



**Office of the Fire Chief  
Butch Inks**

645 Randolph Avenue, Saint Paul, Minnesota, 55102

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July 20, 2020

From: The Office of Fire Chief Butch Inks  
Contact: Roy Mokosso, Deputy Chief/PIO  
To: Senator Scott Newman

Subj: RESPONSE TO SENATOR NEWMAN'S 27 JUNE, 2020 DATA REQUEST

- Encl: (1) SPFD SOP 403.1 Response to Civil Unrest Situations  
(2) SPFD SOP 601.1 Command Procedures  
(3) SPFD SOP 402.1 ECC-EOC Actions for Significant Incidents  
(4) SPFD SOP 602.1 Deputy Chief Fill-In  
(5) SPFD Daily Fire EMS Reports 05-26-20 to 06-01-20  
(6) SPFD Fire Dispatch Data 05-26-20 to 06-01-20  
(7) SPFD Fire Daily Roster 05-26-20 to 06-01-20

The Saint Paul Fire Department has completed its review of the data request received on 27 June, 2020 from Senator Newman. The responses below and supporting enclosures are provided in response to the information requested.

**1. A copy of the Saint Paul Fire Department's data retention policy, in accordance with Minnesota Statutes, section 138.17.**

The Saint Paul Fire Department and City follows the Records Retention Schedule for Minnesota Cities. The link to the data retention policy can be found here:

[https://www.mcfoa.org/vertical/sites/%7B067FFB58-E3CD-42BA-9FB1-11EFC7933168%7D/uploads/General\\_Records\\_Retention\\_Schedule\\_2018.pdf](https://www.mcfoa.org/vertical/sites/%7B067FFB58-E3CD-42BA-9FB1-11EFC7933168%7D/uploads/General_Records_Retention_Schedule_2018.pdf)

**2. The standing operations plan to handle an incident like the riots of the last week of May, including whether a task force model is part of that standard procedure. If the task force model is not part of the standing operations plan, please include data related to the decision to**

**implement that model the week of May 25, 2020.**

The task force model is part of the department’s standard operating procedure for response to civil unrest. The Saint Paul Fire Department’s Standard Operating Procedure 403.1 Response to Civil Unrest Situations is included and listed as (*Enclosure 1*). The standard operating procedure provides details on the use of the task force model.

**3. The names and dates of training programs or seminars Saint Paul firefighters attend to prepare for riots and similar events involving arson or other fires.**

The department has conducted three internal documented training evolutions over the past four years for response to civil unrest. The dates, subject matter and required attendees are listed below. The training conducted was in accordance with Saint Paul Fire Department’s Standard Operating Procedures 403.1 Response to Civil Unrest Situations and 601.1 Command Procedures (*Enclosure 1 & 2*).

<b>Training Dates</b>	<b>Attendees</b>	<b>Subject Matter</b>
July 2017	All Fire Training	Safety, Incident Command, Task Force Utilization and Fire Attack Tactical Considerations
Sep 2019	Chief Officer Training	Rules of Deployment, Safety and Fire Attack Tactical Considerations
April 2020	All Fire Training	Fast Attack tank-water suppression and go

**4. The Chain of command and decision-making hierarchy from May 26 through June 1.**

Fire Chief Butch Inks worked with the Assistant Chief of Operations Mike Gaede, coordinating Fire/EMS operational response. The Chief officers worked closely the Emergency Operations Center (EOC) working within the Operations section managing suppression and emergency medical response.

Operational decisions involving emergency scene management, safety, staffing, mutual aid requests and operational response protocols to include the formation of task forces were internal to the fire department and in accordance with standard operating procedures (*Enclosure 1 & 2*).

Decisions involving call back procedures, staffing the EOC and the Fire Department support of the Ramsey County Emergency Communication Center were in accordance with Saint Paul Fire Department’s Standard Operating Procedures 402.1 ECC-EOC Actions for Significant Incidents and 602.1 Deputy Chief Fill-In (*Enclosure 3 & 4*).

**5. The number of firefighting responses May 26 through June 1, 2020.**

The Saint Paul Fire Department responded to 1,157 calls for service between 26 May and 01 June, 2020. 366 calls for service were for fire response and 791 calls for service were for medical response. Four firefighters were injured during firefighting operations between 26 May and 01 June, 2020. Mutual Aid departments assisted on 10 calls during this timeframe and were also utilized as a reserve task force.

A summary of calls are listed below, daily Fire/EMS run reports from 26 May and 01 June, 2020 are included (*Enclosure 5*).

