.25	\$ 246,378.80
	\$ 22,135.00	\$ 468,783.96	\$ 193,593.91	\$ 436,198.23	41.3%	
*** GRAND TOTAL	\$ 599,975.00	\$ 59,948.96	\$ 12,340.95	\$ -	\$ 244,222.37	\$ 365,177.87
	\$ 238,394.90	\$ 898,318.86	\$ 288,918.62	\$ 819,254.59	32.16%	

**TOWN OF BROWNSBURG
EXPENSE REPORT-FIRE GRANT FUND**

**EXP 477
TMB Period 11/2020**

Account Title Number	BEG BUDGET PO'S PREV YEARS	ADD'L BUDGET REVISED APPRO	MONTHLY EXP YTD EXPENSE	PREV. YR MONTH PREV YR YTD	OUTSTANDING PO % SPENT YTD	WHAT'S LEFT TO SPEND
CAR SEAT GRANT	\$ 1,500.00	\$ -	\$ -	\$ -	\$ -	\$ 1,500.00
477.07.322	\$ -	\$ 1,500.00	\$ -	\$ -	.%	
**TOTAL OTHER SVCS & CHGS.	\$ 1,500.00	\$ -	\$ -	\$ -	\$ -	\$ 1,500.00
	\$ -	\$ 1,500.00	\$ -	\$ -	.%	
VEHICLES & EQUIPMENT	\$ -	\$ -	\$ 129.39	\$ -	\$ 27,854.20	\$ (27,983.59)
477.07.420	\$ -	\$ -	\$ 129.39	\$ -	.%	
TOTAL CAPITAL EXPENSES	\$ -	\$ -	\$ 129.39	\$ -	\$ 27,854.20	\$ (27,983.59)
	\$ -	\$ -	\$ 129.39	\$ -	.%	
**GRAND TOTAL	\$ 1,500.00	\$ -	\$ 129.39	\$ -	\$ 27,854.20	\$ (26,483.59)
	\$ -	\$ 1,500.00	\$ 129.39	\$ -	8.63%	

TOWN OF BROWNSBURG
EXPENSE REPORT-FIRE NON BUDGETED

EXP 772
TMB Period 11/2020

Account Title	BEG BUDGET	ADD'L BUDGET	MONTHLY EXP	PREV. YR MONTH
Number	PO'S PREV YEARS	REVISED APPRO	YTD EXPENSE	PREV YR YTD
FIRE OVERPAYMENTS & REFUNDS	\$ -	\$ -	\$ 75.21	\$ 10.00
772.07.011	\$ -	\$ -	\$ 3,708.85	\$ 7,661.76
**TOTAL REFUNDS/CLAIMS	\$ -	\$ -	\$ 75.21	\$ 10.00
	\$ -	\$ -	\$ 3,708.85	\$ 7,661.76
TRAINING EXPENSES	\$ -	\$ -	\$ -	\$ -
772.07.301	\$ -	\$ -	\$ 4,043.31	\$ 1,590.75
**TOTAL CLAIMS EXPENSES	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ 4,043.31	\$ 1,590.75
**TOTAL FIRE NON-BUDGETED	\$ -	\$ -	\$ 75.21	\$ 10.00
	\$ -	\$ -	\$ 7,752.16	\$ 9,252.51

TOWN OF BROWNSBURG
EXPENSE REPORT-FIRE NON BUDGETED

EXP 772
TMB Period 11/2020

OUTSTANDING PO	WHAT'S LEFT
% SPENT YTD	TO SPEND
\$ -	\$ (3,708.85)
.%	
\$ -	\$ (3,708.85)
.%	
\$ -	\$ (4,043.31)
.%	
\$ -	\$ (4,043.31)
.%	
\$ -	\$ (7,752.16)
.%	

**TOWN OF BROWNSBURG
EXPENSE REPORT-FIRE GIFT FUND**

**EXP 777
TMB Period 11/2020**

Account Title	BEG BUDGET	ADD'L BUDGET	MONTHLY EXP	PREV. YR MONTH	OUTSTANDING PO	WHAT'S LEFT
Number	PO'S PREV YEARS	REVISED APPRO	YTD EXPENSE	PREV YR YTD	% SPENT YTD	TO SPEND
OTHER SUPPLIES - MISC.	\$ 15,000.00	\$ -	\$ -	\$ 935.21	\$ -	\$ 15,000.00
777.07.224	\$ -	\$ 15,000.00	\$ -	\$ 5,472.33	.%	
TOTAL SUPPLIES	\$ 15,000.00	\$ -	\$ -	\$ 935.21	\$ -	\$ 15,000.00
	\$ -	\$ 15,000.00	\$ -	\$ 5,472.33	.%	
ANNUAL DINNER/EMPLOYEE RECOGN.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
777.07.350	\$ -	\$ -	\$ -	\$ 1,466.97	.%	
TOTAL OTHER SERVICES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ 1,466.97	.%	
EMPLOYEE AWARDS	\$ 8,500.00	\$ -	\$ -	\$ -	\$ -	\$ 8,410.25
777.07.450	\$ -	\$ 8,500.00	\$ 89.75	\$ -	1.06%	
TOTAL CAPITAL EXPENSES	\$ 8,500.00	\$ -	\$ -	\$ -	\$ -	\$ 8,410.25
	\$ -	\$ 8,500.00	\$ 89.75	\$ -	1.06%	
GRAND TOTAL	\$ 23,500.00	\$ -	\$ -	\$ 935.21	\$ -	\$ 23,410.25
	\$ -	\$ 23,500.00	\$ 89.75	\$ 6,939.30	.38%	

TOWN OF BROWNSBURG
REVENUE REPORT - FIRE TERRITORY

REV-177
TMB Period 11/2020

Account Title Number	Est Revenue	Net Revisions Rev Revenue	Per Revenue YTD Revenue	Prev. Yr Per Prev. Yr YTD	% Col YTD % Col LYTD	Uncollected Bal
GENERAL PROPERTY TAX	\$ 5,908,086.00	\$ (727,776.00)	\$ -	\$ -	63.16%	
177.110		\$ 5,180,310.00	\$ 3,272,091.69	\$ 3,147,351.27	55.61%	\$ 1,908,218.31
LIT CERTIFIED SHARES	\$ 3,151,000.00	\$ 184,921.00	\$ 277,993.42	\$ 254,936.59	101.12%	
177.121		\$ 3,335,921.00	\$ 3,373,373.94	\$ 2,804,302.49	91.67%	\$ (37,452.94)
AUTO & AIRCRAFT EXCISE	\$ 714,606.00	\$ (19,842.00)	\$ -	\$ -	44.83%	
177.122		\$ 694,764.00	\$ 311,475.69	\$ 317,216.91	47.54%	\$ 383,288.31
COMM VEHICLE EXCISE TAX (CVET)	\$ 6,806.00	\$ (6,806.00)	\$ -	\$ -	.%	
177.125		\$ -	\$ 2,088.46	\$ 2,274.39	50.0%	\$ (2,088.46)
FIRE BLDG. PERMITS	\$ 29,500.00	\$ (6,393.00)	\$ 4,728.08	\$ 3,200.00	70.71%	
177.221		\$ 23,107.00	\$ 16,338.08	\$ 17,220.40	95.03%	\$ 6,768.92
EMS REPORTS	\$ 800.00	\$ (200.00)	\$ 73.00	\$ 51.50	79.58%	
177.420		\$ 600.00	\$ 477.50	\$ 487.00	91.54%	\$ 122.50
FIRE INCIDENT REPORTS	\$ -	\$ -	\$ -	\$ 15.00	.%	
177.421		\$ -	\$ 110.00	\$ 210.00	77.78%	\$ (110.00)
REFLECTIVE ADDRESS SIGNS	\$ -	\$ -	\$ 10.00	\$ -	.%	
177.450		\$ -	\$ 30.00	\$ 30.00	100.0%	\$ (30.00)
FIRE MARSHALL INSPECTIONS	\$ -	\$ -	\$ 60.00	\$ 15.00	.%	
177.453		\$ -	\$ 340.00	\$ 110.00	100.0%	\$ (340.00)
AMBULANCE RUN REVENUE	\$ 1,098,100.00	\$ (230,200.00)	\$ 70,283.51	\$ 71,326.12	90.01%	
177.456		\$ 867,900.00	\$ 781,215.78	\$ 773,458.65	89.12%	\$ 86,684.22
FACILITY RENTALS	\$ 13,600.00	\$ (900.00)	\$ 400.00	\$ 1,900.00	70.08%	
177.475		\$ 12,700.00	\$ 8,900.00	\$ 13,400.00	87.3%	\$ 3,800.00
CPR CLASS FEES	\$ -	\$ -	\$ 584.00	\$ 27.00	.%	
177.498		\$ -	\$ 3,144.00	\$ 2,335.00	99.57%	\$ (3,144.00)
EMT WORKSHOPS/CLASSES	\$ 8,300.00	\$ (2,600.00)	\$ -	\$ -	.%	
177.499		\$ 5,700.00	\$ -	\$ -	.%	\$ 5,700.00
MISC. RECEIPTS	\$ 68,700.00	\$ (517.00)	\$ 185.00	\$ 24,445.92	23.97%	
177.600		\$ 68,183.00	\$ 16,341.45	\$ 62,015.88	92.96%	\$ 51,841.55
INTEREST	\$ 34,927.00	\$ (8,227.00)	\$ 856.75	\$ 4,660.37	79.98%	
177.609		\$ 26,700.00	\$ 21,353.48	\$ 48,948.74	91.2%	\$ 5,346.52
9/11 MEMORIAL DONATIONS	\$ -	\$ -	\$ -	\$ -	.%	
177.671		\$ -	\$ 12,000.00	\$ 12,000.00	100.0%	\$ (12,000.00)
REFUNDS OR CREDITS	\$ -	\$ -	\$ 11.40	\$ -	.%	
177.960		\$ -	\$ 2,014.38	\$ 240.23	97.15%	\$ (2,014.38)
2 YEAR OLD VOIDED CHECKS	\$ -	\$ -	\$ -	\$ -	.%	
177.989		\$ -	\$ 795.00	\$ -	.%	\$ (795.00)
*** GRAND TOTALS	\$ 11,034,425.00	\$ (818,540.00)	\$ 355,185.16	\$ 360,577.50	76.57%	
		\$ 10,215,885.00	\$ 7,822,089.45	\$ 7,201,600.96	69.06%	\$ 2,393,795.55

