

## B. Essential Services Board Report



## Northwest Fire District Governing Board

13535 North Marana Main Street  
Marana, Arizona

SCHEDULED

### FIRE CHIEF'S REPORT

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**Date:** February 25, 2025  
**To:** Governing Board  
**From:** Scott Hamblen, Assistant Chief  
**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 January 2025:

- Attended Leadership Committee meeting
- Attended Executive Staff meetings
- 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 January 2025:

- Completed public surplus auctions for eight (8) vehicle lifts and (1) one antenna mast
- Submitted paperwork for four (4) vehicles to be sold via Enterprise Remarketing
- Completed an Arizona Department of Environmental Quality (AZDEQ) inspection for Fleet Technicians as part of the District's emissions program
- Conducted Hero breakfast in conjunction with Community Relations and Public Education Division and Desert Sun Realty
- Fleet Technicians signed up for Cummins online training

##### **Warehouse (WH): Robert Kay, Supply Supervisor**

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

- Saline stock was restored due to the ongoing efforts of District vendors and Procurement
- Picked up completed orders from vendors and sent them out to personnel in the field
- Received correspondence from vendor to get Meret bags replaced under warranty
- Sent monitors from Station 341 and Station 334 to ZOLL for repairs
- Performed office and janitorial inventory for the Warehouse
- Placed restock orders for Emergency Medical Services (EMS), janitorial, office, uniform, station, and pharmaceutical supplies.

##### **February Objectives:**

- Continue fulfilling the needs of District

- Assess for streamlining processes
- Attend weekly leadership coaching meetings

### **Academy Support**

- Continued receiving Academy uniform items for graduation
- Ongoing support as needed

### **February Objectives:**

- Ongoing support as needs are identified
- Final sizing for Academy formal uniforms

### **Pharmaceutical Dispensers**

- Saline has been fully restored and the allocations have been removed
- Restocked District pharmaceutical machines bi-weekly
- Performed quarterly cycle count (non-controlled) and checked machine coils for correct products and proper alignment
- Pulled expired medications from machines and replaced them

### **February Objectives:**

- Support as needed
- Conduct machine physical counts (non-controlled items)
- Continue Operative IQ implementation

### **Uniforms**

- Updated the uniform portal to reflect changes with uniform items
- Continued wear test of structure gloves
- Continued wear test of alternative duty pants
- Continued wear test of alternative Hi-Viz hiker rescue shirt
- Monitor vendor performance through order tracker
- Continued portal and user support as needed

### **February Objective:**

- Support as needed

### **Surplus Project**

- Identified several Technical Services items as defunct with no surplus avenue for disposal

### **February Objective:**

- Identify surplus items as needed

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

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

- Completed Station 330 solar/heating evaluation with GLHN Architects & Engineers
- Attended meeting regarding gate operation install strategy
- Completed Station 338 roof inspection
- Completed Station 330 and Warehouse annual safety inspections
- Attended Essential Services meeting

- Attended Logistics building modification site walk
- Attended Leadership Committee meeting

**GOALS:**

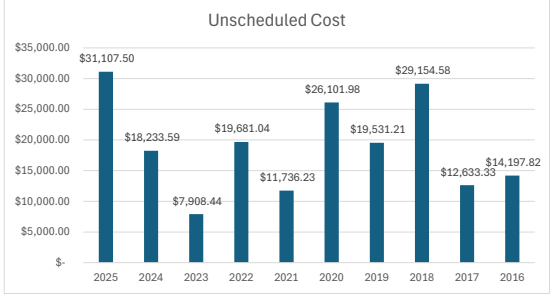
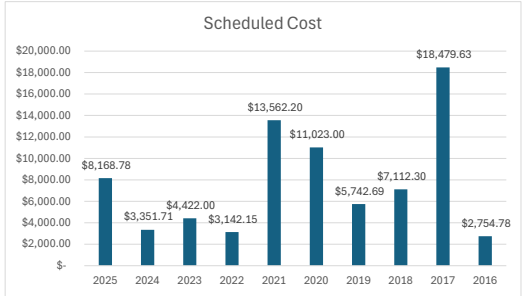
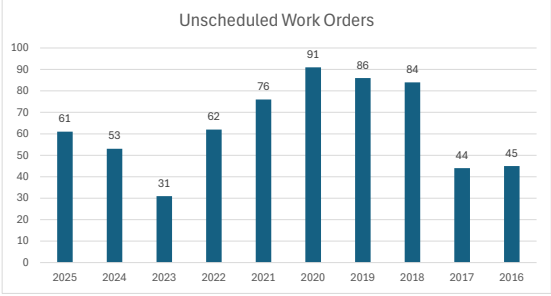
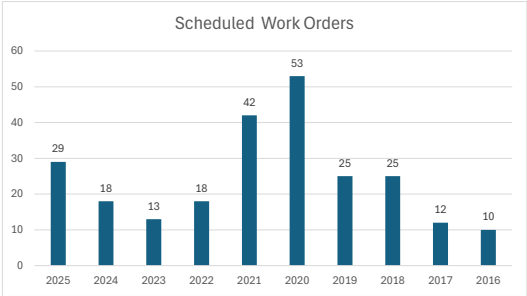
To save lives, protect property, and care for our community.

