



Northwest Fire District Governing Board

13535 North Marana Main Street
Marana, Arizona

SCHEDULED

FIRE CHIEF'S REPORT

Date: August 27, 2024
To: Governing Board
From: Samantha Beal, Administrative Assistant
Department: Operational Services
Agenda Item Operational Services Board Report

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 110 plan submittals (In-District -101, Rincon Valley Fire District (RVFD) – 9) and billed **\$55,828.95** in permitting fees fiscal year-to-date.
- NWFD Inspectors conducted 438 occupancy inspections and mitigated 120 Fire Code Violations.
- NWFD responded and investigated 20 fires, saving **\$1,061,169** in property value, with one (1) civilian casualty.
- Instructed BlueCard Incident Commander (IC) for the Captain's Certification Program (CCP).
- Instructed Prevention training topics for the CCP.
- Continued working with the Public Safety Communications Department (PSCD) on implementation of FirstDue pre-incident planning software.
- Completed annual building safety inspections on the Administration building and Station 336.

Training

- Members attended the ImageTrend user conference. ImageTrend is the primary Records Management System (RMS) used by Prevention for both construction and annual building safety inspections.
- Members attended the Environmental Services Research Institute (ESRI) User Conference. ESRI is the primary geospatial application used by Prevention for address verifications used in plan review, annexations, and for building risk assessments and preplanning.
- Members attended the AZ International Association of Arson Investigators (IAAI) Arson Investigators Conference which covers current topics relative to origin and cause determinations at District fire incidents.
- One member is attending NWFD's CCP to further his internal professional development and leadership skillset.

Outside Agency Engagement

- Staff attended multiple pre-application meetings with the Town of Marana.

Training – Division Chief Ian Cassidy

The following is a report on activities in the Training Division in the month of July 2024:

Jeff Piechura NWFD Training Center – Hours of Utilization

- Total Hours of Utilization: 0
- Formal Training Class Hours: 0
- Community Partners & Outside Contracted Hours: 0
- Drop-in Training Hours: 0

*Due to construction, the Jeff Piechura NWFD Training Center is currently shut down. No hours of utilization will be recorded until the center is reopened. Expected reopening is October 2024.

Training Request Tickets Received/Completed (Help Desk)

- Number of Tickets Received This Month: 5
- Number of Tickets Completed: 5
- Total Tickets Received YTD: 55

Formal Training Completed/In-Progress (Mandatory)

- None

Training Opportunity Requests Issued (Optional)

- Fire School 2024 - Eight (8) members of the organization will be sponsored this year to attend Fire School in Mesa, Arizona
- Rope/Swiftwater Rescue Operations & Technician Course

Training Memos Written/Released

- Annual Training Survey 2024
- Driver Operator Class Fall 2024
- Engineer Continuing Education (CE) 2024
- Leadership Development CE Fall 2024
- Training Program Changes
- Third Quarter Training 2024
- Rope/Swiftwater Rescue Training Opportunity Request (TOR)

Professional Development Completed/In-Progress

- Captain Certification Program 2024 began July 9, 2024, and will graduate on September 25, 2024. There are currently 12 students enrolled.

Percentage of Annual Training Credential Completion

- Credential Completions year-to-date (YTD)
 - Fire Fit-Physical Fitness: 42.02%
 - Special Operations Annual Refresher: 34.54%
 - Occupational Safety and Health Administration (OSHA) Compliance: 30.17%
 - Insurance Service Office (ISO) Facilities: 59.62%
 - ISO Company Training: 45.57%

- ISO Hazmat: 64.49%
- ISO Driver/Operator: 92.06%
- ISO Fire Officer: 86.71%

Training Development & Updates

Captain Owen (Suppression):

- Continued final preparations and syllabus updates for Recruit Academy 24-01 along with Pima Community College (PCC) credits
- Assisted in Spark Hire interviews for Recruit Class 24-01
- Developed third quarter fire training on high-rise firefighting, hose management and flow pathing
- Began writing an Intra-Departmental Procedure on Recruit Academy Administration
- Assisted with development of the basic firefighter annual skills evaluations recently deployed to the Battalion Chiefs to administer
- Participated as a Labor representative for Academy 24-01 Chief interviews