TOWN OF BROWNSBURG
REVENUE REPORT - CARES PROVIDER RELIEF

REV-264
TMB Period 11/2020

Account Title	Est Revenue	Net Revisions	Per Revenue	Prev. Yr Per	% Col YTD	
Number		Rev Revenue	YTD Revenue	Prev. Yr YTD	% Col LYTD	Uncollected Bal
MISC. REVENUE	\$ -	\$ -	\$ -	\$ -	.%	
264.600		\$ -	\$ 17,022.66	\$ -	.%	\$ (17,022.66)
*** GRAND TOTALS	\$ -	\$ -	\$ -	\$ -	.%	
		\$ -	\$ 17,022.66	\$ -	.%	\$ (17,022.66)

**TOWN OF BROWNSBURG
REVENUE REPORT - FIRE SERVICE**

**REV-277
TMB Period 11/2020**

Account Title Number	Est Revenue	Net Revisions Rev Revenue	Per Revenue YTD Revenue	Prev. Yr Per Prev. Yr YTD	% Col YTD % Col LYTD	Uncollected Bal
MISC. REVENUE	\$ -	\$ -	\$ -	\$ -	.%	
277.600		\$ -	\$ -	\$ 367.30	100.0%	\$ -
INTEREST	\$ 2.00	\$ 170.00	\$ -	\$ -	.%	
277.609		\$ 172.00	\$ -	\$ 256.46	100.0%	\$ 172.00
*** GRAND TOTALS	\$ 2.00	\$ 170.00	\$ -	\$ -	.%	
		\$ 172.00	\$ -	\$ 623.76	100.0%	\$ 172.00

TOWN OF BROWNSBURG
REVENUE REPORT - FIRE EQUIPMENT REPLACEMENT FUND TMB Period 11/2020

REV-377

Account Title Number	Est Revenue	Net Revisions Rev Revenue	Per Revenue YTD Revenue	Prev.Yr Per Prev.Yr YTD	% Col YTD % Col LYTD	Uncollected Bal
GENERAL PROPERTY TAX	\$ 686,169.00	\$ (57,500.00)	\$ -	\$ -	63.21%	
377.110		\$ 628,669.00	\$ 397,372.02	\$ 378,302.08	55.61%	\$ 231,296.98
AUTO/AIRCRAFT EXCISE	\$ 83,785.00	\$ 530.00	\$ -	\$ -	44.83%	
377.122		\$ 84,315.00	\$ 37,799.89	\$ 38,107.22	47.54%	\$ 46,515.11
COMM VEHICLE EXCISE TAX (CVET)	\$ -	\$ -	\$ -	\$ -	.%	
377.125		\$ -	\$ 253.45	\$ 273.22	50.0%	\$ (253.45)
INTEREST	\$ 11,237.00	\$ (5,137.00)	\$ 163.19	\$ 758.66	72.05%	
377.609		\$ 6,100.00	\$ 4,395.23	\$ 12,127.24	94.04%	\$ 1,704.77
*** GRAND TOTALS	\$ 781,191.00	\$ (62,107.00)	\$ 163.19	\$ 758.66	61.16%	
		\$ 719,084.00	\$ 439,820.59	\$ 428,809.76	55.41%	\$ 279,263.41

**TOWN OF BROWNSBURG
REVENUE REPORT-FIRE GRANT FUND**

**REV-477
TMB Period 11/2020**

Account Title	Est Revenue	Net Revisions	Per Revenue	Prev. Yr Per	% Col YTD	GRANT FUND
Number		Rev Revenue	YTD Revenue	Prev. Yr YTD	% Col LYTD	Uncollected Bal
FEMA FP&S GRANT	\$ -	\$ -	\$ -	\$ -	.%	
477.320		\$ -	\$ 27,983.59	\$ -	.%	\$ (27,983.59)
CHILD SAFETY SEATS GRANT	\$ 900.00	\$ 600.00	\$ -	\$ -	.%	
477.322		\$ 1,500.00	\$ -	\$ -	.%	\$ 1,500.00
**GRAND TOTALS	\$ 900.00	\$ 600.00	\$ -	\$ -	1865.57%	
		\$ 1,500.00	\$ 27,983.59	\$ -	.%	\$ (26,483.59)

TOWN OF BROWNSBURG
REVENUE REPORT-FIRE NON BUDGETED

REV-772
TMB Period 11/2020

Account Title Number	Est Revenue	Net Revisions Rev Revenue	Per Revenue YTD Revenue	Prev. Yr Per Prev. Yr YTD	% Col YTD % Col LYTD	Variance Amt Uncollected Bal
AMBULANCE OVERPAYMENTS 772.452	\$ -	\$ -	\$ 115.82 \$ 3,644.08	\$ 10.00 \$ 7,661.76	.% 100.0%	\$ 3,975.36 \$ (3,644.08)
REFUND PAYMENTS 772.960	\$ -	\$ -	\$ - \$ 11,567.12	\$ - \$ 1,767.00	.% 100.0%	\$ 12,618.68 \$ (11,567.12)
2 YEAR OLD VOIDED CHECKS 772.989	\$ -	\$ -	\$ - \$ 78.50	\$ - \$ -	.% .%	\$ 85.64 \$ (78.50)
GRAND TOTALS	\$ -	\$ -	\$ 115.82 \$ 15,289.70	\$ 10.00 \$ 9,428.76	.% 100.0%	\$ 16,679.67 \$ (15,289.70)

**TOWN OF BROWNSBURG
REVENUE REPORT-FIRE GIFT FUND**

**REV-777
TMB Period 11/2020**

Account Title Number	Est Revenue	Net Revisions Rev Revenue	Per Revenue YTD Revenue	Prev. Yr Per Prev. Yr YTD	% Col YTD % Col LYTD	Variance Amt Uncollected Bal
DONATIONS FOR FIRE GIFT FUND	\$ 13,351.00	\$ (251.00)	\$ -	\$ -	4.39%	\$ (12,472.73)
777.672		\$ 13,100.00	\$ 575.00	\$ 6,726.31	100.0%	\$ 12,525.00
GRAND TOTALS	\$ 13,351.00	\$ (251.00)	\$ -	\$ -	4.39%	\$ (12,472.73)
		\$ 13,100.00	\$ 575.00	\$ 6,726.31	100.0%	\$ 12,525.00



Vigilantly Serving Our Community

Brownsburg Fire Territory

Senior Staff Monthly Report NOVEMBER 2020 Activity

Run Activity

Fire: 115 EMS: 257 Total: 372

Division Chief of Administration, Todd Miller

Meetings/Education: Project: Emergency Signal CR600N/CR1000E. **Vehicle Maintenance:** E132: DEF Header (warranty); E133: turbo actuator (warranty); M133: tire repair; C1350: PMI, brakes, upper control arm.

Building Maintenance: Sta132: three bay doors repaired and serviced; Sta133: remodel, water heater issues continuing (researching options).

Gear/Equipment: initiated annual fire gear inspections.

Development/Other: USCCA Gun Safety Class

Division Chief of EMS, Zach Bowers

Meetings: Weekly meetings with Medical Directors and County EMS Chiefs; IDHS District 5 EMS COVID-19; Hendricks County Peer Support Team; Operational Staff Meeting; Indiana EMS Primary Instructor Workgroup.

EMS Training: 2020 AHA Updates overview, de-escalation, and patient restraint.

Development/Other: USCCA Gun Safety Class; IDHS Ambulance Provider Certification renewed (2 yr.); We currently continue to have adequate amounts of PPE and cleaning supplies for the COVID-19 pandemic.

