



FIRE DEPARTMENT CITY ADMINISTRATOR REPORT

DATE: MARCH 02, 2018
TO: MARIA PENA, CITY ADMINISTRATOR
FROM: CHRIS SCHULTE, FIRE CHIEF
RE: Monthly Staff Report Fire Department activities.

REPORTING PERIOD: This report covers activities that have occurred or are in progress for the month of February 2018.

- Chief attended a Training session In Redmond , OR for Human Resources Specialist.
- Delivered Wildland Fire Basic Training for City of Connell, and Franklin County Fire Districts 1 and 4. Class occurred on Feb 6, Feb 7, Feb 9 and all day Feb 10. 15 additional Wildland Fire Fighters for the north end of Franklin County.
- Attended Tri Cities Chamber of Commerce meeting at Three Rivers Convention Center with Hillary Franz, Washington State Director of Public Lands as the Key Note Speaker.
- Conducted a Fire Prevention inspection at Lamb Weston with Lamb Weston Safety Officer Chris Bingham.
- Contacted US Forest Service and located missed back fill payment from Federal Fire. All Federal funds for the 2017 fire season will be accounted for once this last deposit is made.
- Continue to be mildly involved in PNW2 Incident Management Team, matters.
- Submitted Fire Fighter payroll for month of February 2018.
- Have located and will be adopting the use of an application that will assist Fire Fighters in fire hydrant location during fires and training.
- Replaced 3 exterior door keypads and 2 sets of the interior 'panic' hardware for two of them at the Fire Station. Had all the doors re-keyed to the new locks so that the entire station only needs on key.

/s/ Chris Schulte
Fire Chief/City of Connell