



## Northwest Fire District Governing Board

13535 North Marana Main Street  
Marana, Arizona

SCHEDULED

### FIRE CHIEF'S REPORT

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**Date:** March 25, 2025  
**To:** Governing Board  
**From:** Samantha Beal, Administrative Assistant  
**Department:** Operational Services  
**Agenda Item** Operational Services Board Report

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#### **ACTIVITIES:**

##### **Deputy Chief, Brian Keeley, Preparedness**

##### **Prevention Services – Division Chief Collin Wyckoff**

The following is a report on activities in the Prevention Division:

Activity:

- The Prevention Division reviewed 95 plan submittals (In-District - 85, Rincon Valley Fire District (RVFD) – 10) and billed \$285,404 in permitting fees fiscal year-to-date
- NWFD Inspectors conducted 591 occupancy inspections and mitigated 192 Fire Code violations
- NWFD responded and investigated 15 fires, saving \$2,187,878 in property value, with 4 civilian casualties (injuries)

Training

- Members attended EduCode to recertify their International Code Council (ICC) credentials related to plans review and inspections

Outside Agency Engagement

- Staff attended all Town of Marana development services pre-application meetings with potential area developers
- Attended a process improvement meeting with the Town of Marana to update their development processes
- Attended the First Due agency alignment meeting with Tucson Fire Department (TFD), Golder Ranch Fire District (GRFD), and First Due area representative

##### **Training – Division Chief Ian Cassidy**

The following is a report on activities in the Training Division in the month of February 2025:

##### **Jeff Piechura NWFD Training Center – Hours of Utilization**

- Total Hours of Utilization: 348.0
- Formal Training Class Hours: 268.0
- Community Partners & Outside Contracted Hours: 48.0
- Drop-in Training Hours: 3.0
- Other Internal Use: 29.0

### **Training Request Tickets Received/Completed (Help Desk)**

- Number of tickets received this month: N/A
- Number of tickets completed: N/A
- Total tickets received year-to-date (YTD): N/A

\*Ticketing system software is currently being replaced; numbers will be updated when new service is established.

### **Formal Training Completed/In-Progress (Mandatory)**

- Academy 24-01 – 21 weeks completed, three (3) weeks remain
- 21 Recruits remain
- Quarter One (Q1) Company Readiness Drills (CRDs) – Search & Rescue Evaluation
- February Emergency Medical Services (EMS) Continuing Education (CE) Package: Toxicological Emergencies, Endocrine Emergencies

### **Drop-In Training Completed**

- Extrication: 4 Hours

### **Training Opportunity Requests Issued (Optional)**

- Structural Collapse Technician Emergency Building Shoring (EBS) Course
- Trench Rescue Technician Course
- Confined Space Technician Course
- L-580 Leadership – May 2025

### **Training Memos Written/Released**

- Spring 2025 Leadership CE
- Training Captain Internal Opportunity Request (IOR)
- Recruit Class 24-01 Graduation

### **Professional Development Completed/In-Progress**

- None

### **Percentage of Annual Training Credential Completion**

- Credential Completions YTD
  - Fire Fit-Physical Fitness: 18%
  - Special Operations Annual Refresher: 21%
  - Occupational Safety and Health Administration (OSHA) Compliance: 12%
  - Insurance Services Office (ISO) Facilities: 2%
  - ISO Company Training: 14%
  - ISO Hazmat: 18%
  - ISO Driver/Operator: 27%
  - ISO Fire Officer: 27%

### **Training Development & Updates**

#### **Captain Owen (Suppression):**

- Continued Recruit Academy 24-01 which began on 10/1/24. Recruits are finishing their 21st week of the Academy.
- Began delivery of the Q1 CRD which focuses on search and rescue
- Responded to multiple training requests and approved fire training to ensure 100% compliance with FireRescue1 (FR1) training data for year-end completion

**Captain Simmons (EMS):**

- Assisted with Academy Class 24-01
- Assigned second quarter (Q2) EMS CE package
- Continued notifications and approvals for multiple members with expiring National Registry of Emergency Medical Technicians (NREMT) certifications in March
- Began delivery of Q1 CRD on search and rescue