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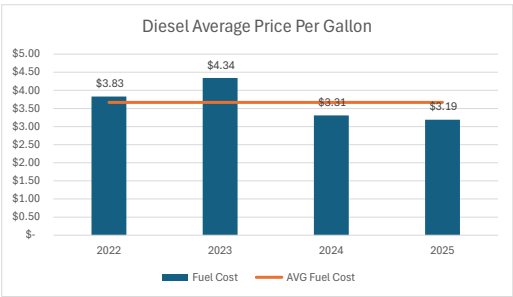
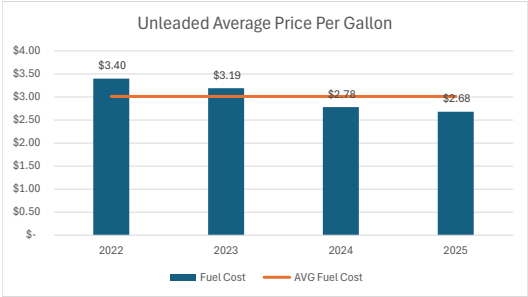
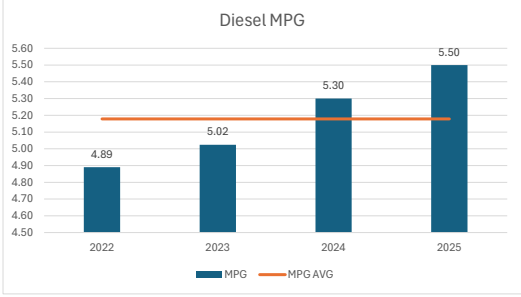
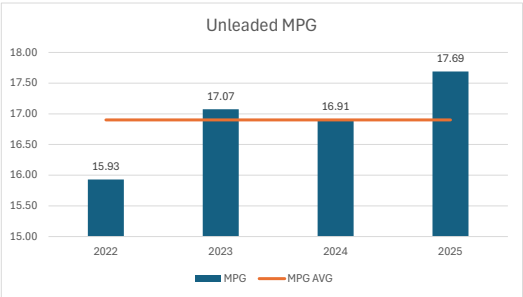
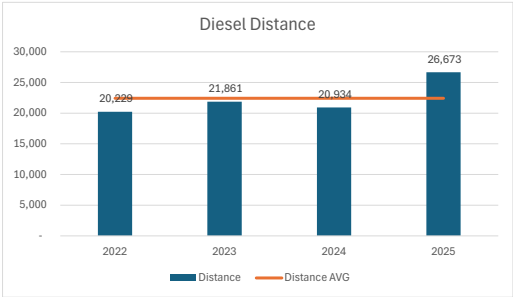
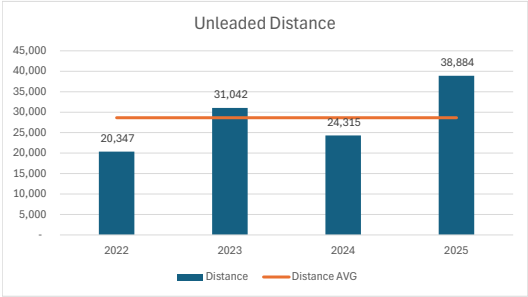
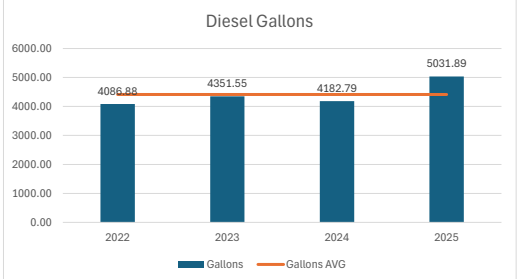
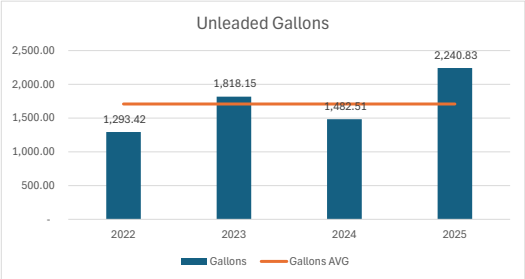
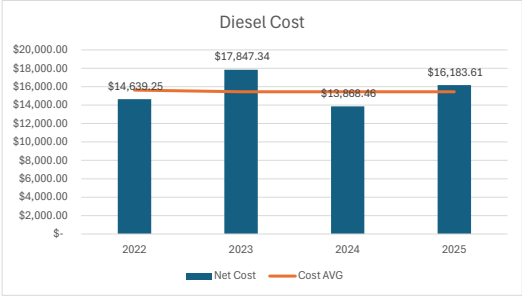
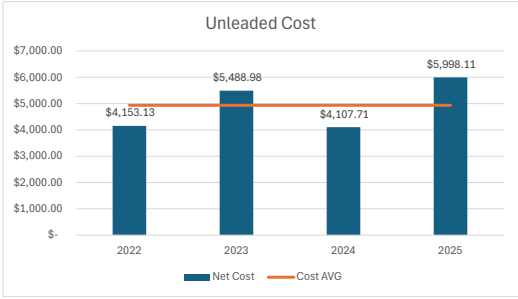
**Attachments**

