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## FIRE DEPARTMENT CITY ADMINISTRATOR REPORT

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DATE: July 31, 2020  
TO: MARIA PENA, CITY ADMINISTRATOR  
FROM: KEN WOFFENDEN, 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 July 2020.

- Maintaining Social distancing as a top priority to sustain a healthy crew.
- Fire training's have resumed
- Arrange hearing testing for Firefighters
- Perform minor maintenance on fire engines
- Perform minor maintenance on SCBA compressor
- Send air sample to lab for testing
- Attend multiple meeting's (Webinars)
- Paid Fire Dept. bills.
- Respond to several incidents

/s/ Ken Woffenden  
Fire Chief/City of Connell