Fire Prevention Division, Fire Marshal Stephen Jones

Large Territory Risk Management Projects:

- AME Development
- Arni's Restaurant
- Badger Daylighting Office Building
- Banyan Office Building
- Big Red Liquors
- Brownsburg ATC
- Brownsburg Fire Territory Station 133
- Brownsburg Schools Transportation & Facility Services Ctr
- Brownsburg Storage 3680 N 267
- Bru Burger
- CarX
- Competition Suspension, Inc.: Building A
- Competition Suspension, Inc.: Building B
- Convenience Center Brownsburg 3195 SR 267
- Cornerstone Christian Church
- Dickey's BBQ
- Elwood by Redwood Phase II
- Exercise, Inc.
- Financial Enhancement Services
- K1ds Count Building A
- K1ds Count Building B
- Kroger
- Laurelton Amenity Center Pool House
- Orangethery Fitness 1383
- Pros Consulting Office Remodel
- Dr. Sharma Office Building
- Shell Gas Station
- Sonora Community Pool
- Superior Garage Door
- Town of Brownsburg Fleet Maintenance Bldg. 2

- Town of Brownsburg Town Hall Remodel
- Veterans Administration Medical Complex
- Villa Shoppes at Wayne Farms
- Xtra Lease
- Wayne Farms Self Storage

Fire Investigations and Runs

- 5700 East 75 North: Avon FD investigation assist
- 1076 North Green: cooking fire
- 812 East Main: building fire; accidental
- 10341 North 550 East: residence fire; accidental
- 3865 Mansfield Drive: resident fire; accidental

Community Fire and Security Consulting Meetings:

- Town of Brownsburg: Plan Review and Tech Meeting
- Code Compliance Consulting: Architects/Engineers
 - VA Medical Building
 - Town of Brownsburg Town Hall
- New Deputy Fire Marshal Training
- Kroger: relocation
- Station 133 Remodel with DC of Administration, Todd Miller

Development/Other:

-

Public Education: Individual Contacts Total: 0 (COVID-19 Restrictions)

ACTIVITY

- Distribution of Smoke Alarms
- <END OF REPORT>

ATTENDEES

As requested

Life Safety Planning and Logistics for 2020 Events

- None



Vigilantly Serving Our Community

Brownsburg Fire Territory

Senior Staff Monthly Report NOVEMBER 2020 Activity

Battalion Chief of Health and Safety, Danny Brock

Meetings/Trainings: Monthly Officer training; 2021 Annual Physicals scheduled with HRH; discussion with ProTeam Tactical for DARI 2021 scheduling; meeting/training on HRH Rapid Covid-19 Testing for first responders and educators, implementation; continued discussion with HRH regarding better Work Comp management through sports medicine.

Testing and Evaluations: Initiated Annual Strength Assessments (Fire and EMS personnel); developed Strength Assessment tracking tool; compiled personnel profiles from Physicals, WPE, DARI, and Strength Evaluations data to establish baselines and identify any areas needing improvement. Process also identifies scale of crew strength. Immediate action on Fit-For-Duty concerns.

Occupational and Operational Safety: Continued revision of online COVID-19 Employee Handbook per latest CDC guidelines; with focus upon prevention, arranged cleaning and decontamination treatment of all facilities by Qleen Technologies; addressing an increased infection rate, implemented a department mask mandate (resulting in near zero cases by month's end); purchased additional masks for department personnel utilizing CARES Act funding; continued monitoring and evaluation of individual COVID-19 cases.

Development/Other: Assisted DC of Administration T. Miller with annual gear inspections; USAA Gun Safety Class.

Division Chief of Training, Alex Brand

Development/Other: USAA Gun Safety Class.

Status	Description	Hours
Completed	COVID Positive Off	
Completed	Command board update	
Completed	Purchase 12 containers for long hallway simulator	
Completed	Simulation designs for upcoming trainings	
Completed	Meeting with staff about live fire evolutions	
Completed	Strong Arm training	
Completed	Repaired office information board	
Completed	Fire officer I course developed	
Completed	Organize training trailer	
Completed	Honda generator maintenance	
Completed	Zore's to remove training vehicle	
Completed	Create Apartment Fire Simulation	
Completed	Create PowerPoint for Command Worksheet	
Completed	Staff meeting	
Completed	Pick up brush hog	
Completed	Complete drafting pit Engine 132 A Shift & Lt. Jim Miller	

A Shift Training Hours	405
B Shift Training Hours	289
C Shift Training Hours	438



INCIDENTS

11/2020

[illegible]

30%

FIRE
Percentage of Total Incidents

70%

EMS
Percentage of Total Incidents

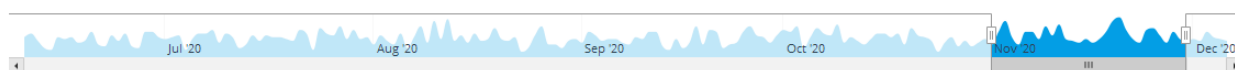
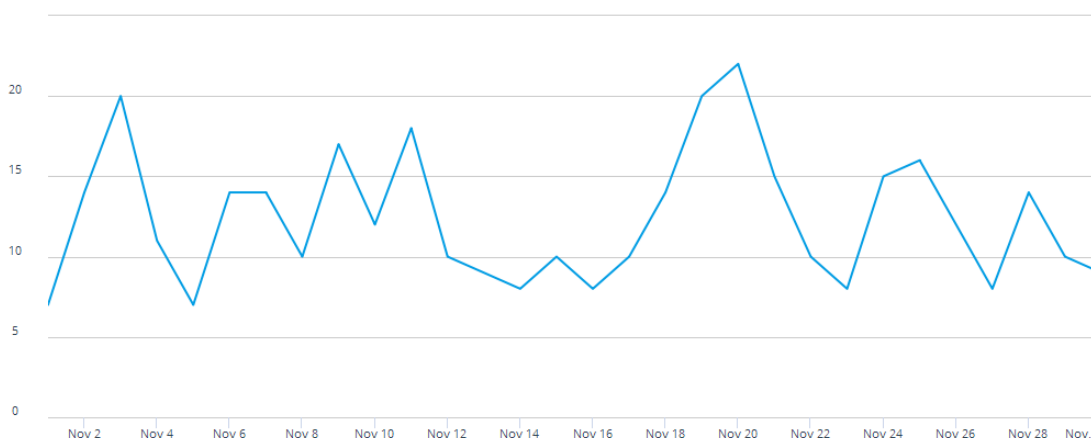
372

INCIDENTS

In Selected Time Slice

30

DAYS
In Selected Time Slice



Counts

Week Ending	11/1/20	11/8/20	11/15/20	11/22/20	11/29/20	12/6/20	12/13/20	12/20/20	12/27/20	1/3/21	1/10/21	1/17/21	1/24/21	Total
Brownsburg Fire Headquarters				1										1
Station 131	4	60	62	71	57	8								262
Station 132		5	1	9	5									20
Station 133	3	25	21	18	21	1								89
Total	7	90	84	99	83	9								372



Brownsburg Fire Territory

Vigilantly Serving Our Community

RESOLUTION# 2020-04
Brownsburg, Indiana
December 14, 2020

RESOLUTION OF THE EXECUTIVE BOARD OF THE BROWNSBURG FIRE TERRITORY

The Executive Board of the Brownsburg Fire Territory (the "Board") met at a duly called and authorized meeting of the Board on the date set forth below, such meeting being called pursuant to a notice stating the time, place and purpose of the meeting being received by all Board members, and the following resolutions were made, seconded and adopted by a majority of those present at the meeting, which constituted a legal quorum of the Board.

WHEREAS, on September 13, 2002, the Participating Units Brown Township, Hendricks County Indiana ("Brown Township"); Lincoln Township, Hendricks County, Indiana ("Lincoln Township"); and the Town of Brownsburg (the "Town") (hereinafter collectively the "Participating Units"), entered into a Restated Interlocal Cooperation Agreement for the Brownsburg Fire Territory (the "Agreement"), a copy of which is attached hereto as Exhibit "A", which provides for an Executive Board consisting of representatives from each Participating Unit; and

WHEREAS, Section 3.6 of the Agreement provides the Executive Board with general authority and power to accomplish the specified purposes of the Agreement; and

WHEREAS, the Executive Board supports residential and commercial education for fire prevention and safety within its territory; and

WHEREAS, the Executive Board supports the efforts of Brownsburg Fire Territory personnel to solicit available legal and applicable sources of funding for such education;

NOW, THEREFORE, BE IT RESOLVED, that the Fire Chief is hereby authorized and directed to take any and all action necessary to apply for funding from Walmart and the Walmart Foundation for the betterment of the community.

PASSED by the Executive Board of the Brownsburg Fire Territory, this _____ day of _____, 2020.

