***Fire Chiefs Report***

**March, 2018**

*Manpower:*

1. (3) new applications were received during the month for employment.
2. Manpower is at 100%.
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. Preventative maintenance was completed on our air quality monitor and we also ordered (1) additional air monitor for backup. All calibration work and testing was conducted by FDC Rescue Products.

*Training:*

1. District daily training for the month of March is: **EMS Drill**: EKG assessments. **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).
4. The week of March 5th, I attended the Firehouse World Conference.

*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, we have assisted 49 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. Awaiting word from our submitted grants. They including: AFG, 100 Club, APS, SRP, Wal-Mart, Indian Councils and Wildland.
5. Support and participated in the 2018 Arizona City Daze Celebrations.

*Schools/ Events/ Groups*

1. March’s monthly Fire Drill coordination with the Arizona City Elementary School. We support the Arizona City Elementary School on a monthly basis.
2. On 2/20/18, I attend the Chamber of Commerce Meeting.
3. On 2/13/18, I attended the ACES Site Council Meeting.
4. On 3/1/18, myself and Board Chairman Tim McCain participated as judges in the ACES Spelling Bee.
5. During the week of March 5th, each day we read to the students at ACES for Reading Week.

*Contracts/ Business Issues*

1. On-going; Saunders Company will present their bi-annual financial audits finding at the Board Meeting.
2. On 2/20/18, we held an additional meeting with Sunstate Systems to finalize their bid for IT Support.
3. On-going: Working to re-finance our Ladder Truck loan with multiple lenders.
4. On-going: Writing contract with Central Arizona College for use of drill tower for exchange of previously donated equipment. New Program manager for CAC.
5. The Ascensus 457 Plan and Ascensus 401A Plan are working well. Ascensus 401A is the complement to our 457 Plan.