Captain Simmons (Emergency Medical Services (EMS)):

- Updated and implemented the Captain Certification Program. Class began on July 9, 2024.
- Developed EMS quarterly training on crashing patients developed based on data from Banner and recent call data
- Began working on an update of the 2024/2025 NWFD Manual of Firefighting
- Assisted with the development of the basic firefighter annual skills evaluations recently deployed to the Battalion Chiefs to administer
- Wrote Intra-Departmental Procedure on Captain Certification Program administration

Captain Medlen (Special Operations):

- Completed the development of new recruit academy Special Operations Class curriculum, which added Trench, Confined Space and Machinery Rescue to the list of existing special operations classes (Rope and Swiftwater)
- Assisted with the development of the basic firefighter annual skills evaluations recently deployed to the Battalion Chiefs to administer
- Wrote an Intra-Departmental Procedure on Special Operations Class administration

Paramedic Pierpont (EMS):

- Developed EMS quarterly training on crashing patients developed based on data from Banner and recent call data
- Completed all work associated with the recruit academy Emergency Medical Technician (EMT) Program for implementation in October 2024
- Continued to work on all training mannequins and ensured all are functional and made repairs to bring each to serviceable levels
- Began writing an Intra-Departmental Procedure on EMS mannequin maintenance
- Continued work on EMS training supply room inventory and organization

Engineer Emans (Suppression/Driver Training):

- Completed on-boarding transition into Training Engineer role, replacing Engineer Snodgrass
- Began working on the Driver Operator (DO)/Aerial Operator (AO) Program rewrite. This rewrite removes Aerial Operator from the course, moving it into the Engineer Academy and shortens the existing program from eight weeks to six weeks.
- Began efforts to deliver the new DO course to the field in October 2024
- Assisted with development of the basic firefighter annual skills evaluations recently deployed to the Battalion Chiefs to administer
- Began writing an Intra-Departmental Procedure on DO program administration

Administrative Assistant (AA) II Ortiz (Support):

- Cataloged all new program/course books received to update the current training library
- Assisted in Board report data gathering for the Division
- Responded to Training ticket requests which required scheduling of training rooms
- Developed contracts for external customers' use of District training facilities
- Began writing an Intra-Departmental Procedure for the Administrative Assistant of Training's position - completed three of six procedures

Division Chief Cassidy (Support):

- Assisted with development of Recruit Class 24-01 curriculum
- Initiated multiple requisitions in support of EMT class, Recruit Academy 24-01, DO class and Special Operations Training
- Initiated seven (7) memos from the Training Division regarding changes in training programs, and other offerings from the Division
- Developed and implemented a new annual training survey, now housed in the Laserfiche cloud
- Continued work on a re-write of the Battalion Chief Certification Program, to be delivered in 2025
- Initiated a full BlueCard Incident Commander Certification course for CCP 2024
- Assisted Logistics in mock sizing training for Recruit Academy 24-01
- Worked with Community Relations and Logistics to create a new Uniform Manual as well as a video on proper wear
- Worked with Technical Services on Laserfiche workflow pathing for new training records to be input into the system
- Developed a new Laserfiche Records Management Intra-departmental Procedure
- Worked with Deputy Chief Keeley to secure a speaker for the Fall 2024 Leadership Development CE attended by all District supervisors and managers

Internal Meetings Attended/Hosted

- EMS QA/QI Compliance Meetings (bi-weekly): Admin
- Training Staff meetings (bi-weekly): Logistics
- Operations Meeting: Station 338
- Equipment Work Group Meeting: Station 338
- Labor Management Meeting: Admin
- Awards Work Group Meeting: Admin