MEMBER	SIGNATURE	VOTE (Y/N)
Nathan B. Mantlo Trustee, Brown Township		
T. Joseph Walsh Trustee, Lincoln Township		
Jeff Gracey Representative, Town of Brownsburg		



Current Status: Active

PolicyStat ID: 8770904



Origination: 10/2020
Last Approved: 10/2020
Last Revised: 10/2020
Next Review: 12/2020
Owner: Larry Alcorn: Fire Chief
Policy Area: General Orders
References:

General Order 2020-07 - Firearms

This order shall supersede Policy #510

Unauthorized Firearms:

No shift employee shall carry on their person, handle, or discharge any firearms or missile propellant device while on Territory property. Firearms not authorized to be carried under this policy that are brought onto Territory property must be secured, locked and stowed out of sight in the employee's vehicle.

Authorized Firearms:

At the Fire Chief's sole discretion Administrative Staff personnel shall be authorized to carry a firearm in their assigned Territory owned vehicle providing the following requirements are followed.

- Employee must possess a valid State of Indiana License to Carry Handgun Permit. A copy will be kept on file in the employee's personnel file.
- Employee must, at the employee's expense submit an annual criminal background check that will be kept on file in the employee's personnel file.
- Employee must complete an approved firearms safety class prior to being allowed to possess a firearm in their assigned Territory owned vehicle.
- Employee shall conceal their firearm in a Territory provided locking compartment / safe at all times.
- Employee will not remove firearm from the approved locking compartment / safe at any time while the employee is on duty. The only exception to this would be to protect one's life or the life of another person in the absence of police protection during a life threatening event.

Should Administrative Staff personnel choose to carry a firearm in their assigned staff vehicle they shall be responsible for all cost involved in the purchase of the firearm, ammunition, gun safety class and annual criminal history report, as well as any cost incurred for damaged or stolen personal property, e.g. their firearm, ammunition, and any other ancillary equipment.

The Territory will be responsible for the cost to outfit Territory owned vehicles with approved locking compartment / safe.

Attachments

No Attachments

Approval Signatures

Approver	Date
Larry Alcorn: Fire Chief	10/2020



Current Status: Pending

PolicyStat ID: 8842162



Origination: 07/2016
Last Approved: N/A
Last Revised: 11/2020
Next Review: 1 year after approval
Owner: Larry Alcorn: Fire Chief
Policy Area: Policy
References:

Job Description - Lieutenant, 906

Job Title: Lieutenant

Department: Career Staff

Reports To: Battalion Chief, ~~Captain~~ / Shift Commander

FLSA Status: Non-Exempt

Prepared By: Brownsburg Fire Territory

Approved By: Fire Territory Executive Board

Approved Date: ~~April 15, 2019~~

Minimum Job Requirements (Qualifications)

- Must meet qualifications of Firefighter/EMT Basic
- Must have completed 5 full years of service as a firefighter with the Brownsburg Fire Territory or have completed 5 full years as a career firefighter with a minimum of 3 years at Brownsburg Fire Territory.
- Must have IDHS Fire Officer Strategy and Tactics certification
- Must have IDHS Instructor I certification
- Must have IDHS Incident Safety Officer certification
- Must have IDHS Fire Officer I certification
- Must have NIMS 100, 200, 300, 700, 800 certification
- Must successfully complete the Brownsburg Fire Territory promotion process

Job Summary

Perform a wide variety of fireground operations, EMS operations, special operations, public education and fire prevention while representing the Brownsburg Fire Territory, through the display of professionalism, courtesy, and appropriate tact and discretion in all interactions with other employees and with the public.

Domains of Responsibilities

Fireground Operations	Special Operations	Administrative/Managerial
Station Duties	Emergency Medical Services	Public Relations
Driver/Operator	Training <u>Training</u>	Apparatus/Equipment Maintenance

Essential Duties

- Participate in all required department training, meetings, and activities.
- Comply with all department rules, regulations, policies, and SOGs.
- Communicate with members of the public and department personnel.
- Complete all required daily written and/or electronic records and communications.
- Ensure proper operational status of all apparatus, equipment and PPE before, during and after an incident.
- Respond to emergency/non-emergency incidents.
- Operate department apparatus, appliances and equipment.
- Provide basic and advanced life support to patients per certification level following established policies, protocols and guidelines as authorized by the medical director and the Brownsburg Fire Territory.
- Protect evidence of fire cause and origin from further disturbance.
- Perform other duties as assigned.

Knowledge

- Knowledge of Fire Department rules, regulations, SOPs and/or SOGs.
- Knowledge of structure and function of the department.
- Knowledge of applicable local, state and federal laws.
- Knowledge of fire suppression theories, strategy, tactics, methods, and procedures.
- Knowledge of fire prevention and public education.
- Knowledge of fire investigation procedures.
- Knowledge of emergency medical procedures and EMS protocols.
- Knowledge of communication systems and procedures.
- Knowledge of department software applications.
- Knowledge of emergency vehicle operations.
- Knowledge of safe use, care and maintenance of all department equipment.
- Knowledgeable at the appropriate level in the various aspects of Special Operations.
- Knowledgeable at the appropriate level of Haz-Mat Operations.

Skills Requirements

- Physical skills sufficient for safe, efficient utilization of equipment and tools with or without PPE.
- Comprehension skills sufficient to receive, process, and appropriately respond to information presented in writing, verbally, or visually.
- Reading skills sufficient to read and comprehend printed information that would preclude the use of an interpreter, scanner, or other non-reading alternative.
- Mathematical skills sufficient to apply calculations and formulas to the task(s) at hand.
- Writing/typing skills sufficient to effectively complete all required department communications.
- Verbal skills sufficient to clearly and accurately communicate information.
- Grammar skills sufficient to clearly and accurately communicate written/typed information.
- Appropriate use and understanding of industry specific terminology.
- Skill sufficient to drive and operate fire apparatus.

Abilities/Personal Characteristics

- Ability to make rapid decisions and perform complex and dangerous tasks in changing and stressful

conditions.

- Ability to follow orders, operate under guidance, and work in coordination with other members of a team to accomplish complex and dangerous tasks.
- Ability to function calmly, reliably, and according to training and protocols under conditions of extreme stress, with potential threat to life and health.
- Ability to carry out delegated responsibilities and tasks without continuous supervision.
- Ability to communicate in a calm, respectful manner, and clearly enough for understandable radio communication and face-to-face communications, with or without PPE.
- Ability to distinguish coordinates, utilize maps, and accurately distinguish address and street signs.
- Ability to comprehend written information, and to keep complete and accurate logs or records.

Physical Requirements

- Visual acuity adequate to meet industry standards.
- Hearing acuity adequate to meet industry standards.
- Physical ability to speak clearly enough for understandable radio communications and face-to-face communications while in full PPE.
- Move across rough terrain and over/around obstacles for extended distances in or out of PPE.
- Grasp/carry/twist/turn tools, equipment, hose couplings, hydrant caps, pump fixtures, etc. in or out of PPE.
- Remain stable in precarious positions for extended periods of time in or out of PPE.
- Stand, walk, climb, stoop, bend, twist, squat, crawl in or out of PPE.
- Physical ability to reach above shoulders in or out of PPE.
- Reach below waist in or out of PPE.
- Push, pull and lift heavy individuals, objects, tools, equipment, etc. in or out of PPE.

Working Conditions

- Operate on an irregular schedule including a 24-hour shift schedule or longer with occasional required overtime for training, meetings, or staffing needs.
- Operate in extreme weather conditions including but not limited to heat, humidity, cold, wind, rain, snow, sleet, ice, lightning.
- Operate in environments of loud noise, poor visibility, limited mobility, above ground heights, and in closed or confined spaces.
- Operate in states of mental and physical fatigue from extended periods of work and/or disrupted/deprived sleep.
- Operate in and around hazardous conditions such as but not limited to fire, smoke, electrical hazards, unstable structures, traffic hazards, chemical, biological and radiological hazards.

Supervisory Responsibilities

- Supervise a group of individuals on a daily basis (24-hour shift) with daily paperwork, duties, responses, and proper work ethic.
- The number of personnel could be from 1 person to a large group, depending on the situation. The ideal number for the Lieutenant to supervise is 3-5 personnel.
- Be a positive link in the communications chain between personnel and officers that provides a positive environment that encourages the input of personnel, understands, explains, and supports the ~~territories~~Territory's policies and procedures.
- Thoroughly and accurately relay input and information in both directions of the chain of command.