<b>DATE</b>	<b>TOTAL CALLS</b>	<b>FIRE</b>	<b>EMS</b>	<b>MUTUAL AID</b>
<b>26 May</b>	<b>146</b>	<b>41</b>	<b>105</b>	
<b>27 May</b>	<b>142</b>	<b>32</b>	<b>110</b>	
<b>28 May</b>	<b>241</b>	<b>96</b>	<b>145</b>	<b>5</b>
<b>29 May</b>	<b>186</b>	<b>74</b>	<b>112</b>	<b>5</b>
<b>30 May</b>	<b>147</b>	<b>46</b>	<b>101</b>	
<b>31 May</b>	<b>149</b>	<b>31</b>	<b>118</b>	
<b>01 June</b>	<b>146</b>	<b>46</b>	<b>100</b>	

The Saint Paul Fire Department utilized task forces during operations from 28 May to 31 May, 2020. The department followed standard operating procedures outlined in (*Enclosures 1 & 2*) for the formation, deployment and operational command procedures of the task forces.

A breakdown of each task force on the days the task forces were operational is provided below. Detailed information on call types, dispatch, response times and mutual aid dispatches can be found in the SPFD Fire Dispatch Data 05-26-20 to 06-01-20 (*Enclosure 6*).

<b>Date</b>	<b>TF 1</b>	<b>TF 2</b>	<b>TF 3</b>	<b>TF 4</b>	<b>TF 5</b>	<b>TF 6</b>	<b>TF -7</b>
<b>5/26/20</b>	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>5/27/20</b>	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>5/28/20</b>	E18 E22 L18 C1	E5 SQ1 L18 C2	E23 SQ2 L23 C3	E10 SQ3 L19 C4	RE37 E14 RL1 C5	RE30 E15 RL2 C6	N/A
<b>5/29/20</b>	E18 E22 L18 L22 C1	E5 SQ1 E24 L24 C2	E23 E20 SQ2 L23 C3	E10 E19 SQ3 L19 C9	RE37 E14 E15 RL2 C5	RE30 E4 E8 L8 C6	E17 E6 E9 L7 C7
<b>5/30/20</b>	E18 E22 L18 L22 C1	E15 E6 E8 L8 C2	E17 E4 SQ1 L7 C3	E10 E19 SQ3 L19 C5	E5 E14 SQ2 RL2 C6	E23 E20 RE30 L23 C7	E9 E24 L24 RE37 C9
<b>5/31/20</b>	E18 E22 L18 L22 C1	E15 E6 E8 L8 C2	E17 E4 SQ1 L7 C3	E10 E19 SQ3 L19 C5	E5 E14 SQ2 RL2 C6	E23 E20 RE30 L23 C7	E9 E24 L24 RE37 C9

6/01/20	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>Key: E-Engine, L-Ladder, SQ-Squad, C-Chief, RE-Reserve Engine, RL-Reserve Ladder</b>							

The department utilized overtime staffing to staff task forces and provide fire and EMS coverage for the entire city of Saint Paul. A breakdown of overtime staffing is provided below. A detailed Daily Roster report from 26 May to 01 June, 2020 is provided in (Encloser 7).

DATE	5/26	5/27	5/28	5/29	5/30	5/31	6/1
<b>OVERTIME STAFF</b>	<b>0</b>	<b>1.5</b>	<b>88</b>	<b>64</b>	<b>70</b>	<b>72</b>	<b>11</b>

**6. Data received May 26<sup>th</sup> through June 1 from state, federal, or other sources regarding the perpetrators of arson and destruction in Saint Paul, and the timing of receipt of this information.**

The department received operational intelligence in real time from the City’s Emergency Operations Center and the Incident Command Structure lead by Director Rick Schute from the city’s Emergency Management Division. The department received information relevant to fire response and operational decisions at individual fire scenes. The department did not receive information about persons, perpetrators, or organized groups involved in the civil unrest. The department coordinated with the Bureau of Alcohol Tobacco Firearms and explosives (ATF) and their National Response Team (NRT) began working with the department’s fire investigators on 02 June, 2020.

**7. Data from May 26 through June 1 regarding the timeline of coordination of efforts between different government entities, particularly as it relates to calling for assistance.**

The fire department worked under the operations division of the city’s incident command structure, focused on fire suppression and emergency medical response. The fire department coordinated with fifteen mutual aid departments for support with fire suppression: Apple Valley, Burnsville, Cottage Grove, Eagan, Farmington, Inver Grove Heights, Lakeville, Lake Elmo, Mendota Heights, North St. Paul, Oakdale, Rosemont, South Metro, Stillwater, Woodbury. Mutual aid requests resulted in support from 23 Rigs/Chiefs and 93 personnel. Coordination of law enforcement support from city, state, National Guard and federal agencies was coordinated through the Emergency Operations Center.

Please feel free to contact me with any questions or requests for additional information.

Respectfully

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