- Training/I.T. Meeting on Records Management in Laserfiche

External Meetings Hosted

- Countryside Village HOA Meeting: Moved to Station 338

Medical Services – Division Chief Shawn Twilling

- NWFD performed 385 ALS (Advanced Life Support) transports for February, along with the QA/QI for each ambulance transport, 483 transfer of care to other providers, and QA of 344 Patient Refusals
- Attended weekly communications meetings with Tucson Fire and PSCD
- Attended panel interviews for the Fire and EMS Data Analyst position
- Attended quarterly PSCD, Southern Arizona Fire and Emergency Response Consortium (SAFERC), and Tucson Fire Department (TFD) meeting
- Attended National Fire Operations Reporting System (NFORS) shared workspace meeting with the City of Tucson and regional partners
- Daily/ weekly communications with Northwest Hospital (NWH) regarding offload times
- Attended a meeting with the Medical Director and staff of 1919 W. Medical St. to discuss expectations and capabilities of both organizations
- EMS weekly check in with sponsored medic students enrolled in the Pima Paramedic Program
- Monthly controlled substance audit
- Attended Southeastern Arizona Emergency Medical Services (SAEMS) Medical Directors Meeting
- Attended bi-weekly EMS and Division meetings
- Attended monthly Digitech/James Vincent Group (JVG) meetings
- Assisted with multiple user access for CompX (electronic access to apparatus drug boxes) and UCAPIT machines
- Assisted with various records release requests
- Assisted with monthly map rollout
- Attended SAEMS provider meetings
- Attended SAEMS Protocol Development and Review (PDR) monthly meeting
- Attended EMS Continuous Quality Improvement (CQI) Committee meeting
- Assisted with the onboarding of the new hire for the Fire and EMS Data Analyst, Joe Gullota
- Attended the Imagetrend Connect Conference
- Attended Meeting for Geographical Information Service (GIS) job description review with Human Resource Services (HRS)

Deputy Chief Roger Moore, Response

Significant Emergency Incidents

- See attached report

Division Chief of Response – Josh Zent and Dave Resnick

Operations Performance Measures:

- Total In-District Incident Count: 1513
- Total out of District Incident Count: 154
- 90th Percentile EMS Turnout Time: 97 seconds
- 90th Percentile Fire Turnout Time: 113 seconds
- 90th Percentile EMS Total Response Time: 10.2 minutes
- 90th Percentile Fire Total Response Time: 41.5 minutes

Operational Trainings and Meetings

- Completed After Action Review of joint exercise with the Town of Marana and Marana Police Department - Incident Command System to Emergency Operations Center integration with Joint Information Center communication focus
 - After Action Review - Incident Command System to Emergency Operations Center
- Worked with Technical Services staff and UKG Kronos to update security certificates
- Attended monthly safety meeting
- Attend Star Spangled Spectacular After-Action Review with Town of Marana
- Worked with Tucson Fire Department on the 5-week Hazardous Material Technician course. NWFD will have five (5) students in attendance and several instructors teaching. The course begins September 3, 2024.
- Attended 2024 Homeland Security Conference – Began Texas A&M Engineering Extension Service (TEEX) course in Strategic Overview of Public Assistance Program and Recovery process. The Conference emphasized the growing trends in Cybersecurity threats and threats to critical infrastructure.
- Transitioned Division Chief of Operations responsibilities to Chief Resnick as of July 29th.

Special Operations

TRAINING

- 7/22,7/23,7/25 Regional Hazmat training – Eight-step at the Public Safety Academy (PSA)
- 7/10,7/11 - Cave rescue at Colossal Cave

EQUIPMENT

- Built two (2) new eight-step kits and made a PowerPoint on how to use them

MAJOR INCIDENTS

- 7/2 SQ338 Rollover 8200 N I10 #2425176
- 7/9 EN338 Natural gas leak #2426123
- 7/14 En338 Natural gas leak #2426796
- 7/18 En338 Natural Gas leak #2427516
- 7/25 SQ338 Swiftwater #2428487
- 7/25 SQ338 Swiftwater #2428492
- 7/25 SQ338 Swiftwater #2428499
- 7/30 En338, SQ338 Carbon Dioxide leak at 3800 West LINDA VISTA #2429103