Disclaimers

- This job description is intended to describe the general nature and level of work being performed by employees assigned to this job title.
- This job description is not intended to be construed as an exhaustive list of all responsibilities, duties, skills and behaviors of employees in this job.
- This job description is not an employment agreement or contract.
- The Brownsburg Fire Territory has the exclusive right to alter this job description at any time without notice.
- This job description is intended to describe the essential functions of the position that a qualified individual must be able to perform, either with or without reasonable accommodation.
- Refer to the Employee Handbook for further requirements of Job Descriptions.
- Any active applications for reciprocity will not count toward required licenses or certifications.
- [Refer to the Territory's Organizational Chart for details of the Chain of Command.](#)

Attachments

No Attachments

Approval Signatures

Approver	Date
Larry Alcorn: Fire Chief	pending



Current Status: Pending

PolicyStat ID: 8841993



Origination: 07/2016
Last Approved: N/A
Last Revised: 11/2020
Next Review: 1 year after approval
Owner: Larry Alcorn: Fire Chief
Policy Area: Policy
References:

Job Description - Captain, 907

Job Title: Captain

Department: Career Staff

Reports To: Battalion Chief / [Shift Commander](#)

FLSA Status: Non-Exempt

Prepared By: Brownsburg Fire Territory

Approved By: Fire Territory Executive Board

Approved Date: ~~April 15, 2019~~

Minimum Job Requirements (Qualifications)

- Must meet qualifications of Lieutenant
- Must have completed 2 full years of service as a Lieutenant with the Brownsburg Fire Territory
- Must have IDHS Fire Officer II certification
- Must have NIMS 100, 200, 300, 400, 700, 800 certification
- Must successfully complete the Brownsburg Fire Territory promotion process

Job Summary

Perform a wide variety of fireground operations, EMS operations, special operations, public education and fire prevention while representing the Brownsburg Fire Territory, through the display of professionalism, courtesy, and appropriate tact and discretion in all interactions with other employees and with the public.

Domains of Responsibilities

Fireground Operations	Special Operations	Administrative/Managerial
Station Duties	Emergency Medical Services	Public Relations
Driver/Operator	Training	Apparatus/Equipment Maintenance

Essential Duties

- Participate in all required department training, meetings, and activities.
- Comply with all department rules, regulations, policies, and SOGs.

- Communicate with members of the public and department personnel.
- Complete all required daily written and/or electronic records and communications.
- Ensure proper operational status of all apparatus, equipment and PPE before, during and after an incident.
- Respond to emergency/non-emergency incidents.
- Operate department apparatus, appliances and equipment.
- Provide basic and advanced life support to patients per certification level following established policies, protocols and guidelines as authorized by the medical director and the Brownsburg Fire Territory.
- Protect evidence of fire cause and origin from further disturbance.
- Perform other duties as assigned.

Knowledge

- Knowledge of Fire Department rules, regulations, SOPs and/or SOGs.
- Knowledge of structure and function of the department.
- Knowledge of applicable local, state and federal laws.
- Knowledge of fire suppression theories, strategy, tactics, methods, and procedures.
- Knowledge of fire prevention and public education.
- Knowledge of fire investigation procedures.
- Knowledge of emergency medical procedures and EMS protocols.
- Knowledge of communication systems and procedures.
- Knowledge of department software applications.
- Knowledge of emergency vehicle operations.
- Knowledge of safe use, care and maintenance of all department equipment.
- Knowledgeable at the appropriate level in the various aspects of Special Operations.
- Knowledgeable at the appropriate level of Haz-Mat Operations.

Skills Requirements

- Physical skills sufficient for safe, efficient utilization of equipment and tools with or without PPE.
- Comprehension skills sufficient to receive, process, and appropriately respond to information presented in writing, verbally, or visually.
- Reading skills sufficient to read and comprehend printed information that would preclude the use of an interpreter, scanner, or other non-reading alternative.
- Mathematical skills sufficient to apply calculations and formulas to the task(s) at hand.
- Writing/typing skills sufficient to effectively complete all required department communications.
- Verbal skills sufficient to clearly and accurately communicate information.
- Grammar skills sufficient to clearly and accurately communicate written/typed information.
- Appropriate use and understanding of industry specific terminology.
- Skill sufficient to drive and operate fire apparatus.

Abilities/Personal Characteristics

- Ability to make rapid decisions and perform complex and dangerous tasks in changing and stressful conditions.
- Ability to follow orders, operate under guidance, and work in coordination with other members of a team to accomplish complex and dangerous tasks.
- Ability to function calmly, reliably, and according to training and protocols under conditions of extreme stress, with potential threat to life and health.

- Ability to carry out delegated responsibilities and tasks without continuous supervision.
- Ability to communicate in a calm, respectful manner, and clearly enough for understandable radio communication and face-to-face communications, with or without PPE.
- Ability to distinguish coordinates, utilize maps, and accurately distinguish address and street signs.
- Ability to comprehend written information, and to keep complete and accurate logs or records.

Physical Requirements

- Visual acuity adequate to meet industry standards.
- Hearing acuity adequate to meet industry standards.
- Physical ability to speak clearly enough for understandable radio communications and face-to-face communications while in full PPE.
- Move across rough terrain and over/around obstacles for extended distances in or out of PPE.
- Grasp/carry/twist/turn tools, equipment, hose couplings, hydrant caps, pump fixtures, etc. in or out of PPE.
- Remain stable in precarious positions for extended periods of time in or out of PPE.
- Stand, walk, climb, stoop, bend, twist, squat, crawl in or out of PPE.
- Physical ability to reach above shoulders in or out of PPE.
- Reach below waist in or out of PPE.
- Push, pull and lift heavy individuals, objects, tools, equipment, etc. in or out of PPE.

Working Conditions

- Operate on an irregular schedule including a 24-hour shift schedule or longer with occasional required overtime for training, meetings, or staffing needs.
- Operate in extreme weather conditions including but not limited to heat, humidity, cold, wind, rain, snow, sleet, ice, lightning.
- Operate in environments of loud noise, poor visibility, limited mobility, above ground heights, and in closed or confined spaces.
- Operate in states of mental and physical fatigue from extended periods of work and/or disrupted/deprived sleep.
- Operate in and around hazardous conditions such as but not limited to fire, smoke, electrical hazards, unstable structures, traffic hazards, chemical, biological and radiological hazards.

Supervisory Responsibilities

- Supervise a group of individuals on a daily basis (24-hour shift) with daily paperwork, duties, responses, and proper work ethic.
- The number of personnel could be from 1 person to a large group, depending on the situation. The ideal number for the Lieutenant to supervise is 3-5 personnel.
- Be a positive link in the communications chain between personnel and officers that provides a positive environment that encourages the input of personnel, understands, explains, and supports the **territoriesTerritory's** policies and procedures.
- Thoroughly and accurately relay input and information in both directions of the chain of command.
- Fill in as the Battalion Chief – Shift Commander in his/her absence.

Disclaimers

- This job description is intended to describe the general nature and level of work being performed by

employees assigned to this job title.

- This job description is not intended to be construed as an exhaustive list of all responsibilities, duties, skills and behaviors of employees in this job.
- This job description is not an employment agreement or contract.
- The Brownsburg Fire Territory has the exclusive right to alter this job description at any time without notice.
- This job description is intended to describe the essential functions of the position that a qualified individual must be able to perform, either with or without reasonable accommodation.
- Refer to the Employee Handbook for further requirements of Job Descriptions.
- Any active applications for reciprocity will not count toward required licenses or certifications.
- [Refer to the Territory's Organizational Chart for details of the Chain of Command.](#)

Attachments

No Attachments

Approval Signatures

Approver	Date
Larry Alcorn: Fire Chief	pending



Current Status: Pending

PolicyStat ID: 8841926



Origination: 09/2016
 Last Approved: N/A
 Last Revised: 11/2020
 Next Review: 1 year after approval
 Owner: Larry Alcorn: Fire Chief
 Policy Area: Policy
 References:

Job Description - Battalion Chief / Shift Commander, 908

Job Title: Battalion Chief – Shift Commander

Department: Career Staff

~~Reports To: Assistant Fire Chief~~

Reports To: See BFT Organizational Chart

FLSA Status: Non-Exempt

Prepared By: Brownsburg Fire Territory

Approved By: Fire Territory Executive Board

Approved Date: ~~April 15, 2019~~

Minimum Job Requirements (Qualifications)

- Must have ten (10) years firefighting experience in a full-time fire department.
- Must meet qualifications of Captain.
- Must currently hold the rank of Lieutenant or Captain with the Brownsburg Fire Territory ~~and must have held either of the positions for 4 full years.~~

Job Summary

Perform a wide variety of fireground operations, EMS operations, special operations, public education and fire prevention while representing the Brownsburg Fire Territory, through the display of professionalism, courtesy, and appropriate tact and discretion in all interactions with other employees and with the public. The Battalion Chief - Shift Commander is the highest ranking suppression division position in the Fire Territory and provides an overall manager of the Fire Territory during a 24 hour shift. The Battalion Chief - Shift Commander is a position that is appointed and removed by the Chief of the Territory at his/her discretion. This individual is responsible for total control of the activities that occur on his/her 24-hour shift.

Domains of Responsibilities

Fireground Operations	Special Operations	Administrative/Managerial
Station Duties <u>Health and Safety</u>	Emergency Medical Services	Public Relations

Essential Duties

- Participate in all required department training, meetings, and activities.
- Comply with all department rules, regulations, policies, and SOGs.
- Perform as initial or secondary incident command and control of all types of emergency incidents.
- Communicate with members of the public and department personnel.
- Coordinate, schedule, and monitor daily activities necessary for the most efficient operation of the Fire Territory.
- Complete all required daily written and/or electronic records and communications.
- Ensure proper operational status of all apparatus, equipment and PPE before, during, and after an incident.
- Respond to emergency/non-emergency incidents.
- Operate department apparatus, appliances and equipment.
- Provide basic and advanced life support to patients per certification level following established policies, protocols and guidelines as authorized by the medical director and the Brownsburg Fire Territory.
- Protect evidence of fire cause and origin from further disturbance.
- Perform other duties as assigned.

