

# Office of the Fire Chief

## Operational Services

Executive Leadership  
Annual Budgeting  
Staffing  
Fire Grants  
Policies and Procedures  
Data Analysis  
Strategic Planning and Research  
Public Information  
Invoicing/Purchasing

## Fire Marshal

### Services

Fire Investigations  
Cause and Determination

## Deputy Fire Chief

### Administrative Services

Records Management System  
ISO Quality Assurance Program  
Fire Inspections/ Code Enforcement  
Communications (Radios)  
Information Technology  
CAD Management/GIS  
Emergency Management and Preparedness  
Monthly Reports (NIFRS)

### Fire Training Services

FF Professional Training Standards  
Training Curriculum Administration  
In-Service Training  
Medical Response Training  
New Recruit Training  
Training Records Management

### Health and Safety Services

Fire Station Safety  
FF Health and Safety Officer  
Fitness/Agility Testing  
Incident Safety Administration  
Pre-Incident Planning  
Risk Management

### Fire Support Services

Fleet Maintenance  
Supplies and Equipment Administration  
Breathing Apparatus Management  
FD Social Media Management  
Fire Hydrant Maintenance  
PPE and Equipment Maintenance

### Planning Services

Zoning Permits/Applications  
Zoning Compliance  
Code Enforcement  
Plans Review  
GIS Mapping  
Land Use Data Collection

### Fire Prevention Services

Fire Prevention Programs  
Community Risk Reduction  
Fire Education  
Fire and Life Safety Inspections  
Program Analysis/Mapping  
Plans Review

### Volunteer Services

Volunteer FF Coordination  
Recruiting and Retention  
Volunteer FF Liaison  
Quality Assurance  
Volunteer FF SOP Guidelines  
New Recruit Orientation

# Elizabethtown Fire Department

## Organizational Chart

2018