***Fire Chiefs Report***

**February, 2018**

*Manpower:*

1. (1) new applications were received during the month for employment.
2. (1) new FF/Paramedic (Darrin Forsyth started on February 9, 2018).
3. Our new 48/ 96 schedule continues with success, with our (12) full-time employees. This was to stabilize our workforce and help our Quality, Productivity and Safety. Additionally, this will drive our Organizational Development and Project Management processes (Preparation, Presentation, Application and Evaluation).

*Facilities/ Equipment:*

1. On 2/6/18 and 2/7/18, all Self Containing Breathing Apparatus’ (SCBA’s) and the SCBA Compressor completed their 2018 annual preventive maintenance and service inspections. Quarterly air testing for 2018 was performed on the SCBA Compressor as well. All testing was conducted by FDC Rescue Products.
2. Continuing to work with Sheriff Mark Lamb and his teams for RICO funds to acquire a seized vehicle for Fire Prevention activities.
3. On 1/30/18, the Fire Stations backflow preventers on our water system were serviced and repaired for 2018.

*Training:*

1. District daily training for the month of February is: **EMS Drill**: Patient care assessments/ Invalid Assist. **FIRE Drill**: Ladder Operations. Captain Lopez, Holliday, Jarvis and myself will be conducting the trainings.
2. Key Performance Indicators (KPI’s) continue to be tracked for Quality, Productivity and Safety.
3. Organizational Development/ Project Management changes continues to move forward (Preparation, Presentation, Application and Evaluation).

*Procedures/ SOP’s*

1. On-going: Continuing to develop Policies and SOP’s for the new business model to make our classroom a certified IFSAC Training and Testing facility. This will bring additional revenue to our District.
2. Target Solutions software continues to work well for the District. We are tracking all required OSHA/ NFPA/ ISO/ DHS/ NREMT/ VFIS training. Everything will be captured in the system.
3. Captain Lopez continues to re-writing all of the equipment inspections SOP’s. Once completed, we will have this uploaded to the computer system and Target Solutions for tracking purposes. One policy was routed during the month.
4. Captain Jarvis and EMS Coordinator Nate Oliver are re-writing all of the EMS SOP’s. Once completed, we will have this uploaded to the computer system and Target Solutions for tracking purposes. One new policies were routed during the month.
5. Captain Holliday continue to re-writing all of the Training SOP’s. Once completed, we will have this uploaded to the computer system and Target Solutions for tracking purposes.

*Community Service*

1. During the month of February so far, we have assisted 23 citizens with smoke detectors challenges/ batteries and home safety repairs. Residents were not able to perform work on their own. Most of this effort was focused around residents starting up their furnaces.
2. On-going: I’m continuing to work for grant dollars with the several insurance companies to acquire additional Smoke Detectors and batteries for little or no charge. These will be installed free of charge for our financially challenged residents.
3. On-going: I’m continuing to work on a grant for car seats and bicycle helmets. 2 car seats were presented to Arizona City Group Homes.
4. Several new grants have been applied written, including: 100 Club, APS, SRP, Wal-Mart and Wildland.
5. The Arizona City Fire District Association and the Arizona City Fire District were able to make donations to the First Baptist Church of Arizona City Playground Fund in February. A presentation will be made at the March Board Meeting.

*Schools/ Events/ Groups*

1. February’s monthly Fire Drill coordination with the Arizona City Elementary School. We support the Arizona City Elementary School on a monthly basis.
2. On 2/23/18, I attended the ACES Site Council Meeting.

*Contracts/ Business Issues*

1. On-going; Saunders Company bi-annual financial audits will be distributed to the Board.
2. On 1/23/18, we met with Sunstate Systems to acquire competitive bids for IT Support.
3. On 2/6/18, we met with EMS Advisors for income opportunities for the District.
4. On-going: Working to re-finance our Ladder Truck loan with multiple lenders.
5. On-going: Writing contract with Central Arizona College for use of drill tower for exchange of previously donated equipment. New Program manager for CAC.
6. The Ascensus 457 Plan and Ascensus 401A Plan are working well. Ascensus 401A is the complement to our 457 Plan.

***2017 Highlights***

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| ***Standards*** | ***2015*** | ***2018*** |
| MISSED CALLS | Numerous | 0% |
| 24 hour/ 7 day/week Captain coverage/monthly | 0% | 100% |
| 24 hour/ 7 day/week paramedic coverage/monthly | 0% | 100% |
| 24 hour/ 7 day/week Engineer coverage/monthly | 0% | 100% |
| 24 hour/ 7 day/week certified Firefighter I & II coverage/monthly | 0% | 100%  |
| All alarm response in less than 60 seconds  | <30% | 100% |
| On-scene time in less than 5 minutes for all calls | <20% | >90% |
| Command Coverage | <20% | 100% |