Knowledge

- Knowledge of Fire DepartmentTerritory rules, regulations, SOPs and/or SOGs.
- Knowledge of structure and function of the department.
- Knowledge of applicable local, state and federal laws.
- Knowledge of fire suppression theories, strategy, tactics, methods, and procedures.
- Knowledge of fire prevention and public education.
- Knowledge of fire investigation procedures.
- Knowledge of emergency medical procedures and EMS protocols.
- Knowledge of communication systems and procedures.
- Knowledge of department software applications.
- Knowledge of emergency vehicle operations.
- Knowledge of safe use, care and maintenance of all department equipment.
- Knowledgeable at the appropriate level in the various aspects of Special Operations.
- Knowledgeable at the appropriate level of Haz-Mat Operations.

Skills Requirements

- Physical skills sufficient for safe, efficient utilization of equipment and tools with or without PPE.
- Comprehension skills sufficient to receive, process, and appropriately respond to information presented in writing, verbally, or visually.
- Reading skills sufficient to read and comprehend printed information that would preclude the use of an interpreter, scanner, or other non-reading alternative.
- Mathematical skills sufficient to apply calculations and formulas to the task(s) at hand.
- Writing/typing skills sufficient to effectively complete all required department communications.
- Verbal skills sufficient to clearly and accurately communicate information.
- Grammar skills sufficient to clearly and accurately communicate written/typed information.
- Appropriate use and understanding of industry specific terminology.

- Skill sufficient to drive and operate fire apparatus.

Abilities/Personal Characteristics

- Ability to make rapid decisions and perform complex and dangerous tasks in changing and stressful conditions.
- Ability to follow orders, operate under guidance, and work in coordination with other members of a team to accomplish complex and dangerous tasks.
- Ability to function calmly, reliably, and according to training and protocols under conditions of extreme stress, with potential threat to life and health.
- Ability to carry out delegated responsibilities and tasks without continuous supervision.
- Ability to communicate in a calm, respectful manner, and clearly enough for understandable radio communication and face-to-face communications, with or without PPE.
- Ability to distinguish coordinates, utilize maps, and accurately distinguish address and street signs.
- Ability to comprehend written information, and to keep complete and accurate logs or records.

Physical Requirements

- Visual acuity adequate to meet industry standards.
- Hearing acuity adequate to meet industry standards.
- Physical ability to speak clearly enough for understandable radio communications and face-to-face communications while in full PPE.
- Move across rough terrain and over/around obstacles for extended distances in or out of PPE.
- Grasp/carry/twist/turn tools, equipment, hose couplings, hydrant caps, pump fixtures, etc. in or out of PPE.
- Remain stable in precarious positions for extended periods of time in or out of PPE.
- Stand, walk, climb, stoop, bend, twist, squat, crawl in or out of PPE.
- Physical ability to reach above shoulders in or out of PPE.
- Reach below waist in or out of PPE.
- Push, pull and lift heavy individuals, objects, tools, equipment, etc. in or out of PPE.

Working Conditions

- Operate on an irregular schedule including a 24-hour shift schedule or longer with occasional required overtime for training, meetings, or staffing needs.
- Operate in extreme weather conditions including but not limited to heat, humidity, cold, wind, rain, snow, sleet, ice, lightning.
- Operate in environments of loud noise, poor visibility, limited mobility, above ground heights, and in closed or confined spaces.
- Operate in states of mental and physical fatigue from extended periods of work and/or disrupted/deprived sleep.
- Operate in and around hazardous conditions such as but not limited to fire, smoke, electrical hazards, unstable structures, traffic hazards, chemical, biological and radiological hazards.

Supervisory Responsibilities

- Responsible for the health, safety and well-being of all shift personnel and will supervise a group of individuals known as company officers on a daily basis (24-hour shift) with daily paperwork, duties, responses, and proper work ethic.

- The number of personnel could be from 1 person to 5 depending on the situation. The ideal number for the Battalion Chief – Shift Commander to supervise is 3-5 personnel.
- Be a positive link in the communications chain between personnel and officers that provides a positive environment that encourages the input of personnel, understands, explains, and supports the ~~territories~~[Territory's](#) policies and procedures.
- Thoroughly and accurately relay input and information in both directions of the chain of command.
- Demonstrate skill in establishing and maintaining positive and effective working relationships with subordinates, co-workers, local officials, and agencies outside of the territory.

Disclaimers

- This job description is intended to describe the general nature and level of work being performed by employees assigned to this job title.
- This job description is not intended to be construed as an exhaustive list of all responsibilities, duties, skills and behaviors of employees in this job.
- This job description is not an employment agreement or contract.
- The Brownsburg Fire Territory has the exclusive right to alter this job description at any time without notice.
- This job description is intended to describe the essential functions of the position that a qualified individual must be able to perform, either with or without reasonable accommodation.
- Refer to the Employee Handbook for further requirements of Job Descriptions.
- Any active applications for reciprocity will not count toward required licenses or certifications.
- [Refer to the Territory's Organizational Chart for additional details on the Chain of Command.](#)

Attachments

No Attachments

Approval Signatures

Approver	Date
Larry Alcorn: Fire Chief	pending



Current Status: Pending

PolicyStat ID: 8893106



Origination: 12/2010
 Last Approved: N/A
 Last Revised: 11/2020
 Next Review: 1 year after approval
 Owner: Larry Alcorn: Fire Chief
 Policy Area: Policy
 References:

Job Description - Division Chief of Fire Training, 910

Job Title: Division Chief of Fire Training

Department: Career Staff

~~Reports To: Operations Chief~~

Reports To: See BFT Organizational Chart

FLSA Status: Non-Exempt

Prepared By: Brownsburg Fire Territory

Approved By: Fire Territory Executive Board

Approved Date: ~~May 20, 2019~~

Minimum Job Requirements (Qualifications)

- ~~A. Must meet all current Education and Experience requirements for the position of Captain.~~
- ~~B. Must have IDHS Instructor II/III.~~
- ~~C. NIMS 100, 200, 300, 700, and 800.~~
- ~~D. Must currently hold the position of Lieutenant or Captain with the Brownsburg Fire Territory and must have held that position for 4 years.~~
- Must meet qualifications of Captain.
- Must have IDHS Instructor II/III.
- Must have ten (10) years firefighting experience on a full-time fire department.

The Fire Chief may require attendance of any class as he/she deems necessary for the advancement of the training division of the Fire Territory.

Job Summary

Develops and conducts fire training programs for Fire Territory, oversees department fire training, and regularly insures employees maintain proficiency on said programs. ~~Supervises and oversees Fire~~ This individual must possess skills in emergency scene management and personnel management. In this position, administrative and budget knowledge is also important for future operation of the Territory. ~~health and safety~~

~~programs. Scheduling flexibility will be required at times in the form of meetings, keeping the department up to date on OSHA regulations and standards training sessions, and committee involvement. The Division Chief of Fire Training must maintain knowledge and compliance of Brownsburg Fire Territory Policies, SOGs, structure and function of the Territory and local and county governments. This individual must possess skills in employee is required to be available for emergency scene management and personnel management responses and unanticipated difficulties outside of normal business hours. In this position, administrative and budget knowledge is also important for future operation of the Territory. Scheduling flexibility Transportation will be required at times in the form of meetings, training sessions, and committee involvement. The Division Chief of Fire Training must maintain knowledge and compliance of Brownsburg Fire Territory Employee Handbook, SOGs, structure and function of the Territory and local and county governments. This employee is required to be available for emergency responses and unanticipated difficulties outside of normal business hours. Transportation will be~~ provided as part of the on-call function, as response may be necessary at any incident. The Division Chief of Fire Training is appointed and removed by the Fire Chief and serves at his/her discretion.

Domains of Responsibilities

Fire Training	Special Operations	Administrative/Managerial	
Budgeting	Emergency Medical Services	Public Relations	
OSHA Law <u>Apparatus/Equipment Maintenance</u>	NFPA Regulations	Workers Compensation Procedures	
Driver/Operator	Apparatus/Equipment Maintenance		

Essential Duties

- Participate in all required department training, meetings, and activities.
- Comply with all department rules, regulations, policies, and SOGs.
- Communicate with members of the public and department personnel.
- Complete all required daily written and/or electronic records and communications.
- Ensure proper operational status of ~~all apparatus,~~ equipment and PPE before, during, and after an incident.
- Respond to emergency/non-emergency incidents.
- Operate department apparatus, appliances, and equipment.
- Provide basic and advanced life support to patients per certification level following established policies, protocols and guidelines as authorized by the medical director and the Brownsburg Fire Territory.
- Protect evidence of fire cause and origin from further disturbance.
- Prioritization of multiple projects, with several projects occurring simultaneously, often using the same resources.
- Planning for future needs, with input on budgets, training, and personnel plans.
- Organization and control of assigned resources and projects, with provision for appropriate documentation of procedures and lines of communication.
- Coordination and delegation both within and outside the Division, receiving and supplying resources and aligning projects and programs with those of other Divisions as needed for achievement of Fire Territory goals and objectives.
- Evaluation and modification of programs, projects, procedures and activities as needed to meet changing

needs of the Fire Territory and the community in accordance with department mission.

