



## 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:** Essential Services  
**Agenda Item** Essential Services Board Report

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#### ACTIVITIES:

##### **Essential Services: Scott Hamblen, Assistant Chief - Essential Services:**

The following is a list of activities for the month of February 2025:

- Attended Leadership Committee meeting
- Attended Executive Staff meetings
- Attended a vendor demonstration on the new Drager AirBoss Airpack
- Attended the 2024 Annual Lease Program Review with Enterprise
- Attended multiple budget development meetings with Division Managers and Executive Staff
- Participated in the monthly station inspection with Executive Staff
- Attended internal meetings with Essential Services Team

##### **Fleet: Raymond Jones, Fleet Division Manager:**

The following is a list of activities for the month of February 2025:

- Started working with Oro Ford for repairs and recalls
- Placed order for Rapid Extraction Module Support (REMS) Truck
- Attended meeting with Pima County for issuance of county fuel keys
- Sent four (4) vehicles to Enterprise Remarketing to begin the sales process
- Placed two (2) additional vehicle lifts into service
- Attended meeting with Empire concerning coolant testing results
- Attended Pima Joint Technical Education District (JTED) meeting for possible interns for Fleet

##### **Warehouse: Robert Kay, Supply Supervisor:**

The following is a list of activities for the month of February 2025:

- Placed restock orders for Emergency Medical Services (EMS), janitorial, office, uniform, station, and pharmaceutical supplies
- Restocked District pharmaceutical machines and checked machine coils for correct products, date, and proper alignment
- Picked up completed orders from vendors and sent them out to personnel in the field

- Received Academy uniform items and performed the final formal uniform fitting for the 24-01 Academy Recruits
- Worked with vendor to get oxygen and jump bags replaced under warranty
- Updated the uniform portal to reflect changes with uniform items
- Worked with ZOLL to replace defective batteries
- Sent out Station 333's monitor to ZOLL for repairs
- Worked on moving the logistics uniform items to the warehouse bay closet
- Began preparations at the Logistics Building and Warehouse for consolidation of the Warehouse Division
- Took the District courier van to Firestone to perform scheduled preventative maintenance

**Facilities: David Davis, Facilities Division Manager**

The following is a list of activities for the month of February 2025:

- Attended meeting with GLHN Architects & Engineers regarding Training Center commissioning and lessons learned
- Attended Division Chiefs/Managers meeting
- Attended Facilities Program Appraisal meeting
- Attended Leadership Committee meeting
- Attended Budget Study Session
- Completed the Station 331/Battalion Chief Headquarters annual inspection

**GOALS:**

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

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**Attachments**

Fleet Metrics