Fleet Metrics

# January



# January



# January

Fleet Services Activity Comparison						
	Work Order			Cost		
	Scheduled	Unscheduled	Pending	Scheduled	Unscheduled	
2025	29	61	48	\$ 8,168.78	\$ 31,107.50	
2024	18	53	83	\$ 3,351.71	\$ 18,233.59	
2023	13	31	57	\$ 4,422.00	\$ 7,908.44	
2022	18	62	69	\$ 3,142.15	\$ 19,681.04	
2021	42	76	59	\$ 13,562.20	\$ 11,736.23	
2020	53	91	46	\$ 11,023.00	\$ 26,101.98	
2019	25	86	53	\$ 5,742.69	\$ 19,531.21	
2018	25	84	78	\$ 7,112.30	\$ 29,154.58	
2017	12	44	47	\$ 18,479.63	\$ 12,633.33	
2016	10	45	38	\$ 2,754.78	\$ 14,197.82	
Average	24.50	63.30	57.80	7775.92	19028.57	

Work Order Delays				
	Parts	Vendor	Recalls	Funding
2025	4	3	2	0

DOWNTIME		
Shop	Days	Reason
S0526	8.04	PM
S0527	2.86	PM
S0804	9.06	PUMP ISSUES
S0901	10.19	BRAKES
S1006	12.08	PM
S1501	10.58	PM / TIRE / BRAKES
S1708	31	PM / ENGINE / PUMP
S1811	5.87	PM / TIRE / ELECTRICAL
S1901	2.13	PM / ENGINE

DOWN TIME (HOURS)	5326.07
PM'S (APPARATUS / AMBULANCE)	7
TIRES (WORK ORDERS)	1

UNLEADED FUEL										
January	Net Cost	Cost AVG	Gallons	Gallons AVG	Distance	Distance AVG	MPG	MPG AVG	Fuel Cost	AVG Fuel Cost
2022	\$ 4,153.13	\$ 4,936.98	1,293.42	1708.73	20,347	28647.00	15.93	16.90	\$ 3.40	\$ 3.01
2023	\$ 5,488.98	\$ 4,936.98	1,818.15	1708.73	31,042	28647.00	17.07	16.90	\$ 3.19	\$ 3.01
2024	\$ 4,107.71	\$ 4,936.98	1,482.51	1708.73	24,315	28647.00	16.91	16.90	\$ 2.78	\$ 3.01
2025	\$ 5,998.11	\$ 4,936.98	2,240.83	1708.73	38,884	28647.00	17.69	16.90	\$ 2.68	\$ 3.01

DIESEL FUEL										
January	Net Cost	Cost AVG	Gallons	Gallons AVG	Distance	Distance AVG	MPG	MPG AVG	Fuel Cost	AVG Fuel Cost
2022	\$ 14,639.25	\$ 15,634.67	4086.88	4413.28	20,229	22424.25	4.89	5.18	\$ 3.83	\$ 3.67
2023	\$ 17,847.34	\$ 15,451.68	4351.55	4413.28	21,861	22424.25	5.02	5.18	\$ 4.34	\$ 3.67
2024	\$ 13,868.46	\$ 15,451.68	4182.79	4413.28	20,934	22424.25	5.30	5.18	\$ 3.31	\$ 3.67
2025	\$ 16,183.61	\$ 15,451.68	5031.89	4413.28	26,673	22424.25	5.50	5.18	\$ 3.19	\$ 3.67

# JANUARY

1-5	6-12	13-19	20-26	27-31	TOTAL	CATEGORY	NOTES
2		1		1	4	AFTER HOURS CALL OUT	1007 REGEN ISSUE (ANGEL)
							057 COOLANT LEAK (ANGEL)
							1502 BAD BATTERY (JAYDEN)
							0802 CHECK ENGINE (BEN)
	1				1	BREAK DOWN DURING CALL	1708 STARTER (JAYDEN)
		1	1		2	PHONED NO CALL OUT	1614 MDT (JAYDEN)
							0901 TIRE (BEN)
					0	TRAINING	
			1		1	SPECIAL ACTIVITES	022 SALE TO SOUTH TUCSON FIRE DEPARTMENT
			1		1	ACCIDENT	2306
					0	MISC	
2	1	2	3	1	9	TOTAL	
9						GRAND TOTAL	