- Perform other duties as assigned.

Knowledge

- Knowledge of Fire Department rules, regulations, SOPs and/or SOGs.
- Knowledge of structure and function of the department.
- Knowledge of applicable local, state and federal laws and regulations.
- Knowledge of budgeting
- Knowledge of administrative investigation procedures, professional standards compliance, and employee management/discipline.
- Knowledge of fire suppression theories, strategy, tactics, methods, and procedures.
- Knowledge of fire prevention and public education.
- Knowledge of fire investigation procedures.
- Knowledge of emergency medical procedures and EMS protocols.
- Knowledge of communication systems and procedures.
- Knowledge of department software applications.
- Knowledge of emergency vehicle operations.
- Knowledge of employee health and safety programs and practices.
- Knowledge of safe use, care and maintenance of all department equipment.
- Knowledgeable at the appropriate level in the various aspects of Special Operations.
- Knowledgeable at the appropriate level of Haz-Mat Operations.

Skills Requirements

- Physical skills sufficient for safe, efficient utilization of equipment and tools with or without PPE.
- Comprehension skills sufficient to receive, process, and appropriately respond to information presented in writing, verbally, or visually.
- Reading skills sufficient to read and comprehend printed information that would preclude the use of an interpreter, scanner, or other non-reading alternative.
- Mathematical skills sufficient to apply calculations and formulas to the task(s) at hand.
- Writing/typing skills sufficient to effectively complete all required department communications.
- Verbal skills sufficient to clearly and accurately communicate information.
- Grammar skills sufficient to clearly and accurately communicate written/typed information.
- Appropriate use and understanding of industry specific terminology.
- Skill sufficient to drive and operate fire apparatus.

Abilities/Personal Characteristics

- Ability to make rapid decisions and perform complex and dangerous tasks in changing and stressful conditions.
- Ability to follow orders, operate under guidance, and work in coordination with other members of a team to accomplish complex and dangerous tasks.
- Ability to function calmly, reliably, and according to training and protocols under conditions of extreme stress, with potential threat to life and health.
- Ability to carry out delegated responsibilities and tasks without continuous supervision.
- Ability to communicate in a calm, respectful manner, and clearly enough for understandable radio communication and face-to-face communications, with or without PPE.
- Ability to distinguish coordinates, utilize maps, and accurately distinguish address and street signs.

- Ability to comprehend written information, and to keep complete and accurate logs or records.

Physical Requirements

- Visual acuity adequate to meet industry standards.
- Hearing acuity adequate to meet industry standards.
- Physical ability to speak clearly enough for understandable radio communications and face-to-face communications while in full PPE.
- Move across rough terrain and over/around obstacles for extended distances in or out of PPE.
- Grasp/carry/twist/turn tools, equipment, hose couplings, hydrant caps, pump fixtures, etc. in or out of PPE.
- Remain stable in precarious positions for extended periods of time in or out of PPE.
- Stand, walk, climb, stoop, bend, twist, squat, crawl in or out of PPE.
- Physical ability to reach above shoulders in or out of PPE.
- Reach below waist in or out of PPE.
- Push, pull and lift heavy individuals, objects, tools, equipment, etc. in or out of PPE.

Working Conditions

- Operate normally on a Monday thru Friday schedule, however, longer hours may be required for training, meetings, or staffing needs.
- Operate in extreme weather conditions including but not limited to heat, humidity, cold, wind, rain, snow, sleet, ice, lightning.
- Operate in environments of loud noise, poor visibility, limited mobility, above ground heights, and in closed or confined spaces.
- Operate in states of mental and physical fatigue from extended periods of work and/or disrupted/deprived sleep.
- Operate in and around hazardous conditions such as but not limited to fire, smoke, electrical hazards, unstable structures, traffic hazards, chemical, biological and radiological hazards.

Supervisory Responsibilities

- Responsible for the supervision of the Territory's Health and Safety Officer.
- Functional supervision of personnel during training evolutions and emergency incidents.

Disclaimers

- This job description is intended to describe the general nature and level of work being performed by employees assigned to this job title.
- This job description is not intended to be construed as an exhaustive list of all responsibilities, duties, skills and behaviors of employees in this job.
- This job description is not an employment agreement or contract.
- The Brownsburg Fire Territory has the exclusive right to alter this job description at any time without notice.
- This job description is intended to describe the essential functions of the position that a qualified individual must be able to perform, either with or without reasonable accommodation.
- Refer to the Employee Handbook for further requirements of Job Descriptions.
- Any active applications for reciprocity will not count toward required licenses or certifications.
- [Refer to the Territory's Organizational Chart for additional details on the Chain of Command.](#)

Attachments

No Attachments

Approval Signatures

Approver	Date
Larry Alcorn: Fire Chief	pending



Current Status: Pending

PolicyStat ID: 8893183



Origination:	12/2010
Last Approved:	N/A
Last Revised:	11/2020
Next Review:	1 year after approval
Owner:	Larry Alcorn: Fire Chief
Policy Area:	Policy
References:	

Job Description - Division Chief of EMS (Sworn), 911a

Job Title: Division Chief of EMS

Department: Administrative Staff

~~Reports To: Assistant Fire Chief~~

Reports To: See BFT Organizational Chart

FLSA Status: Exempt

Prepared By: Brownsburg Fire Territory

~~Prepared Date: October 11, 2018~~

Approved By: Fire Territory Executive Board

Approved Date: ~~October 11, 2018~~

SUMMARY

Oversees EMS activities including but not limited to: training, supplies, and overall coordination. This position also will function in the role of infection control officer, HIPPA Privacy Officer, and an Incident Safety Officer. This individual must possess skills in emergency scene management and personnel management. In this position, administrative and budget knowledge is also important for future operation of the Territory. Scheduling flexibility will be required at times in the form of meetings, training sessions, and committee involvement. The Division Chief of EMS must maintain knowledge and compliance of Brownsburg Fire Territory ~~Employee Handbook~~ Policies, SOGs, structure and function of the Territory and local and county governments, and administration, management practices. This employee is required to be available for emergency responses and unanticipated difficulties outside of normal business hours. Transportation will be provided as part of the on-call function, as response may be necessary at any incident. The Division Chief of EMS is appointed and removed by the Fire Chief and serves at his/her discretion.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Performs all duties of a licensed Paramedic during patient care and transport.
- Assumes command at an incident scene, especially those involving EMS, as assigned to include: managing personnel, establishing incident command and coordinating department resources, sizing up

the scene, assigning placement of incoming apparatus, and communicating with victims, family members, by-standers, and members of the public.

- Implements and utilizes the Incident Command System.
- Assists in the management of the department through the development, administration and implementation of territory policies, rules, regulations, procedures, budget plans, strategic plans and goal setting.
- Ensures that the fire territory delivers professional and competent patient care through a comprehensive quality improvement and quality assurance process.
- Maintains EMS supply and equipment inventory.
- Maintains the appropriate State of Indiana EMS vehicle and provider certifications, the provider affiliation requirements with the sponsoring medical facilities, as well as the provider certification with the State of Indiana.
- Acts as the liaison to the State of Indiana Department of Homeland Security EMS section and to the Medical Director and the EMS Coordinator(s) of the sponsoring medical facilities.
- Functions as the HIPAA Compliance Officer for the Fire Territory.
- Assists the Division Chief of Fire Training and Safety to maintain the ~~health and safety~~ training records ~~and the EMS training and records~~ for all employees.
- Oversees EMS service fees implementation and collection of those fees.
- Participates in training activities; attends classes in emergency medical, hazardous materials and related subjects.
- Presents programs to the community on safety, medical and fire prevention topics.
- Produces and submits yearly budget requests for training, schools, and supplies ~~and administers the training budget on an ongoing basis.~~
- Assists in developing plans for special assignments such as emergency preparedness, training programs and emergency medical care activities.
- Performs and supervises minor repairs to departmental equipment, when necessary.
- Completes administrative duties to include: attending meetings, reviewing reports, completing various reports, approving invoices, answering inquiries, etc., as needed.
- Maintains an effective communication process.
- Develops monthly training sessions to be given to all ~~shift and reserve~~ personnel. Training sessions will meet or exceed all state and local requirements for continuing education. Competency will be documented during training to assure quality in all employees.
- Documentation of all EMS training will be maintained and easily accessible to all personnel.
- Performs run sheet audits on a departmental basis to maintain quality in documentation.
- Attends or sends designee to all ALS provider meetings and maintain documentation of all personnel attending Audit and Review sessions, skills sessions, and other training done by the providing hospital. Will maintain records to ensure compliance with hospital affiliation agreement.
- Performs difficult advanced human support work. This position develops, implements, coordinates and administers the emergency medical services program. This position requires a positive, friendly attitude and ability to maintain composure under sometimes difficult or stressful circumstances.
- May perform all the duties of a Paramedic or Firefighter and all duties contained within those respective job descriptions as qualified. In addition, will be responsible for command functions related to any role at major incidents.