OTHER

- Three (3) Firefighters promoted to Paramedics on 7/29

Ceremonial Unit - Captain Matt Storms, Ceremonial Unit Leader

- Thomas Gilbert was awarded a scholarship to the Jim Thompson Pipe Band School and attended the week long class July 13th-19th
- 7/31 – Pipes & Drums (P&D) was sent to aid in a retirement ceremony for Corona De Tucson as part of a regional support request

Wildland – Captain Scott Peru, Wildland Coordinator

- There was one deployment for the month of July
- NWFD sent a Type 3 engine to the Hillside Fire, Rabbit Fire and Waterman Fire all in AZ assigned to the Department of Forestry and Fire Management (DFFM) Task Force
- Updated Wildland Team Members red cards and position task books in the DFFM IQSweb system
- Worked on Wildland equipment order for FY24/25
- Worked on Wildland Team members availability for the month of July
- Worked with Tucson Interagency Fire Center on night dispatch staffing
- Worked with Operations on Wildland Team members equipment and reimbursement
- New National Wildfire Coordinating Group (NWCG) Rapid Extraction Module Support (REMS) standards were distributed
- Had a debriefing with Operations for leadership changes
- Worked with leadership on organizing an Osher Lifelong Learning class
- Worked with Public Information Officer (PIO) on recent wildfire training
- Worked with Business Services Division on Securis out-of-state insurance coverage
- Worked with Finance on new DFFM meal rates for travel
- Worked with Pinal County Wildland Team on Regional Duty Officer responsibilities and efficiencies
- Worked with Technical Services on Wildland radio updates

Community Assistance Program (CAP)

Total Monthly CAP Responses:

- In-District Responses – 40
- Out of District Responses – 16
- Total Monthly Responses - 56

Total Annual CAP Responses – 56

CAP Community Engagement

- Domestic Violence from a Victims View

CAP Training and Events

- What to Expect as Dementia Progresses
- Understanding Executive Functioning in Dementia
- Four Common Dementia Caregiver Mistakes
- Ten Warning Signs of Dementia
- Five Changes Caregivers Face After a Dementia Diagnosis
- Ask Me Anything: Managing the Younger Generation

Health And Safety – Division Chief Robert Corbell

- Attended Labor Management Committee meeting
- Attended Sleep Assistance For FIREfighters (SAFFIRE) Sleep Study meeting

- Chaired July Safety Committee meeting
- Attended Station 336 and Administration annual OSHA safety inspection
- Attended HRS & Health and Safety meeting on Request for Proposals (RFPs)
- Attended AZ State Intelligence Meeting by Zoom
- Attended Federal Bureau of Investigation (FBI) Special Weapons and Tactics (SWAT) Team intelligence briefing
- Coordinated NWFD representative at Unified Command for FBI SWAT Team Operation
- Attended Operations meeting
- Continued work on Arizona Division of Occupational Safety and Health (ADOSH) Heat Safety Illness Program
- Continued coordination for annual physicals for Firefighters (FFs)
- Assisted the U of A Firefighter Cancer Cohort Study with coordination of blood draws for NWFD FFs
- Completed the Craig Tiger Act internal information page

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

- Attended Lexipol “Leading with Intent: Essential Traits of Servant Leaders” webinar
- Researched potential Infection Control Courses for annual continuing education
- Participated in After Action Review for Station 335 house fire
- Participated and assisted with several multi-company drills
- Continued development of equipment loadout for SO331 – SO336
- Continued assistance with several committees to ensure Health and Safety items are addressed
- Continued research on noise dosimeters for a Hearing Conservation Program

Peer Support Team – Inspector Marcela Hammond – Peer Support Team Coordinator

- There were a total of nine (9) peer to peer interactions for the month of July
- Continued development of Peer Support Station inservice presentation for delivery starting in August
- Worked on identifying a facility for the Struggle Well Class that the District will be sponsoring

Peer Fitness Team – Cpt. J. Lebrun

- Peer Fitness Team members provided 120 Hrs. of Candidate Physical Ability Test (CPAT) instruction
- Peer Fitness Team members provided 60 Hrs. of fitness assistance to NWFD members

GOALS:

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

Attachments

July 2024 Significant Incidents
 Operations Statistics
 Prevention Statistics
 July 2024 CAP Statistics