

## MEMORANDUM

**TO:** Timothy P. Dodge, City Manager

**FROM:** \_\_\_\_\_  
Phillip A. Mares, Fire Chief

**DATE:** December 8, 2009

**RE:** Monthly Status Report

Current needs and projects City of Las Vegas Fire Department.

### 1. Fire Department Training

In order to insure safe operations within the Fire Department, staff will be scheduled for ongoing trainings as available; Training provides a positive impact on moral and overall health of the department.

This last month we have sent four personnel to training in Socorro. Lt. Samuel Lujan and Lt. Joseph Harris were training from November 16-20, 2009 for Fire Inspector I and Captain Arthur Herrera and Louie Mares, Engineer II, were in Socorro from November 30, 2009 through December 4, 2009, for Fire Service Instructor I.

Assistant Chief Steve Tafoya, Lt. Harris, and Lt. Lujan have completed the Fire Service Instructor Course at LCC and Firefighter/EMT Rodney Sauter has also completed the Fire Inspector Class at LCC.

There was a CST Training held on November 30, 2009 and December 01, 2009 at the City of Las Vegas Fire Department and Wilson Parking lot at NMHU. This training was held in conjunction with the City of Las Vegas Fire Department, National Guard, Las Vegas City Police, Superior Ambulance, NMHU Police and NM State Police.

### 2. Public Training

Fire Department has been providing Fire extinguisher trainings as well as office safety trainings to several businesses within the community.

### 3. Fire Prevention

The City of Las Vegas Fire Department will be conducting its annual "Santa in the Park" on December 12, 2009. Santa will be at Plaza Park from 10:00 A.M. to 2:00 P.M. distributing goodies. Should the weather not cooperate, the "Santa in the Park" will be held at the City of Las Vegas Recreation Center. Mr. Louie Mares, Engineer II along with April Gonzales, Administrative Aide have been coordinating this event.

### 4. Meetings

Chief Phillip Mares along with Captain Arthur Herrera attended an EMS Meeting in Las Cruces, NM on November 12 & 13, 2009.

### 5. Station One Construction

We are currently reviewing architectural plans for an office addition for Station One. This new addition will be a reception area which will free up additional office space that will be utilized by officers and staff. We will be going out to bid in the near future.

### 6. Equipment replacement

The following PPE (Personal Protective Equipment) is currently on order.

- Structural Firefighting Helmets
- Gloves
- Boots

7. We are beginning the process of developing specifications for a Class A Apparatus to replace an aging unit.

8. Assistant Fire Chief Steve Tafoya is working on the annual EMS Report as required by the EMS Bureau. He is also working on reviewing applications and the process for filling vacancies within the Fire Department.

PM/pm

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