SUPERVISORY RESPONSIBILITIES

Supervises all emergency medical services (EMS) employees in the Fire Territory. Employee carries out supervisory responsibilities in accordance with the organization's policies and applicable laws. Responsibilities

include interviewing, and training employees; planning, assigning, and directing work; scheduling and approving time worked; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Must meet department prescribed physical fitness requirements. Must have valid Indiana driver's license and must have no prior felony convictions. The requirements listed below are representative of the knowledge, skill, and/or ability required. This position will be subject to the rules, regulations, and operating procedures established by the Territory, as they may be amended from time to time.

REASONING ABILITY

Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

EDUCATION and/or EXPERIENCE

The following requirements must be obtained and maintained before being considered for the position of Division Chief of EMS for the Brownsburg Fire Territory.

1. High school diploma or general education degree (GED).
2. Effective communication skills, both written and oral.
3. Indiana State certified Paramedic with at least five years of experience
4. Indiana State certified Primary Instructor ~~with at least three years of experience.~~
5. Instructor for Advanced Cardiac Life Support (ACLS), Pediatric Advanced Life Support (PALS) International Trauma Life Support (ITLS) as well as a CPR BLS instructor.
6. Must have IDHS Firefighter I&II certification
7. Must have IDHS Incident Safety Officer certification
8. Must have IDHS Fire Officer I & II
9. Must have IDHS NFPA Instructor II and III
10. Must have IDHS Technical Rescue Awareness certification
11. Must have IDHS Hazardous Materials Operations certification
12. NIMS 100, 200, 300, 400, 700, 800 or Indiana State Equivalents as required for the position.
13. Maintain Paramedic affiliation with sponsoring hospital throughout employment.
14. Any equivalent combination of experience and training stated above, which provides the required knowledge, skills and abilities.

The Fire Chief at any time may require attendance of any class as he/she deems necessary for the advancement of the training division of the Fire Territory.

PHYSICAL DEMANDS

- The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- While performing the duties of this job, the employee is regularly required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; and talk or hear. The employee frequently is required to sit and taste or smell. The employee must regularly lift and/or move up to 25 pounds and frequently lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

WORK ENVIRONMENT

- The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- While performing the duties of this job, the employee is regularly exposed to outside weather conditions, extreme cold, and extreme heat. The employee is frequently exposed to wet and/or humid conditions, moving mechanical parts, fumes or airborne particles, toxic or caustic chemicals, risk of electrical shock, and vibration. The employee is occasionally exposed to high, precarious places; explosives; and risk of radiation. The noise level in the work environment is usually loud.

Disclaimers

- This job description is intended to describe the general nature and level of work being performed by employees assigned to this job title.
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- Refer to the Employee Handbook for further requirements of Job Descriptions.
- Any active applications for reciprocity will not count toward required licenses or certifications.
- Refer to the Territory's Organizational Chart for additional details on the Chain of Command.

Attachments

No Attachments

Approval Signatures

Approver	Date
Larry Alcorn: Fire Chief	pending



Current Status: Pending

PolicyStat ID: 8893141



Origination: 07/2019
Last Approved: N/A
Last Revised: 11/2020
Next Review: 1 year after approval
Owner: Larry Alcorn: Fire Chief
Policy Area: Policy
References:

Job Description - Division Chief of EMS (Civilian), 911b

Job Title: Division Chief of EMS

Department: Administrative Staff

~~Reports To: Assistant Fire Chief~~

Reports To: See BFT Organizational Chart

FLSA Status: Exempt

Prepared By: Brownsburg Fire Territory

~~Prepared Date: October 11, 2018~~

Approved By: Fire Territory Executive Board

Approved Date: ~~October 11, 2018~~

SUMMARY

Oversees EMS activities including but not limited to: training, supplies, and overall coordination. This position also will function in the role of Infection Control Officer, HIPPA Privacy Officer. This individual must possess skills in emergency scene management and personnel management. In this position, administrative and budget knowledge is also important for future operation of the Territory. Scheduling flexibility will be required at times in the form of meetings, training sessions, and committee involvement. The Division Chief of EMS must maintain knowledge and compliance of Brownsburg Fire Territory ~~Employee Handbook~~Policies, SOGs, structure and function of the Territory and local and county governments, and administration, management practices. This employee is required to be available for emergency responses and unanticipated difficulties outside of normal business hours. Transportation will be provided as part of the on-call function, as response may be necessary at any incident. The Division Chief of EMS is appointed and removed by the Fire Chief and serves at his/her discretion.

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the scene, assigning placement of incoming apparatus, and communicating with victims, family members, by-standers, and members of the public.

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- Oversees EMS service fees implementation and collection of those fees.
- Participates in training activities; attends classes in emergency medical, hazardous materials and related subjects.
- Presents programs to the community on ~~medical and safety~~, ~~medical and fire prevention~~ topics.
- Produces and submits yearly budget requests for training, schools, and supplies ~~and administers the training budget on an ongoing basis.~~
- Assists in developing plans for special assignments such as emergency preparedness, training programs and emergency medical care activities.
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4. Indiana State certified Primary Instructor ~~with at least three years of experience.~~
5. Instructor for Advanced Cardiac Life Support (ACLS), Pediatric Advanced Life Support (PALS) International Trauma Life Support (ITLS) as well as a CPR BLS instructor.
6. Must have IDHS Technical Rescue Awareness certification
7. Must have IDHS Hazardous Materials Operations certification
8. NIMS 100, 200, 300, 400, 700, 800 or Indiana State Equivalents as required for the position.
9. Maintain Paramedic affiliation with sponsoring hospital throughout employment.
10. Any equivalent combination of experience and training stated above, which provides the required knowledge, skills and abilities.

The Fire Chief at any time may require attendance of any class as he/she deems necessary for the advancement of the training division of the Fire Territory.

PHYSICAL DEMANDS

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- While performing the duties of this job, the employee is regularly required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; and talk or hear. The employee frequently is required to sit and taste or smell. The employee must regularly lift and/or move up to 25 pounds and frequently lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth

perception, and ability to adjust focus.

WORK ENVIRONMENT

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- While performing the duties of this job, the employee is regularly exposed to outside weather conditions, extreme cold, and extreme heat. The employee is frequently exposed to wet and/or humid conditions, moving mechanical parts, fumes or airborne particles, toxic or caustic chemicals, risk of electrical shock, and vibration. The employee is occasionally exposed to high, precarious places; explosives; and risk of radiation. The noise level in the work environment is usually loud.

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Attachments

No Attachments

Approval Signatures

Approver	Date
Larry Alcorn: Fire Chief	pending



First Responder Crew

Medic 131
Kaycie Hodge
Kam Holding

Vigilantly Serving

Date: Fri, Nov 20, 2020 at 12:56 PM

Subject: Thank You

To: <jbowers@brownsburgfire.org>

Chief Bowers:

I am sending this email on behalf of my wife Heather and my son [REDACTED]. Yesterday at 12:25 our worst fears as parents were realized when the staff at Brownsburg [REDACTED] Middle School called us telling us that [REDACTED] had collapsed at lunch.

When we arrived at the school Engine and Medic 131 were on scene. When I walked into the cafeteria I recognized a very familiar face in Kaycie Hodge. I was one Kaycie's preceptors in medic school. It was comforting for my wife and I to see a familiar face. I know seeing me show up was difficult for her because it became "personal" to her. That said your entire staff, Kaycie, her partner and the engine personnel were all great. Having worked in EMS for 16 years I was impressed with the professionalism of your personnel. [REDACTED] himself said Kaycie made him feel very comfortable which is a big thing because he's not one to trust strangers, since we were not allowed to ride with him to the hospital. I know you guys don't transport to Peyton Manning much. But when we requested [REDACTED] be transported there (I work for St Vincent) Nobody on the crew questioned it. That was also very much appreciated.

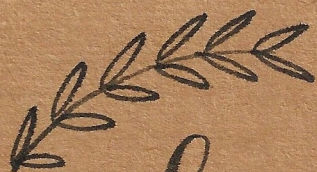
In today's day and age when all we hear is what people do wrong. I wanted you to know that as a family we greatly appreciate the quick response, and great care medic and engine 131 personnel provided [REDACTED].

In the end it amounted to [REDACTED] vageling down after choking and vomiting causing his HR and BP to bottom out, causing him to collapse. All his scans and labs came back clean. He was discharged a little after 7pm last night. He's perfectly fine and was back to his normal self by about 4pm yesterday.

Thank you again.

Sincerely:

Christopher, Heather & [REDACTED] B.



thank you
FOR
your support



To the Men & Women at
the Brownsburg Fire Territory,

11-23-20

Thank you so much for your
generous donation to Project Angel.
We appreciate your continuous support
over the years. This will help go
along way for our Christmas season
in Hendricks County. We truly appreciate
it!

We appreciate
your support!

Love,

Project A.N.G.E.L.