



SPECIAL POINTS OF INTEREST:

- **Location Updates**
- **New Locations**
- **Quotation of the Month**
- **HR News**

Newsletter Editorial Note

While Donna is out of the office Karen, Mark and I will be publishing the newsletter. While we are not as creative or thought provoking as she is we will do our best to get you all the information you need and want to read about Pro-Tec.

This is an exciting time for everyone in the Pro-Tec family; we are adding locations—see the articles about Chicago-Rockford International Airport and Wabush on starting on Page 3. We are planning our Annual Chiefs Meeting for April in Green Bay and looking forward to the sunshine of spring and summer.

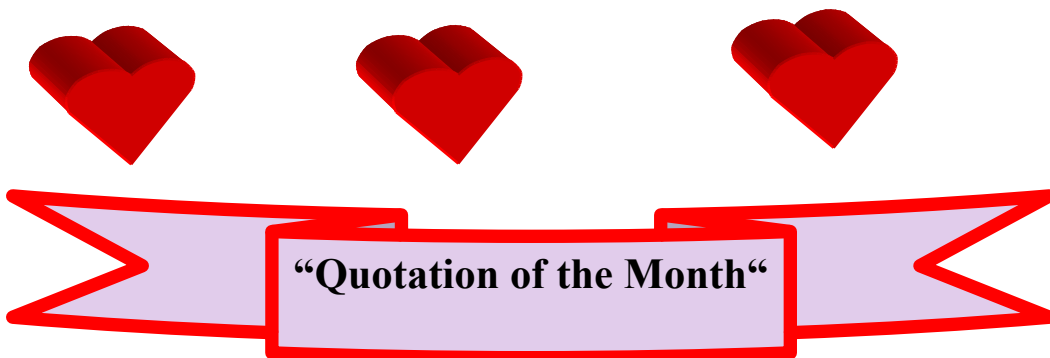
You can help us by sending us (Karen, Mark or me) your ideas and photos for upcoming issues.

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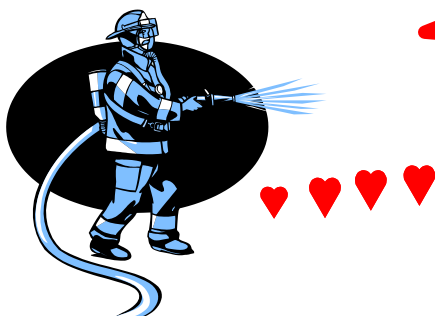
Until next month be safe out there!

Bill



“Everyday may not be good, but there is good in everyday.”

~ Anonymous ~



CORE VALUES

SAFETY: Everyone goes home. No one gets hurt.

SERVICE: Delight your customer.

EFFICIENCY: Use available resources conservatively.

EXCELLENCE: We strive to be the best every day.



CODE OF CONDUCT

We will be safe.

We will meet or exceed the requirements of our customer.

We will be efficient in our use of resources.

We will take accountability for our actions.

We will conduct ourselves in a professional manner.

We will respect our peers, supervisors and the chain of command.

We will wear the uniform with pride.

We will train and respond as a TEAM.

L o c a t i o n s

BURBANK

Chief Scanlon and the Burbank team would like to welcome back Eric Maricelli and Eric Wagner to our station. Both have been gone for an extended period of time fulfilling military commitments. We appreciate their service to our country and look forward to learning from their experiences.

Our department started on the first of January with a new reporting software (Firehouse software), which works in conjunction with our MDT's, Verdugo Dispatch and the surrounding cities. It is a complete records management reporting software that automatically uploads all of our calls to the NFIRS (National Fire Incident Reporting System). It has been a welcome addition to our department, making the reporting of incidents more streamlined and easier for the Captains.

Spirit AeroSystems

We would like to welcome Spirit AeroSystems as one of our new customers to Pro-Tec Fire Services. Spirit is based in Wichita, Kansas, is the world's largest first-tier aerostructures manufacturer. The company builds several important pieces of Boeing aircraft, including the fuselage of the 737, portions of the 787 fuselage, and the cockpit of nearly all of its airliners. Spirit also produces fuselage sections and front wing spars for the Airbus A350.[1] Spirit's main competition comes from Vought Aircraft Industries, Goodrich, Alenia, and Kawasaki Heavy Industries.

Boeing had originally provided fire and medical services for Spirit but Boeing decided to stop manufacturing in the Wichita area which stopped those services. In November of this year Pro-Tec Fire Services received the contract to provide fire and medical services to Spirit AeroSystems.

Chief Dan Diehl from Oklahoma City and Chief Gary Wilson from Beechcraft were key to getting the startup for this facility completed. Thank you to Dan and Gary.

Fire Marshal Loren Hathaway with his crew David Kilpatric and Craig Brenneis provide fire and medical services required from Spirit. Some of those services include medical response, fire response, building inspections, and development of portions of the safety program. Please welcome our crew at Spirit AeroSystems!

Austin Straubel

Article submitted by Chief Ewing, Corporate Fire Chief

On January 24th Austin Straubel International Airport , Airport Administration received a call from Sandra Moore who told them Mike Socha #112 went out of his way to help her and her husband who had been injured while on vacation and ended up in a wheelchair. When they returned here to GRB, Mike Socha helped them by going with her to get the car, she did not know where it was because she had been dropped off and then he helped them load up the bags as well. Sandra couldn't say enough nice things about how Mike went above and beyond what was expected.

Way To Go Mike!!!! This is customer service at it's BEST. We appreciate your dedication to our client and their customers.

Chicago Rockford International Airport



Back (L-R) FF Trey Kelly, FF Kevin Briggs, FF Spencer Caruana
Front (L-R) Deputy Chief Chris Millard, Deputy Chief Brian Kunce, Chief Jim Klinefelter

January 29th we started orientation training at Chicago-Rockford International Airport. This is an exciting project in many ways including the Airport transforming a corporate hanger into the ARFF station with hardwood floors and granite countertops.

Watch for updates and more pictures in upcoming issues of the *ARFF Flash*.



HR NEWS

Payroll Reminders:

W2's are available on line (same place as your check stub view) near the left hand side of the page.

If you forget your password or get locked out, please call Paychex online services directly at 877-281-6624. Liz Wilson (payroll) will not be able to assist you with resetting your password.

HR Update

Just a friendly reminder that when you move, change your phone number – please inform your Fire Chief so that the proper paperwork can be filled out. Not changing your address affects your W2, 401(k) statements, insurance and company updates.

For those of you that are on the insurance plan, please visit the protecfire.com website for summary benefit plan information and or Benefit Advantage forms that are needed when making changes or adding your dependents to your insurance.

FORMS SITE:

All company forms, benefits and policies can be found on our Pro-Tec website at www.protecfire.com. Open up our website, go to the bottom of the page and you will see **employee login**. Click open and log on. Logon name is **Protec-Fire** and password is **protec1!**. Click open forms and you will find all the company forms you need and the forms are in electronic form. **Save form** to your desktop and type on them and send via email. You can create your personal signature block to go on company forms when you submit them by email.

Your help button icon can assist you for any questions you may have.

Just click on it and ask a question on how to do various things with pdf, jpeg, word, excel files, etc. The help button is found usually in the upper right of your tool bar.