**Captain Medlen (Special Operations):**

- Assisted with Academy Class 24-01
- Assisted with Q1 CRD delivery
- Began delivery of Academy 24-01 special operations training
- Continued work on an elevator rescue course

**Paramedic Pierpont (EMS):**

- Assisted with Academy Class 24-01
- Assisted with Q1 CRD delivery
- Continued maintenance on all training mannequins, ensuring all are functional and made repairs to keep each at serviceable levels
- Continued writing intra-departmental procedure on EMS mannequin maintenance and EMT class administration

**Engineer Emans (Suppression/Driver Training):**

- Assisted with Academy Class 24-01
- Continued preparations for the May 2025 Driver-Operator Program
- Continued preparations for an Engineer process and the subsequent Engineer Academy
- Filmed an extrication tools training video for new tools purchased through a grant

**AA II Ortiz (Support):**

- Responded to training ticket requests which required scheduling of training rooms
- Continued writing intra-departmental procedures for the Administrative Assistant of Training's position
- Uploaded program files as they were completed to Laserfiche

**Division Chief Cassidy (Support):**

- Assisted with Academy 24-01
- Continued work on a re-write of the Battalion Chief Certification Program, to be delivered in 2025
- Responded to multiple training tickets
- Attended multiple meetings in support of NWFD operations
- Conducted interviews for new Training Captain positions
- Assisted in grant writing process for training equipment
- Registered students/cadre in multiple conferences and training courses
- Wrote multiple memos regarding training topics and upcoming events
- Completed work on the Training Division budget for FY25/26
- Continued work on Strategic Plan Objective 4B

### **Internal Meetings Attended/Hosted**

- EMS Quality Assurance (QA)/Quality Improvement (QI) compliance meetings (bi-weekly): Training
- Training Staff meetings (bi-weekly): Training
- Operations meeting: Training
- Equipment Work Group meeting: Training
- Leadership Committee meeting: Admin
- Awards Work Group meeting: Admin
- Fleet pump testing: Training
- Peer Support meeting
- Volunteer Firemen's Insurance Services (VFIS) Insurance Review
- Wildland pre-season meeting

### **External Meetings/Training Hosted**

- Countryside Village HOA Meeting: Station 338
- American Backflow Prevention Course
- Rotary Club of Marana Meeting: Training

### **Medical Services – Division Chief Shawn Twilling**

- NWFD performed 619 transports for the month of February, consisting of 422 Advanced Life Support (ALS) transports and 192 Basic Life Support (BLS) transports, 238 transfers of care to other providers, and 359 patient refusals, with 100% QA/QI of 1239 reports (including misc. reports, i.e. dead-on scene)
- Attended weekly communications meetings with Tucson Fire Department and Public Safety Communications Department (PSCD)
- Participated in the monthly map roll process with Geographic Information System (GIS) and PSCD
- Attended the monthly Leadership Committee meeting
- Attended the bi-monthly EMS Continuous Quality Improvement (CQI) meeting
- Attended the bi-monthly EMS and Training meeting
- Attended the bi-monthly EMS and Operations meeting
- Attended the Protocol Development and Review Committee
- Attended the monthly Digitech Status meeting
- Attended meeting with Southern Arizona Fire and Emergency Response Consortium (SAFERC) and PSCD on Request for Proposals (RFP) discussion for a new Computer Aided Dispatch (CAD) vendor
- Attended the Southeastern Arizona EMS (SAEMS) Base Hospitals Managers meeting
- Attended the One Platform Contracting Review - EMS/Community Provider meeting with Contexture
- Attended Pima County EMS (PEMS) meeting
- Attended the software platform Demo with Hinkley Medical
- Attended ImageTrend National Emergency Response Information System (NERIS) meeting
- Attended meeting with Command Staff with Northwest Hospital Staff
- Monthly controlled substance audit
- Attended Division Managers/Chiefs Meeting

- Attended EMS and Fire data meeting for District response
- Assisted with multiple user access for CompX (electronic access to apparatus drug boxes) and UCAPIT machines
- Assisted with various records release requests
- Attended weekly meetings with NWFD sponsored Paramedic student Shane Larson
- Attended Love of Reading Week at Harelson Elementary school
- Attended a Community Affairs event at La Cima elementary school to teach cardiopulmonary resuscitation (CPR)
- Attended an external meeting with Timber Mesa and Superstition Fire District to discuss EMS compliance education and related topics
- Attended the first week of Arizona Fire Chief Association Chief Executive Officer Program

### **Division Chief of Response – Dave Resnick**

#### Operational Trainings and Meetings

- Attended CRDs at NWFD Training Center
- Attended Leadership Committee meeting
- Attended EMS/Operations meeting with Banner Doctors
- Attended NWFD Division meeting
- Attended monthly Operations meeting
- Continued updating Telestaff information and staffing
- Completed budget work with Division Chief Moore
- Attended 2025 NWFD Wildland Planning Session

#### Ceremonial Unit - Captain Matt Storms, Ceremonial Unit Leader

- 02/01/2025 - Three members attended the Parada Del Sol in Scottsdale
- 02/13/2025 - Pipes played for Captain Gary Watson's retirement party
- 02/15/2025 - Pipes & Drums attended the funeral for a retired Rural/Metro Firefighter

#### Wildland – Engineer Scott Peru, Wildland Coordinator

- Attended 2025 NWFD Wildland Planning Session

#### Community Assistance Program (CAP)

- In-District Responses – 44
- Out of District Responses – 22
- Total Monthly Responses – 66

Total Annual CAP Responses – 522

#### CAP Community Engagement

- Provided support to St. Andrews Presbyterian Church following the death of their Pastor
- Attended Marana Police Department briefings
- Attended Pima County Q1 Crisis meeting
- Delivered books/blankets/stuffed animals to Pima County Sheriff's Department (PCSD) Foothills
- Assisted in the implementation of the Law Enforcement (LE) Room at Beautiful Savior Lutheran Church

## CAP Training and Events

- Lexipol
- Applying Love Languages in Parenting
- Understanding Post-Traumatic Growth

## Health And Safety – Division Chief Robert Corbell

- Attended Leadership Committee meeting
- Attended Drager AirBoss Self-Contained Breathing Apparatus (SCBA) vendor meeting
- Attended the First Responder Wellness Day planning meeting at TFD
- Participated in a Behavior Health meeting with Shoshana Elkins and Jennifer Isom from Sequoia Springs on building a training program for clinicians to build first responder competency so that they can better relate to first responders that seek mental health assistance
- Participated in the Securis Safety Committee meeting hosted by Securis which was intended to bring together other fire districts' safety personnel to help spread best practices and see how Securis can assist agencies build their safety culture
- Chaired District's Safety Committee meeting
- Attended meeting with the Family Care Center (FCC) to see how the FCC can support the mental health of District employees
- Attended Division Chiefs/Managers meeting
- Attended the Arizona Counter Terrorism Information Center (ACTIC) State Intelligence Meeting at Marana Police Department (MPD)
- Attended NWFD Operations meeting
- Completed FY25/26 budget
- Continued working on Health and Safety Annual Report
- Completed draft Heat Injury and Illness Program and presented it to the Safety Committee and will present it to the Leadership Committee in the future

## Safety Officers Report – Cpt. D. Braswell, Cpt. R. Fult, Cpt. A. Carter

- Continued support for scheduling annual Personal Protective Equipment (PPE) inspections and annual station inspections of PPE
- Attended the Safety Division meeting
- Continued work on hearing conservation survey
- Performed inventory on current hearing protection throughout the District
- Assisted with multiple CRD evolutions as Safety Officer

## Peer Support Team – Firefighter Damien Vrbanic – Peer Support Team Coordinator

- Four (4) Peer Support Team Members completed the Critical Incident Stress Management (CISM) class as part of their minimum training requirements
- There were five (5) peer-to-peer interactions

## Peer Fitness Team – Cpt. J. Lebrun

- One member of suppression returned to duty
- Completed 23.5 contact hours for work hardening program
- Completed 80 hours of in-station contact hours for Peer Fitness Team
- Completed 1,008 contact hours for Recruit training/fitness

## **GOALS:**

To save lives, protect property, and care for our community.

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## **Attachments**

Operations Statistics

Prevention Statistics

February 2025 CAP Statistics